**JAMES BURGESS**
Mayor
**RITA BISHOP**
Councilmember Place 1
**KAYLA SANGUINETTI**
Councilmember Place 2

**JEANIE SCOTT**
Mayor Pro Tem/
Councilmember Place 3
**GERONIMO HERNANDEZ**
Councilmember Place 4
**PHYLLIS LEWIS**
Councilmember Place 5

# VENUS REGULAR COUNCIL MEETING

Venus Civic Center
210 South Walnut St.
Venus, Texas 76084
Monday, August 9, 2021 7:00 PM
Regular Agenda

Page

## 1. Call to Order, Roll Call, Invocation, Pledge of Allegiance

## 2. Announcements from Mayor:

*Cell phones are to be turned off or placed on vibrate/silent only. No conversation or comment from the audience is permitted unless specifically called upon by the Mayor. Please remain respectfully quiet.*

## 3. Citizen Public Comment Period:

*Citizens may sign up before the meeting begins and will be allowed up to 5 minutes to address the Mayor and Council. The Mayor, Council members and staff members may not respond or converse with speakers during this time. The comments from the speaker must be in the form of a statement. By State law, no questions may be asked or answered for items not appearing on the agenda.*

## 4. Consent Agenda:

*All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Administrator to implement each item in accordance with staff's recommendation.*

4.1. Approval of meeting minutes for City Council regular meeting on July 12, 2021.

4.2. Approval of meeting minutes for City Council budget workshop on July 12, 2021.

4.3. Approval of meeting minutes for City Council Special called meeting on August 2, 2021. 6 - 8

8-2-2021-Special called.docx

4.4. Ratifying the payment of bills for the month of July 2021 9 - 23

#Check Register 2021-07.pdf

I make a motion to approve the consent agenda as presented.

**5. Staff Reports:**

5.1. Fire Department - Jayson DeLeon: Report for July. 24

July 2021-VFD.pdf

5.2. Public Works - Chip Hopkins: July monthly report. 25 - 28

Public Works – 8.9.21.pdf

5.3. Police Department -James Groom: July 2021 monthly report. 29

VPD July 2021 Monthly Report .pdf

5.4. City Administration- Tonya Roberts: July 2021 monthly report. 30 - 31

7-2021.pdf

5.5. Finances - Cheryl Estes: June 2021 Financial Reports 32 - 61

#June 2021 Financial Report.pdf Sales Tax History.pdf Staff Report - June 2021 Financial Reports.pdf

5.6. Planning & Development - Dave Gattis: July report. 62

Planning and Development Activities-July 2021.pdf

**6. Public Hearings:**

6.1. Conduct public hearing regarding Ordinance No. 731-2021-08 amending the zoning ordinance and map by changing the minimum building size (sq. ft.) in the R-1, R-2 and MH-1 (s) districts from 1250 (sq. ft.) to 1400 (sq. ft.) 63

1-Change minimum house size.pdf

Open Public Hearing:
Close Public Hearing:

**7. Consideration and action items:**

7.1. Discuss and consider approval/denial of Ordinance No. 731-2021-08 amending the zoning ordinance and map by changing the minimum building size (sq. ft.) in the R-1, R-2 and MH-1 (s) districts from 1250 (sq. ft.) to 1400 (sq. ft.). 64 - 66

VENUS Amending Zoning Ordinance minimum building size.pdf

I make a motion to approve/deny Ordinance No. 731-2021-08.

7.2. Discuss and consider approval of Ordinance 732-2021-08 amending FY 20-21 Budget. 67 - 78

#Ordinance 732-2021-08 FY 20-21 Budget Amendments.pdf Staff Report - FY 20-21 Amended Budgets.pdf

I make a motion to approve Ordinance 732-2021-08 amending the FY 20-21 Budget as presented.

7.3. Discuss and consider 2021 property tax rate and schedule public hearing.

I make a motion to propose that the 2021 property tax rate will not exceed the voter-approval tax rate of $0.807224 and to schedule a public hearing regarding the property tax rate on September 13, 2021

7.4. Untable, discuss and consider approval/denial of the Human Resource/Planning Specialist position and job description. 79 - 82

Human Resources_Planning Specialist-Venus.pdf

This item was on the July 12, 2021 Council meeting and was tabled until August 9, 2021 meeting.

I make a motion to approve/deny the Human Resource/Planning Specialist position and job description.

7.5. Discuss and consider awarding the bid for FM 157 Waterline project to Atkins Brothers Equipment. 83 - 90

FM 157 Waterline.pdf FM 157 Water Line Bid Tabulation.pdf

I make a motion to approve/deny awarding the FM 157 Waterline project to Atkins Brothers Equipment.

7.6. Discuss and consider a Final Plat for Lot 1 and 2, Christian Corner Addition, being 8.824 acres out of the Henry Whitmire Survey, Abstract 901, generally located south of FM 1807 and east of County Road 210, in the Venus ETJ in Johnson County. 91 - 97

1A-Christian Corner Addition Final Plat.pdf 1B-Christian Corner--Submittal 2--- 6-29-2021.pdf 1C-Christian Corner Aerial with floodplain.pdf

I make a motion to approve/deny Final Plat for Lot 1 and 2, Christian Corner Addition, being 8.824 acres out of the Henry Whitmire Survey, Abstract 901, generally located south of FM 1807 and east of County Road 210, in the Venus ETJ in Johnson County.

7.7. Discuss and consider Ordinance No. 733-2021-08 approving the 2021 amended and restated service and assessment plan and 2021 assessment roll for public improvements for the Bluestem Hills Public Improvement District No. 1. 98 - 137

733-2021-08- A&R SAP_Ordinance_Final draft.pdf

EX A. 2021-07-12_VEN_Bluestem Hills_ A&R SAP_v1.2.pdf

I make a motion to approve/deny Ordinance No. 733-2021-08.

## 8. Executive Session:

The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071 (2) (Private consultation with attorney for the city) on matter which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

**Section:551.071(2)- (Private consultation with attorney for the City)** to discuss Brahman Ranch Public Improvement District No. 1.

8.1. Recess into Executive Session:

8.2. Reconvene into Open Session:

8.3. Action as a result of above listed Executive Session.

## 9. Adjournment

*The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071(2) (Private consultation with attorney for the city), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).*

**This is to certify that a copy of this Notice of Meeting was posted on the bulletin of City Hall, 700 W. Hwy 67 Venus, Texas and at a place readily accessible to the general public at all times and to the City's website** www.cityofvenus.org**, Friday August 6, 2021 by 5:00 P.M..**

__________________________

Callie Green,

City Secretary

*For more information or a copy of the Open Meetings Act, please contact the Attorney General of Texas at 1-800-252-8011; the City Secretary at 972-366-3348, ext. 211 or visit the City of Venus web site at www.cityofvenus.org. This building is wheelchair accessible. Any requests for Interpretive Services must be named 48 hours in advance of the scheduled meeting. To make arrangements please call 972-366-3348 .*

**City Council Minutes**

Monday, August 2, 2021 at 7:00 PM

Venus Civic Center

## 1. Call to Order, Roll Call, Invocation, Pledge of Allegiance

Mayor Burgess called the meeting to order at 7:00 p.m., gave the invocation and lead the Pledge of Allegiance.

Councilmembers present: James Burgess, Rita Bishop, Kayla Sanguinetti, Geronimo Hernandez, and Phyllis Lewis

Councilmembers absent: Jeanie Scott.

Staff present: Tonya Roberts, Cheryl Estes, Callie Green, Stacey Wyman, Chip Hopkins, and Officer Gordon.

## 2. Announcements from Mayor:

*Cell phones are to be turned off or placed on vibrate/silent only. No conversation or comment from the audience is permitted unless specifically called upon by the Mayor. Please remain respectfully quiet. Also, thanked the team in the back running the audio system.*

## 3. Citizen Public Comment Period:

*No public comments.*

## 4. Presentation:

4.1. Presentation by JMJ Development.

Tim Barton, President of JMJ Development presented to Council.

## 5. Executive Session:

*The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071 (2) (Private consultation with attorney for the city) on a matter which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.*

**Section: 551.071 (2) -(Private consultation with attorney for the City)** to discuss JMJ Development**.**

5.1. Recess into Executive Session:

Mayor Burgess recessed into Executive Session at 7:52 p.m.

5.2. Reconvene into Open Session:

Mayor reconvened into open session at 8:59 p.m.

No action taken on above listed Executive Session.

## 6. Action items:

6.1. Discuss and consider approval of Resolution No. 06-2021-08 authorizing signatories and names of bank accounts to be opened at Pinnacle Bank.

RESOLUTION NO. 06-2021-08 Signatories and Bank Accounts.pdf Staff Report-Pinnacle Bank Signatories.docx

I make a motion to approve Resolution No. 06-2021-08 as presented.

*Moved by:* Rita Bishop

*Seconded by:* Kayla Sanguinetti

**For: Unanimous. Motion carried 4-0-0.**

## 7. Budget Workshop:

7.1. Conduct a budget workshop.

Councilmember Bishop would like to see a larger budget for streets.

Councilmember Sanguinetti would like to see more help for Public works. Minimize third-party vendors and to utilize what we already have.

Councilmember Hernandez wants to increase public works employees, have an employee certified to spray for mosquitoes, have sitting areas around the city square, and city streets need help.

Councilmember Lewis would like to see the square re-vamped.

Mayor wants to see the city's portion of Road 620 to be fixed with chip seal, wants to fix city streets that are in poor shape, and public works needs additional employees and equipment.

**8. Adjournment**

Mayor Burgess adjourned the meeting at 9:30 p.m.

______________________________
Mayor

______________________________
City Secretary

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| NON-DEPARTMENTAL | GENERAL FUND | U. S. TREASURY | FEDERAL WITHHOLDING | 4,206.59 |
| | | | FEDERAL WITHHOLDING | 4,185.97 |
| | | | FICA WITHHOLDING | 2,925.54 |
| | | | FICA WITHHOLDING | 165.29 |
| | | | FICA WITHHOLDING | 2,910.00 |
| | | | MEDICARE WITHHOLDING | 684.19 |
| | | | MEDICARE WITHHOLDING | 38.66 |
| | | | MEDICARE WITHHOLDING | 680.58 |
| | | CHILD SUPPORT DISTRIBUTION FUND | CASE #0011334214-11305 | 136.15 |
| | | | CASE #0011334214-11305 | 136.15 |
| | | | CASE ID 0010216557 | 207.69 |
| | | | CASE ID 0010216557 | 207.69 |
| | | | CASE ID 0012061075 | 192.00 |
| | | | CASE ID 0012061075 | 192.00 |
| | | | CASE ID 0010420256 | 200.77 |
| | | | CASE ID 0010420256 | 200.77 |
| | | MISC VENDOR JAMIE FLATT | JAMIE FLATT: KEYS FIELDER | 50.00 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 263.29 |
| | | | UNUM VOL LIFE 2021-07 | 331.65 |
| | | | UNUM DENTAL COBRA 2021-07 | 30.72 |
| | | STATE COMPTROLLER | TOTAL STATE COURT COSTS | 9,863.87 |
| | | | TIMELY FILING DISCOUNT | 831.84- |
| | | CITIBANK | GROOM CREDIT CARD CHARGES | 840.54 |
| | | | ESTES CREDIT CARD CHARGES | 2,604.13 |
| | | | GREEN CREDIT CARD CHARGES | 412.00 |
| | | | FLAGG CREDIT CARD CHARGES | 94.47 |
| | | | HOPKINS CREDIT CARD CHARGE | 853.89 |
| | | | CITIBANK CC PAID WITH CH 3 | 4,805.03- |
| | | WEX BANK | MONTHLY SERVICE FEES | 4.99 |
| | | | REBATE | 77.13- |
| | | MCCREARY, VESELKA, BRAGG AND ALLEN P.C | COURT COLLECTION FEES | 58.50 |
| | | | COURT COLLECTION FEES | 43.10 |
| | | | TOTAL: | 27,007.19 |
| PLANNING & DEVELOPMENT | GENERAL FUND | U. S. TREASURY | FICA WITHHOLDING | 234.40 |
| | | | FICA WITHHOLDING | 234.40 |
| | | | MEDICARE WITHHOLDING | 54.82 |
| | | | MEDICARE WITHHOLDING | 54.82 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 86.27 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 75.54 |
| | | JACOB MARTIN, LLC | ZONING MAP | 3,225.00 |
| | | MICHAEL B. HALLA | LEGAL SERVICES FOR THE CIT | 2,500.00 |
| | | | LEGAL SERVICES FOR THE CIT | 2,500.00 |
| | | CITY HALL ESSENTIALS | JUNE 2021 CONTRACT SERVICE | 3,414.08 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 177.64 |
| | | | 2021 Q2 TWC PAYMENT | 182.80 |
| | | CITIBANK | AMAZON- INK CARTRIDGES | 18.99 |
| | | NATIONAL TELESYSTEMS, INC. | TELEPHONE PROGRAM UPSTAIRS | 249.00 |
| | | BUREAU VERITAS NORTH AMERICA, INC | 701 MEADOW RIDGE AVE | 331.71 |
| | | | 1001 SUMNER DR | 234.75 |
| | | | BUREAU VERITAS NORTH AMERI | 160.00 |
| | | | 200 AUSTIN AVE | 3,092.84 |
| | | | 708 HARVEST MOON | 885.21 |
| | | | 712 HARVEST MOON | 885.21 |
| | | | 700 HARVEST MOON | 922.17 |
| | | | 704 HARVEST MOON | 885.21 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | | 713 HARVEST MOON | 2,193.74 |
| | | | 709 HARVEST MOON | 2,193.74 |
| | | | 705 HARVEST MOON | 2,193.74 |
| | | | 118 PATRIOT WAY | 159.15 |
| | | | 16 VENUS LARUE RD | 133.95 |
| | | | 311 VISTA RIDGE | 76.92 |
| | | | 307 VISTA RIDGE LN | 125.55 |
| | | | 155 WASHINGTON WAY | 150.75 |
| | | | 131 OCELOT LN | 1,281.69 |
| | | | 403 S LOCUST ST | 142.35 |
| | | | 503 S OAK ST | 76.92 |
| | | | 141 OCELOT LN | 600.00 |
| | | | 105 PRESIDENTS WAY | 76.92 |
| | | | 149 ADAMS AVE | 76.92 |
| | | | 1121 SUMNER DR | 76.92 |
| | | | 202 S BEACH ST | 1,322.01 |
| | | | 101 COLONIAL LN | 76.92 |
| | | | 211 OCELOT LN | 600.00 |
| | | | 131 HIGHGATE DR | 76.92 |
| | | | 105 PRESIDENTS WAY | 76.92 |
| | | | 400 COTTON BEND TRL | 175.95 |
| | | | 408 HARVEST HILL LN | 76.92 |
| | | | 255 N FM 157 BLDG 3 | 150.00 |
| | | | 108 HOUSTON PL | 125.55 |
| | | | 231 OCELOT LN | 600.00 |
| | | | 151 TIGER RIDGE | 600.00 |
| | | | 230 OCELOT LN | 600.00 |
| | | | 230 HIGHGATE DR | 600.00 |
| | | | 231 TIGER RIDGE | 600.00 |
| | | | 105 PRESIDENTS WAY | 76.92 |
| | | | 127 INDEPENDENCE AVE | 209.55 |
| | | | 146 LONE STAR AVE | 76.92 |
| | | | 20 VENUS LARUE | 76.92 |
| | | | 220 TIGER RIDGE | 600.00 |
| | | | 230 TIGER RIDGE | 600.00 |
| | | | 143 JEFFERSON DR | 76.92 |
| | | | 605 MEADOW RIDGE | 142.35 |
| | | | 700 WHEAT VALLEY BLVD | 76.92 |
| | | BIRKHOFF,HENDRICKS & CARTER, LLP | PATRIOT ESTATES PHASE 8 | 1,225.61 |
| | | | HERITAGE HILLS PHASE 2 | 222.83 |
| | | | PATRIOT ESTATES PHASE 9 | 111.42 |
| | | | STARLIGHT MEADOWS | 334.25 |
| | | | BANKSTON | 334.25 |
| | | | CHRISTIANS CORNER PLAT REV | 222.83 |
| | | | SEVEN S RANCH | 167.12 |
| | | | BANKSTON BASIN SEWER EVAL | 111.42 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 5,667.12 |
| | | | TOTAL: | 45,978.66 |
| ADMINISTRATION | GENERAL FUND | U. S. TREASURY | FICA WITHHOLDING | 359.48 |
| | | | FICA WITHHOLDING | 165.29 |
| | | | FICA WITHHOLDING | 353.29 |
| | | | MEDICARE WITHHOLDING | 84.07 |
| | | | MEDICARE WITHHOLDING | 38.66 |
| | | | MEDICARE WITHHOLDING | 82.63 |
| | | CITY OF VENUS - PETTY CASH | POSTAGE | 27.05 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | FRONTIER ACCESS LLC | CITY HALL | 92.40 |
| | | CINTAS | MATS FOR CITY HALL | 31.39 |
| | | | MATS FOR CITY HALL | 31.39 |
| | | | MATS FOR CITY HALL | 31.39 |
| | | | MATS FOR CITY HALL | 31.39 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 16.07- |
| | | | UNUM LIFE/STD/LTD 2021-07 | 48.54 |
| | | LORETTA S. MILLER | CLEANING SERVICES | 125.00 |
| | | | CLEANING SERVICES | 125.00 |
| | | | CLEANING ADMIN OFFICES | 125.00 |
| | | AMERIFLEX | HRA ADMIN 28 EMP @ $5/EA | 140.00 |
| | | XEROX FINANCIAL SERVICES | XEROX LEASE PAYMENT | 129.00 |
| | | XEROX USAGE | 2232 @ 0.0045 COLOR | 100.44 |
| | | | 7243 @ 0.005 B/W | 36.22 |
| | | FTDJ, LLC | MONTHLY IT & MIRCROSOFT | 937.00 |
| | | | 50% BATTERY BACKUP | 357.15 |
| | | KAY HARRINGTON | CLEAN OUT SPETIC TANK @ CH | 395.00 |
| | | CALLIE GREEN | MILEAGE FOR CLASS IN GRANB | 77.28 |
| | | MICHAEL B. HALLA | LEGAL SERVICES FOR THE CIT | 2,500.00 |
| | | | LEGAL SERVICES FOR THE CIT | 2,500.00 |
| | | JORDAN KUHN | R-PANEL ROOF REPAIRS | 16,214.00 |
| | | PITNEY BOWES (METER RENTAL) | POSTAGE METER RENTAL | 198.38 |
| | | TML RISK POOL | AUTOMOBILE | 124.75 |
| | | | GEN LIABILITY | 186.50 |
| | | | E&O | 362.00 |
| | | | REAL & PERS PROPERTY | 683.25 |
| | | | CRIME | 54.50 |
| | | | ADMIN | 200.00 |
| | | | WAIVER OF SUBROGATION | 9.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 432.00 |
| | | | 2021 Q2 TWC PAYMENT | 252.00 |
| | | PRECISION AIR | RUN NEW WIRING ON AC UNIT | 200.00 |
| | | TYLER TECHNOLOGIES | TOP, PURCHASE ORDERS | 735.00 |
| | | CITIBANK | AMAZON-UTILITY CART | 104.98 |
| | | | AMAZON-POSTITS, FOLDERS, C | 79.56 |
| | | | AMAZON-STAPLER PENS (STACE | 36.81 |
| | | | AMAZON-FILE FOLDERS (STACE | 16.26 |
| | | | AMAZON-WALL CALENDAR (STAC | 9.85 |
| | | | AMAZON-KLEENEX, EXTEN CORD | 42.98 |
| | | | ADOBE- | 5.10 |
| | | | OFFICE DEPOT- LEGAL PADS | 4.21 |
| | | | AMAZON-DESK (STACEY) | 725.89 |
| | | | OFFICE DEPOT-HIGHLIGTERS | 6.56 |
| | | | AMAZON-BROOMS | 23.86 |
| | | | ADOBE-LIC FOR THE CITY | 215.91 |
| | | | UATTEND-EMPLOYEE TIMECLOCK | 100.67 |
| | | | TSCPA-MEM DUES FOR C.ESTES | 430.00 |
| | | | AMAZON-POSTITS FOLDERS REC | 132.15 |
| | | | AMAZON-RF ON TAX HEADSET L | 4.95- |
| | | | AMAZON-HEADSET LIFTER | 64.95 |
| | | | AICPA - RENEWAL FOR C.ESTE | 295.00 |
| | | | AMAZON-TOLIET PAPER | 29.90 |
| | | | AMAZON- POSTAGE STRIPS | 50.09 |
| | | | HOLIDAY INN- LODGING SEMIN | 132.00 |
| | | | TMC- SEMINAR | 280.00 |
| | | | AMAZON- WIRELESS KEYBOARD | 59.35 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | | AMAZON-TELEPHONE CORDS | 16.13 |
| | | MOUNTAIN PEAK SPECIAL UTILITY DISTRICT | 700 W HWY 67 | 20.56 |
| | | GEXA ENERGY | 50% CH/AUXILARY | 466.30 |
| | | | FEB 21 STORM RECOVERY CHAR | 228.07 |
| | | FIRST CHECK | T.ROBERTS | 36.00 |
| | | | D.PERRY | 27.00 |
| | | CARENOW CORPORATE | T.ROBERTS | 48.00 |
| | | | D.PERRY | 48.00 |
| | | DROP SHOT PEST CONTROL | PEST CONTROL CITY HALL | 55.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 11,233.49 |
| | | | TOTAL: | 43,579.05 |
| POLICE DEPARTMENT | GENERAL FUND | U. S. TREASURY | FICA WITHHOLDING | 1,760.93 |
| | | | FICA WITHHOLDING | 1,770.33 |
| | | | MEDICARE WITHHOLDING | 411.83 |
| | | | MEDICARE WITHHOLDING | 414.03 |
| | | CITY OF VENUS - PETTY CASH | SHERWIN WILLIAMS PAINT FOR | 28.77 |
| | | | IDENTO GO WELLS & SPURLOCK | 20.42 |
| | | AT&T MOBILITY | MAY 20- JUNE 19 PHONES | 657.68 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 575.54 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 545.77 |
| | | LORETTA S. MILLER | CLEANING SERVICES | 125.00 |
| | | | CLEANING SERVICES | 125.00 |
| | | | CLEANING PD | 125.00 |
| | | XEROX FINANCIAL SERVICES | XEROX LEASE PAYMENT | 99.00 |
| | | XEROX USAGE | 1006 @ 0.0050 B/W | 5.03 |
| | | FTDJ, LLC | MONTHLY IT & MIRCROSOFT | 937.00 |
| | | | 50% BATTERY BACKUP | 357.15 |
| | | KAY HARRINGTON | CLEANING OF SPETIC AT CITY | 395.00 |
| | | PETE'S TIRE SHOP | REPLACE & BALANCE TIRE | 20.00 |
| | | ANY LAB TEST NOW | LAB TEST FOR SEX ASSAULT | 299.00 |
| | | ACTIVITY GROUP | TOURNIQUET HOLDERS | 328.93 |
| | | TML RISK POOL | AUTOMOBILE | 1,578.25 |
| | | | LAW ENFORCEMENT | 1,649.50 |
| | | | POLICE | 4,991.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 1,324.94 |
| | | | 2021 Q2 TWC PAYMENT | 436.46 |
| | | PRECISION AIR | RUN NEW WIRING ON AC UNIT | 200.00 |
| | | MARSCHALL FIRE & SAFETY | FIRE EXTINGUISHER RECHARGE | 23.00 |
| | | | FIRE EXTINGUISHER RECHARGE | 69.00 |
| | | IMPACT PROMOTIONAL SERVICES | UNIFORMS SPURLOCK | 131.48 |
| | | | UNIFORMS FOR YATES | 169.98 |
| | | | MANDUJANO SAFETY VEST | 84.98 |
| | | | WELLS UNIFORMS | 408.15 |
| | | | WELL SHORT SLEEVE SHIRT | 99.74 |
| | | | WELLS BULLET PROOF VEST | 499.99 |
| | | VENUS MOBILE 1 | OIL CHANGE 8746 | 54.95 |
| | | | BATTERT 8746 | 132.95 |
| | | | OIL CHANGE 4307 | 51.50 |
| | | | OIL CHANGE 6795 | 54.95 |
| | | | OIL CHANGE 3607 | 54.95 |
| | | | OIL CHANGE & BATTERY 3608 | 194.90 |
| | | CITIBANK | SAFARILAND - MAY TRAINING | 275.00 |
| | | | AMAZON- OFFICE SUPPLIES | 52.11 |
| | | | AMAZON- DESK | 128.99 |
| | | | CHUY'S -YATESA GRAD LUNCH | 55.94 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | | DELL- WARRANTIES ON LAPTOP | 328.50 |
| | | MOUNTAIN PEAK SPECIAL UTILITY DISTRICT | PD/WATER | 20.57 |
| | | WEX BANK | POLICE FUEL | 3,210.96 |
| | | GEXA ENERGY | OLD PD /50% CH | 491.65 |
| | | | FEB 21 STORM RECOVERY CHAR | 269.35 |
| | | THE CENTER FOR AMERICAN AND INTERNATIO | YATES ILEA TUITION | 1,600.00 |
| | | FRONTIER COMMUNICATIONS | PD FAX LINE | 68.81 |
| | | DROP SHOT PEST CONTROL | PEST CONTROL PD | 55.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 40,731.76 |
| | | | TOTAL: | 68,500.72 |
| CODE ENFORCE/ANIMAL CO | GENERAL FUND | U. S. TREASURY | FICA WITHHOLDING | 89.76 |
| | | | FICA WITHHOLDING | 90.74 |
| | | | MEDICARE WITHHOLDING | 20.99 |
| | | | MEDICARE WITHHOLDING | 21.22 |
| | | AT&T MOBILITY | MAY 20- JUNE 19 PHONES | 56.11 |
| | | | MISCODED PAYMENT | 713.72 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 45.62 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 32.62 |
| | | SPCA OF TEXAS | ANIMAL DROP OFF FEES | 280.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 108.00 |
| | | CITIBANK | SP GO TAGS-ANIMAL REG TAGS | 120.00 |
| | | WEX BANK | CODE ENFORCEMENT | 115.30 |
| | | JAY SABATUCCI | ACO BASIC COURSE J. COKER | 150.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 1,976.55 |
| | | | TOTAL: | 3,820.63 |
| COURT | GENERAL FUND | U. S. TREASURY | FICA WITHHOLDING | 115.75 |
| | | | FICA WITHHOLDING | 115.75 |
| | | | MEDICARE WITHHOLDING | 27.07 |
| | | | MEDICARE WITHHOLDING | 27.07 |
| | | BILL J. SCOTT | MUNICIPAL JUDGE | 800.00 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 55.55 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 38.29 |
| | | FTDJ, LLC | MONTHLY IT & MIRCROSOFT | 937.00 |
| | | TML RISK POOL | COURT | 29.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 108.00 |
| | | TX MUNICIPAL COURTS ASSOCIATION | SEPT 21 THRU AUG 22 MEM DU | 75.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 2,854.72 |
| | | | TOTAL: | 5,183.20 |
| FIRE DEPARTMENT | GENERAL FUND | TML RISK POOL | AUTOMOBILE | 1,159.00 |
| | | | VOL FIRE DEPT | 459.00 |
| | | GEXA ENERGY | FIRE DEPT | 253.91 |
| | | | FEB 21 STORM RECOVERY CHAR | 76.82 |
| | | | TOTAL: | 1,948.73 |
| PUBLIC WORKS | GENERAL FUND | U. S. TREASURY | FICA WITHHOLDING | 365.23 |
| | | | FICA WITHHOLDING | 345.50 |
| | | | MEDICARE WITHHOLDING | 85.42 |
| | | | MEDICARE WITHHOLDING | 80.82 |
| | | BENNETT'S OFFICE SUPPLY | WATER ENVELOPES | 279.00 |
| | | CITY OF VENUS - PETTY CASH | TRAILER REGISTRATION | 7.50 |
| | | | 2019 PTRB REGISTRATION | 22.00 |
| | | FRONTIER ACCESS LLC | PUBLIC WORKS | 153.62 |
| | | CINTAS | WEEKLY SERVICES | 18.48 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | | WEEKLY SERVICES | 18.48 |
| | | | WEEKLY SERVICES | 18.48 |
| | | | WEEKLY SERVICES | 18.48 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 141.61 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 118.21 |
| | | KAY HARRINGTON | CLEAN SPETIC AT PW BLDG | 295.00 |
| | | TML RISK POOL | AUTOMOBILE | 284.00 |
| | | | MOBILE EQUIPMENT | 106.13 |
| | | | PUBLIC WORKS | 894.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 316.52 |
| | | | 2021 Q2 TWC PAYMENT | 17.45 |
| | | TXU ENERGY | STLG 1 78924SD | 1,625.15 |
| | | | STLG 2 61834SD | 75.18 |
| | | | STLG A LED 101-140 | 38.69 |
| | | | STLG C LE 22287LE | 1,029.36 |
| | | | STLG C LE 141-180 | 145.03 |
| | | THURMAN TRANSPORTATION | SAND & GRAVEL | 1,087.50 |
| | | | THURMAN TRANSPORTATION | 1,450.00 |
| | | VENUS AUTO PARTS LLC | BOLTS | 3.00 |
| | | | STEEL RAKES | 59.98 |
| | | | BLADES 7 STRING | 39.97 |
| | | | COUPLER, PRIMER, GLUE, FIT | 16.08 |
| | | | CHOP SAW BLADE | 9.99 |
| | | | INNER V-TUBES | 17.99 |
| | | | CYCLE OIL | 7.99 |
| | | CITIBANK | JOHNSON CO-REG PW TRUCK | 16.50 |
| | | | JOHNSON CO-PW REG/FEES TRU | 10.25 |
| | | | HARBOR FREIGHT- TOWELS, CA | 48.41 |
| | | MOUNTAIN PEAK SPECIAL UTILITY DISTRICT | 1090 N FM 157 | 26.73 |
| | | WEX BANK | PW STREETS | 922.14 |
| | | GEXA ENERGY | PUBLIC WORKS | 580.13 |
| | | | FEB 21 STORM RECOVERY CHAR | 241.61 |
| | | FRONTIER COMMUNICATIONS | PW LANDLINES | 69.85 |
| | | DROP SHOT PEST CONTROL | PEST CONTROL | 65.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 8,612.10 |
| | | | TOTAL: | 19,784.56 |
| NON-DEPARTMENTAL | CPF-2020 BOND PROC | BIRKHOFF,HENDRICKS & CARTER, LLP | BNSF PERMIT | 152.38 |
| | | | PRELIMINARY ENGINEERING | 16,949.10 |
| | | | TOTAL: | 17,101.48 |
| DEBT SERVICE | DEBT SERVICE FUND | AMEGY BANK | ANNUAL ADMIN FEE 2018 CO | 275.00 |
| | | | TOTAL: | 275.00 |
| NON-DEPARTMENTAL | VENUS COMM DEVELOP | U. S. TREASURY | FEDERAL WITHHOLDING | 120.02 |
| | | | FEDERAL WITHHOLDING | 90.89 |
| | | | FICA WITHHOLDING | 137.16 |
| | | | FICA WITHHOLDING | 120.80 |
| | | | MEDICARE WITHHOLDING | 32.08 |
| | | | MEDICARE WITHHOLDING | 28.25 |
| | | | TOTAL: | 529.20 |
| SPECIAL REV DEPT/VCSDC | VENUS COMM DEVELOP | U. S. TREASURY | FICA WITHHOLDING | 137.16 |
| | | | FICA WITHHOLDING | 120.80 |
| | | | MEDICARE WITHHOLDING | 32.08 |
| | | | MEDICARE WITHHOLDING | 28.25 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | FRONTIER ACCESS LLC | CIVIC CENTER | 91.65 |
| | | CINTAS | WEEKLY SERVICES | 4.15 |
| | | | WEEKLY SERVICES | 4.15 |
| | | | WEEKLY SERVICES | 4.15 |
| | | | WEEKLY SERVICES | 4.15 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 30.72 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 24.93 |
| | | AMMO PLUMBING, LLC | HYDRANT REPAIRS @ CIVIC CN | 198.00 |
| | | AKINS ENVIRONMENTAL CLEANING | EVENT CLEANING 6/7/2021 | 140.00 |
| | | | POWER WASH EXTERIOR BLDG | 369.05 |
| | | | EVENT CLEANING 6/13/2021 | 175.00 |
| | | | EVENT CLEANING 6/14/2021 | 140.00 |
| | | | EVENT CLEANING 6/20/2021 | 175.00 |
| | | | EVENT CLEANING 6/24/2021 | 125.00 |
| | | | WAX THE CIVIC CENTER FLOOR | 1,764.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 94.58 |
| | | | 2021 Q2 TWC PAYMENT | 31.32 |
| | | VENUS AUTO PARTS LLC | COUPLER, PRIMER, GLUE, FIT | 16.08 |
| | | | CYCLE OIL | 7.99 |
| | | | BULBS & FUEL HOSES | 4.58 |
| | | CITIBANK | DRY CLEAN- TABLE CLOTHES | 87.60 |
| | | MOUNTAIN PEAK SPECIAL UTILITY DISTRICT | 502 E HWY 67 | 25.93 |
| | | | CR 213 IRRIGATION | 25.53 |
| | | WEX BANK | TYBE B FUEL | 231.29 |
| | | GEXA ENERGY | PARKS & CIVIC CENTER | 718.19 |
| | | | FEB 21 STORM RECOVERY CHAR | 380.29 |
| | | DESOTO JANITORIAL SUPPLY | PAPER TOWEL DISPENSERS | 117.70 |
| | | DROP SHOT PEST CONTROL | PEST CONTROL CIVIC CENTER | 65.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 3,434.67 |
| | | | TOTAL: | 8,808.99 |
| NON-DEPARTMENTAL | BRAHMAN RANCH PID | BIRKHOFF,HENDRICKS & CARTER, LLP | BRAHMAN RANCH | 557.08 |
| | | | TOTAL: | 557.08 |
| NON-DEPARTMENTAL | WATER & SEWER FUND | U. S. TREASURY | FEDERAL WITHHOLDING | 435.51 |
| | | | FEDERAL WITHHOLDING | 460.87 |
| | | | FICA WITHHOLDING | 618.66 |
| | | | FICA WITHHOLDING | 637.71 |
| | | | MEDICARE WITHHOLDING | 144.69 |
| | | | MEDICARE WITHHOLDING | 149.15 |
| | | CHILD SUPPORT DISTRIBUTION FUND | CASE ID 0014129442 | 436.46 |
| | | | CASE ID 0014129442 | 436.46 |
| | | MISC VENDOR LONGHORN LOCKER/CHAM | 01-0900-02 | 62.34 |
| | | BOWMAN, RHONDA & CHA | 01-4340-03 | 54.89 |
| | | SMITH, MELISA & PAUL | 01-4555-02 | 54.24 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 55.49 |
| | | | UNUM VOL LIFE 2021-07 | 127.60 |
| | | STATE COMPTROLLER | TOTAL SALES TAX COLLECTED | 3,130.44 |
| | | | TOTAL SALES TAX ON PURCHAS | 0.50- |
| | | | TIMELY PAYMENT DISCOUNT | 15.62- |
| | | | TOTAL: | 6,788.39 |
| NON-DEPARTMENTAL | WATER & SEWER FUND | U. S. TREASURY | FICA WITHHOLDING | 618.65 |
| | | | FICA WITHHOLDING | 637.70 |
| | | | MEDICARE WITHHOLDING | 144.68 |
| | | | MEDICARE WITHHOLDING | 149.14 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | ATMOS ENERGY CORP. | 6/2/21 -- 7/1/21 305 S MA | 57.77 |
| | | CITY OF VENUS - PETTY CASH | TRAILER REGISTRATION | 7.50 |
| | | | 2015 CHEVY REGISTRATIN | 8.25 |
| | | | 2018 TOYOTA REGISTRATION | 8.25 |
| | | CITY OF MIDLOTHIAN | 9,201,700 GALLONS WATER | 55,836.00 |
| | | FRONTIER ACCESS LLC | RESIDENTIAL | 21,360.92 |
| | | | COMMERCIAL | 22,198.83 |
| | | RAZORBACK CONTRACTORS SUPPLY INC | PAINT UPSIDE DOWN GREEN | 162.14 |
| | | CINTAS | WEEKLY SERVICES | 21.10 |
| | | | WEEKLY SERVICES | 21.10 |
| | | | WEEKLY SERVICES | 21.10 |
| | | | WEEKLY SERVICES | 21.10 |
| | | FIRST UNUM LIFE INSURANCE CO | UNUM DENTAL/VISION 2021-07 | 158.50 |
| | | | UNUM LIFE/STD/LTD 2021-07 | 180.64 |
| | | ABILENE PLUMBING SUPPLY CO., INC | 4" RUBBER CLEANOUT CAP | 19.92 |
| | | | 2" HYMAX COUPLING | 793.92 |
| | | | 3/4 RUBBER METER WASHERS | 260.00 |
| | | | 8X14 GASKETED SEWER PIPE | 704.90 |
| | | | 14" GASKETED PIPE | 68.88 |
| | | FTDJ, LLC | MONTHLY IT & MIRCROSOFT | 937.00 |
| | | KAY HARRINGTON | LID FOR TANK | 400.00 |
| | | | DELIVERY FEE FOR LID | 200.00 |
| | | PITNEY BOWES (METER RENTAL) | POSTAGE METER RENTAL | 198.37 |
| | | TML RISK POOL | AUTOMOBILE | 652.25 |
| | | | GEN LIABILITY | 186.50 |
| | | | E&O | 362.00 |
| | | | MOBILE EQUIPMENT | 106.12 |
| | | | REAL & PERS PROPERTY | 2,049.75 |
| | | | W/S | 1,352.00 |
| | | TEXAS WORKFORCE COMMISSION | QTR 1 TWC INCREASE | 413.44 |
| | | | 2021 Q2 TWC PAYMENT | 369.15 |
| | | VENUS AUTO PARTS LLC | ELBOW | 3.98 |
| | | | LOCK NUTS | 1.20 |
| | | | PENNZOIL | 4.99 |
| | | WALMART | HMDI CORD & PRINTER PW | 102.80 |
| | | | PHONE CASE & PROTECTOR | 14.76 |
| | | TRINITY RIVER AUTHORITY | OPERATION & MAINT | 21,956.00 |
| | | | DEBT SERVICES | 56,207.00 |
| | | | BACTI TESTING | 88.00 |
| | | | COPPER BOTTLES | 29.50 |
| | | LOWER COLORADO RIVER AUTHORITY | TOTAL NITRATE | 8.74 |
| | | | DBP2 | 213.92 |
| | | TRACTOR SUPPLY CO. | DOLLIES TO MOVE FURNITURE | 99.98 |
| | | FERGUSON WATERWORKS | PVE PLUG, ADAPTERS, COUPLI | 218.00 |
| | | TYLER TECHNOLOGIES | CIS/CRM ANNUAL FEES | 636.70 |
| | | | 257 @ $1.25 UB BILLING SIT | 321.25 |
| | | | 35 @ $1.25 IVR PYMNTS | 43.75 |
| | | | 6 @ $1.25 AUTO PAY | 7.50 |
| | | BNSF RAILWAY COMPANY | 10" WW LINE @ HICKORY | 2,280.19 |
| | | PRAXAIR DISTRIBUTION INC | CYLINDER RENTAL | 63.85 |
| | | GUADALAJARA TIRES | MOUNT TUBE | 10.00 |
| | | USA BLUEBOOK | FREIGHT CHARGES ON INVOICE | 13.43 |
| | | | WATER TEST GAUGE | 65.85 |
| | | | HYDRANT ADAPTER | 67.90 |
| | | | MULTIQUIP TRASH PUMP | 1,538.55 |
| | | | VALVE KEY KIT | 189.95 |

| DEPARTMENT | FUND | VENDOR NAME | DESCRIPTION | AMOUNT |
|---|---|---|---|---|
| | | | HYDRANT WRENCH | 92.85 |
| | | | FREIGHT | 114.47 |
| | | | AMMONIA REAGENT | 113.58 |
| | | | TEST STRIPS | 52.45 |
| | | | FREIGHT | 9.42 |
| | | | JPREMIUM #2 GREASE | 36.87 |
| | | COSPER TRACTOR | WHEEL ASSY | 357.60 |
| | | VENUS MOBILE 1 | OIL CHANGE 2019 FORD | 77.93 |
| | | CITIBANK | TRITEX GRASS-SOD NEWFIELD | 144.00 |
| | | | AM WATER COLLEGE - M.OLDHA | 299.99 |
| | | | AM WATER COLLEGE - J.SMITH | 299.99 |
| | | | MR.JIMS - LUNCH FOR PW | 35.15 |
| | | | USPS-EXPRESS ONE DAY POSTA | 26.35 |
| | | WEX BANK | PW WATER/SEWER | 922.14 |
| | | GEXA ENERGY | ELECTRICITY 06/03/21-07/06 | 1,399.52 |
| | | | FEB 21 STORM RECOVERY CHAR | 392.54 |
| | | ARAMARK UNIFORM SERV | FIRST AID | 33.58 |
| | | BIRKHOFF,HENDRICKS & CARTER, LLP | RRA-ERP | 1,700.00 |
| | | **PAYROLL EXPENSES | 7/01/2021 - 7/31/2021 | 15,150.02 |
| | | | TOTAL: | 216,133.81 |
| NON-DEPARTMENTAL | W/S CPF - 2018 CO | BIRKHOFF,HENDRICKS & CARTER, LLP | PLAT & FIELD NOTES | 109.60 |
| | | | PRELIMINARY DESIGN | 12,822.00 |
| | | | DESIGN & SURVEY | 33,056.50 |
| | | | TOTAL: | 45,988.10 |
| NON-DEPARTMENTAL | GF CPF - 2018 CO B | MISC VENDOR ERNEST HARRELL | TO MOVE FURNITURE AT FIRE | 240.00 |
| | | JACOB MARTIN, LLC | ENGINEERING SERVICES | 2,058.78 |
| | | OTS LEGACY SIGNS, INC | 25% CONTRACT PRICE | 6,593.50 |
| | | | REMOVAL OF EXISTING POLE | 150.00 |
| | | ESESIS ENVIRONMENTAL PARTNERS CORP | MOLD REMEDIATION CLEARANCE | 2,012.00 |
| | | ADVANTACLEAN OF GREATER DALLAS | MOLD REMEDIATION | 20,935.00 |
| | | | TOTAL: | 31,989.28 |

=============== FUND TOTALS ================

| | | |
|---|---|---|
| 10 | GENERAL FUND | 215,802.74 |
| 11 | CPF-2020 BOND PROCEEDS | 17,101.48 |
| 20 | DEBT SERVICE FUND | 275.00 |
| 30 | VENUS COMM DEVELOP | 9,338.19 |
| 56 | BRAHMAN RANCH PID | 557.08 |
| 60 | WATER & SEWER FUND | 222,922.20 |
| 64 | W/S CPF - 2018 CO BONDS | 45,988.10 |
| 70 | GF CPF - 2018 CO BONDS | 31,989.28 |
| | GRAND TOTAL: | 543,974.07 |

TOTAL PAGES: 9

SELECTION CRITERIA

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SELECTION OPTIONS

VENDOR SET: 01-CITY OF VENUS
VENDOR: All
CLASSIFICATION: All
BANK CODE: Include: 99
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 7/01/2021 THRU 7/31/2021

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PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: NET
CHECK DATE: 7/01/2021 THRU 7/31/2021

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PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: COUNCIL REPORT - JULY 2021
SIGNATURE LINES: 0

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PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

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# City of Venus
## Credit Card Charges -Pay Request

Cardholder Name: James Groom

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

| Date | Vendor Name | Description/Purpose of Charge | Emp | GL Code # | Charge | Sale | Total |
|---|---|---|---|---|---|---|---|
| 6/15/2021 | Safariland Training | Training for Less Lethal Shotguns | May | 5-0050-0415 Training | 275.00 | - | 275.00 |
| 6/27/2021 | Amazon | Office Supplies | PD | 5-0050-0421 Office Supplies | 52.11 | - | 52.11 |
| 6/28/2021 | Amazon | Desk | Groom | 5-0050-0421 Office Supplies | 128.99 | - | 128.99 |
| 6/29/2021 | Chuy's | Yates Graduation Lunch ILEA | Yates | 5-0050-~~0421 Office Supplies~~ 0415 | 55.94 | - | 55.94 |
| 7/1/2021 | Dell | Warranties for Laptops | Fleet | 5-0050-0461 IT | 328.50 | - | 328.50 |
| | | | | | | - | - |
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| | | | | | | - | - |
| Total Monthly Charges | | | | | 840.54 | - | 840.54 |

agree with

Cardholder Signature _______________ Date 07/09/2021

Supervisor's Signature _______________ Date _______________

City Administrator's Signature _______________ Date 7/22/21

# City of Venus
## Credit Card Charges -Pay Request

**Cardholder Name:** Cheryl Estes

**Payee:** Citi Bank Master Card

**ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.**
**MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.**

| Date | Vendor Name | Description/Purpose of Charge | Employee Initiating Purchase | GL Code # 5-XXXX-XXXX | GL Acct Description | Charge Amount | Sales Taxes Paid | Total Charge |
|---|---|---|---|---|---|---|---|---|
| 6/4/2021 | JOHNSON CO VEH REG | REG FOR PW TRUCK | SW | 10-5-0080-0445 | VEHICLE R&M | 16.50 | | 16.50 |
| 6/4/2021 | TX.GOV SERVICE FEE | SERVICE FEES FOR REG | SW | 10-5-0080-0445 | VEHICLE R&M | 2.00 | | 2.00 |
| 6/7/2021 | JOHNSON CO VEH REG | REG FOR PW TRUCK | SW | 10-5-0080-0445 | VEHICLE R&M | 8.25 | | 8.25 |
| 6/7/2021 | AMAZON | UTILITY CART, CABLES, POSTITS, FILE FOLDERS | TR | 10-5-0040-0429 | Dept supplies | 104.98 | | 104.98 |
| | | | | 10-5-0040-0421 | Office Supplies | 79.56 | | 79.56 |
| 6/8/2021 | AMAZON | STAPLER, PENS STACEY | sw | 10-5-0040-0421 | Office Supplies | 36.81 | | 36.81 |
| 6/8/2021 | AMAZON | FILE FOLDERS STACEY | sw | 10-5-0040-0421 | Office Supplies | 16.26 | | 16.26 |
| 6/9/2021 | AMAZON | WALL CALENDAR | sw | 10-5-0040-0421 | Office Supplies | 9.85 | | 9.85 |
| 6/10/2021 | AMAZON | KLEENEX, EXTENSION CORD | TS | 10-5-0040-0429 | Dept supplies | 42.98 | | 42.98 |
| 06/10/2021 | ADOBE | PRORATED SUBSCRIPTION | CE | 10-5-0040-0435 | IT Subsriptions | 5.10 | | 5.10 |
| 06/14/2021 | SP GO TAGS | TAGS FOR ANIMAL REGISTRATION | DD | 10-5-0055-0429 | Dept supplies | 120.00 | | 120.00 |
| 06/17/2021 | OFFICE DEPOT | LEGAL PADS | SW | 10-5-0040-0421 | Office Supplies | 4.21 | | 4.21 |
| 6/17/2021 | AMAZON | DESK FOR STACEY | SW | 10-5-0040-0429 | Dept supplies | 725.89 | | 725.89 |
| 6/18/2021 | OFFICE DEPOT | HIGHLIGHTERS | SW | 10-5-0040-0421 | Office Supplies | 6.56 | | 6.56 |
| 6/18/2021 | AMAZON | BROOM W/DUSTPAN | TS | 10-5-0040-0429 | Dept supplies | 23.86 | | 23.86 |
| 6/21/2021 | ADOBE | CITY LICENSES | CE | 10-5-0040-0435 | IT Subsriptions | 215.91 | | 215.91 |
| 6/21/2021 | UATTEND | EMPLOYEE TIME CLOCK | CE | 10-5-0040-0435 | IT Subsriptions | 100.67 | | 100.67 |
| 6/21/2021 | TSCPA | MEM DUES FOR CHERYL | CE | 10-5-0040-0418 | due & memberships | 430.00 | | 430.00 |
| 6/21/2021 | AMAZON | POSTITS, FOLDERS, RECEIPT BOOKS | TS | 10-5-0040-0421 | Office Supplies | 132.15 | | 132.15 |
| 6/22/2021 | AMAZON | REFUND ON HEADSET LIFTER | SW | 10-5-0040-0421 | Office Supplies | (4.95) | | (4.95) |
| 6/22/2021 | AMAZON | HEADSET LIFTER | SW | 10-5-0040-0421 | Office Supplies | 64.95 | | 64.95 |
| 6/23/2021 | AICPA OREDR | RENEWAL FOR CHERYL | CE | 10-5-0040-0418 | due & memberships | 295.00 | | 295.00 |
| 6/24/2021 | AMAZON | TOLIET PAPER | TS | 10-5-0040-0429 | Dept supplies | 29.90 | | 29.90 |
| 6/25/2021 | AMAZON | POSTAGE STRIPS | SW | 10-5-0040-0421 | Office Supplies | 50.09 | | 50.09 |
| 7/2/2021 | DRY CLEAN SUPER CENTER | TABLE CLOTHES AT CIVIC CENTER | JC | 30-5-0000-0442 | Bldg R&M | 87.60 | | 87.60 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | 2,604.13 | - | 2,604.13 |

Total must agree with credit card statement

Cardholder Signature ____________ Date 7/22/21

City Administrator's Signature ____________ Date ____________

## City of Venus
## Credit Card Charges -Pay Request

Cardholder Name: Callie Green

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

| Date | Vendor Name | Description/Purpose of Charge | Employee Initiating Purchase | GL Code # 5-XXXX-XXXX | GL Acct Description | Charge Amount | Sales Taxes Paid | Total Charge |
|---|---|---|---|---|---|---|---|---|
| 6/18/2021 | Holiday Inn | Hotal stay/seminar | Cgreen | 10-5-0040-0416 | | 132.00 | | 132.00 |
| 6/30/2021 | Texas Municipal Clerks | Seminar | Cgreen | 10-5-0040-0416 | | 280.00 | | 280.00 |
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| | | | | | | | | - |
| Total Monthly Charges | | | | | | 412.00 | - | 412.00 |

Total must agree with credit card statement

Cardholder Signature Callie Green Date 7/7/2021

City Administrator's Signature [signature] Date 7/22/21



Credit card form

# City of Venus
## Credit Card Charges -Pay Request

**Cardholder Name:** Robyn Flagg

**Payee:** Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

| Date | Vendor Name | Description/Purpose of Charge | Employee Initiating Purchase | GL Code # 5-XXXX-XXXX | GL Acct Description | Charge Amount | Sales Taxes Paid | Total Charge |
|---|---|---|---|---|---|---|---|---|
| 6/29/2021 | Amazon Business | Ink Cartridge for D. Gattis printer | RF | 10-5-0020-0421 | Office Supplies | 18.99 | - | 18.99 |
| 6/27/2021 | Amazon Business | Wireless Keyboard and Mouse for S Wyman | RF | 10-5-0040-0421 | off supplies | 59.35 | | 59.35 |
| | Amazon Business | Telephone Line Cords for Police & S Wyman | RF | 10-5-0040-0429 | dept supplies | 16.13 | | 16.13 |
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| Total Monthly Charges | | | | | | 94.47 | - | 94.47 |

75.4

Total must agree with credit card statement

Cardholder Signature Robyn Flagg Date 07.08.2021

City Administrator's Signature Date 7/22/21



Copy of Blank Monthly Credit Card Pay Form

# City of Venus
## Credit Card Charges -Pay Request

Cardholder Name: Troy Hopkins

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

| Date | Vendor Name | Description/Purpose of Charge | Employee Initiating Purchase | GL Code # 5-XXXX-XXXX | GL Acct Description | Charge Amount | Sales Taxes Paid | Total Charge |
|---|---|---|---|---|---|---|---|---|
| 6/8/2021 | TRI TEX GRASSS | PALLET OF SOD (NEWFIELD) | | 60-5-0000-0439 | SYSTEM PARTS & SUPP | 144.00 | | 144.00 |
| 6/23/2021 | AM WATER COLLEGE | WW COLLECTION CLASS OLDHAM | | 60 ~~10~~-5-0080-~~0413~~ 0416 | TRAINING | 299.99 | | 299.99 |
| 6/23/2021 | AM WATER COLLEGE | WW COLLECTION CLASS SMITH | | 60 ~~10~~-5-0080-~~0413~~ 0416 | TRAINING | 299.99 | | 299.99 |
| 6/25/2021 | HARBOR FREIGHT TOOL | TOWELS, CASTERS | | 10-5-0080-0429 | DEPT SUPPLIES | 48.41 | | 48.41 |
| 6/28/2021 | MR JIMS PIZZA | LUNCH FOR PW | | 60-5-0000-~~0415~~ 0416 | ~~CONTRACT SERVICES~~ Training | 35.15 | | 35.15 |
| 06/30/2021 | USPS | EXPRESS ONE DAY DELIVERY POSTAGE | | 60-5-0000-0423 | POSTAGE | 26.35 | | 26.35 |
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| Total Monthly Charges | | | | | | 853.89 | - | 853.89 |

Total must agree with credit card statement

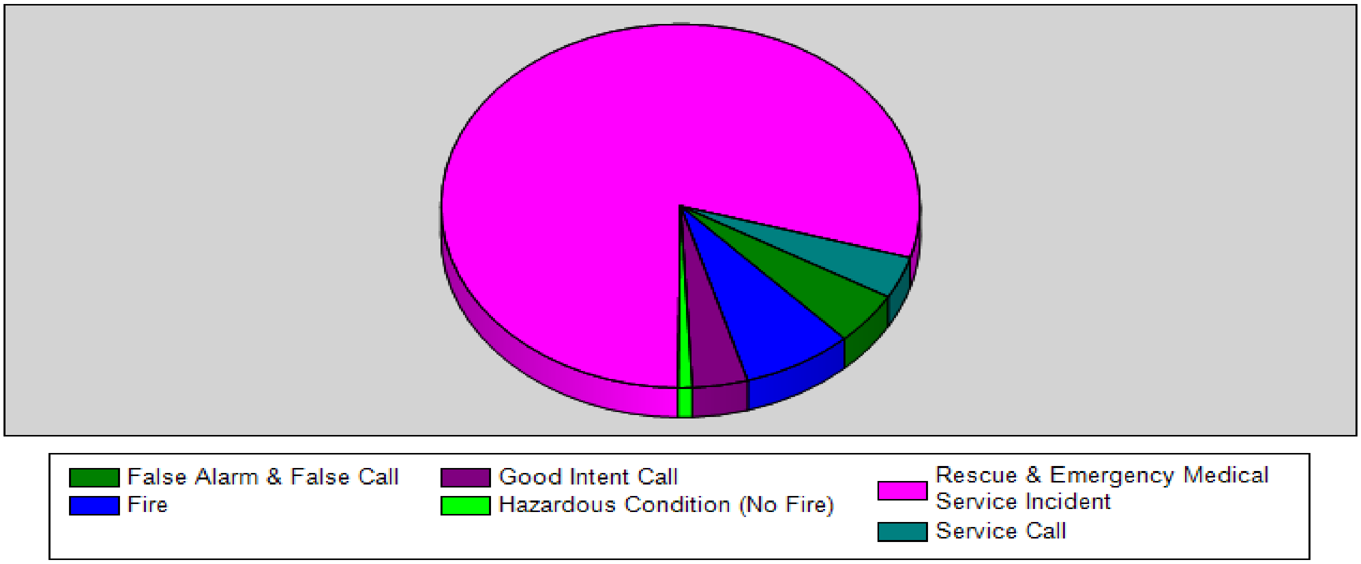
Cardholder Signature ______________________ Date __________

City Administrator's Signature ______________________ Date 7/22/21

Monthly Credit Card Pay Form

# VENUS VOLUNTEER FIRE DEPARTMENT

# JULY 2021 REPORT




| INCIDENT TYPE | TOTAL |
|---|---|
| False Alarm & False Call | 5 |
| Fire | 8 |
| Good Intent Call | 4 |
| Hazardous Condition (No Fire) | 1 |
| Rescue & Emergency Medical Service Incident | 85 |
| Service Call | 4 |
| **Total** | 107 |

| ZONE | NUMBER OF CALLS |
|---|---|
| 7200 - Venus City Limits | 43 |
| 7201 - 7201 | 39 |
| 7202 - 7202 | 4 |
| 7203 - 7203 | 13 |
| 7204 - 7204 | 6 |
| 7304 - 7304 | 1 |
| Out of County - Out of County | 1 |
| TOTAL: | 107 |

HIGHLIGHTS & HAPPENINGS

- Total of 15 members on roster and currently conducting an SFFMA Intro Class
- Attended Venus Cares Back to School event
- Installed an AC unit in a citizen's home after returning from being hospitalized
- Purchasing new LifePak15 due to current one being at end the of service life. $27,886.72
- Received quotes for Bunker Gear to start purchasing new gear due to current gear being 5 years old and needing more sets for future applicants/members. Service life is 10 years from manufactured date. $2,361.00 per set

# Work Completed

- Mow and weed-eat city facilities and Right of Ways
- Completed walk through for new force main
- Street sign repair and replacement
- Repaired water main break at our elevated storage tank
- Repaired leak at 305 S. Main
- Prepare for demo of pump room at old pump station near water tower(prep for Nextlink)
- Complete water and sewer tap for new residents
- Worked with electrical contractor at lift stations to repair/replace electrical equipment
- Road repair for potholes
- Daily duties to ensure compliance with TCEQ
- Drainage work on East CR 109

# Public Works – Projects

- Patriot Estates Lift Station
  - Force main completed.  Put in service July 30, 2021
  - Electrical has started.  Oncor scheduled to install new power supply in the next couple weeks.
  - Pumps ready to install once power is completed.
- FM 157 Water Line Improvements
  - Bids opened on July 29, 2021
  - Approval from Council tonight will kick off project
- Venus Parkway
  - Birkhoff, Hendricks and Carter needs to survey the railroad portion of the project.  Approval has yet to be received.  BNSF evaluating insurance documents needed to move forward.
  - Specs for construction substantially complete minus RR Crossing.

# Public Works – Projects

- Patriot Estates Traffic Signal
  - TXDOT has a date to open bids set at September 1, 2021
  - Anticipating completion by end of 2021
- Fire Station
  - All yard work completed.  Drainage from rain and run-off is not flooding building.
  - Chief Groom is working with contractor for pricing to repair FD and PD.
- City Hall Septic Issues
  - Working with Harrington Septic to remedy frequent pumping of septic tank at City Hall

# Public Works – Projects

- Fueling Station at PW Shop
  - Received all quotes.  Evaluating for approval and award
- Supervisory Control and Data Acquisition (SCADA) system installation
  - Jacob Martin has completed the specifications for the project
  - Should be going out to bid in the next couple weeks
- Neptune Advanced Metering Infrastructure (AMI) System
  - Quote has been received
  - Some meters not replaced, working on getting completed
  - Analyzing with new management to assure validity of the project

## Crime Stats

| | 07-2021 | % + or - | 06-2021 | 05-2021 | 3 MONTH AVERAGE |
|---|---|---|---|---|---|
| CAD EVENTS | 1795 | 25.8% | 1427 | 1654 | 1625 |
| REPORTS TAKEN | 31 | 3.3% | 30 | 37 | 33 |
| ARRESTS | 10 | 42.9% | 7 | 7 | 8 |
| ACCIDENTS WORKED | 10 | 11.1% | 9 | 4 | 8 |
| TRAFFIC ASSIGNMENTS | 30 | -51.6% | 62 | 61 | 51 |
| TRAFFIC STOPS | 256 | 40.7% | 182 | 204 | 214 |
| CITATIONS ISSUED | 95 | 72.7% | 55 | 48 | 66 |

## Significant Police Responses

| Date | Call Type | Status | Notes |
|---|---|---|---|
| 07/02/2021 | Assault BI | Active | Active Investigation |
| 07/07/2021 | Poss CS PG2 | Active | Pending Test Results |
| 07/08/2021 | DWLI/FMFR | Arrest | Case Filed with County Attorney |
| 07/18/2021 | DUI Minor | Arrest | Case Filed with County Attorney |
| 07/25/2021 | MHMR Contact | Closed | Transported |
| 07/26/2021 | Tobacco Sting | Citation | Case filed with Municipal Court |
| 07/26/2021 | Theft Prop 2500 | Arrest | Case Filed with District Attorney |

# City Administrator's Report
# July 2021

**ADMINISTRATION**

- Policies to review and update:
  - Agenda Policy – will be presented in September council meeting
  - Special Events Policy – needs some updates including clarification of some undefined wording
  - Employee Handbook – review for necessary updates
  - Master Fee Schedule – some fees from the previous schedule were inadvertently left off, so they will need to be added.
- Human Resources Activities
  - Evaluate current administrative staff positions
  - Create/Update job descriptions
  - Assess need for someone assigned to HR specific duties
- City Hall Renovation Updates
  - Countertops installed.
  - Windows to be installed by Monday.
  - Desk space will be installed next.
  - Public Works is getting estimates to repair/replace septic system at City Hall. We would spend more in one year to continue the schedule of cleaning out the tanks than would cost to install a new system.
- Old police building – Chief Groom is getting estimates to renovate the building for use by future fire chief and staff until a public safety building can be constructed. However, we have some information that we are trying to work through to see if it will meet requirements for a paid department.

**PLANNING & ZONING**

- Meet weekly with City Team and P3 Works, LLC fto discuss ongoing development agreements
  - JMJ developments
  - Brahman Ranch developments
  - Bloomfield developments
  - Patriot Estates Phase 8 and 9
  - Heritage Hills Phase 2
  - LGI developments (Stallion Ranch)

- Currently Conducted interviews for Chief Building Official, Planner, and Inspector positions
- Chief building official has been given a conditional job offer and will start work August 16th pending approval of all pre-employment screenings
- Planner position is going to be re-posted to include: TML career page, Indeed, Facebook, City website, trade organizations, and trade magazines
- City Comprehensive Plan should be ready to present to Council within two months.

GENERAL FUND

BUDGET & ACTUAL REPORT

FOR THE NINE MONTHS ENDED JUNE 30, 2021

**GENERAL FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET & ACTUAL REPORT**
**FOR THE NINE MONTHS ENDED JUNE 30, 2021**

**EXPECTED = 75%**

| | **ORIGINAL BUDGET** | FY 19-20 Encumbered | 10/12/2020 | 12/14/2020 | 2/8/2021 | 4/12/2021 | 6/14/2021 | Projected Changes | **FINAL BUDGET** | **YTD ACTUAL** | **VARIANCE FAVORABLE (UNFAVORABLE)** | **% OF BUDGET** |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | | | | | | |
| Property Taxes | $ 1,608,718 | $ - | $ - | $ - | $ - | $ - | $ - | $ 19,428 | $ 1,628,146 | $ 1,618,686 | $ (9,460) | 99.42% |
| Sales Taxes | 516,843 | - | - | - | - | - | - | 218,136 | 734,979 | 552,984 | (181,995) | 75.24% |
| Franchise Fees | 117,420 | - | - | - | - | - | - | 14,080 | 131,500 | 131,457 | (43) | 99.97% |
| Licenses and Permits | 644,000 | - | - | - | - | - | - | 150,824 | 794,824 | 610,507 | (184,317) | 76.81% |
| Charge for Services | 8,600 | - | - | - | - | - | - | (5,600) | 3,000 | 1,894 | (1,106) | 63.13% |
| Fines and Forfeitures | 50,750 | - | - | - | - | - | - | 7,270 | 58,020 | 45,383 | (12,637) | 78.22% |
| Intergovernmental | 147,139 | - | - | - | - | - | - | (13,353) | 133,786 | 128,786 | (5,000) | 96.26% |
| Investment Earnings | 15,000 | - | - | - | - | - | - | (2,500) | 12,500 | 22,233 | 9,733 | 177.86% |
| Other | 20,000 | - | - | - | - | - | - | (8,353) | 11,647 | 3,534 | (8,113) | 30.34% |
| TOTAL REVENUES | 3,128,470 | - | - | - | - | - | - | 379,932 | 3,508,402 | 3,115,464 | (392,938) | 88.80% |
| EXPENDITURES: | | | | | | | | | | | | |
| Administration | 752,283 | - | - | - | - | - | - | (165,385) | 586,898 | 400,769 | 186,129 | 68.29% |
| Planning & Development | 373,000 | - | - | - | - | - | 37,000 | 214,814 | 624,814 | 363,522 | 261,292 | 58.18% |
| Police | 1,435,857 | 2,592 | - | - | - | (2,145) | - | (95,843) | 1,340,461 | 979,393 | 361,068 | 73.06% |
| Code Enforcement/Animal Control | - | - | - | - | - | - | - | 64,262 | 64,262 | 35,165 | 29,097 | 54.72% |
| Municipal Court | 105,920 | - | - | - | - | - | - | (7,402) | 98,518 | 73,823 | 24,695 | 74.93% |
| Fire | 10,899 | - | - | - | - | - | - | 12,116 | 23,015 | 20,350 | 2,665 | 88.42% |
| Public Works | 309,973 | - | - | - | - | - | 26,000 | 31,100 | 367,073 | 226,868 | 140,205 | 61.80% |
| Debt Payments | 130,538 | - | - | 147,985 | - | - | - | (27,087) | 251,436 | 251,436 | - | 100.00% |
| Capital Outlay | 10,000 | 43,690 | - | - | 26,477 | 8,022 | - | 2,155 | 90,344 | 90,344 | - | 100.00% |
| TOTAL EXPENDITURES | 3,128,470 | 46,282 | - | 147,985 | 26,477 | 5,877 | 63,000 | 28,730 | 3,446,821 | 2,441,670 | 1,005,151 | 70.84% |
| REVENUE OVER (UNDER) EXPENDITURES | - | (46,282) | - | (147,985) | (26,477) | (5,877) | (63,000) | 351,202 | 61,581 | 673,794 | **612,213** | 90.86% |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | | | | |
| Capital Lease Proceeds | 221,000 | - | 18,800 | - | - | - | - | (17) | 239,783 | 239,783 | - | 100.00% |
| Capital Outlay-Police Vehicles | (221,000) | | (18,800) | - | - | 5,877 | - | - | (233,923) | - | 233,923 | |
| Transfer from Street CIP Fund | - | - | - | - | - | - | - | 161,147 | 161,147 | 161,147 | - | 100.00% |
| CHANGE IN FUND BALANCE | - | (46,282) | - | (147,985) | (26,477) | - | (63,000) | 512,332 | 228,588 | 1,074,724 | 846,136 | 127.02% |
| BEGINNING FUND BALANCE-TOTAL | 1,682,070 | 46,282 | - | 147,985 | 26,477 | - | - | 9,213 | 1,912,027 | 1,912,027 | - | 100.00% |
| ENDING FUND BALANCE-TOTAL | $ 1,682,070 | $ - | $ - | $ - | $ - | $ - | $ (63,000) | $ 521,545 | $ 2,140,615 | $ 2,986,751 | $ 846,136 | 139.53% |
| LESS: 120-DAY RESERVE | (1,028,538) | (15,216) | - | (48,653) | (8,705) | (1,932) | (20,712) | (9,445) | (1,133,201) | (1,133,201) | - | 100.00% |
| LESS: COMMITTED-FIRE DEPT | - | - | (200,000) | - | - | - | - | (228,588) | (428,588) | (200,000) | 228,588 | 46.66% |
| ENDING FUND BALANCE-UNASSIGNED | $ 653,532 | $ (15,216) | $ (200,000) | $ (48,653) | $ (8,705) | $ (1,932) | $ (83,712) | $ 283,512 | $ 578,826 | $ 1,653,550 | $ 1,074,724 | 285.67% |

**BUDGET AMENDMENTS:**

FY 19-20 Encumbered: Budgeted goods/supplies ordered in FY 19-20 but not received and/or paid for until FY 20-21.
10/12/20: Increase in cost of police vehicles due to dealer no longer producing 2021 models (had to purchase 2022 models)
12/14/20: Early pay off of note to Longhorn Lockers, LLC
02/08/21: Purchase of MyGov software
04/12/21: Budget reclassification to purchase police simulator for training in order to spend remaining capital lease proceeds.
06/14/21: Update City Comprehensive Plan including capital improvement plans for streets and drainage.
08/09/21: See staff report for details of projected changes in expenditures.

**DEBT SERVICE FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET & ACTUAL REPORT**
**FOR THE NINE MONTHS ENDED JUNE 30, 2021**

| | ORIGINAL BUDGET | FINAL BUDGET | YTD ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | % OF BUDGET |
|---|---|---|---|---|---|
| REVENUES: | | | | | |
| Property Taxes | $ 358,514 | $ 358,514 | $ 360,443 | $ 1,929 | 100.54% |
| Penalties & Interest | 1,812 | 1,812 | 275 | (1,537) | 15.18% |
| TOTAL REVENUES | 360,326 | 360,326 | 360,718 | 392 | 100.11% |
| EXPENDITURES: | | | | | |
| Administration | 550 | 550 | 275 | 275 | 50.00% |
| Debt Principal-2018 bonds | 245,000 | 245,000 | 245,000 | - | 100.00% |
| Debt Interest-2018 bonds | 164,776 | 164,776 | 82,431 | 82,345 | 50.03% |
| TOTAL EXPENDITURES | 410,326 | 410,326 | 327,706 | 82,620 | 79.86% |
| REVENUE OVER (UNDER) EXPENDITURES | (50,000) | (50,000) | 33,012 | **83,012** | 251.46% |
| OTHER FINANCING SOURCES (USES) | | | | | |
| Transfer from VCSDC Fund | 50,000 | 50,000 | 50,000 | - | 100.00% |
| CHANGE IN FUND BALANCE | - | - | 83,012 | **83,012** | 100.00% |
| BEGINNING FUND BALANCE | 3,797 | 3,797 | 3,983 | 186 | 104.90% |
| ENDING FUND BALANCE | $ 3,797 | $ 3,797 | $ 86,995 | $ 83,198 | 2291.2% |

FUND NOTE: Property taxes are due in January of each year. Bond principal payments are made in February, and semi-annual interest payments are made in February and August.

# WATER/SEWER/SANITATION FUND
# BUDGET & ACTUAL REPORT
# FOR THE NINE MONTHS ENDED JUNE 30, 2021

**WATER & SEWER FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET AND ACTUAL**
**FOR THE NINE MONTHS ENDED JUNE 30, 2021**

**EXPECTED = 75%**

| | ORIGINAL BUDGET | 3/29/2021 | 3/29/2021 | 5/10/2021 | 6/14/2021 | Projected Changes | FINAL BUDGET | YTD ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | % OF BUDGET |
|---|---|---|---|---|---|---|---|---|---|---|
| OPERATING REVENUES: | | | | | | | | | | |
| Water Revenue | $ 1,105,000 | $ - | $ (123,183) | $ - | $ - | $ 94,328 | $ 1,076,145 | $ 806,415 | $ (269,730) | 74.94% |
| Sewer Revenue | 1,393,500 | - | (115,800) | - | - | 234,178 | 1,511,878 | 1,136,932 | (374,946) | 75.20% |
| Water & Sewer Taps | 200,000 | - | - | - | - | (110,000) | 90,000 | 85,750 | (4,250) | 95.28% |
| Water Meters | 15,000 | - | - | - | - | (12,500) | 2,500 | 1,900 | (600) | 76.00% |
| Sewer Connect Fees | 80,000 | - | - | - | - | - | 80,000 | 77,600 | (2,400) | 97.00% |
| Sanitation Fees | 314,628 | - | - | 3,000 | - | 203,431 | 521,059 | 372,558 | (148,501) | 71.50% |
| Reconnect Fees | 3,000 | - | - | - | - | (1,000) | 2,000 | 1,760 | (240) | 88.00% |
| Late Charges | 15,000 | - | - | - | - | - | 15,000 | 11,291 | (3,709) | 75.27% |
| Other | 1,625 | - | - | - | - | 1,675 | 3,300 | 4,948 | 1,648 | 149.94% |
| TOTAL OPERATING REVENUES | 3,127,753 | - | (238,983) | 3,000 | - | 410,112 | 3,301,882 | 2,499,154 | **(802,728)** | 75.69% |
| OPERATING EXPENSES: | | | | | | | | | | |
| Personnel | 376,553 | - | - | - | - | 40,409 | 416,962 | 297,733 | 119,229 | 71.41% |
| Travel & Training | 2,650 | - | - | - | - | 100 | 2,750 | 1,905 | 845 | 69.27% |
| Materials & Supplies | 92,862 | - | - | - | - | (8,962) | 83,900 | 61,390 | 22,510 | 73.17% |
| Utilities | 35,890 | - | - | - | - | 1,110 | 37,000 | 24,688 | 12,312 | 66.72% |
| Repairs & Maintenance | 85,000 | - | - | - | - | (23,000) | 62,000 | 44,801 | 17,199 | 72.26% |
| Sanitation Contract Fees | 354,000 | - | - | 3,000 | - | 142,750 | 499,750 | 364,749 | 135,001 | 72.99% |
| Water Purchases | 580,000 | - | - | - | - | 101,200 | 681,200 | 508,108 | 173,092 | 74.59% |
| Sewer Contract Fees | 634,000 | - | - | - | - | 186,970 | 820,970 | 664,644 | 156,326 | 80.96% |
| Other Contracted Services | 113,500 | - | 10,000 | - | 28,000 | 58,542 | 210,042 | 114,470 | 95,572 | 54.50% |
| Departmental | 85,206 | - | - | - | - | (48,598) | 36,608 | 17,697 | 18,911 | 48.34% |
| TOTAL OPERATING EXPENSES | 2,359,661 | - | 10,000 | 3,000 | 28,000 | 450,521 | 2,851,182 | 2,100,185 | 750,997 | 73.66% |
| OPERATING INCOME (LOSS) | 768,092 | - | (248,983) | - | (28,000) | (40,409) | 450,700 | 398,969 | **(51,731)** | 88.52% |
| NON-OPERATING EXPENSES: | | | | | | | | | | |
| Interest Earnings | 5,000 | - | - | - | - | 1,180 | 6,180 | 6,112 | (68) | 98.90% |
| Debt Principal Payments | (318,333) | - | - | - | - | - | (318,333) | (318,333) | - | 100.00% |
| Debt Interest Payments | (122,974) | - | - | - | - | - | (122,974) | (82,477) | 40,497 | 67.07% |
| NET OPERATING INCOME (LOSS) | 331,785 | - | (248,983) | - | (28,000) | (39,229) | 15,573 | 4,271 | **(11,302)** | 27.43% |
| Capital Contributions | - | - | - | - | - | - | - | - | - | 0.00% |
| Capital Expenditures | (331,785) | 300,000 | - | - | - | (11,788) | (43,573) | (43,573) | - | 100.00% |
| NET CHANGE IN FUND BALANCE | - | 300,000 | (248,983) | - | (28,000) | (51,017) | (28,000) | (39,302) | **(11,302)** | -100.00% |
| BEGINNING FUND BALANCE | 1,854,607 | - | (673,921) | - | - | - | 1,180,686 | 1,180,686 | - | 100.00% |
| ENDING FUND BALANCE | 1,854,607 | 300,000 | (922,904) | - | (28,000) | (51,017) | 1,152,686 | 1,141,384 | **(11,302)** | 99.02% |
| LESS: 120-DAY RESERVE | (920,866) | - | (3,288) | (986) | (9,205) | (148,116) | (1,082,462) | (1,082,462) | **-** | 100.00% |
| ENDING FUND BALANCE-UNASSIGNED | $ 933,741 | $ 300,000 | $ (926,192) | $ (986) | $ (37,205) | $ (199,133) | $ 70,224 | $ 58,922 | **$ (11,302)** | 83.91% |

**BUDGET AMENDMENTS:**

03/29/21: Move budgeted capital expenditures for 12" water line to Fund 64 - 2018 Bond Funds
03/29/21: Overcharges to utility customers for past three years, and increase in audit fee for additional testing
05/10/21: Increase in sanitation charges passed through to customers
06/14/21: Capital improvement plans for water and sewer (part of City Comprehensive Plan)
08/09/21: See staff report for details of projected changes in expenditures.

# SPECIAL REVENUE FUNDS
# BUDGET & ACTUAL REPORT
# FOR THE NINE MONTHS ENDED JUNE 30, 2021

**VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET & ACTUAL**
**FOR THE NINE MONTHS ENDED JUNE 30, 2021**

| | **ORIGINAL BUDGET** | FY 19-20 Encumbered | 12/14/2020 | 5/10/2021 | Projected Changes | **FINAL BUDGET** | **YTD ACTUAL** | **VARIANCE FAVORABLE (UNFAVORABLE)** | **% OF BUDGET** |
|---|---|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | | | |
| Sales Taxes | $ 206,736 | $ - | $ - | $ 30,000 | $ 57,256 | $ 293,992 | $ 221,194 | $ (72,798) | 75.24% |
| Interest Income | 500 | - | - | - | 250 | 750 | 286 | (464) | 38.13% |
| TOTAL REVENUES | 207,236 | - | - | 30,000 | 57,506 | 294,742 | 221,480 | (73,262) | 75.14% |
| EXPENDITURES: | | | | | | | | | |
| Personnel Costs | 76,000 | - | - | - | (18,096) | 57,904 | 35,427 | 22,477 | 61.18% |
| Material and Supplies | 18,000 | - | - | - | 1,923 | 19,923 | 12,030 | 7,893 | 60.38% |
| Repairs and Maintenance | 19,500 | - | - | - | (9,700) | 9,800 | 7,901 | 1,899 | 80.62% |
| Contracted Services | 2,000 | - | - | - | 8,430 | 10,430 | 5,788 | 4,642 | 55.49% |
| Departmental | 15,250 | - | - | - | - | 15,250 | - | 15,250 | 0.00% |
| Capital Outlay | 34,486 | 16,000 | - | 30,000 | (5,771) | 74,715 | 40,229 | 34,486 | 53.84% |
| TOTAL EXPENDITURES | 165,236 | 16,000 | - | 30,000 | (23,214) | 188,022 | 101,375 | **86,647** | 53.92% |
| REVENUE OVER (UNDER) EXPENDITURES | 42,000 | (16,000) | - | - | 80,720 | 106,720 | 120,105 | 13,385 | 112.54% |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Transfer (To) From Other Funds | (50,000) | - | - | - | - | (50,000) | (50,000) | - | 100.00% |
| CHANGE IN FUND BALANCE | (8,000) | (16,000) | - | - | 80,720 | 56,720 | 70,105 | **13,385** | 19.09% |
| BEGINNING FUND BALANCE | 183,688 | 16,000 | - | - | 111,285 | 310,973 | 310,973 | - | 100.00% |
| ENDING FUND BALANCE | $ 175,688 | $ - | $ - | $ - | $ 192,005 | $ 367,693 | $ 381,078 | **$ 13,385** | 103.64% |

| **Capital Outlay:** | **Original** | **Encumb Roll** | **Revision** | **Revision** | **Revision** | **Final** | **Actual** | **Variance** |
|---|---|---|---|---|---|---|---|---|
| Fielder Park Security System | - | 16,000 | - | - | (3,108) | 12,892 | 12,892 | - |
| Baseball Field Renovations | 34,486 | - | (34,486) | - | - | - | - | - |
| Park Shade Canopies | - | - | 34,486 | - | - | 34,486 | - | 34,486 |
| Audio Sound System | - | - | - | 30,000 | (2,663) | 27,337 | 27,337 | - |
| **Total Capital Outlay** | $ 34,486 | $ 16,000 | $ - | $ 30,000 | $ (5,771) | $ 74,715 | $ 40,229 | $ 34,486 |

**STREET TAX FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET & ACTUAL**
**FOR THE NINE MONTHS ENDED JUNE 30, 2021**

| | ORIGINAL BUDGET | Projected Changes | FINAL BUDGET | YTD ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | % OF BUDGET |
|---|---|---|---|---|---|---|
| REVENUES: | | | | | | |
| Sales Taxes | $ 103,368 | $ 43,628 | $ 146,996 | $ 110,597 | $ (36,399) | 75.24% |
| Interest Income | - | 750 | 750 | - | (750) | 0.00% |
| TOTAL REVENUES | 103,368 | 44,378 | 147,746 | 110,597 | (37,149) | 74.86% |
| EXPENDITURES: | | | | | | |
| Street Repair Projects | 98,000 | (48,000) | 50,000 | - | 50,000 | 0.00% |
| Street Materials | 5,368 | 9,632 | 15,000 | 12,665 | 2,335 | 84.43% |
| TOTAL EXPENDITURES | 103,368 | (38,368) | 65,000 | 12,665 | 52,335 | 19.48% |
| REVENUE OVER (UNDER) EXPENDITURES | - | 82,746 | 82,746 | 97,932 | 15,186 | 0.00% |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfer To (From) Other Funds | - | - | - | - | - | 0.00% |
| CHANGE IN FUND BALANCE | - | 82,746 | 82,746 | 97,932 | 15,186 | 100.00% |
| BEGINNING FUND BALANCE | - | 24,907 | 24,907 | 24,907 | - | 100.00% |
| ENDING FUND BALANCE | $ - | $ 107,653 | $ 107,653 | $ 122,839 | $ 15,186 | 100.00% |

**COURT TECHNOLOGY FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET & ACTUAL**
**FOR THE NINE MONTHS ENDED JUNE 30, 2021**

| | ORIGINAL BUDGET | FINAL BUDGET | YTD ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | % OF BUDGET |
|---|---|---|---|---|---|
| REVENUES: | | | | | |
| Court Technology Fees | $ 1,500 | $ 1,500 | $ 1,245 | $ (255) | 83.00% |
| Interest Income | - | - | - | - | |
| TOTAL REVENUES | 1,500 | 1,500 | 1,245 | (255) | 83.00% |
| EXPENDITURES: | | | | | |
| Court Technology Expend | 1,500 | 1,500 | 1,245 | 255 | 83.00% |
| TOTAL EXPENDITURES | 1,500 | 1,500 | 1,245 | 255 | 83.00% |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | - | - | 100.00% |
| BEGINNING FUND BALANCE | - | - | - | - | 0.00% |
| ENDING FUND BALANCE | $ - | $ - | $ - | $ - | 100.00% |

COURT SECURITY FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL
FOR THE NINE MONTHS ENDED JUNE 30, 2021

| | ORIGINAL BUDGET | Projected Changes | FINAL BUDGET | YTD ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | % OF BUDGET |
|---|---|---|---|---|---|---|
| REVENUES: | | | | | | |
| Court Security Fees | $ 1,300 | $ 200 | $ 1,500 | $ 1,420 | $ (80) | 94.67% |
| Interest Income | - | - | - | - | - | 0.00% |
| TOTAL REVENUES | 1,300 | 200 | 1,500 | 1,420 | (80) | 94.67% |
| EXPENDITURES: | | | | | | |
| Personnel Costs-Bailiff | 1,639 | (1,139) | 500 | - | 500 | 0.00% |
| Court Security Expend | 1,000 | (1,000) | - | - | - | #DIV/0! |
| TOTAL EXPENDITURES | 2,639 | (2,139) | 500 | - | - | 0.00% |
| REVENUE OVER (UNDER) EXPENDITURES | (1,339) | 2,339 | 1,000 | 1,420 | (80) | 142.00% |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfer From (To) Other Funds | - | (19,423) | (19,423) | - | 19,423 | 0.00% |
| CHANGE IN FUND BALANCE | (1,339) | (17,084) | (18,423) | 1,420 | 19,343 | -7.71% |
| BEGINNING FUND BALANCE | 20,423 | - | 20,423 | 20,423 | - | 100.00% |
| ENDING FUND BALANCE | $ 19,084 | $ (17,084) | $ 2,000 | $ 21,843 | $ 19,343 | 112.92% |

**BUDGET AMENDMENTS:**

08/02/21: Transfer to Capital Projects Fund to fund portion of City Hall renovations to front office (bullet-proof glass, walls, etc).

| | |
|---|---|
| Transaction Window | 9,390 |
| Window(upgrade speaker ports, pass thru, 48" bulletproof) | 6,000 |
| Granite estimate for 48" windows and trays | 1,500 |
| Millwork | 2,200 |
| Provide and install cinder blocks for lobby walls | 4,900 |
| Drywall: additional demo and drywall work for lobby area, moving supports in wall. | 1,075 |
| **Total eligible costs** | **25,065** |

# CAPITAL PROJECT FUNDS
# BUDGET & ACTUAL REPORT - LIFE TO DATE
# AS OF JUNE 30, 2021

## CAPITAL PROJECTS FUND - 2020 STREET REHABILITATION PROJECTS
## BUDGET & ACTUAL - LIFE TO DATE
## AS OF JUNE 30, 2021

| | ORIGINAL BUDGET | Project Close-Out | FINAL BUDGET | FY 19-20 | FY 20-21 | LIFE-TO-DATE ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) |
|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | |
| Bond Proceeds | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| Capital Contributions | - | - | - | - | - | - | - |
| Interest Income | - | - | - | - | - | - | - |
| TOTAL REVENUES | - | - | - | - | - | - | - |
| EXPENDITURES: | | | | | | | |
| Capital Outlay-CR 109 | 254,000 | (16,156) | 237,844 | 4,320 | 233,524 | 237,844 | (0) |
| Capital Outlay-CR 214 | 294,000 | (144,991) | 149,009 | 18,381 | 130,628 | 149,009 | - |
| TOTAL EXPENDITURES | 548,000 | (161,147) | 386,853 | 22,701 | 364,152 | 386,853 | (0) |
| REVENUE OVER (UNDER) EXPENDITURES | (548,000) | 161,147 | (386,853) | (22,701) | (364,152) | (386,853) | (0) |
| OTHER FINANCING SOURCES (USES) | | | | | | | |
| Transfer from Street Tax | 15,683 | - | 15,683 | 15,683 | - | 15,683 | - |
| Transfer from (to) General Fund | 532,317 | (161,147) | 371,170 | 532,317 | (161,147) | 371,170 | - |
| ENDING FUND BALANCE | $ - | $ - | $ - | $ 525,299 | $ (525,299) | $ (0) | $ (0) |

FUND NOTE: Street projects completed and unspent revenue was transferred back to General Fund.

**PROJECTS COMPLETED**

**CAPITAL PROJECTS FUND - 2018 BONDS**
**BUDGET & ACTUAL - LIFE TO DATE**
**AS OF JUNE 30, 2021**

| | ORIGINAL BUDGET | Prior To FY 20-21 | 3/29/2021 | Projected Changes | FINAL BUDGET | FY 17-18 | FY 18-19 | FY 19-20 | FY 20-21 | LIFE-TO-DATE ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) |
|---|---|---|---|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | | | | | |
| Bond Proceeds | $ 4,500,000 | $ - | $ - | $ - | $ 4,500,000 | $ 4,500,000 | $ - | $ - | $ - | $ 4,500,000 | $ - |
| Interest Income | - | - | - | 16,100 | 16,100 | - | - | 6,801 | 7,725 | 14,526 | (1,574) |
| TOTAL REVENUES | 4,500,000 | - | - | 16,100 | 4,516,100 | 4,500,000 | - | 6,801 | 7,725 | 4,514,526 | (1,574) |
| CAPITAL EXPENDITURES: | | | | | | | | | | | |
| Street Project-Bulldog/Student/8th | 1,650,000 | 87,365 | - | - | 1,737,365 | 92,382 | 1,644,983 | - | - | 1,737,365 | - |
| City Hall Purchase-700 W US Hwy 67 | 1,200,000 | 3,827 | - | - | 1,203,827 | - | 1,203,827 | - | - | 1,203,827 | - |
| Electrical for Generator & ATS-Main | 350,000 | (336,469) | 350,000 | (113,831) | 249,700 | - | 4,173 | 9,358 | 1,103 | 14,634 | 235,066 |
| 12" Water Line (FM 157) | 300,000 | (295,694) | 300,000 | - | 304,306 | - | 4,306 | - | 15,765 | 20,071 | 284,235 |
| 12" Sewer Line - JMJ Development | - | - | - | - | - | - | 4,209 | (4,209) | - | - | - |
| 250K Ground Storage Tank Rehab | - | 40,971 | - | - | 40,971 | - | - | 40,971 | - | 40,971 | - |
| Brahman Ranch WTPP | 1,000,000 | 500,000 | (1,500,000) | - | - | - | 7,861 | (7,861) | - | - | - |
| Sewer Line-City Hall to FM 157 | - | - | 235,000 | - | 235,000 | - | - | - | 36,521 | 36,521 | 198,479 |
| Water Meter Replacement Project | - | - | - | 80,856 | 80,856 | - | - | - | 65,160 | 65,160 | 15,696 |
| New Water Pump Station | - | - | 150,000 | - | 150,000 | - | - | - | 19,233 | 19,233 | 130,767 |
| New Elevated Water Storage Tank | - | - | - | 50,000 | 50,000 | - | - | - | 35,619 | 35,619 | 14,381 |
| Fire Department Rehabilitation | - | - | 100,000 | (50,000) | 50,000 | - | - | - | 2,546 | 2,546 | 47,454 |
| Old Police Building Buildout | - | - | - | 50,000 | 50,000 | - | - | - | - | - | 50,000 |
| SCADA System | - | - | - | 100,000 | 100,000 | - | - | - | - | - | 100,000 |
| City Hall Renovations: | | | | | | | | | | | |
| Interior-Offices & ADA | - | - | 77,300 | - | 77,300 | - | - | - | 77,300 | 77,300 | - |
| Exterior-Stucco/Stone | - | - | 71,700 | 7,524 | 79,224 | - | - | - | 41,817 | 41,817 | 37,407 |
| LED Sign - City Hall | - | - | - | 26,974 | 26,974 | - | - | - | 26,974 | 26,974 | - |
| Concrete Parking Lot | - | - | 100,000 | - | 100,000 | - | - | - | 2,059 | 2,059 | 97,941 |
| Generator | - | - | 116,000 | (116,000) | - | - | - | - | - | - | - |
| TOTAL CAPITAL EXPENDITURES | 4,500,000 | - | - | 35,523 | 4,535,523 | 92,382 | 2,869,359 | 38,259 | 324,097 | 3,324,097 | **1,211,426** |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | - | (19,423) | (19,423) | 4,407,618 | (2,869,359) | (31,458) | (316,372) | 1,190,429 | 1,209,852 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | | | |
| Transfer from Court Security | - | - | - | 19,423 | 19,423 | - | - | - | - | - | (19,423) |
| ENDING FUND BALANCE | $ - | $ - | $ - | $ - | $ - | $ 4,407,618 | $ (2,869,359) | $ (31,458) | $ (316,372) | $ 1,190,429 | **$ 1,190,429** |

**SEE NEXT PAGE FOR STATUS OF PROJECTS**

**CAPITAL PROJECTS FUND - 2018 BONDS**
**BUDGET & ACTUAL - LIFE TO DATE**
**AS OF JUNE 30, 2021**

| | FINAL BUDGET | FY 17-18 | FY 18-19 | FY 19-20 | FY 20-21 | LIFE-TO-DATE ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | |
|---|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | | |
| Bond Proceeds | $ 4,500,000 | $ 4,500,000 | $ - | $ - | $ - | $ 4,500,000 | $ - | |
| Interest Income | 16,100 | - | - | 6,801 | 7,725 | 14,526 | (1,574) | |
| TOTAL REVENUES | 4,516,100 | 4,500,000 | - | 6,801 | 7,725 | 4,514,526 | (1,574) | |
| CAPITAL EXPENDITURES: | | | | | | | | |
| Street Project-Bulldog/Student/8th | 1,737,365 | 92,382 | 1,644,983 | - | - | 1,737,365 | - | completed |
| City Hall Purchase-700 W US Hwy 67 | 1,203,827 | - | 1,203,827 | - | - | 1,203,827 | - | completed |
| Electrical for Generator & ATS-Main | 249,700 | - | 4,173 | 9,358 | 1,103 | 14,634 | 235,066 | $240,000 cost for generator not included |
| 12" Water Line (FM 157) | 304,306 | - | 4,306 | - | 15,765 | 20,071 | 284,235 | construction bids accepted 07/30/21 |
| ~~12" Sewer Line - JMJ Development~~ | - | - | 4,209 | (4,209) | - | - | - | |
| 250K Ground Storage Tank Rehab | 40,971 | - | - | 40,971 | - | 40,971 | - | completed |
| ~~Brahman Ranch WTPP~~ | - | - | 7,861 | (7,861) | - | - | - | |
| Sewer Line-City Hall to FM 157 | 235,000 | - | - | - | 36,521 | 36,521 | 198,479 | starting condemnation procedures on water and sewer easements |
| Water Meter Replacement Project | 80,856 | - | - | - | 65,160 | 65,160 | 15,696 | Prison compound meters and ISD compound meters still need replacing |
| New Water Pump Station | 150,000 | - | - | - | 19,233 | 19,233 | 130,767 | design engineering only-location still TBD |
| New Elevated Water Storage Tank | 50,000 | - | - | - | 35,619 | 35,619 | 14,381 | started design engineering-to be located behind City Hall |
| Fire Department Rehabilitation | 50,000 | - | - | - | 2,546 | 2,546 | 47,454 | mold remediation complete-rebuild in bid process |
| Old Police Building Buildout | 50,000 | - | - | - | - | - | 50,000 | rebuild in bid process-to be used as fire/development offices |
| SCADA System | 100,000 | - | - | - | - | - | 100,000 | engineer to advertise for bids this week |
| City Hall Renovations: | | | | | | | | |
| Interior-Offices & ADA | 77,300 | - | - | - | 77,300 | 77,300 | - | contractor waiting on counter tops (backordered) |
| Exterior-Stucco/Stone | 79,224 | - | - | - | 41,817 | 41,817 | 37,407 | stucco almost completed; gutters to be installed this week |
| LED Sign - City Hall | 26,974 | - | - | - | 26,974 | 26,974 | - | completed |
| Concrete Parking Lot | 100,000 | - | - | - | 2,059 | 2,059 | 97,941 | negotiating for additional land for parking and access to back of building |
| ~~Generator~~ | - | - | - | - | - | - | - | project on hold until further notice |
| TOTAL CAPITAL EXPENDITURES | 4,535,523 | 92,382 | 2,869,359 | 38,259 | 324,097 | 3,324,097 | **1,211,426** | |
| REVENUE OVER (UNDER) EXPENDITURES | (19,423) | 4,407,618 | (2,869,359) | (31,458) | (316,372) | 1,190,429 | 1,209,852 | |
| OTHER FINANCING SOURCES (USES) | | | | | | | | |
| Transfer from Court Security | 19,423 | - | - | - | - | - | (19,423) | |
| ENDING FUND BALANCE | $ - | $ 4,407,618 | $ (2,869,359) | $ (31,458) | $ (316,372) | $ 1,190,429 | **$ 1,190,429** | |

**CAPITAL PROJECTS FUND - VENUS PARKWAY (2020 BONDS)**
**BUDGET & ACTUAL - LIFE TO DATE**
**AS OF JUNE 30, 2021**

| | ORIGINAL BUDGET | FINAL BUDGET | FY 19-20 | FY 20-21 | LIFE-TO-DATE ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) |
|---|---|---|---|---|---|---|
| REVENUES: | | | | | | |
| Bond Proceeds | $ 4,169,000 | $ 4,169,000 | $ 4,169,000 | $ 4,953 | $ 4,173,953 | $ 4,953 |
| Capital Contributions | - | - | - | - | - | - |
| Interest Income | - | - | 469 | 1,818 | 2,287 | 2,287 |
| TOTAL REVENUES | 4,169,000 | 4,169,000 | 4,169,469 | 6,771 | 4,176,240 | 7,240 |
| EXPENDITURES: | | | | | | |
| Capital Outlay-Engineering | 582,332 | 582,332 | 19,592 | 84,604 | 104,196 | 478,136 |
| Capital Outlay-Construction | 2,440,528 | 2,440,528 | - | - | - | 2,440,528 |
| Capital Outlay-Other Costs | 1,146,140 | 1,146,140 | - | - | - | 1,146,140 |
| TOTAL EXPENDITURES | 4,169,000 | 4,169,000 | 19,592 | 84,604 | 104,196 | **4,064,804** |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | 4,149,877 | (77,833) | 4,072,044 | 4,072,044 |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfers In (Out) | - | - | - | - | - | - |
| ENDING FUND BALANCE | $ - | $ - | $ 4,149,877 | $ (77,833) | $ 4,072,044 | **$ 4,072,044** |

**CAPITAL PROJECTS FUND - HH/LGI SEWER FORCE MAIN**
**BUDGET & ACTUAL - LIFE TO DATE**
**AS OF JUNE 30, 2021**

| | ORIGINAL BUDGET | 12/17/2020 | FINAL BUDGET | FY 19-20 | FY 20-21 | LIFE-TO-DATE ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) |
|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | |
| Capital Contributions-Heritage | $ 561,864 | $ (50,934) | $ 510,930 | $ 1,258 | $ 509,672 | $ 510,930 | $ - |
| Capital Contributions-LGI | 1,090,676 | (98,870) | 991,806 | 2,442 | 989,364 | 991,806 | - |
| Interest Income | - | - | - | - | 1,768 | 1,768 | 1,768 |
| TOTAL REVENUES | 1,652,540 | (149,804) | 1,502,736 | 3,700 | 1,500,804 | 1,504,504 | 1,768 |
| EXPENDITURES: | | | | | | | |
| Capital Outlay-Construction | 1,477,513 | (149,804) | 1,327,709 | - | 667,691 | 667,691 | 660,018 |
| Capital Outlay-Engineering | 99,810 | - | 99,810 | - | 18,870 | 18,870 | 80,940 |
| Capital Outlay-Inspections | 50,007 | - | 50,007 | - | 1,073 | 1,073 | 48,934 |
| Capital Outlay-Other Costs | 25,210 | - | 25,210 | 3,700 | 21,510 | 25,210 | - |
| TOTAL EXPENDITURES | 1,652,540 | (149,804) | 1,502,736 | 3,700 | 709,144 | 712,844 | 789,892 |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | - | - | 791,660 | 791,660 | 791,660 |
| OTHER FINANCING SOURCES (USES) | | | | | | | |
| Transfers In (Out) | - | - | - | - | - | - | - |
| ENDING FUND BALANCE | $ - | $ - | $ - | $ - | $ 791,660 | $ 791,660 | **$ 791,660** |

**GRANT FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**BUDGET & ACTUAL - LIFE TO DATE**
**AS OF JUNE 30, 2021**

| | ORIGINAL BUDGET | Projected Changes | FINAL BUDGET | FY 20-21 | YTD ACTUAL | VARIANCE FAVORABLE (UNFAVORABLE) | % OF BUDGET |
|---|---|---|---|---|---|---|---|
| REVENUES: | | | | | | | |
| ARPA Grant Proceeds | $ - | $ 1,082,330 | $ 1,082,330 | $ - | $ - | $ (1,082,330) | 0.00% |
| Interest Income | - | - | - | - | - | - | |
| TOTAL REVENUES | - | 1,082,330 | 1,082,330 | - | - | (1,082,330) | 0.00% |
| EXPENDITURES: | | | | | | | |
| Capital Expenditures | - | 1,082,330 | 1,082,330 | - | - | 1,082,330 | 0.00% |
| TOTAL EXPENDITURES | - | 1,082,330 | 1,082,330 | - | - | 1,082,330 | 0.00% |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | - | - | - | - | 0.00% |
| BEGINNING FUND BALANCE | - | | - | - | - | - | 0.00% |
| ENDING FUND BALANCE | $ - | $ - | $ - | $ - | $ - | $ - | 0.00% |

**PROJECTED CHANGES:**

08/09/21: American Rescue Plan Act (ARPA) allocated funds for non-entitlement units (NEU)to State governments. The State of Texas further allocated NEU funds to County governments who are now responsible for disbursing funds to NEUs within their jurisdiction based on population. The City of Venus is estimated to receive $1,082,330 based on a population of 4,368. The City expects to receive 50% of these funds in FY 20-21 and the remaining 50% in FY 21-22.

City management is recommending spending ARPA funds on the construction of the new water tower; therefore, this fund will be treated as a capital project fund which is a multi-year fund and accounts for revenues and expenditures over the life of the capital project.

PUBLIC IMPROVEMENT DISTRICT (PID) FUNDS
AS OF JUNE 30, 2021

**BLUESTEM HILLS PID**

**AS OF JUNE 30, 2021**

| | REVENUE | | EXPENDITURES | | | CUMULATIVE |
|---|---|---|---|---|---|---|
| FY | Assessments | P&I | Principal | Interest | Administrative | Cash Balance |
| 19-20 | $ 58,375.00 | $ 4,529.62 | $ - | $ - | $ (55,185.00) | $ 7,719.62 |
| 20-21 | 47,334.91 | 1,836.44 | - | - | (622.50) | 56,268.47 |
| 21-22 | | | | | | |
| 22-23 | | | | | | |
| 23-24 | | | | | | |
| | $ 105,709.91 | $ 6,366.06 | $ - | $ - | $ (55,807.50) | $ 56,268.47 |

# PROFESSIONAL SERVICES AGREEMENTS
# DEVELOPER FUNDS
# AS OF JUNE 30, 2021

**FUND 56 - BRAHMAN RANCH WASTEWATER TREATMENT PACKAGE PLANT (WTPP)**

| Date | Check | Vendor | Description | Balance | | |
|---|---|---|---|---|---|---|
| 3/17/2020 | Wire | Miskoman (Brahman Ranch) | Dev Agreement - WTPP | **$ 500,000.00** | | |
| 10/11/2018 | 00004 | Consulting Environmental Eng | WTPP Plan | (4,155.00) | (7,861.00) | |
| 2/28/2019 | 00019 | Consulting Environmental Eng | WTPP Plan | (3,706.00) | | |
| | | | | **$ 492,139.00** | | Unspent deposit balance @ 09/30/19 |
| 9/30/2020 | 034553 | Jacob Martin LLC | Design Engineering | (12,500.00) | (45,500.00) | |
| 9/30/2020 | 034683 | Jacob Martin LLC | Design Engineering | (33,000.00) | | |
| | | | | **446,639.00** | | Unspent deposit balance @ 09/30/20 |
| 10/31/2020 | 034712 | Jacob Martin LLC | Design Engineering | (4,400.00) | (54,139.92) | |
| 11/30/2020 | 034824 | Jacob Martin LLC | Design Engineering | (6,600.00) | | |
| 2/2/2021 | 035008 | Midlothian Mirror | Sealed Constr Bid Notice | (553.28) | | |
| 3/26/2021 | 035171 | AUC Group, LLC | First & Last Month Rent | (29,500.00) | | |
| 3/31/2021 | 035224 | Jacob Martin LLC | Design Engineering | (6,250.00) | | |
| 4/30/2021 | 035330 | Jacob Martin LLC | Design Engineering | (6,836.64) | | |
| | | | | **$ 392,499.08** | | Unspent deposit balance @ 06/30/21 |

**FUND 56 - BRAHMAN RANCH I PSA**

| Date | Check | Vendor | Description | Balance | |
|---|---|---|---|---|---|
| 5/31/2019 | | Miskoman (Brahman Ranch) | PSA agreement | **$ 30,000.00** | Coded to license & permits in FY 2019 |
| 9/30/2019 | Multiple | Messer, Rockefeller & Fort | Legal fees | (2,506.50) | |
| | | | | **$ 27,493.50** | Unspent PSA deposit balance @ 09/30/19 |
| 4/30/2020 | 034104 | Birkhoff, Hendricks & Carter | Engineering | (187.71) | |
| 4/30/2020 | 034105 | Messer, Rockefeller & Fort | Legal fees | (30.00) | |
| 5/31/2020 | 034194 | Birkhoff, Hendricks & Carter | Engineering | (187.71) | |
| 6/30/2020 | 034282 | Birkhoff, Hendricks & Carter | Engineering | (93.86) | |
| 8/31/2020 | 034509 | Messer, Rockefeller & Fort | Legal fees | (1,041.00) | |
| 9/30/2020 | 034602 | Messer, Rockefeller & Fort | Legal fees | (243.00) | (5,020.75) |
| 11/30/2019 | 334663 | Messer, Rockefeller & Fort | Legal fees | (301.50) | |
| 1/31/2020 | 334750 | Messer, Rockefeller & Fort | Legal fees | (529.50) | |
| 12/31/2019 | 334771 | Messer, Rockefeller & Fort | Legal fees | (313.50) | |
| 2/29/2020 | 334869 | Messer, Rockefeller & Fort | Legal fees | (433.00) | |
| 3/31/2020 | 334919 | Birkhoff, Hendricks & Carter | Engineering | (1,479.97) | |
| 3/31/2020 | 334922 | Messer, Rockefeller & Fort | Legal fees | (180.00) | |
| | | | | **22,472.75** | Unspent PSA deposit balance @ 09/30/20 |
| 10/31/2020 | 034662 | Birkhoff, Hendricks & Carter | Engineering | (1,054.43) | |
| 10/31/2020 | 034746 | Messer, Rockefeller & Fort | Legal fees | (247.00) | |
| 11/30/2020 | 034795 | Birkhoff, Hendricks & Carter | Engineering | (102.63) | |
| 11/30/2020 | 034842 | Messer, Rockefeller & Fort | Legal fees | (45.50) | |
| 12/31/2020 | 034901 | Birkhoff, Hendricks & Carter | Engineering | (1,148.54) | |
| 1/7/2021 | 034908 | Midlothian Mirror | PID Ordinance | (332.80) | |
| 1/31/2021 | 035001 | Joel Daugherty | Engineering | (440.00) | |
| 1/31/2021 | 035005 | Messer, Rockefeller & Fort | Legal fees | (387.00) | |
| 1/31/2021 | 035005 | Messer, Rockefeller & Fort | Legal fees | (969.00) | |
| 1/31/2021 | 035005 | Messer, Rockefeller & Fort | Legal fees | (75.00) | |
| 1/31/2021 | 035005 | Messer, Rockefeller & Fort | Legal fees | (1,178.00) | |
| 1/31/2021 | 035079 | Birkhoff, Hendricks & Carter | Engineering | (2,762.54) | (22,433.48) |
| 2/28/2021 | 035123 | Birkhoff, Hendricks & Carter | Engineering | (2,176.33) | |
| 2/28/2021 | 035133 | Messer, Rockefeller & Fort | Legal fees | (186.00) | |

| Date | Check | Vendor | Description | Balance |
|---|---|---|---|---|
| 2/28/2021 | 035133 | Messer, Rockefeller & Fort | Legal fees | (779.00) |
| 3/31/2021 | 035190 | Birkhoff, Hendricks & Carter | Engineering | (668.49) |
| 3/11/2021 | 035232 | Midlothian Mirror | Public Hearing | (551.20) |
| 3/18/2021 | 035232 | Midlothian Mirror | Public Hearing | (370.24) |
| 3/31/2021 | 035262 | Messer, Rockefeller & Fort | Legal fees | (2,640.00) |
| 4/30/2021 | 035369 | Messer, Rockefeller & Fort | Legal fees | (2,100.00) |
| 4/30/2021 | 035353 | Birkhoff, Hendricks & Carter | Engineering | (1,245.43) |
| 5/31/2021 | 035446 | Birkhoff, Hendricks & Carter | Engineering | (2,229.77) |
| 5/31/2021 | 035466 | P-3 Works, LLC | Development Consultant | (187.50) |
| 6/30/2021 | 035517 | Birkhoff, Hendricks & Carter | Engineering | (557.08) |

**$ 39.27** Unspent PSA deposit balance @ 06/30/21

**FUND 57 - LGI (PATRIOT ESTATES) PSA**

| Date | Check | Vendor | Description | Balance |
|---|---|---|---|---|
| 11/25/2020 | | LGI/Patriot Estates | PSA agreement | **$ 50,000.00** |
| 10/31/2020 | 034746 | Messer, Rockefeller & Fort | Legal fees | (380.00) |
| 11/27/2020 | 034747 | Midlothian Mirror | PID Ordinance | (419.76) |
| 11/30/2020 | 034842 | Messer, Rockefeller & Fort | Legal fees | (437.00) |
| 12/22/2020 | 034860 | Midlothian Mirror | Resolution | (2,654.08) |
| 12/31/2020 | 034891 | Joel Daugherty | Civil Engineering-Ph 8 | (3,020.00) |
| 12/31/2020 | 034901 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (410.52) |
| 12/31/2020 | 034901 | Birkhoff, Hendricks & Carter | Engineering-Ph 9 | (307.89) |
| 1/31/2021 | 034959 | Joel Daugherty | Civil Engineering-Ph 8 | (4,360.00) |
| 1/31/2021 | 035079 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (262.38) |
| 1/31/2021 | 035079 | Birkhoff, Hendricks & Carter | Engineering-Ph 9 | (809.10) |
| 2/22/2021 | 035001 | Joel Daugherty | Civil Engineering-Ph 8 | (840.00) |
| 2/28/2021 | 035123 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (111.42) |
| 2/28/2021 | 035123 | Birkhoff, Hendricks & Carter | Engineering-Ph 9 | (334.25) |
| 3/31/2021 | 035190 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (1,392.79) |
| 3/31/2021 | 035190 | Birkhoff, Hendricks & Carter | Engineering-Ph 9 | (334.25) |
| 3/31/2021 | AP | Messer, Rockefeller & Fort | Legal fees | (300.00) |
| 4/30/2021 | 035353 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (779.92) |
| 5/31/2021 | 035446 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (2,451.28) |
| 5/31/2021 | 035446 | Birkhoff, Hendricks & Carter | Engineering-Ph 9 | (241.43) |
| 5/31/2021 | 035466 | P3 Works, LLC | PID Administrator | (578.10) |
| 6/30/2021 | 035517 | Birkhoff, Hendricks & Carter | Engineering-Ph 8 | (1,225.61) |
| 6/30/2021 | 035517 | Birkhoff, Hendricks & Carter | Engineering-Ph 9 | (111.42) |
| | | | | **$ 28,238.80** Unspent PSA deposit balance @ 06/30/21 |

(21,761.20)

**JMJ DEVELOPMENTS PSAs**

**NORTHSTAR DEVELOPMENT**

| Date | Check | Vendor | Description | Balance | |
|---|---|---|---|---|---|
| | | | | **$ 15,000.00** | |
| 3/31/2021 | 035005 | Messer, Rockefeller & Ford | Legal Fees | (900.00) | (1,093.92) |
| 5/31/2021 | 035446 | Birkhoff, Hendricks & Carter | Engineering | (111.42) | |
| 5/31/2021 | 035466 | P3 Works, LLC | PID Admin | (82.50) | |
| | | | | **$ 13,906.08** | Unspent PSA deposit balance @ 06/30/21 |

**BERKOWITZ DEVELOPMENT (PRAIRIE CREEK ESTATES)**

| Date | Check | Vendor | Description | Balance | |
|---|---|---|---|---|---|
| | | | | **$ 15,000.00** | |
| 3/31/2021 | 035005 | Messer, Rockefeller & Ford | Legal Fees | (180.00) | (180.00) |
| | | | | **$ 14,820.00** | Unspent PSA deposit balance @ 06/30/21 |

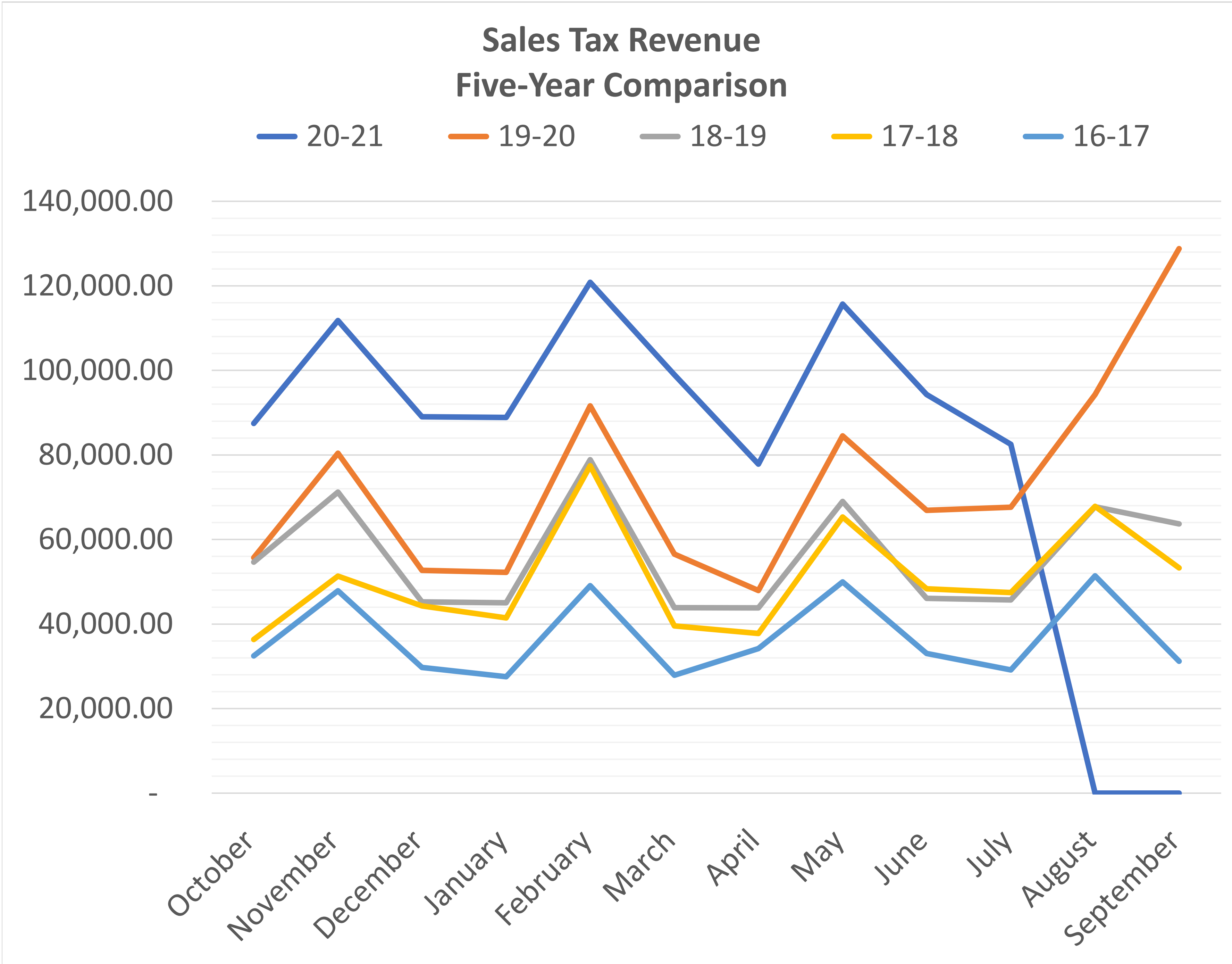
**GRIFFIN DEVELOPMENT (SOUTHERN CROSS RANCH)**

| Date | Check | Vendor | Description | Balance | |
|---|---|---|---|---|---|
| | | | | **$ 15,000.00** | |
| 3/31/2021 | 035005 | Messer, Rockefeller & Ford | Legal Fees | (180.00) | (180.00) |
| | | | | **$ 14,820.00** | Unspent PSA deposit balance @ 06/30/21 |

**JOHNSTON DEVELOPMENT (MUSTANG MEADOWS)**

| Date | Check | Vendor | Description | Balance | |
|---|---|---|---|---|---|
| | | | | **$ 15,000.00** | |
| 3/31/2021 | 035005 | Messer, Rockefeller & Ford | Legal Fees | (180.00) | (180.00) |
| | | | | **$ 14,820.00** | Unspent PSA deposit balance @ 06/30/21 |

# SALES TAX HISTORY


Sales Tax Revenue
Five-Year Comparison
20-21
19-20
18-19
17-18
16-17
140,000.00
120,000.00
100,000.00
80,000.00
60,000.00
40,000.00
20,000.00
-
October
November
December
January
February
March
April
May
June
July
August
September

## TOP TEN SALES TAX PAYERS

**JUNE 2020**

1 - Liquor Depot Venus, LP
2 - Lattimore Materials Corp.
3 - Whataburger Restaurants, LLC
4 - Oncor Electric Delivery Co, LLC
5 - Subway Sandwiches
6 - Dollar General
7 - Tiger Mart
8 - 3 Stars Recycling, LLC
9 - Sonic Drive-In
10 - Jimmy P LeBeau

**JUNE 2021**

1 - Chisolm Trail Redi-Mix, LLC
2 - Liquor Depot Venus, LP
3 - Whataburger Restaurants, LLC
4 - Amazon.com Services (Marketplace)
5 - Subway Sandwiches
6 - Potter Concrete Residential, LTD
7 - Lattimore Materials Corp.
8 - Dollar General
9 - Shelter Products, Inc
10 - Amazon.com Services, LLC

**City Council Agenda Item Report**
**August 9, 2021**
**Cheryl Estes, CPA, CGFO**
**Finance Director**
**972-366-3348 ext 208**
**cestes@cityofvenus.org**

**NO ACTION ON FINANCIAL REPORTS**

1. **BACKGROUND/HISTORY:**

City Council receives financial reports from the Finance Director on all City funds each quarter. Budget and actual reports are presented for all budgeted operating and capital project funds, and updates are presented on cash balances for City public improvement districts (PIDs) and developer's professional service agreements (PSAs).

For City funds with approved annual budgets, quarterly financial reports compare actual revenues and expenditures to the current budget. The current budget includes the original budget, as adopted, and all amendments approved by City Council throughout the fiscal year. Near the end of the budget year, City Council approves an ordinance to formerly revise the original budget to include (1) all revisions approved by City Council throughout the year; and (2) any year-end changes deemed necessary to accurately reflect management's projections for the year. These budgets become the final budgets.

June 2021 financial reports compare actual revenues/expenditures to the **projected** year-end budget. A column called "Projected Changes" shows the amount each department needs to increase (decrease) based on management's projections.

2. **FINDINGS / CURRENT ACTIVITY:**

All department budgets were analyzed to determine if any adjustments and/or reclassifications would be necessary to the original budget to properly reflect management's projections of actual year-end amounts for fiscal year. Management is requesting the following revisions to department budgets:

| City Fund | Projected Changes: Reclassifications | Projected Changes: Increase (Decrease) | Total |
|---|---|---|---|
| **General Fund:** | | | |
| Administration | $ (165,385) | $ - | $ (165,385) |
| Planning & Development | 165,385 | 49,429 | 214,814 |
| Police | (66,417) | (29,426) | (95,843) |
| Code Enforcement | 64,262 | - | 64,262 |
| Municipal Court | - | (7,402) | (7,402) |
| Fire | 27,087 | (14,971) | 12,116 |
| Public Works | - | 31,100 | 31,100 |
| Debt Payments | (27,087) | - | (27,087) |
| Capital Outlay | 2,155 | - | 2,155 |
| Total Revisions | $ - | $ 28,730 | $ 28,730 |

**Planning & Development** - increase in department expenditures related to contracted services for City Planner and engineering services to generate a City zoning map and annexation map. Increase in expenditures in direct proportion with projected increase in revenues.

**Public Works** - increase in electricity due to winter storm and purchase of street signs. Increase of $18,096 in personnel costs due to reclassifications of existing employees to match actual position titles and to cover cost of overstaffing due to hiring of additional employee.

**Water/Sewer/Sanitation Fund**

This fund consists of one department. Projected increase to total department is $450,521.

1) Increase of $40,409 in personnel is due to hiring of Customer Service Clerk (approved by Mayor). This position was included in FY 19-20 budget but was removed by Finance Director in FY 20-21 budget thinking this position could be replaced with technology.
2) Increases in utility contracted services in direct proportion with increase in utility revenues makes up the remaining $430,920 of the projected increase.

**VCSDC Fund**

This fund consists of one department. Projected decrease is related to:

1) Decrease in capital outlay due to difference in amounts budgeted and actual costs.
2) Reclassification (decrease) personnel costs of ($18,096) to the City's General Fund. Staffing issues relating to the seasonal position was offset by existing employee overtime.

3. **RECOMMENDATIONS**

Projected budget reclassifications and increases (decreases) are included in the FY 20-21 budget amendment presented as a separate agenda item. Management recommends including these changes as part of the FY 20-21 final budget amendment.

4. **ATTACHMENTS:**

June 2021 Financial Report

Planning and Development Activities
July 9 through August 4, 2021

The Planning and Development staff performed the following activities during the period July 9 through August 4th:

- Assisted with the Venus City Council on July 12th and with the Planning and Zoning Commission on July 22nd, where the P&Z recommended approval of the Christian Corners Addition.
- Participated in a preconstruction conference on July 14th for Patriot Estates Phase 9.
- Reviewed a Preliminary Plat for Heritage Hills Phase 1 and 2 for consideration by the P&Z in August
- Reviewed the Preliminary Plat for Horizons at Bankston Estates for consideration by the P&Z in August
- Participated in weekly meetings regarding various development.
- Reviewed the draft Development Regulations for JMJ Development and Stallion Ranch and provided review comments.
- Reviewed the metes and bounds descriptions for 301 W 5th Street right-of-way vacation and made recommendations
- Reviewed four ETJ verification requests and sent three plat exemption letters to Johnson County.
- Researched property information regarding commercial activity at 201 E. First Street.
- Reviewed the draft Zoning Map.
- Reviewed the Zoning Ordinance and will make recommendations for potential amendments.
- Met with several real estate developers and brokers regarding future development in the Venus area.

## Case Report – Zoning Text Change-Minimum House Size
## Planning and Zoning Commission – August 9, 2021
## City Council - August 9, 2021

To: Planning and Zoning Commission
Mayor and City Council

From: David R. Gattis, FAICP

Request: Consider a Zoning text amendment to change the minimum house size to 1,400 SF

---

Applicant: City of Venus (Mayor)

Analysis: The Mayor has requested that the minimum house size be increased to 1,400 square feet in the R-1 and R-1S single family residential zoning districts. A comparison of the current and proposed house sizes is:

| Zoning District | Current Minimum | Proposed Minimum |
|---|---|---|
| R-1 District | 1,250 SF | 1,400 SF |
| R-1S small lot District | 1.250 SF | 1,400 SF |

The proposed change would not affect any existing homes but would affect any existing single-family lots and all future single-family lots.

The effect of the proposed change would be to increase the price of a single-family house by as much as $22,500 (from $187,500 to $210,000), assuming an average of $150/square foot. Staff is not aware of any health or safety improvements that would be gained from requiring a larger house. In fact, some cities are doing away with minimum house sizes to avoid discrimination suits based on income.

Staff Recommendation:

Staff has no recommendation on the proposed zoning text amendment.

Sample Motion: I move to approve/deny the Ordinance amending the text of the Zoning Ordinance to revise the minimum house size to fourteen hundred square feet (1,400 SF).

**ORDINANCE NO. 731-2021-08**

**AN ORDINANCE OF THE CITY OF VENUS, TEXAS AMENDING THE ZONING ORDINANCE AND MAP, AS HERETOFORE AMENDED, BY CHANGING THE MINIMUM BUILDING SIZE (SQ. FT.) IN THE R-1, R-2 AND MH-1 [S] DISTRICTS USE TABLE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY FOR VIOLATIONS HEREOF; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION IN THE OFFICIAL NEWSPAPER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** notices of the proposed zone change were mailed to owners of real property, if any, lying within two hundred (200) feet of the property for which the change is requested; and

**WHEREAS,** the Planning and Zoning Commission and the City Council published notices of public hearings of the proposed zoning regulation change and conducted such full and fair hearings in compliance with the Zoning Ordinance and State law, at which time parties in interest and citizens were given an opportunity to speak and be heard; and

**WHEREAS**, the Planning and Zoning Commission provided its report and recommendation to the City Council approving the zoning regulation change to the City's Zoning Ordinance; and

**WHEREAS,** after due deliberation and consideration of the information submitted during the public hearings and the recommendation of the Planning and Zoning Commission, the City Council has concluded that approval of this zoning regulation change from 1250 sq. ft. to 1400 sq. ft. for the referenced property would be in the best interest of the citizens of Venus.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS.**

**SECTION 1.** That the Zoning Ordinance and Map of the City of Venus, Texas, duly passed by the governing body of the City of Venus, Texas, as heretofore amended, be and the same is hereby amended by amending Chapter 34 – Zoning, Article II. – Districts, Section 34-62 – Schedule of District Regulations Use Table by changing the minimum building size (sq. ft.) in the R-1, R-2, and MH-1 [S] districts from 1250 sq. ft. to 1400 sq. ft.

**SECTION 2.** That the Zoning Ordinance of the City of Venus, Texas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.

**<u>SECTION 3.</u>** This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Venus, Texas and the Venus Zoning Ordinance, as amended, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances and such codes, in which event the conflicting provision of such ordinance and such codes are hereby repealed.

**<u>SECTION 4.</u>** It is hereby declared that it is the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional section, paragraph, sentence, clause or phrase.

**<u>SECTION 5.</u>** Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or resists the enforcement of any of the provisions of this Ordinance shall be fined not more than Two Thousand Dollars ($2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

**<u>SECTION 6.</u>** That all recitals contained in this Ordinance are fully incorporated herein as if fully written.

**<u>SECTION 7.</u>** This ordinance shall be in full force and effect from this and after its passage and publication as required by law, and it is so ordained.

**DULY PASSED** and approved by the City Council of the City of Venus, Texas on this the 9th day of August 2021.

APPROVED:

____________________________________
James L. Burgess, Mayor

ATTEST:

________________________
Callie Green, City Secretary

**ORDINANCE NO. 732-2021-08**

**AN ORDINANCE OF THE CITY OF VENUS, TEXAS AMENDING THE CURRENT 2020-2021 FISCAL YEAR BUDGETS; FINDING MUNICIPAL PURPOSES; AUTHORIZING EXPENDITURES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS,** the City Council of the City of Venus, Texas, (the "City Council") has utilized diligent thought, attention and determination in creating the 2020-2021 budgets; and

**WHEREAS**, on September 14, 2020, the City Council of the City of Venus passed Ordinance No. 707-2020-09, approving the budgets for the fiscal year beginning October 1, 2020; and,

**WHEREAS**, upon examination and review of revenues and expenditures, the City Administrator and City Council has determined it necessary to amend and modify the budgets of the General Fund (Exhibit "A"), Water & Sewer Fund (Exhibit "B"), Venus Community Services Development Corporation (Exhibit "C"), Street Maintenance Tax Fund (Exhibit "D"), Court Security Fund (Exhibit "E"), Capital Grant Fund (Exhibit "F"), and 2018 Bonds Capital Projects Fund (Exhibit "G"), as set forth herein; and,

**WHEREAS**, the City Council finds that the proposed Budget Amendments are for legitimate municipal purposes, and thus is statutorily authorized by Texas Local Government Code section 102.010; and

**WHEREAS**, the City Council finds that it is necessary and proper for good government, peace or order of the City of Venus to adopt an Ordinance amending the current budgets.

**WHEREAS,** the City Council finds that the proposed Budget Amendments is for legitimate municipal purposes, and thus is statutorily authorized by Texas Local Government Code section 102.010; and

**WHEREAS,** the City Council finds the amendments in the funds identified in Exhibits "A - G" are reasonable, necessary and for legitimate municipal purposes.

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

**SECTION 1. <u>FINDINGS.</u>** The City Council finds the statement made in the preamble above are true and correct. The City Council does authorize amendments to the budget and does authorize an expenditure as an amendment to the original budget, finding this is a situation which could not have been included in the original budget through the use of reasonably diligent thought and attention.

**SECTION 2. BUDGET DEPARTMENTS**. The City Council approves and amends operating budgets at the department level in Exhibit "A" which is attached and incorporated herein for all purposes; and, approves and amends total fund expenditures for budgets in Exhibits "B – G" for the fiscal year 2020-2021, which is attached and incorporated herein for all purposes.

**SECTION 3. BUDGET TOTAL**. The City Council further finds the amended budgets in Exhibit "A - G" will not cause total expenditures to exceed total available revenues in the amended funds.

**SECTION 4.** The Amended Budgets for fiscal year 2020-2021 are hereby approved by the City Council.

**SECTION 5**. That all provisions of the Ordinances of the City of Venus in conflict with the provisions of this Ordinance be and the same are hereby repealed and all Ordinances not in conflict shall remain in full force and effect, but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the appeal prevent a prosecution from being commenced for any violation if occurring prior to the repealing of the Ordinance. Any remaining portions of said Ordinances shall remain in full force and effect.

**SECTION 6.** That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision hereof other than the part so decided to be unconstitutional, illegal or invalid, and shall not affect the validity of the Ordinance as a whole.

**SECTION 7.** This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provide.

**SECTION 8**. The Mayor is authorized to make the amendments as set forth above and file, or cause to be filed, a true and correct copy of this Ordinance, with the attached Exhibits "A - G" with the City Secretary and in the office of the County Clerk of Johnson County, Texas.

**SECTION 9**. The Recitals and exhibits to this Ordinance are incorporated herein for all purposes as if fully recited.

**DULY PASSED** by the City Council of the City of Venus, Texas, on the 9th day of August 2021.

APPROVED:

____________________________
James L. Burgess, Mayor

ATTEST:

____________________________
Callie Green, City Secretary

# EXHIBIT A

**GENERAL FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**PROJECTED FINAL BUDGET**
**FOR THE TWELVE MONTHS ENDING SEPTEMBER 30, 2021**

| REVENUES: | **ORIGINAL BUDGET** | FY 19-20 Encumbered | 10/12/2020 | 12/14/2020 | 2/8/2021 | 4/12/2021 | 6/14/2021 | 8/9/2021 | **FINAL BUDGET** |
|---|---|---|---|---|---|---|---|---|---|
| Property Taxes | $ 1,608,718 | $ - | $ - | $ - | $ - | $ - | $ - | $ 19,428 | $ 1,628,146 |
| Sales Taxes | 516,843 | - | - | - | - | - | - | 218,136 | 734,979 |
| Franchise Fees | 117,420 | - | - | - | - | - | - | 14,080 | 131,500 |
| Licenses and Permits | 644,000 | - | - | - | - | - | - | 150,824 | 794,824 |
| Charge for Services | 8,600 | - | - | - | - | - | - | (5,600) | 3,000 |
| Fines and Forfeitures | 50,750 | - | - | - | - | - | - | 7,270 | 58,020 |
| Intergovernmental | 147,139 | - | - | - | - | - | - | (13,353) | 133,786 |
| Investment Earnings | 15,000 | - | - | - | - | - | - | (2,500) | 12,500 |
| Other | 20,000 | - | - | - | - | - | - | (8,353) | 11,647 |
| TOTAL REVENUES | 3,128,470 | - | - | - | - | - | - | 379,932 | 3,508,402 |
| EXPENDITURES: | | | | | | | | | |
| Administration | 752,283 | - | - | - | - | - | - | (165,385) | 586,898 |
| Planning & Development | 373,000 | - | - | - | - | - | 37,000 | 214,814 | 624,814 |
| Police | 1,435,857 | 2,592 | - | - | - | (2,145) | - | (95,843) | 1,340,461 |
| Code Enforcement/Animal Control | - | - | - | - | - | - | - | 64,262 | 64,262 |
| Municipal Court | 105,920 | - | - | - | - | - | - | (7,402) | 98,518 |
| Fire | 10,899 | - | - | - | - | - | - | 12,116 | 23,015 |
| Public Works | 309,973 | - | - | - | - | - | 26,000 | 31,100 | 367,073 |
| Debt Payments | 130,538 | - | - | 147,985 | - | - | - | (27,087) | 251,436 |
| Capital Outlay | 10,000 | 43,690 | - | - | 26,477 | 8,022 | - | 2,155 | 90,344 |
| TOTAL EXPENDITURES | 3,128,470 | 46,282 | - | 147,985 | 26,477 | 5,877 | 63,000 | 28,730 | 3,446,821 |
| REVENUE OVER (UNDER) EXPENDITURES | - | (46,282) | - | (147,985) | (26,477) | (5,877) | (63,000) | 351,202 | 61,581 |
| OTHER FINANCING SOURCES (USES) | | | | | | | | | |
| Capital Lease Proceeds | 221,000 | - | 18,800 | - | - | - | - | (17) | 239,783 |
| Capital Outlay-Police Vehicles | (221,000) | | (18,800) | - | - | 5,877 | - | - | (233,923) |
| Transfer from Street CIP Fund | - | - | - | - | - | - | - | 161,147 | 161,147 |
| CHANGE IN FUND BALANCE | - | (46,282) | - | (147,985) | (26,477) | - | (63,000) | 512,332 | 228,588 |
| BEGINNING FUND BALANCE-TOTAL | 1,682,070 | 46,282 | - | 147,985 | 26,477 | - | - | 9,213 | 1,912,027 |
| ENDING FUND BALANCE-TOTAL | $ 1,682,070 | $ - | $ - | $ - | $ - | $ - | $ (63,000) | $ 521,545 | $ 2,140,615 |
| LESS: 120-DAY RESERVE | (1,028,538) | (15,216) | - | (48,653) | (8,705) | (1,932) | (20,712) | (9,445) | (1,133,201) |
| LESS: COMMITED-FIRE DEPT | - | - | (200,000) | - | - | - | - | (228,588) | (428,588) |
| ENDING FUND BALANCE-UNASSIGNED | $ 653,532 | $ (15,216) | $ (200,000) | $ (48,653) | $ (8,705) | $ (1,932) | $ (83,712) | $ 283,512 | $ 578,826 |

**BUDGET AMENDMENTS:**

FY 19-20 Encumbered: Budgeted goods/supplies ordered in FY 19-20 but not received and/or paid for until FY 20-21.
10/12/20: Increase in cost of police vehicles due to dealer no longer producing 2021 models (had to purchase 2022 models)
12/14/20: Early pay off of note to Longhorn Lockers, LLC
02/08/21: Purchase of MyGov software
04/12/21: Budget reclassification to purchase police simulator for training in order to spend remaining capital lease proceeds.
06/14/21: Update City Comprehensive Plan including capital improvement plans for streets and drainage.
08/09/21: Projected increase in final expenditures mainly due to overstaffing in Public Works Department.

# EXHIBIT B

**WATER & SEWER FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**PROJECTED FINAL BUDGET**
**FOR THE TWELVE MONTHS ENDING SEPTEMBER 30, 2021**

| | **ORIGINAL BUDGET** | 3/29/2021 | 3/29/2021 | 5/10/2021 | 6/14/2021 | 8/9/2021 | **FINAL BUDGET** |
|---|---|---|---|---|---|---|---|
| OPERATING REVENUES: | | | | | | | |
| Water Revenue | $ 1,105,000 | $ - | $ (123,183) | $ - | $ - | $ 94,328 | $ 1,076,145 |
| Sewer Revenue | 1,393,500 | - | (115,800) | - | - | 234,178 | 1,511,878 |
| Water & Sewer Taps | 200,000 | - | - | - | - | (110,000) | 90,000 |
| Water Meters | 15,000 | - | - | - | - | (12,500) | 2,500 |
| Sewer Connect Fees | 80,000 | - | - | - | - | - | 80,000 |
| Sanitation Fees | 314,628 | - | - | 3,000 | - | 203,431 | 521,059 |
| Reconnect Fees | 3,000 | - | - | - | - | (1,000) | 2,000 |
| Late Charges | 15,000 | - | - | - | - | - | 15,000 |
| Other | 1,625 | - | - | - | - | 1,675 | 3,300 |
| TOTAL OPERATING REVENUES | 3,127,753 | - | (238,983) | 3,000 | - | 410,112 | 3,301,882 |
| OPERATING EXPENSES: | | | | | | | |
| Personnel | 376,553 | - | - | - | - | 40,409 | 416,962 |
| Travel & Training | 2,650 | - | - | - | - | 100 | 2,750 |
| Materials & Supplies | 92,862 | - | - | - | - | (8,962) | 83,900 |
| Utilities | 35,890 | - | - | - | - | 1,110 | 37,000 |
| Repairs & Maintenance | 85,000 | - | - | - | - | (23,000) | 62,000 |
| Sanitation Contract Fees | 354,000 | - | - | 3,000 | - | 142,750 | 499,750 |
| Water Purchases | 580,000 | - | - | - | - | 101,200 | 681,200 |
| Sewer Contract Fees | 634,000 | - | - | - | - | 186,970 | 820,970 |
| Other Contracted Services | 113,500 | - | 10,000 | - | 28,000 | 58,542 | 210,042 |
| Departmental | 85,206 | - | - | - | - | (48,598) | 36,608 |
| TOTAL OPERATING EXPENSES | 2,359,661 | - | 10,000 | 3,000 | 28,000 | 450,521 | 2,851,182 |
| OPERATING INCOME (LOSS) | 768,092 | - | (248,983) | - | (28,000) | (40,409) | 450,700 |
| NON-OPERATING EXPENSES: | | | | | | | |
| Interest Earnings | 5,000 | - | - | - | - | 1,180 | 6,180 |
| Debt Principal Payments | (318,333) | - | - | - | - | - | (318,333) |
| Debt Interest Payments | (122,974) | - | - | - | - | - | (122,974) |
| NET OPERATING INCOME (LOSS) | 331,785 | - | (248,983) | - | (28,000) | (39,229) | 15,573 |
| Capital Contributions | - | - | - | - | - | - | - |
| Capital Expenditures | (331,785) | 300,000 | - | - | - | (11,788) | (43,573) |
| NET CHANGE IN FUND BALANCE | - | 300,000 | (248,983) | - | (28,000) | (51,017) | (28,000) |
| BEGINNING FUND BALANCE | 1,854,607 | - | (673,921) | - | - | - | 1,180,686 |
| ENDING FUND BALANCE | 1,854,607 | 300,000 | (922,904) | - | (28,000) | (51,017) | 1,152,686 |
| LESS: 120-DAY RESERVE | (920,866) | - | (3,288) | (986) | (9,205) | (148,116) | (1,082,462) |
| ENDING FUND BALANCE-UNASSIGNED | $ 933,741 | $ 300,000 | $ (926,192) | $ (986) | $ (37,205) | $ (199,133) | $ 70,224 |

**BUDGET AMENDMENTS:**

03/29/21: Move budgeted capital expenditures for 12" water line to Fund 64 - 2018 Bond Funds
03/29/21: Overcharges to utility customers for past three years, and increase in audit fee for additional testing
05/10/21: Increase in sanitation charges passed through to customers
06/14/21: Capital improvement plans for water and sewer (part of City Comprehensive Plan)
08/09/21: Increase in personnel costs due to unbudgeted employee approved by Mayor; and, increase in contracted services in dir proportion with increase in revenues.

# EXHIBIT C

**VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**PROJECTED FINAL BUDGET**
**FOR THE TWELVE MONTHS ENDING SEPTEMBER 30, 2021**

| | **ORIGINAL BUDGET** | FY 19-20 Encumbered | 12/14/2020 | 5/10/2021 | 8/9/2021 | **FINAL BUDGET** |
|---|---|---|---|---|---|---|
| REVENUES: | | | | | | |
| Sales Taxes | $ 206,736 | $ - | $ - | $ 30,000 | $ 57,256 | $ 293,992 |
| Interest Income | 500 | - | - | - | 250 | 750 |
| TOTAL REVENUES | 207,236 | - | - | 30,000 | 57,506 | 294,742 |
| EXPENDITURES: | | | | | | |
| Personnel Costs | 76,000 | - | - | - | (18,096) | 57,904 |
| Material and Supplies | 18,000 | - | - | - | 1,923 | 19,923 |
| Repairs and Maintenance | 19,500 | - | - | - | (9,700) | 9,800 |
| Contracted Services | 2,000 | - | - | - | 8,430 | 10,430 |
| Departmental | 15,250 | - | - | - | - | 15,250 |
| Capital Outlay | 34,486 | 16,000 | - | 30,000 | (5,771) | 74,715 |
| TOTAL EXPENDITURES | 165,236 | 16,000 | - | 30,000 | (23,214) | 188,022 |
| REVENUE OVER (UNDER) EXPENDITURES | 42,000 | (16,000) | - | - | 80,720 | 106,720 |
| OTHER FINANCING SOURCES (USES) | | | | | | |
| Transfer (To) From Other Funds | (50,000) | - | - | - | - | (50,000) |
| CHANGE IN FUND BALANCE | (8,000) | (16,000) | - | - | 80,720 | 56,720 |
| BEGINNING FUND BALANCE | 183,688 | 16,000 | - | - | 111,285 | 310,973 |
| ENDING FUND BALANCE | $ 175,688 | $ - | $ - | $ - | $ 192,005 | $ 367,693 |

| **Capital Outlay:** | **Original** | **Encumb Roll** | **Revision** | **Revision** | **Revision** | **Final** |
|---|---|---|---|---|---|---|
| Fielder Park Security System | - | 16,000 | - | - | (3,108) | 12,892 |
| Baseball Field Renovations | 34,486 | - | (34,486) | - | - | - |
| Park Shade Canopies | - | - | 34,486 | - | - | 34,486 |
| Audio Sound System | - | - | - | 30,000 | (2,663) | 27,337 |
| **Total Capital Outlay** | $ 34,486 | $ 16,000 | $ - | $ 30,000 | $ (5,771) | $ 74,715 |

# EXHIBIT D

**STREET TAX FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**PROJECTED FINAL BUDGET**
**FOR THE TWELVE MONTHS ENDING SEPTEMBER 30, 2021**

| | **ORIGINAL BUDGET** | 8/9/2021 Changes | **FINAL BUDGET** |
|---|---|---|---|
| REVENUES: | | | |
| Sales Taxes | $ 103,368 | $ 43,628 | $ 146,996 |
| Interest Income | - | 750 | 750 |
| TOTAL REVENUES | 103,368 | 44,378 | 147,746 |
| EXPENDITURES: | | | |
| Street Repairs | 98,000 | (48,000) | 50,000 |
| Street Materials | 5,368 | 9,632 | 15,000 |
| TOTAL EXPENDITURES | 103,368 | (38,368) | 65,000 |
| REVENUE OVER (UNDER) EXPENDITURES | - | 82,746 | 82,746 |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfer To (From) Other Funds | - | - | - |
| CHANGE IN FUND BALANCE | - | 82,746 | 82,746 |
| BEGINNING FUND BALANCE | - | 24,907 | 24,907 |
| ENDING FUND BALANCE | $ - | $ 107,653 | $ 107,653 |

# EXHIBIT E

**COURT SECURITY FUND**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**PROJECTED FINAL BUDGET**
**FOR THE TWELVE MONTHS ENDING SEPTEMBER 30, 2021**

| | **ORIGINAL BUDGET** | 8/9/2021 | **FINAL BUDGET** |
|---|---|---|---|
| REVENUES: | | | |
| Court Security Fees | $ 1,300 | $ 200 | $ 1,500 |
| Interest Income | - | - | - |
| TOTAL REVENUES | 1,300 | 200 | 1,500 |
| EXPENDITURES: | | | |
| Personnel Costs-Bailiff | 1,639 | (1,139) | 500 |
| Court Security Expend | 1,000 | (1,000) | - |
| TOTAL EXPENDITURES | 2,639 | (2,139) | 500 |
| REVENUE OVER (UNDER) EXPENDITURES | (1,339) | 2,339 | 1,000 |
| OTHER FINANCING SOURCES (USES) | | | |
| Transfer From (To) Other Funds | - | (19,423) | (19,423) |
| CHANGE IN FUND BALANCE | (1,339) | (17,084) | (18,423) |
| BEGINNING FUND BALANCE | 20,423 | - | 20,423 |
| ENDING FUND BALANCE | $ 19,084 | $ (17,084) | $ 2,000 |

**BUDGET AMENDMENTS:**

# EXHIBIT F

**GRANT FUND (CAPITAL)**
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**
**PROJECTED FINAL BUDGET LIFE-TO-DATE**

| | ORIGINAL BUDGET | 8/9/2021 | FINAL BUDGET | |
|---|---|---|---|---|
| REVENUES: | | | | |
| ARPA Grant Proceeds | $ - | $ 1,082,330 | $ 1,082,330 | |
| Interest Income | - | - | - | |
| TOTAL REVENUES | - | 1,082,330 | 1,082,330 | |
| EXPENDITURES: | | | | |
| Capital Expenditures | - | 1,082,330 | 1,082,330 | water tower |
| TOTAL EXPENDITURES | - | 1,082,330 | 1,082,330 | |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | - | |
| BEGINNING FUND BALANCE | - | | - | |
| ENDING FUND BALANCE | $ - | $ - | $ - | |

# EXHIBIT G

**CAPITAL PROJECTS FUND - 2018 BONDS**
**PROJECTED FINAL BUDGET**

| | ORIGINAL BUDGET | Prior To FY 20-21 | 3/29/2021 | 8/9/2021 | FINAL BUDGET |
|---|---|---|---|---|---|
| REVENUES: | | | | | |
| Bond Proceeds | $ 4,500,000 | $ - | $ - | $ - | $ 4,500,000 |
| Interest Income | - | - | - | 16,100 | 16,100 |
| TOTAL REVENUES | 4,500,000 | - | - | 16,100 | 4,516,100 |
| CAPITAL EXPENDITURES: | | | | | |
| Street Project-Bulldog/Student/8th | 1,650,000 | 87,365 | - | - | 1,737,365 |
| City Hall Purchase-700 W US Hwy 67 | 1,200,000 | 3,827 | - | - | 1,203,827 |
| Electrical for Generator & ATS-Main Lift St | 350,000 | (336,469) | 350,000 | (113,831) | 249,700 |
| 12" Water Line (FM 157) | 300,000 | (295,694) | 300,000 | - | 304,306 |
| ~~12" Sewer Line - JMJ Development~~ | - | - | - | - | - |
| 250K Ground Storage Tank Rehab | - | 40,971 | - | - | 40,971 |
| ~~Brahman Ranch WTPP~~ | 1,000,000 | 500,000 | (1,500,000) | - | - |
| Sewer Line-City Hall to FM 157 | - | - | 235,000 | - | 235,000 |
| Water Meter Replacement Project | - | - | - | 80,856 | 80,856 |
| New Water Pump Station | - | - | 150,000 | - | 150,000 |
| New Elevated Water Storage Tank | - | - | - | 50,000 | 50,000 |
| Fire Department Rehabilitation | - | - | 100,000 | (50,000) | 50,000 |
| Old Police Building Buildout | - | - | - | 50,000 | 50,000 |
| SCADA System | - | - | - | 100,000 | 100,000 |
| City Hall Renovations: | | | | | |
| Interior-Offices & ADA | - | - | 77,300 | - | 77,300 |
| Exterior-Stucco/Stone | - | - | 71,700 | 7,524 | 79,224 |
| LED Sign - City Hall | - | - | - | 26,974 | 26,974 |
| Concrete Parking Lot | - | - | 100,000 | - | 100,000 |
| ~~Generator~~ | - | - | 116,000 | (116,000) | - |
| TOTAL CAPITAL EXPENDITURES | 4,500,000 | - | - | 35,523 | 4,535,523 |
| REVENUE OVER (UNDER) EXPENDITURES | - | - | - | (19,423) | (19,423) |
| OTHER FINANCING SOURCES (USES) | | | | | |
| Transfer from Court Security | - | - | - | 19,423 | 19,423 |
| ENDING FUND BALANCE | $ - | $ - | $ - | $ - | $ - |

**City Council Agenda Item Report**
**August 9, 2021**

**Cheryl Estes, CPA, CGFO**
**Finance Director**
**972-366-3348 ext 208**
**cestes@cityofvenus.org**

**DISCUSS AND CONSIDER APPROVAL OF ORDINANCE 732-2021-08 AMENDING FY 20-21 BUDGETS**

1. **BACKGROUND/HISTORY:**
The City Council adopted the "original" FY 20-21 budgets for the City in September 2020. Throughout this fiscal year, City Council approved several changes to expenditures that need to be formally adopted by City Ordinance. Once these changes are formally adopted, the approved expenditures become part of the City's "final" budgets for FY 20-21. Both the original and final budgets will be presented in the City's annual financial reports.

The first step in the preparation of the FY 21-22 budgets is to determine the final budgets for FY 20-21. The final budgets will be used for comparison purposes when preparing next year's budget. All department budgets were analyzed to determine if any adjustments to the original budget would be necessary to properly reflect management's projections of actual year-end revenues/expenditures for the fiscal year.

The City Council's level of budgetary control is at the department level. The General Fund's budget includes all City operating departments. Water, sewer, and sanitation were budgeted as non-altogether but will be split out into separate departments in FY 21-22. Since this fund represents one City department, changes in total fund expenditures were analyzed. All Special Revenue Funds and Capital Project Funds are all budgeted as non-departmental; therefore, each fund represents one department and is budgeted as such.

2. **FINDINGS / CURRENT ACTIVITY:**
The City's level of budgetary control is at the department level. The General Fund's budget includes all City operating departments. Water, sewer and sanitation budgets have always been combined and reported as one department; therefore, total expenditures were analyzed for this fund. Special Revenue Funds and Capital Project Funds are all budgeted as non-departmental; therefore, each fund represents one department and is budgeted and analyzed as such.

Projected changes and recommended budget amendments are as follows:

| City Fund | Projected Changes Reclassifications | Increase (Decrease) | Total |
|---|---|---|---|
| **General Fund:** | | | |
| Administration | $ (165,385) | $ - | $ (165,385) |
| Planning & Development **(new dept)** | 165,385 | 49,429 | 214,814 |
| Police | (66,417) | (29,426) | (95,843) |
| Code Enforcement **(new depart)** | 64,262 | - | 64,262 |
| Municipal Court | - | (7,402) | (7,402) |
| Fire | 27,087 | (14,971) | 12,116 |
| Public Works | - | 31,100 | 31,100 |
| Debt Payments | (27,087) | - | (27,087) |
| Capital Outlay | 2,155 | - | 2,155 |
| Total Revisions | $ - | $ 28,730 | $ 28,730 |

**Planning & Development** - increase in department expenditures related to contracted services for City Planner and engineering services to generate a City zoning map and annexation map. Increase in expenditures in direct proportion with projected increase in revenues.

**Public Works** - increase in electricity due to winter storm and purchase of street signs. Increase of $18,096 in personnel costs due to reclassifications of existing employees to match actual position titles and to cover cost of overstaffing due to hiring of additional employee.

**Water/Sewer/Sanitation Fund**

This fund consists of one department. Projected increase to total department is $450,521.

1) Increase of $40,409 in personnel is due to hiring of Customer Service Clerk (approved by Mayor). This position was included in FY 19-20 budget but was removed by Finance Director in FY 20-21 budget thinking this position could be replaced with technology.
2) Increases in utility contracted services in direct proportion with increase in utility revenues makes up the remaining $430,920 of the projected increase.

**VCSDC Fund**

This fund consists of one department. Projected decrease is related to:

1) Decrease in capital outlay due to difference in amounts budgeted and actual costs.
2) Reclassification (decrease) personnel costs of ($18,096) to the City's General Fund. Staffing issues relating to the seasonal position was offset by existing employee overtime.

**Street Maintenace Tax Fund**

After purchase of street patch trailer, City staff purchased more materials to repair streets in-house. Due to changes in department management, major street projects were delayed. Current management has started major rehabilitation to E 5th Street (cemetery road).

**Court Security Fund**

Management is requesting majority of court security funds to be used to fund costs of City Hall renovations considered eligible costs to be paid with Court Security Funds.

**2018 CO Bonds Capital Projects**

Before management was informed by City's financial advisors that the City did not have to spend funds by June 2021, when Council-approved projects could not be completed timely, City staff evaluated and started other eligible projects. Once is was determined that timing was no longer crucial, some projects were already underway and could not be halted or put on hold. Also, projected total expenditures increased by the amount of projected interest income and the amount of the transfer from Court Technology Fund.

3. **RECOMMENDATIONS**

Management recommends amending certain budgeted revenues and expenditures based on projected amounts as presented on attached reports.

4. **ATTACHMENTS:**

Ordinance 732-2021-08 and Exhibits "A – G"

**JOB DESCRIPTION**

| | | |
|---|---|---|
| **JOB TITLE:** | Human Resource/Planning Specialist | FLSA: Exempt |
| **DEPARTMENT:** | | Pay Grade: |
| **REPORTS TO:** | | Date: 06/29/2021 |

## SUMMARY OF JOB

Provides professional and procedural duties to the City's Human Resources and Planning and Development Departments. Assist staff members and customers with Planning and Zoning. Manages City's talent acquisition, new-hire and termination process, personnel status changes, employee records, orientation, and required by city, state, and federal reports.

## PRIMARY DUTIES AND RESPONSIBILITIES

### Human Resources

- Manages the talent acquisition process; posts and screens applications; coordinates interviews with hiring managers; conducts background checks; schedules post-offer physicals and drug tests; conducts new-hire orientation.
- Administers the health and retirement benefits programs by communicating with vendors; audits benefits invoices; responds to employee inquiries; works with vendors for annual renewal bids; coordinates open enrollment activities and presents information at open enrollment meetings.
- Maintains informational systems: Incode-Tyler (Human Resource Information System), TML, Online Learning Management System, Onboarding, Office 365, MyGov, CivicPlus, and other systems related.
- Responds to request for information from other agencies and the public to include employment verifications; conducts salary and other surveys.
- Coaches and advises employees, supervisors, and managers on personnel issues.
- Verifies that all State and Federal posters are maintained and update in all locations.
- Manages and coordinate worker's compensation, FMLA, STD, and LTD claims; tracks hours for payroll.
- Administers the drug-free workplace program.
- Manages the City's HIPAA compliance program.

- Manages and develops Human Resources forms for FMLA, COBRA, employment benefits, and worker's compensation.
- Consults with hiring manager to understand the requirements, duties, and qualifications desired for the specified vacant position(s).
- Coordinates to ensure that the office administrative functions of the department are effectively carried out, including preparing correspondence, memoranda, and reports; performing reception functions; processing mail; performing data entry; maintaining schedules and records; and coordinating the maintenance of the official human resources records of the City as per the City's retention schedule.
- Helps to maintain city/department employee directory.
- Conducts special research assignments, analyzing data and preparing conclusions and recommendations for consideration of management.
- Assist with employee recognition programs to include but not limited to employee events and creating avenues to increase awareness of City sponsored benefits and programs.
- Recognizes and solves issues and problems in situations that may require the use of tact, independent judgement, and skill in resolving conflicts.
- Organizes and maintains various administrative, confidential, reference and follow-up files; purges files as required.
- Participate as a member of the Emergency Management Team
- Perform other duties as assigned

**Planning & Development**

- Performs a variety of customer service duties including answering and directing telephone calls, responding to routine questions from the public, and assisting applicants with the preparation of and status of Land Development and Zoning applications.
- Assists staff and the public in person, via telephone and email.
- Assists in the intake of project submissions and other tasks related to Electronic Plan Review.
- Assists in the preparation and scheduling of pre-submission meetings.
- Utilizes a variety of computer programs and databases to create PowerPoint presentations, to create locator maps, to maintain project databases, and to prepare reports and informational packets.
- Assists in post-approval/disapproval/denial processing of Department files.
- Prepares public hearing notices for newspaper publication and to send to property owners.
- Assists in the organization and publishing of packets for the Planning & Zoning Commission, Board of Adjustment, City Council meetings, and other meetings.
- Coordinates the final review and filing of plats at Ellis and Johnson Counties.
- Complies with all City policies and procedures.

**OTHER DUTIES AND RESPONSIBILITIES**

- Contributes to a positive group environment by complying with all safety policies, practices and procedures.
- Participates in proactive team efforts to achieve departmental and City-wide goals.

- Assists co-workers on special projects as required and provides leadership to others through example and by sharing knowledge and skills.

**KNOWLEDGE, SKILLS, AND ABILITIES**

**CORE COMPENTENCIES**

Dependability: Responds to requests for service and assistance. Follows instructions, responds to management direction. Requires minimal supervision. Takes responsibility for own actions. Commits to doing the best job possible. Keeps commitments. Meets attendance and punctuality guidelines.

Job Knowledge: Exhibits ability to learn and apply new skills. Displays understanding of how job relates to others. Uses resources effectively.

Quality: Demonstrates accuracy and thoroughness. Displays commitment to excellence. Looks for ways to improve and promote quality. Applies feedback to improve performance. Monitors own work to ensure quality.

Teamwork: Balances team and individual responsibilities. Exhibits objectivity and openness to others' views. Gives and welcomes feedback. Contributes to building a positive team spirit. Puts success of team above own interests.

**SPECIALIZED COMPETENCIES**

Cooperation: Establishes and maintains effective relations. Exhibits tact and consideration. Displays positive outlook and pleasant manner. Offers assistance and support to co-workers. Works cooperatively in group situations. Works actively to resolve conflicts.

Judgment: Displays willingness to make decisions. Exhibits sound and accurate judgment. Supports and explains reasoning for decisions. Includes appropriate people in decision making process. Makes timely decisions.

Problem Solving: Identifies problems in a timely manner. Gathers and analyzes information skillfully. Develops alternative solutions. Resolves problems in early stages. Works well in group problem solving situations.

**SKILLS AND ABILITIES**

- Skilled in planning and organizing
- Skilled in handling multiple tasks and prioritizing in order to meet deadlines
- Detail oriented with analytical skills

- Ability to deal with system of real numbers, practical application of fractions, percentages, ratios/proportions and measurement.

**SPECIALIZED EQUIPMENT, MACHINES, SOFTWARE, TOOLS AND WORK AIDS**

- Incode v9 Financial Accounting Software (Utility Billing, Accounts Payable, Purchase Orders)
- MyGov software
- CivicPlus Website

**PHYSICAL DEMANDS**

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

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 essential functions.

**WORKING ENVIRONMENT**

- Fast-pace environment with frequent interruptions and changes in priorities.
- The noise level in the work environment is usually quiet to moderate.

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.

**SIGNATURE AND APPROVAL**

**Job Title:** **Human Resource/Planning Specialist**

**Dated:** **06/29/2021**

I have reviewed this job description and any attachments and find it a fair description of this position's demands and duties.

**Agreed:**

__________________________________

**Employee Signature**

PLOTTED BY: KEVIN ANDERSON ON 5/20/2021 PLOT STYLE: 11x17.ctb PLOT SCALE: 1:2

H:\Projects\Venus\2018-121\Sheets\2018121-Cover.dwg

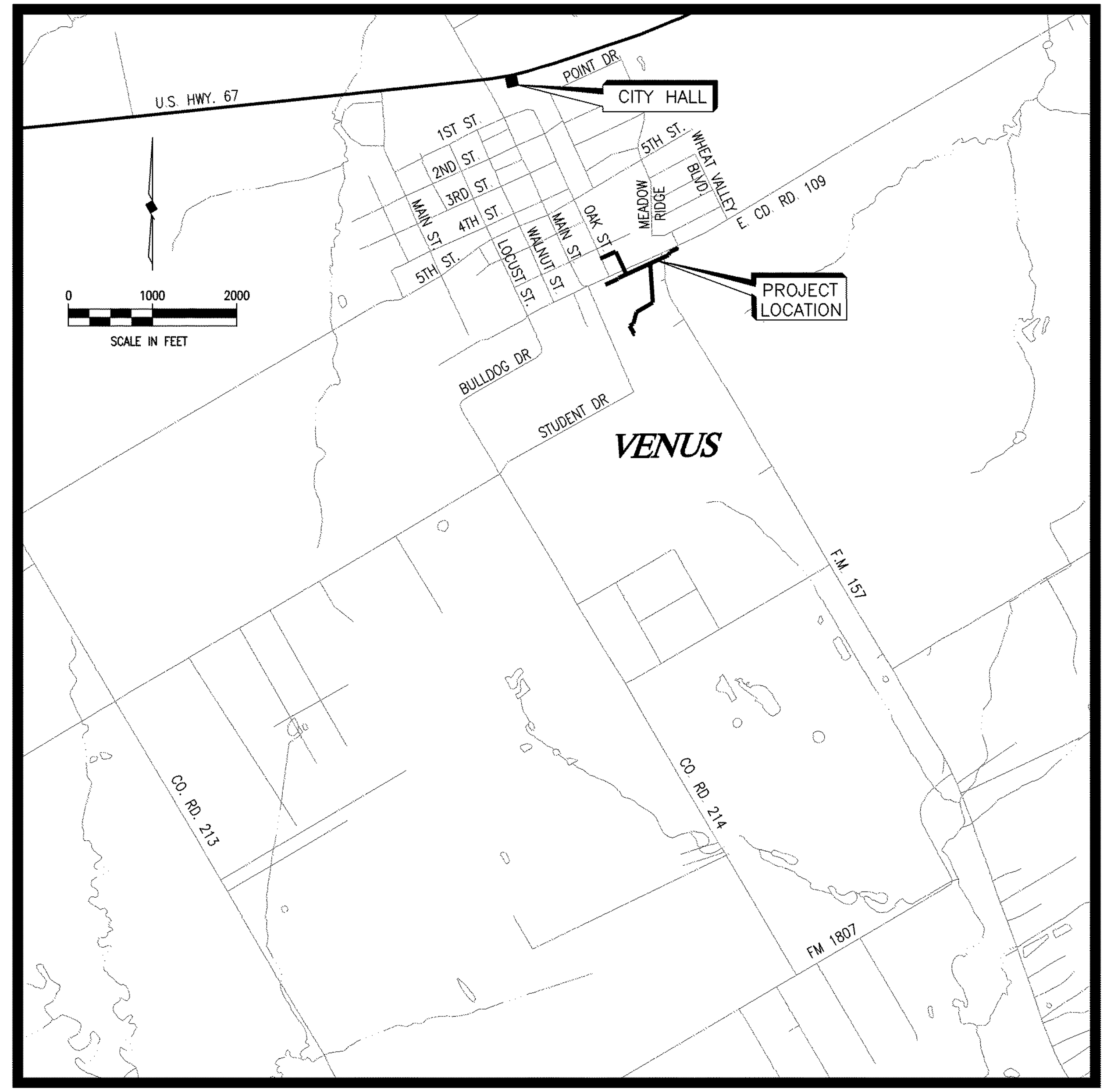
REVISED: 5/20/21 - KANDERSON

# CITY OF VENUS, TEXAS

## CONSTRUCTION PLANS FOR

# F.M. 157 WATER LINE IMPROVEMENTS

CITY OF VENUS




LOCATION MAP

**CITY COUNCIL**

JAMES L. BURGESS, MAYOR
JEANIE SCOTT, MAYOR PRO-TEM
JEANNIE PRAZAK
LINDA RAYE HARRIS
GERONIMO HERNANDEZ
PHYLLIS LEWIS

NOTES:

1. CONTRACTOR SHALL CALL THE TXOOT INSPECTOR NOTEO ON THE APPROVEO PERMIT 48-HOURS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR IS REQUIREO TO CONTACT TXOOT OISTRICT TRAFFIC SIGNAL SHOP AT 817-370-3661 FOR LINE LOCATES IF BURIEO PORTION OF THIS WORK IS NEAR TXOOT TRAFFIC SIGNALS.

2. CITY INSPECTOR: TO BE OETERMINEO

3. CONTRACTOR: TO BE OETERMINEO

**SHEET INDEX:**



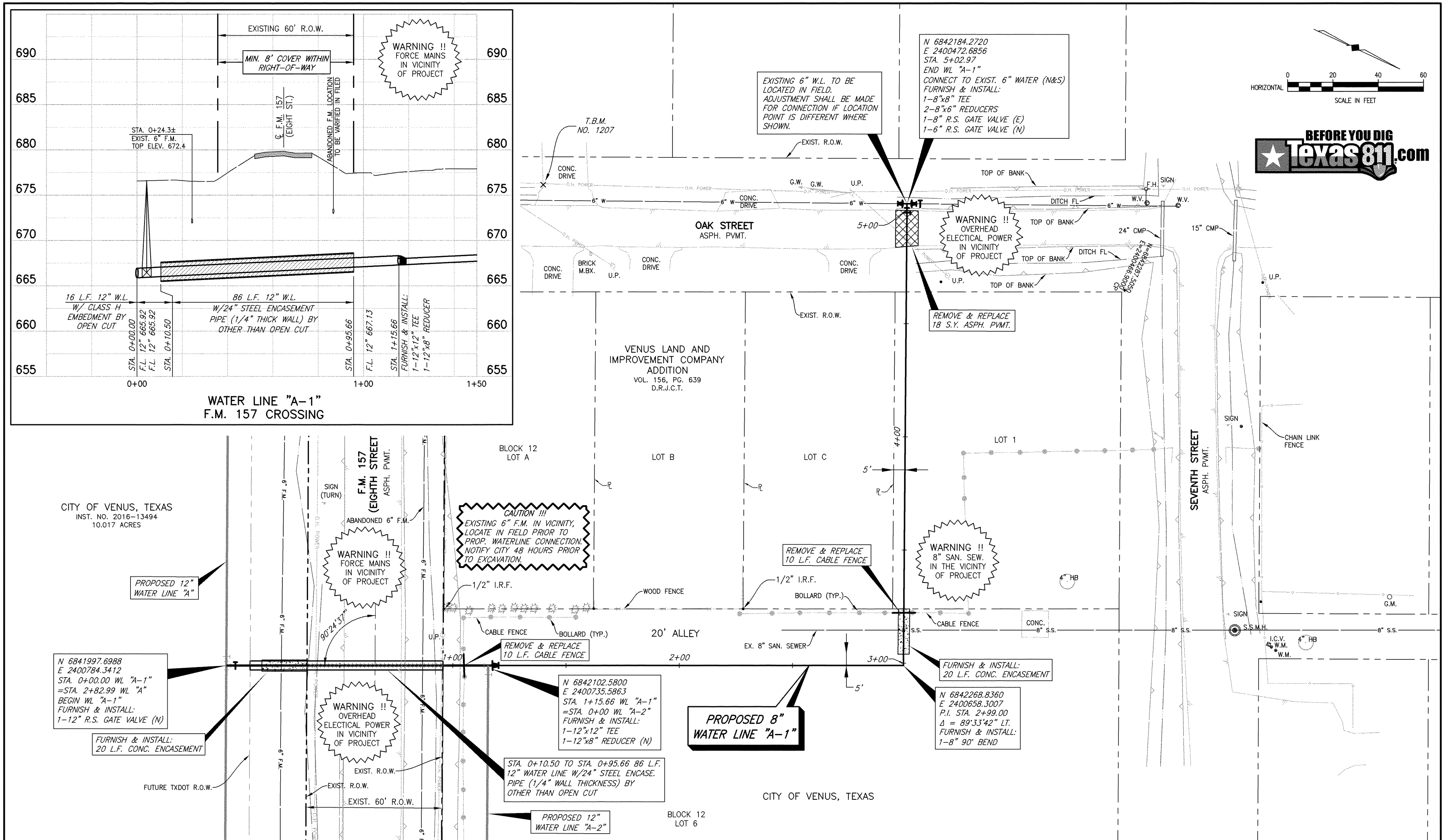
PREPARED BY

**BIRKHOFF, HENDRICKS & CARTER, L.L.P.**
PROFESSIONAL ENGINEERS
TBPE Firm No. 526, TBPLS Firm No. 10031800
11910 Greenville Ave., Suite 600
Dallas, Texas 75243 (214) 361-7900

**May 2021**

STATE OF TEXAS
CRAIG M. KERKHOFF
106102
LICENSED
PROFESSIONAL ENGINEER

05/17/21

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11910 Greenville Ave., Suite 600
Dallas, Texas 75243 (214) 361-7900

STATE OF TEXAS
CRAIG M. KERKHOFF
106102
LICENSED
PROFESSIONAL ENGINEER

05/17/21

# CITY VENUS, TEXAS

**F.M. 157 WATER LINE IMPROVEMENTS**

**8" & 12" WATER LINE "A-1" PLAN**
**STA. 0+00 TO STA. 5+02.97**

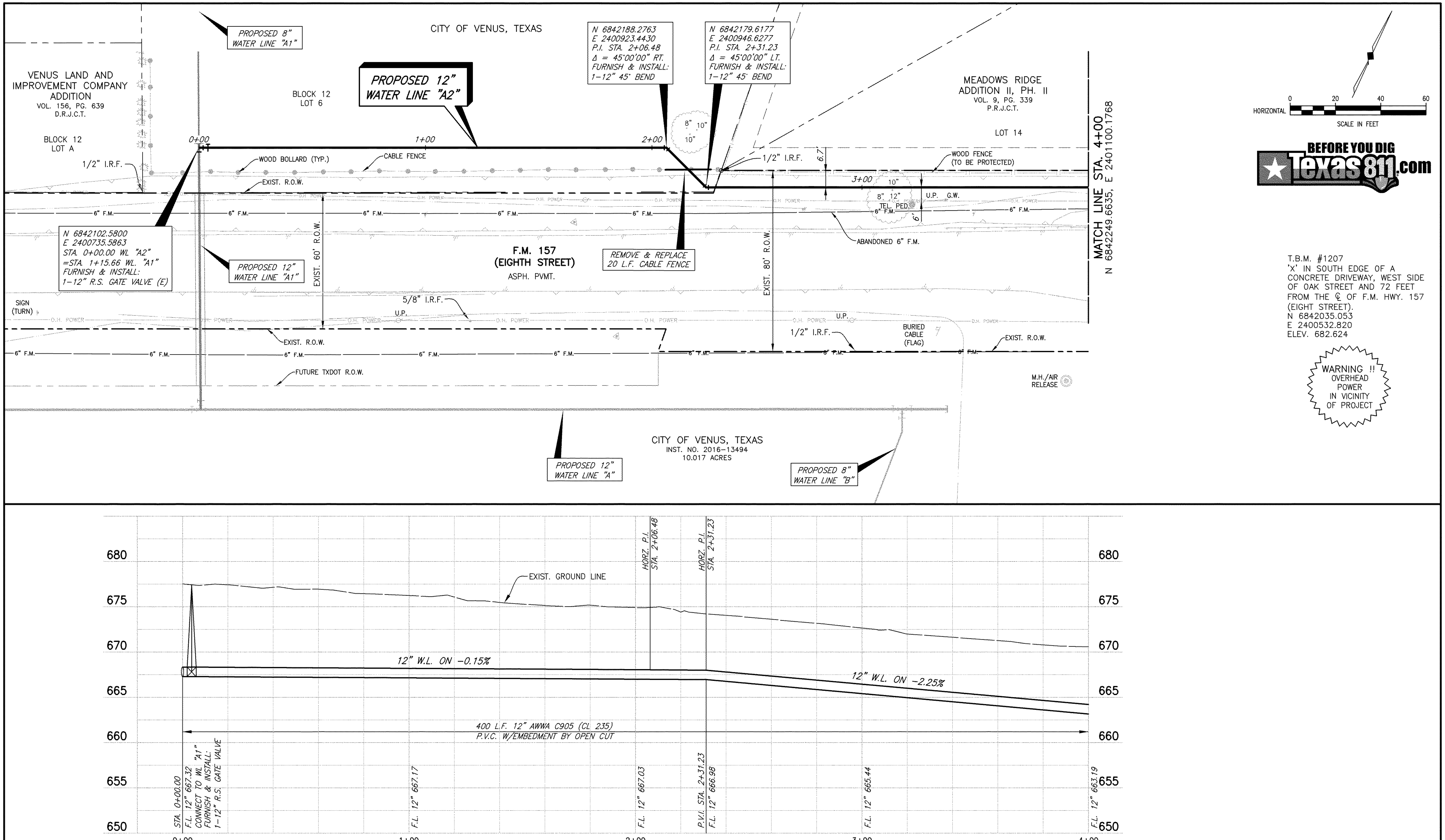
BHC PROJECT NO. 2018-121

May, 2021

SHEET NO. 6

REVISED: 5/20/21 – KANDERSON H:\Projects\Venus\2018-121\Sheets\2018121-Water Line A1 PP01.dwg

PLOT SCALE: 1:2 PLOT STYLE: 11x17.ctb PLOTTED BY: KEVIN ANDERSON ON 5/20/2021

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Dallas, Texas 75243 (214) 361-7900

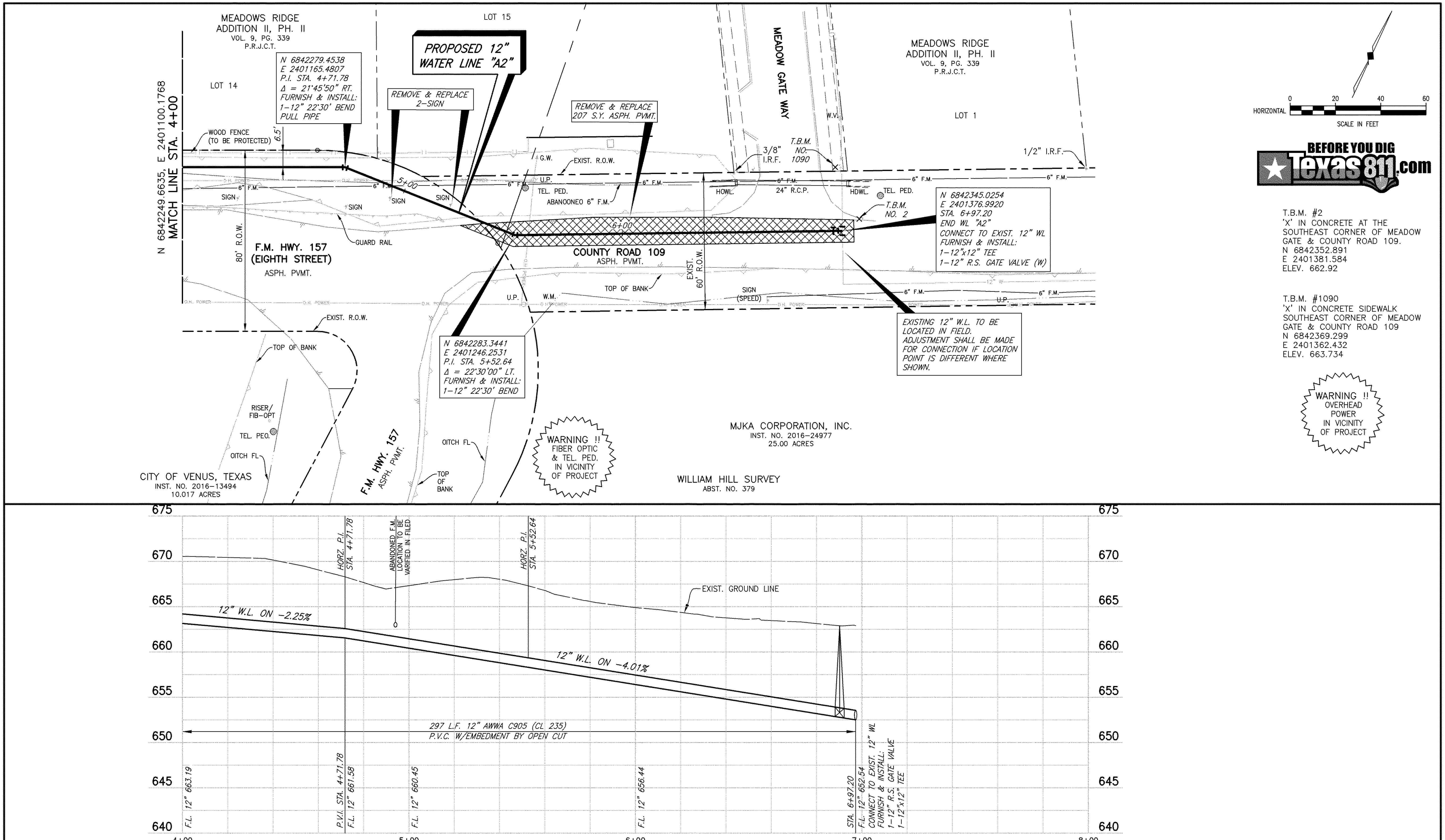
STATE OF TEXAS
CRAIG M. KERKHOFF
106102
LICENSED
PROFESSIONAL ENGINEER

05/17/21

**CITY VENUS, TEXAS**
**F.M. 157 WATER LINE IMPROVEMENTS**
**12" WATER LINE "A2" - PLAN & PROFILE**
**STA. 0+00 TO STA. 4+00**

BHC PROJECT NO. 2018-121
May, 2021
SHEET NO. 7

REVISED: 5/19/21 - KANDERSON H:\Projects\Venus\2018-121\Sheets\2018121-Water Line A2 PP01.dwg
PLOT SCALE: 1:2 PLOT STYLE: 11x17.ctb PLOTTED BY: KEVIN ANDERSON ON 5/20/2021




| | |
|---|---|
| BIRKHOFF, HENDRICKS & CARTER, L.L.P. | CITY VENUS, TEXAS |
| PROFESSIONAL ENGINEERS | F.M. 157 WATER LINE IMPROVEMENTS |
| TBPE Firm No. 526; TBPLS Firm No. 10031800 | 12" WATER LINE "A2" - PLAN & PROFILE |
| 11910 Greenville Ave., Suite 600 | STA. 4+00 TO STA. 6+97.20 |
| Dallas, Texas 75243 (214) 361-7900 | |

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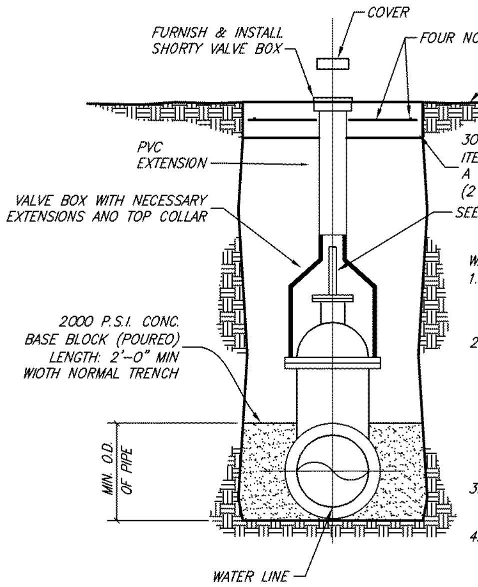
STATE OF TEXAS — CRAIG M. KERKHOFF — 106102 — LICENSED PROFESSIONAL ENGINEER

05/17/21

BHC PROJECT NO. 2018-121 — May, 2021 — SHEET NO. 8

REVISED: 5/20/21 - KANDERSON H:\Projects\Venus\2018-121\Sheets\2018121-Water Line A2 PP02.dwg — PLOT SCALE: 1:2 — PLOT STYLE: 11x17.ctb — PLOTTED BY: KEVIN ANDERSON ON 5/20/2021

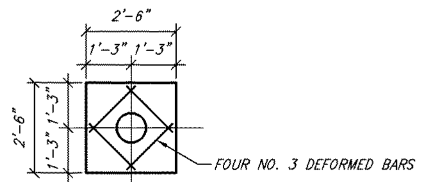



WATER VALVE NOTES:

1. 4" TO 12" GATE VALVE SHALL BE RESILIENT SEATED WEDGE GATE VALVES ACCORDANCE WITH AWWA STANDARD C-509.
2. A PERMANENTLY ATTACHED VALVE EXTENSION STEM SHALL BE REQUIRED FOR ANY VALVE WHOSE OPERATING NUT IS LOCATED IN EXCESS OF 4 FEET BELOW THE TOP OF VALVE BOX. THIS EXTENSION SHALL BE OF SUFFICIENT LENGTH TO INSURE THAT ITS TOP IS WITHIN 4" OF THE VALVE BOX COVER.
3. C-900 P.V.C. PIPE SHALL BE USED FOR VALVE STACKS.
4. VALVE SHALL BE WRAPPED IN POLY WRAP.

VALVE SETTING & BOX

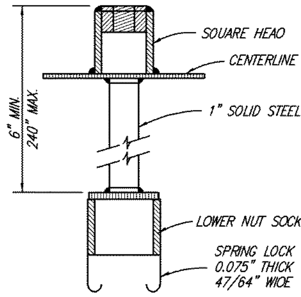
NO SCALE




VALVE BOX PAD PLAN

NO SCALE

## GATE VALVE INSTALLATION




## SPRING LOCK VALVE EXTENSION

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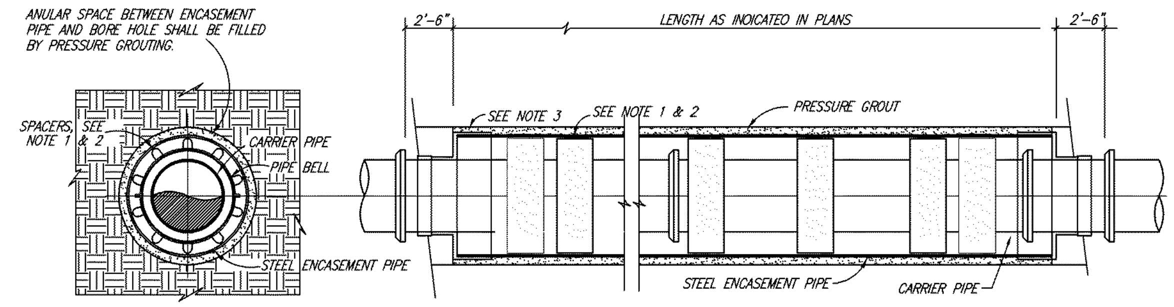



SECTION

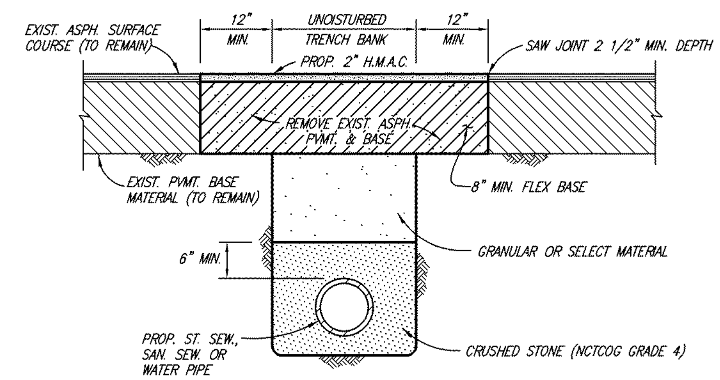
ELEVATION

BORING NOTES:

1. CASING SPACERS SHALL BE PROJECTION TYPE TOTALLY NON-METALLIC SPACERS CONSTRUCTED OF PREFORMED SECTIONS OF HIGH DENSITY POLYETHYLENE. PROJECTION TYPE SPACERS SHALL BE "RACI" TYPE SPACERS AS MARKETED BY PUBLIC WORKS MARKETING INC., 2828 WEST PARKER ROAD, #206-C, PLANO, TEXAS 75075, PHONE 1-800-601-7224, OR APPROVED EQUAL.
2. CASING SPACERS SHALL FASTEN TIGHTLY ONTO THE CARRIER PIPE SO THAT THE SPACERS DO NOT MOVE DURING INSTALLATION. CASING SPACERS WILL BE SPACED EVERY 6 1/2 FEET WITH DOUBLED SPACERS ON EACH END OF THE CASING.
3. THE ENDS OF CASING SHALL BE SEALED USING PWM MODEL 1 WA WRAP AROUND END SEAL MADE OF 1/8 INCH THICKNESS RUBBER AND STAINLESS STEEL BANDS, OR APPROVED EQUAL.
4. ALL JOINTS INSIDE ENCASEMENT SHALL BE FULLY RESTRAINED.

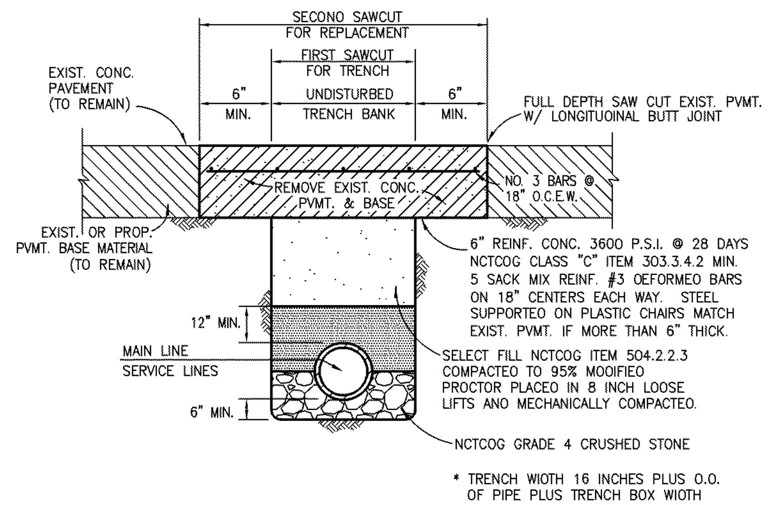
## ENCASED BORE DETAIL

NO SCALE



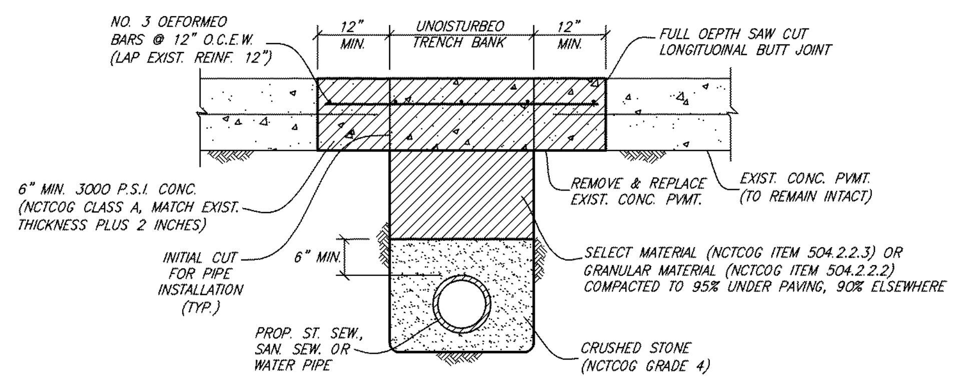

## ASPHALT STREET REPAIR

NO SCALE




## CONCRETE STREET REPAIR W/ NCTCOG CLASS "B" EMBEDMENT

PIPE LINE CROSSING




## CONCRETE STREET OR DRIVEWAY REPAIR

NO SCALE

| GRADE 4 CRUSHED STONE NCTCOG ITEM 504.2.2.1 (2) | |
|---|---|
| SIEVE | % RETAINED |
| 1-1/2 INCH | 0 |
| 1 INCH | 0-5 |
| 1/2 INCH | 40-75 |
| NO. 4 | 90-100 |
| NO. 8 | 95-100 |



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STATE OF TEXAS
CRAIG M. KERKHOFF
106102
LICENSED
PROFESSIONAL ENGINEER

05/17/21

**CITY VENUS, TEXAS**

**F.M. 157 WATER LINE IMPROVEMENTS**

**CONSTRUCTION DETAILS**

BHC PROJECT NO. 2018-121

May, 2021

SHEET NO. 10

50
Years
(1969 – 2019)

**BIRKHOFF, HENDRICKS & CARTER, L.L.P.**
**PROFESSIONAL ENGINEERS**

11910 Greenville Ave., Suite 600 Dallas, Texas 75243 Phone (214) 361-7900 www.bhcllp.com

JOHN W. BIRKHOFF, P.E.
GARY C. HENDRICKS, P.E., R.P.L.S.
JOE R. CARTER, P.E.
MATT HICKEY, P.E.
ANDREW MATA, JR., P.E.
DEREK B. CHANEY, P.E., R.P.L.S.
CRAIG M. KERKHOFF, P.E.
JUSTIN R. IVY, P.E.

August 4, 2021

Mr. Chip Hopkins
Director of Public Works
City of Venus
700 W. Hwy 67
Venus, Texas 76084

**TRANSMITTED VIA EMAIL**

Re: F.M. Hwy. 157 Water Line Improvements
Award Recommendation

Dear Mr. Hopkins:

We have checked the bids received at 2:00 p.m., Thursday, July 29, 2021, for the F.M. Highway 157 Water Line Improvements. We are enclosing the Bid Summary and Itemized Bid Tabulation.

Atkins Brothers Equipment of Midlothian, Texas submitted the low bid in the amount of $ 257,314.00.

We have reviewed their statement of qualifications and references provided and find that Atkins Brothers Equipment has a record of satisfactorily completing similar projects. Accordingly, based on the information we have available to us, we recommend that the City accept the bid from Atkins Brothers Equipment and award them a contract in the amount of $ 257,314.00.

Sincerely,

Justin R. Ivy

Digitally signed by Justin R. Ivy
Reason: I am approving this document
DN: C=US, E=jivy@bhcllp.com, O="Birkhoff, Hendricks & Carter, L.L.P.", CN=Justin R. Ivy
Date: 2021.08.04 11:24:53-05'00'

Justin R. Ivy, P.E.

Enclosures

**CITY OF VENUS, TEXAS**
**F.M. Hwy. 157 Water Line Improvements**

**BID SUMMARY**
**Bids Received at 2:00 P.M., Thursday, July 29, 2021**

| | Contractor | Total Amount Bid |
|---|---|---|
| 1. | Atkins Brothers Equipment<br>3516 Old Fort Worth Road<br>Midlothian, Texas 76065<br>Mike Atkins<br>972-775-7955<br>satkins@ectisp.net | $ 257,314.00 |
| 2. | WillCo Underground<br>P.O. Box 1807<br>Mansfield, Texas 76063<br>Michael D. Osmus<br>817-888-2747<br>mike@willcounderground.com | $ 325,030.00 |
| 3. | La Banda LLC<br>523 Neomi Avenue<br>Dallas, Texas 75217<br>Arturo Banda<br>214-549-2147<br>labandallc@gmail.com | $ 360,915.00 |
| 4. | 2R Construction Services, LLC<br>3009 Nathan Drive<br>Wylie, Texas 75098<br>Raul Canales<br>817-690-8392<br>rcanales@2rcstx.com | $ 369,257.85 |
| 5. | Venus Construction Company<br>1426 South Main Street<br>Mansfield, Texas 76063<br>Josh Meade<br>817-477-2050<br>jmeade@venusconstruction.com | $ 431,520.00 |

# TABULATION OF BIDS

**Date:** July 30, 2021

**Project:** CITY OF VENUS, TEXAS
F.M. Hwy. 157 Water Line Improvements

**BIRKHOFF, HENDRICKS & CARTER, L.L.P.**
PROFESSIONAL ENGINEERS
Dallas, Texas

| BID OF | BID OF | BID OF | BID OF | BID OF |
|---|---|---|---|---|
| Atkins Brothers Equipment | WillCo Underground | La Banda LLC | 2R Construction Services, LLC | Venus Construction Company |
| 3516 Old Fort Worth Road | P.O. Box 1807 | 523 Neomi Avenue | 3009 Nathan Drive | 1426 South Main Street |
| Midlothian, Texas 76065 | Mansfield, Texas 76063 | Dallas, Texas 75217 | Wylie, Texas 75098 | Mansfield, Texas 76063 |
| Mike Atkins | Michael D. Osmus | Arturo Banda | Raul Canales | Josh Meade |
| 972-775-7955 | 817-888-2747 | 214-549-2147 | 817-690-8392 | 817-477-2050 |
| satkins@ectisp.net | mike@willcounderground.com | labandallc@gmail.com | rcanales@2rcstx.com | jmeade@venusconstruction.com |

| Item No. | Approximate Quantities | Unit | Description | Atkins Unit Bid Price | Atkins Extension | WillCo Unit Bid Price | WillCo Extension | La Banda Unit Bid Price | La Banda Extension | 2R Unit Bid Price | 2R Extension | Venus Unit Bid Price | Venus Extension |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1,501 | L.F. | Furnish & Install 8-Inch Water Line with Class H Embedment by Open Cut | $59.00 | $ 88,559.00 | $50.00 | $ 75,050.00 | $80.00 | $ 120,080.00 | $56.85 | $ 85,331.85 | $78.00 | $ 117,078.00 |
| 2 | 20 | L.F. | Furnish & Install 8-Inch Water Line with Class G Embedment by Open Cut | $98.00 | $ 1,960.00 | $200.00 | $ 4,000.00 | $185.00 | $ 3,700.00 | $83.45 | $ 1,669.00 | $95.00 | $ 1,900.00 |
| 3 | 1,340 | L.F. | Furnish & Install 12-Inch Water Line with Class H Embedment by Open Cut | $77.10 | $ 103,314.00 | $73.00 | $ 97,820.00 | $100.00 | $ 134,000.00 | $87.80 | $ 117,652.00 | $98.00 | $ 131,320.00 |
| 4 | 86 | L.F. | Furnish & Install 12-Inch Water Line with 24-Inch Steel Encasement (1/4-Inch Thick Wall) by Other Than Open Cut | $175.00 | $ 15,050.00 | $700.00 | $ 60,200.00 | $275.00 | $ 23,650.00 | $465.00 | $ 39,990.00 | $566.00 | $ 48,676.00 |
| 5 | 1 | E.A. | Furnish & Install 6-Inch R.S. Gate Valve | $1,200.00 | $ 1,200.00 | $2,000.00 | $ 2,000.00 | $2,000.00 | $ 2,000.00 | $1,370.00 | $ 1,370.00 | $1,400.00 | $ 1,400.00 |
| 6 | 2 | E.A. | Furnish & Install 8-Inch R.S. Gate Valve | $1,600.00 | $ 3,200.00 | $2,500.00 | $ 5,000.00 | $2,200.00 | $ 4,400.00 | $1,977.00 | $ 3,954.00 | $1,900.00 | $ 3,800.00 |
| 7 | 6 | E.A. | Furnish & Install 12-Inch R.S. Gate Valve | $2,400.00 | $ 14,400.00 | $3,000.00 | $ 18,000.00 | $3,200.00 | $ 19,200.00 | $3,425.00 | $ 20,550.00 | $3,300.00 | $ 19,800.00 |
| 8 | 1 | E.A. | Connect to 6-Inch Water Line, including Dewatering | $1,750.00 | $ 1,750.00 | $3,000.00 | $ 3,000.00 | $1,500.00 | $ 1,500.00 | $1,194.00 | $ 1,194.00 | $5,600.00 | $ 5,600.00 |
| 9 | 1 | E.A. | Connect to 8-Inch Water Line, including Dewatering | $1,750.00 | $ 1,750.00 | $3,000.00 | $ 3,000.00 | $2,000.00 | $ 2,000.00 | $1,477.00 | $ 1,477.00 | $5,700.00 | $ 5,700.00 |
| 10 | 1 | E.A. | Connect to 12-Inch Water Line, including Dewatering | $2,750.00 | $ 2,750.00 | $3,000.00 | $ 3,000.00 | $2,800.00 | $ 2,800.00 | $1,930.00 | $ 1,930.00 | $6,500.00 | $ 6,500.00 |
| 11 | 225 | S.Y. | Remove & Replace Asphalt Pavement | $42.00 | $ 9,450.00 | $60.00 | $ 13,500.00 | $100.00 | $ 22,500.00 | $194.00 | $ 43,650.00 | $118.00 | $ 26,550.00 |
| 12 | 84 | S.Y. | Remove & Replace Concrete Pavement Including Full Depth Sawcut | $60.00 | $ 5,040.00 | $160.00 | $ 13,440.00 | $85.00 | $ 7,140.00 | $152.00 | $ 12,768.00 | $175.00 | $ 14,700.00 |
| 13 | 47 | L.F. | Remove & Replace Concrete Curb | $53.00 | $ 2,491.00 | $60.00 | $ 2,820.00 | $35.00 | $ 1,645.00 | $36.00 | $ 1,692.00 | $35.00 | $ 1,645.00 |
| 14 | 40 | L.F. | Remove & Replace Cable Fence | $15.00 | $ 600.00 | $30.00 | $ 1,200.00 | $50.00 | $ 2,000.00 | $22.00 | $ 880.00 | $190.00 | $ 7,600.00 |
| 15 | 2 | E.A. | Remove & Replace Sign | $500.00 | $ 1,000.00 | $500.00 | $ 1,000.00 | $200.00 | $ 400.00 | $825.00 | $ 1,650.00 | $1,100.00 | $ 2,200.00 |
| 16 | 1 | L.S. | Furnish & Install Safety Plan | $800.00 | $ 800.00 | $1,000.00 | $ 1,000.00 | $1,500.00 | $ 1,500.00 | $900.00 | $ 900.00 | $500.00 | $ 500.00 |
| 17 | 1 | L.S. | Furnish, Install, Implement & Remove Trench Safety Measures | $500.00 | $ 500.00 | $1,000.00 | $ 1,000.00 | $3,200.00 | $ 3,200.00 | $3,450.00 | $ 3,450.00 | $1.00 | $ 1.00 |
| 18 | 1 | L.S. | Furnish Erosion Control Plan | $1,000.00 | $ 1,000.00 | $5,000.00 | $ 5,000.00 | $3,500.00 | $ 3,500.00 | $825.00 | $ 825.00 | $1,200.00 | $ 1,200.00 |
| 19 | 1 | L.S. | Furnish, Install, Maintain & Remove Erosion Control Measures | $500.00 | $ 500.00 | $5,000.00 | $ 5,000.00 | $1,000.00 | $ 1,000.00 | $20,500.00 | $ 20,500.00 | $16,500.00 | $ 16,500.00 |
| 20 | 1 | L.S. | Furnish, Install, Maintain & Remove Traffic Control Measures | $500.00 | $ 500.00 | $5,000.00 | $ 5,000.00 | $3,500.00 | $ 3,500.00 | $7,000.00 | $ 7,000.00 | $18,000.00 | $ 18,000.00 |
| 21 | 1 | L.S. | Traffic Control Plan | $1,500.00 | $ 1,500.00 | $5,000.00 | $ 5,000.00 | $1,200.00 | $ 1,200.00 | $825.00 | $ 825.00 | $850.00 | $ 850.00 |
| | | | | | $ 257,314.00 | | $ 325,030.00 | | $ 360,915.00 | | $ 369,257.85 | | $ 431,520.00 |

*Case Report – Lots 1 and 2, Christian Corner – Final Plat*
*Planning and Zoning Commission – July 22, 2021*
*City Council - August 9, 2021*

| | |
|---|---|
| To: | Planning and Zoning Commission<br>Mayor and City Council |
| From: | David R. Gattis, FAICP |
| Request: | Consider a Final Plat for Lot 1 and 2, Christian Corner Addition, being 8.824 acres out of the Henry Whitmire Survey, Abstract 901, generally located south of FM 1807 and east of County Road 210, in the Venus ETJ in Johnson County |

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<u>Owners</u>: Paul S. Smith, Alvarado, TX
Chase & Shelby Harrelson, Alvarado, TX

<u>Surveyor:</u> Di Sciullo-Terry, Stanton & Associates, Arlington, TX

<u>Location:</u> Generally located south of FM 1807 and east of County Road 210

<u>Zoning:</u> The property is in the city of Venus's extraterritorial jurisdiction (ETJ) and is not governed by the City's zoning.

<u>Current Use:</u> Proposed Lot 1 is vacant and wooded. There is an existing house and other structures on Proposed Lot 2.

<u>Analysis:</u> The plat covers 8.824 acres and creates two lots. The intent is to create a new residential lot and corrects a lot-split that was done without a required subdivision plat.

The subject property is adjacent to FM 1807 and County Road 210. The plat indicates that the existing right-of-way for FM 1807 is variable, ranging from 78.6 feet to 89.0 feet at each end. The properties adjacent to County Road 210 currently extend to the centerline. This plat is showing a right-of-way dedication of approximately 29.8 feet, with an inference that an additional 30 feet would be dedicated in the future on the opposite side. Until the City updates its Thoroughfare Plan, the existing right-of-way is sufficient.

An unnamed creek passes through Lot 2 and a large portion of Lot 2 is within the FEMA-designated 100-year floodplain. There is adequate buildable area on Lot 2 outside of the 100-year floodplain and the plat dedicates the floodplain as a drainage easement.

Water will be provided by the Johnson County Special Utility District and wastewater will be handled by onsite systems.

The applicant has complied with all planning and engineering comments on the final plat.

The Planning and Zoning Commission and City Council shall use the following criteria and determine if it is adequate to serve the development and meet the city's adopted master plans for those facilities: roads, water, wastewater, storm drainage, park facilities, open spaces, habitat restoration, easements and rights-of-way. Further, the Council has authority to approve this plat subject to conformance with the regulations of the Subdivision Ordinance. The Commission may recommend and the Council may take the following action regarding this plat:

a. Approve the Plat as presented;
b. Approve with conditions; or
c. Deny the Plat

Any added conditions or a motion to deny must include specific references to the Subdivision or other ordinances that are not met by the plat.

Staff Recommendation:

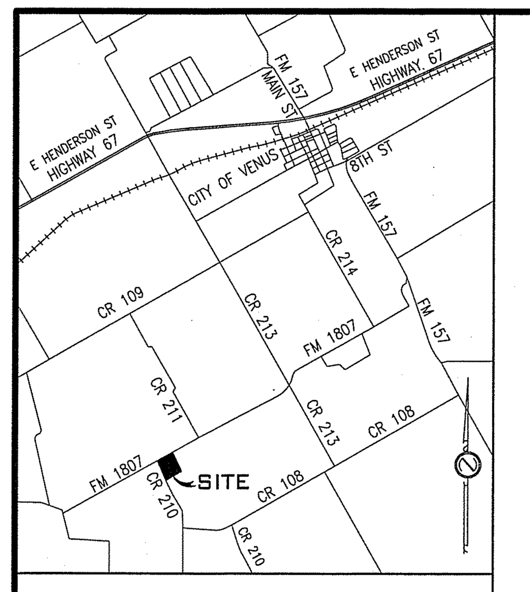
Staff recommends that the Planning and Zoning Commission recommend that the City Council approve the Final Plat for Lots 1 and 2, Christian Corner Addition, as presented.

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission considered this item at their July 22nd meeting and unanimously recommend that the City Council approve the Final Plat for Lots 1 and 2, Christian Corners Addition as presented.

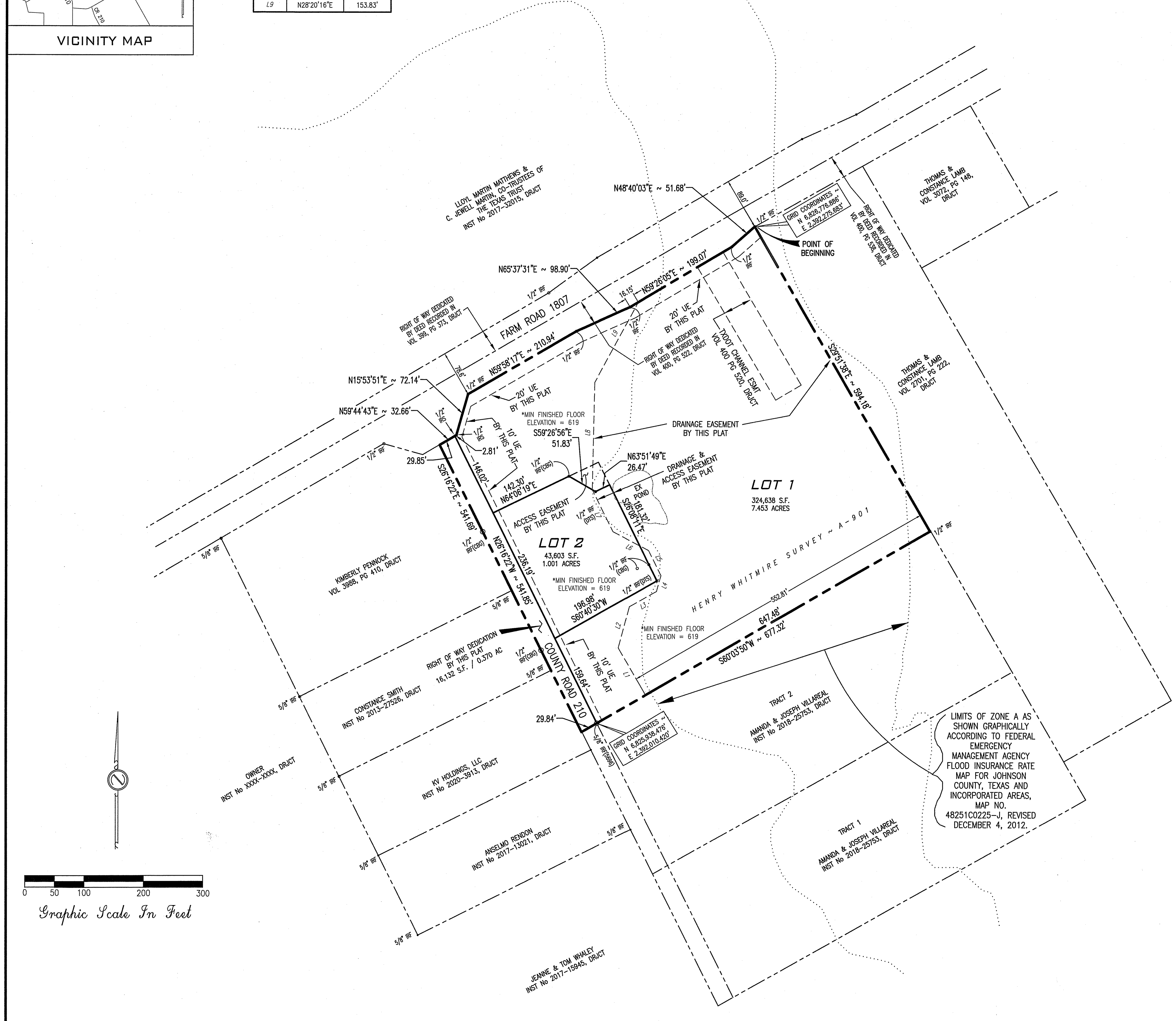
Sample Motion: I move to approve/deny the Final Plat for Lots 1 and 2, Christian Corner Addition, as presented.

Attachments: Final Plat
Aerial Photo




VICINITY MAP

| Line Table | | |
|---|---|---|
| | Bearing | Distance |
| L1 | N29°56'10"W | 92.13' |
| L2 | N15°03'50"E | 71.74' |
| L3 | N60°51'43"E | 52.20' |
| L4 | N15°51'43"E | 27.74' |
| L5 | N26°08'11"W | 47.64' |
| L6 | N62°16'28"W | 67.83' |
| L7 | N26°08'11"W | 79.34' |
| L8 | N1°16'16"E | 181.91' |
| L9 | N28°20'16"E | 153.83' |




| AREA TABLE | |
|---|---|
| LOT 1 | 324,638 S.F. / 7.453 AC |
| LOT 2 | 43,603 S.F. / 1.001 AC |
| ROW DEDICATION | 16,132 S.F. / 0.370 AC |
| TOTAL | 384,373 S.F. / 8.824 AC |

OWNER
PAUL S. SMITH
2995 C.R. 210
ALVARADO TEXAS 76009
TELEPHONE: 817-487-1850
EMAIL: paulsmith@gmail.com

OWNER
CHASE & SHELBY HARRELSON
3001 C.R. 210
ALVARADO TEXAS 76009
TELEPHONE: 936-661-9506
EMAIL: chase_harrelson@outlook.com

OWNER'S CERTIFICATE

§ STATE OF TEXAS
§ COUNTY OF JOHNSON

WHEREAS, PAUL STANLEY SMITH, SHELBY LEIGHT HARRELSON AND CHASE DANIEL HARRELSON, are the sole owners of tracts of land situated in the Henry Whitmire Survey, Abstract No. 901, Johnson County, Texas as recorded in Instrument Number 2013-27834, and Instrument Number 2020-24882, Deed Records of Johnson County, Texas (DRJCT), respectively, and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod found, said iron rod being in the south right of way line of Farm Road 1807 (a variable width right of way) as recorded in Volume 400, Page 522, DRJCT, said iron rod also being the northwest corner of a tract of land conveyed to Thomas and Constance Lamb, as recorded in Volume 2701, Page 222, DRJCT;

THENCE South 29°51'38" East, departing the south right of way line of Farm Road 1807, a distance of 594.18' to a 1/2 inch iron rod found, for corner;

THENCE South 60°03'50" West, at a distance of 647.48 feet passing through a 5/8 inch iron rod found with a plastic cap stamped "5696", in all a distance of 677.32 feet, to a point, said point in the County Road 210 right of way, for corner;

THENCE North 26°16'22" West, in the County Road 210 right of way, at a distance of 154.32 feet passing through a 1/2 inch iron rod with a plastic cap stamped "CBG", at a distance of 377.02 feet passing through another 1/2 inch iron rod with a plastic cap stamped "CBG", in all a distance of 541.69 to a point, said point in the south right of way line of Farm Road 1807, for corner;

THENCE North 59°44'43" East, continuing with the south right of way line of Farm Road 1807, at a distance of 29.85 passing through a 1/2 inch iron rod with an orange plastic cap stamped "DTS 817-275-3361", in all a distance of 32.66 feet to a 1/2 inch iron rod with an orange plastic cap stamped "DTS 817-275-3361", for corner;

THENCE North 15°53'51" East, continuing with the south right of way line of Farm Road 1807, a distance of 72.14 feet to 1/2 iron rod found, for corner;

THENCE North 59°58'17" East, continuing with the south right of way line of Farm Road 1807, a distance of 210.94 feet to a 1/2 inch iron rod found for angle point;

THENCE North 65°37'31" East, continuing with the south right of way line of said Farm Road 1807, a distance of 98.90 feet to a 1/2 inch iron rod found for angle point;

THENCE North 59°26'05" East, continuing with the south right of way line of said Farm Road 1807, a distance of 199.07 feet to a 1/2 inch iron rod found for angle point;

THENCE North 48°40'03" East, continuing with the south right of way line of Farm Road 1807, a distance of 51.68 feet to the Point of Beginning containing approximately 8.824 acres (384,373 square feet) of land.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS:

That, PAUL S. SMITH, CHASE HARRELSON, AND SHELBY HARRELSON, being the sole owners of the above-described parcel, do hereby adopt the herein above-described property as Lot 1 and Lot 2, CHRISTIAN CORNER, an addition to Johnson County, Texas, and does hereby dedicate to the public's use the streets and easements shown thereon.

______________________
Paul S. Smith

______________________ ______________________
Chase Harrelson Shelby Harrelson

§ STATE OF TEXAS
§ COUNTY OF JOHNSON

BEFORE ME, the undersigned authority, on this day personally appeared Paul S. Smith, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _______ day of __________________, 2021.

______________________
Notary Public, for the State of Texas

§ STATE OF TEXAS
§ COUNTY OF JOHNSON

BEFORE ME, the undersigned authority, on this day personally appeared Chase D. Harrelson, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _______ day of______________________________, 2021.

______________________
Notary Public, for the State of Texas

§ STATE OF TEXAS
§ COUNTY OF JOHNSON

BEFORE ME, the undersigned authority, on this day personally appeared Shelby Harrelson, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _______ day of______________________________, 2021.

______________________
Notary Public, for the State of Texas

*JOHNSON COUNTY NOTES:*

- *Blocking the flow of water or constructing improvements in the drainage easements, and filling or obstruction of the floodway is prohibited.*
- *The existing creeks or drainage channels traversing along or across this addition will remain as open channels and will be maintained by the individual owners of the lot or lots that are traversed by or adjacent to drainage courses along or across said lots.*
- *Johnson County will not be responsible for the maintenance and operations of said drainage ways or for the control of erosion.*
- *Johnson County will not be responsible for any damage, personal injury or loss of life or property occasioned by flooding or flood conditions.*
- *On-site sewage facility performance cannot be guaranteed even though all provisions of the Rules of Johnson County, Texas for Private Sewage Facilities are complied with.*
- *Inspection and/or acceptance of a private sewage facility by the Johnson County Public Works Department shall indicate only that the facility meets minimum requirements and does not relieve the owner of the property from complying with County, State and Federal regulations. Private sewage facilities, although approved as meeting minimum standards, must be upgraded by the owner at the owner's expense if normal operation of the facility results in objectionable odors, if unsanitary conditions are created, or if the facility when used does not comply with governmental regulations.*
- *A properly designed and constructed private sewage facility system, in suitable soil, can malfunction if the amount of water it is required to dispose of is not controlled. It will be the responsibility of the lot owner to maintain and operate the private sewage facility in a satisfactory manner.*
- *Any public utility, including Johnson County, shall have the right to move and keep moved all or part of any buildings, fences, trees, shrubs, other growths or improvements which in any way endanger or interfere with the construction or maintenance, or efficacy of its respective systems in any of the easements shown on the plat; and any public utility, including Johnson County, shall have the right at all times of ingress and egress to and from said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.*
- *No fences, structures, or onsite sewage facilities shall be placed within any designated road access easement or ingress & egress easement which provides access to adjacent properties.*
- *All buildings or structures shall be constructed such that all ground level, exterior sides of the building are within 150 feet of a dedicated street or fire lane. If the 150 feet cannot be reached from a public street, a fire lane capable of supporting 75,000 lbs shall be required on site at time of construction.*
- *A minimum of 1 acre per residential structure is required for on-site sewage facilities (septic systems). If more than one structure is proposed for construction on a lot in the future, re-platting may be required.*
- *All building setbacks are subject to current Johnson County development regulations.*
- *The right of way dedication for County Road 210 is granted in fee simple to Johnson County for use as storm water, public utility, pedestrian, or other public purposes.*
- *Johnson County is not responsible for the maintenance of the pond within the drainage easement.*

*MINIMUM FINISHED FLOOR ELEVATION IS SET AT A MINIMUM OF 3 FEET ABOVE THE BASE FLOOD ELEVATION

LEGEND

| | |
|---|---|
| IRF | IRON ROD FOUND |
| CIRF | CAPPED IRON ROD FOUND |
| IPF | IRON PIPE FOUND |
| IRS | 1/2" IRON ROD SET WITH ORANGE PLASTIC CAP STAMPED "DTS 817-275-3361" |
| PRJCT | PLAT RECORDS OF JOHNSON COUNTY, TEXAS |
| DRJCT | DEED RECORDS OF JOHNSON COUNTY, TEXAS |

SURVEYOR'S CERTIFICATE

THIS is to certify that I, Joyce P. Stanton, a Registered Professional Land Surveyor, in the State of Texas, have platted the above subdivision from an actual survey on the ground, and that this plat accurately represents that survey made by me or under my direction and supervision.

Preliminary for review only on 6/29/2021. Not to be filed for any reason.

______________________
Joyce P. Stanton
Registered Professional Land Surveyor
Texas Registration No. 6173

FINAL PLAT

# LOT 1 AND LOT 2
# CHRISTIAN CORNER ADDITION

JOHNSON COUNTY, TEXAS

DATE: MAY 2021 SCALE: 1"=100' FILE: Z:/JOHNSON COUNTY/CR 210-VENUS

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING
908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
TELEPHONE: 817 - 275 - 3361
ESTABLISHED 1953 * FIRM No. E-615 & S-100049-00
EMAIL: jstanton@dterry.com



FP-1016

NOTES:

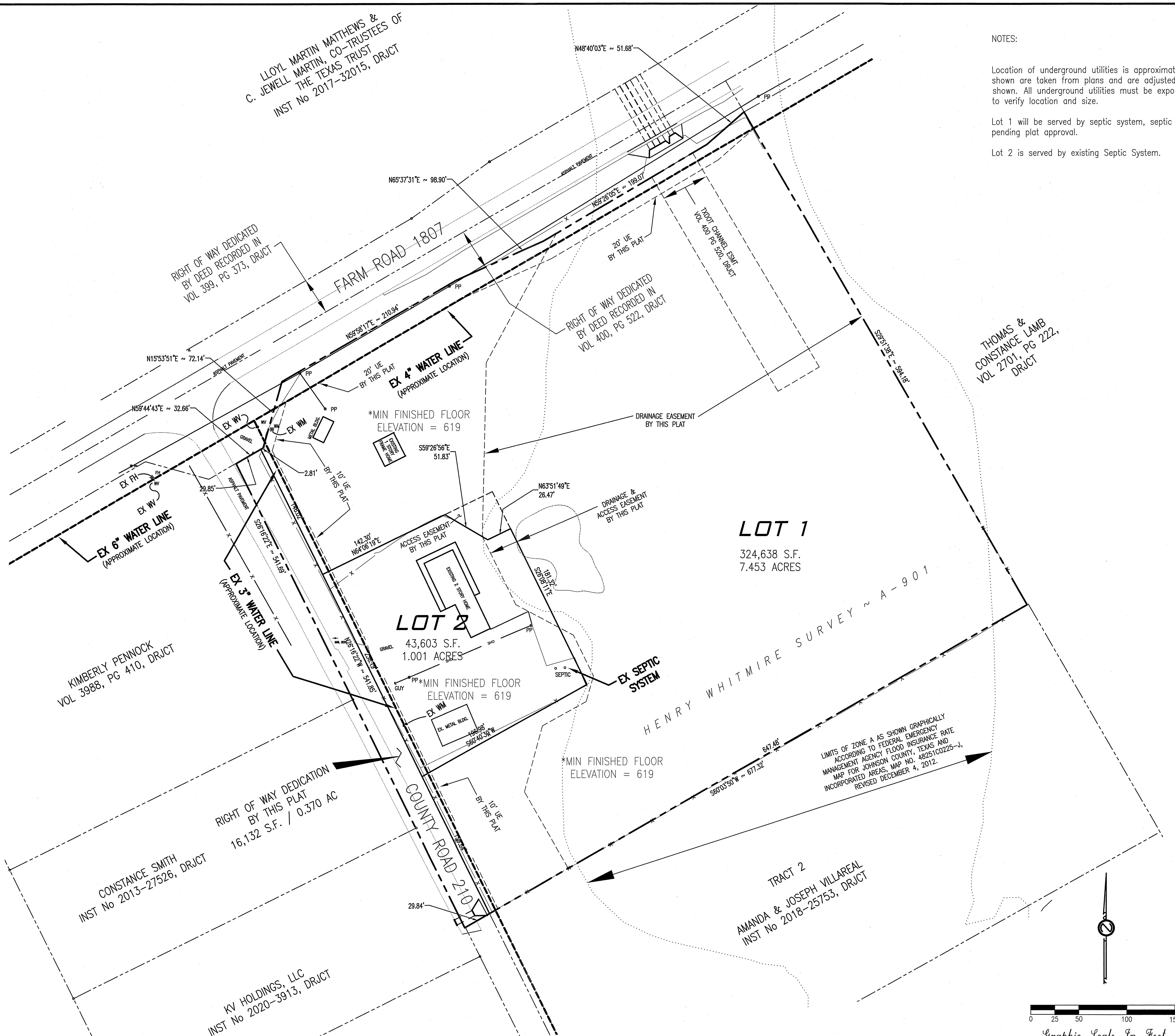
Location of underground utilities is approximate. Locations and sizes shown are taken from plans and are adjusted to fit visible objects shown. All underground utilities must be exposed prior to construction to verify location and size.

Lot 1 will be served by septic system, septic permit for Lot 1 is pending plat approval.

Lot 2 is served by existing Septic System.

LEGEND

| | |
|---|---|
| IRF | IRON ROD FOUND |
| CIRF | CAPPED IRON ROD FOUND |
| IPF | IRON PIPE FOUND |
| IRS | 1/2" IRON ROD SET WITH ORANGE PLASTIC CAP STAMPED "DTS 8172753361" |
| PRJCT | PLAT RECORDS OF JOHNSON COUNTY, TEXAS |
| DRJCT | DEED RECORDS OF JOHNSON COUNTY, TEXAS |
| OHE | OVERHEAD ELECTRIC LINE |
| | GAS MANHOLE |
| | GAS METER (GM) |
| | WATER METER (WM) |
| | TELEPHONE TERMINAL BOX |
| | LIGHT POLE (LP) |
| | GROUND LIGHT (GL) |
| | POWER POLE (PP) / ELECTRIC RISER (UER) |
| | UNDERGROUND TELEPHONE MARKER (UTM) |
| | UNDERGROUND FIBER OPTIC CABLE MARKER (UFM) |
| | UNDERGROUND GAS MARKER (UGM) |
| | SANITARY SEWER MANHOLE (SSMH) |
| | CLEANOUT (SSCO) |
| | WATER VALVE (WV) |
| | FIRE HYDRANT (FH) |
| | IRRIGATION CONTROL VALVE (ICV) |
| | SPRINKLER HEAD (SH) |
| | SIGN |
| | MAIL BOX (MB) |
| | AIR CONDITIONER (AC) |




STATE OF TEXAS
JOYCE P. STANTON
70197
LICENSED
PROFESSIONAL ENGINEER

6/29/2021

UTILITY STUDY

LOTS 1 & 2

# CHRISTIAN CORNER ADDITION

JOHNSON COUNTY, TEXAS

DATE: MAY 2021 SCALE: 1"=50' FILE: Z:\JOHNSON COUNTY PLATS\CR 210-VENUS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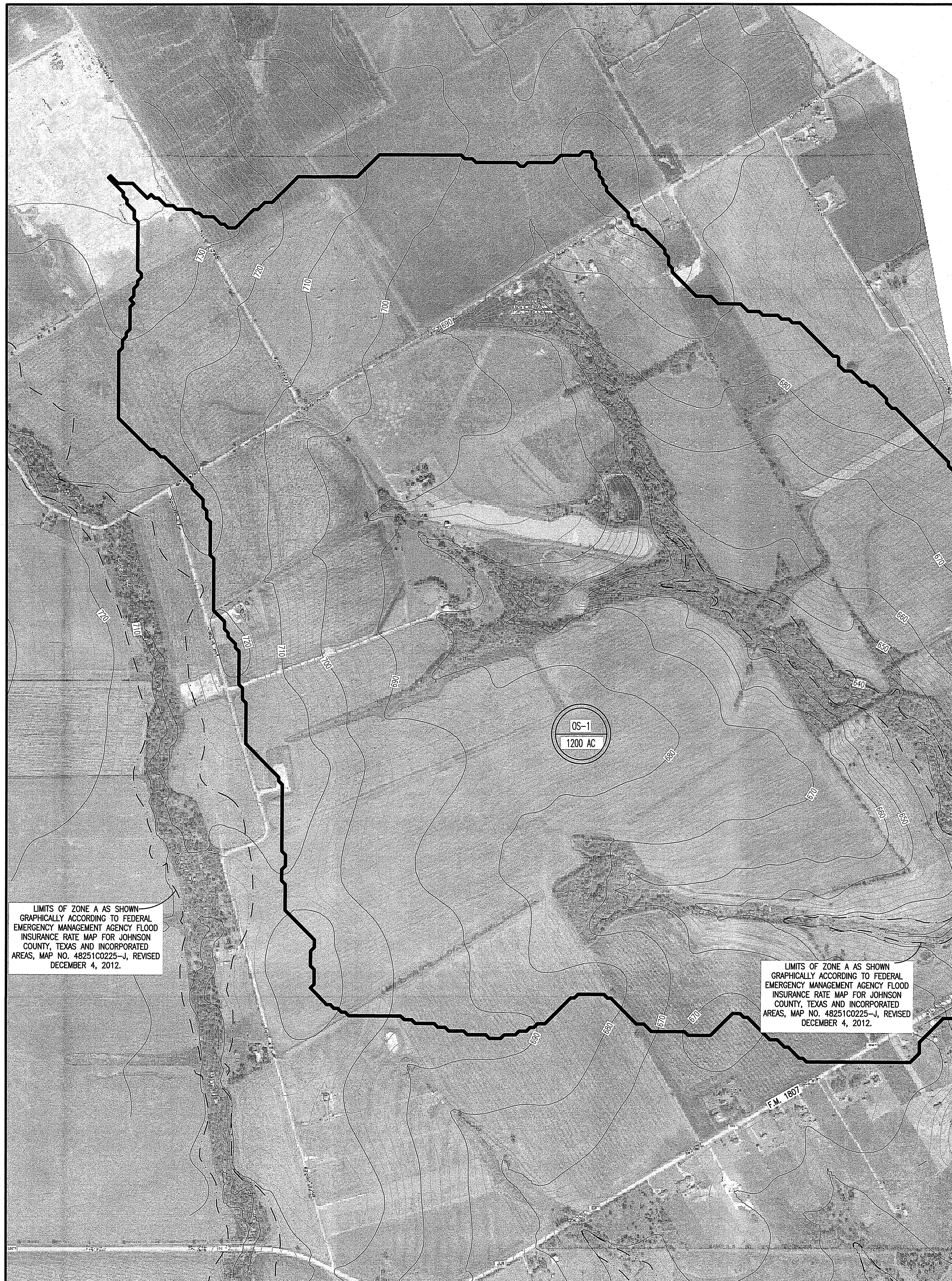
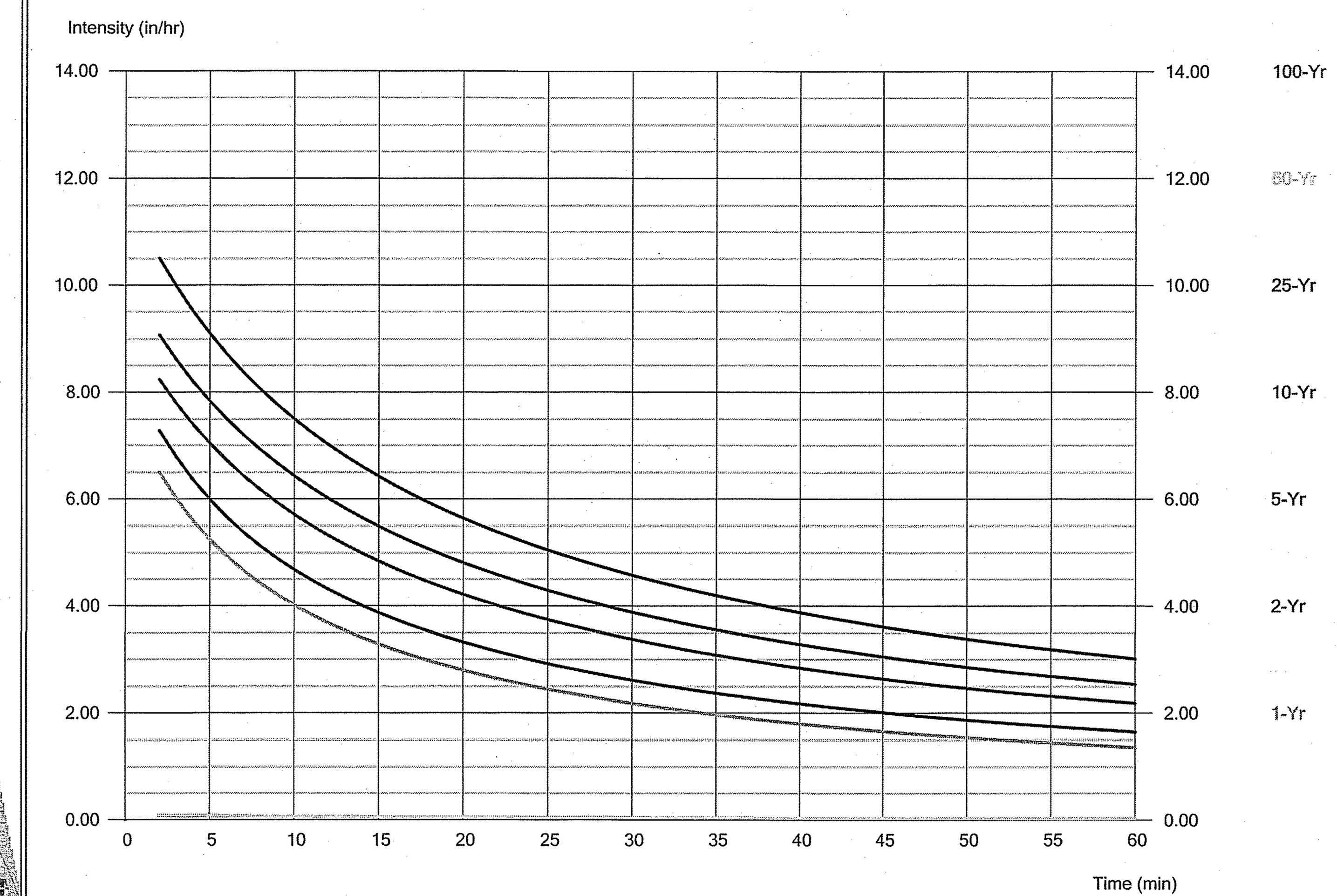



## Hydraflow IDF Curves

IDF file: Christian Corners IDF Reports.ID



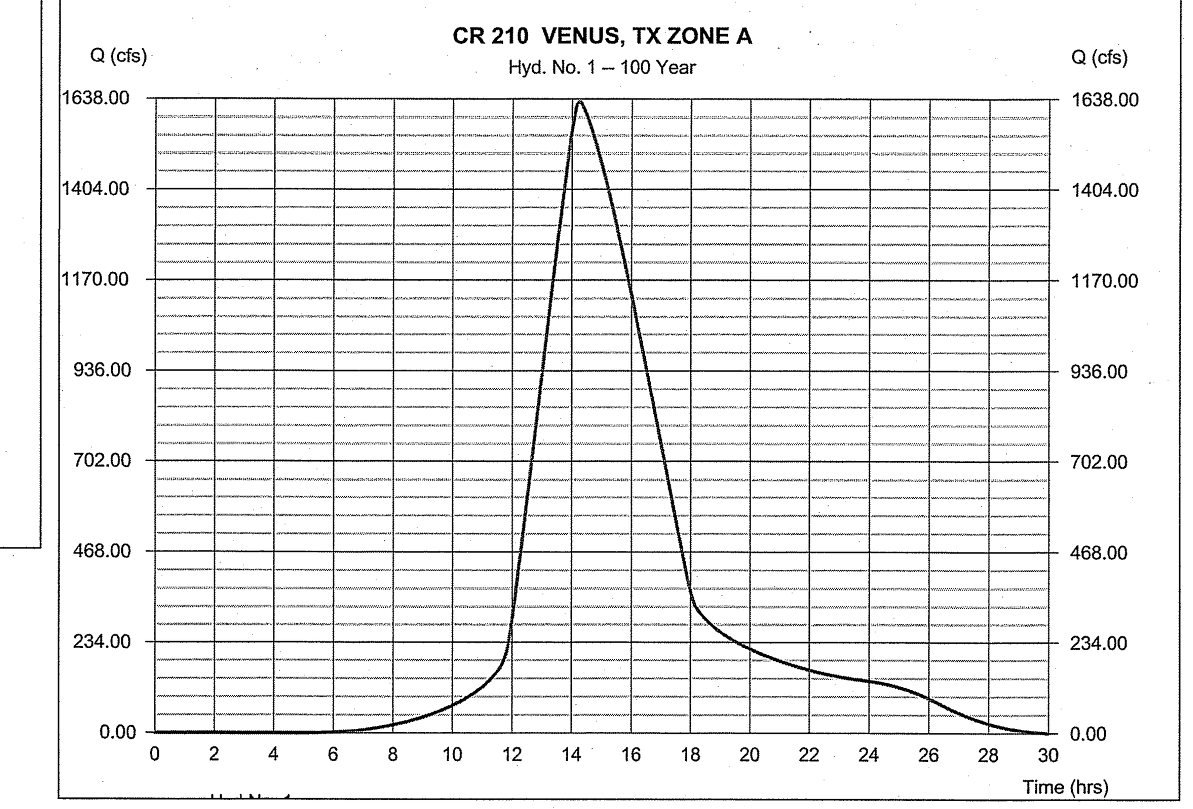

## Hydrograph Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2018 by Autodesk, Inc. v2018.3 Tuesday, 05 / 25 / 2021

**Hyd. No. 1**

CR 210 VENUS, TX ZONE A

| | | | |
|---|---|---|---|
| Hydrograph type | = SCS Runoff | Peak discharge | = 1631.82 cfs |
| Storm frequency | = 100 yrs | Time to peak | = 14.23 hrs |
| Time interval | = 2 min | Hyd. volume | = 29,377,866 cuft |
| Drainage area | = 1199.630 ac | Curve number | = 80 |
| Basin Slope | = 0.8 % | Hydraulic length | = 10368 ft |
| Tc method | = LAG | Time of conc. (Tc) | = 235.65 min |
| Total precip. | = 9.18 in | Distribution | = Type II |
| Storm duration | = 24 hrs | Shape factor | = 484 |




## Hydraflow Rainfall Report

Hydraflow Hydrographs Extension for AutoCAD® Civil 3D® 2018 by Autodesk, Inc. v2018.3 Monday, 06 / 28

| Return Period (Yrs) | Intensity-Duration-Frequency Equation Coefficients (FHA) | | | |
|---|---|---|---|---|
| | B | D | E | (N/A) |
| 1 | 42.8170 | 8.0000 | 0.8189 | ------- |
| 2 | 50.7060 | 9.0000 | 0.8095 | ------- |
| 3 | 0.0000 | 0.0000 | 0.0000 | ------- |
| 5 | 70.1480 | 12.0000 | 0.8116 | ------- |
| 10 | 80.2740 | 13.0000 | 0.8052 | ------- |
| 25 | 89.0820 | 13.0000 | 0.7894 | ------- |
| 50 | 0.7870 | 14.0000 | 0.7870 | ------- |
| 100 | 0.7834 | 15.0000 | 0.7834 | ------- |

File name: Christian Corners IDF Reports.IDF

**Intensity = B / (Tc + D)^E**

| Return Period (Yrs) | Intensity Values (in/hr) | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 5 min | 10 | 15 | 20 | 25 | 30 | 35 | 40 | 45 | 50 | 55 | 60 |
| 1 | 5.24 | 4.01 | 3.28 | 2.80 | 2.44 | 2.18 | 1.97 | 1.80 | 1.66 | 1.54 | 1.44 | 1.35 |
| 2 | 5.99 | 4.68 | 3.87 | 3.32 | 2.92 | 2.61 | 2.37 | 2.17 | 2.01 | 1.87 | 1.75 | 1.65 |
| 3 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 5 | 7.04 | 5.71 | 4.83 | 4.21 | 3.74 | 3.38 | 3.08 | 2.84 | 2.64 | 2.46 | 2.31 | 2.18 |
| 10 | 7.83 | 6.43 | 5.49 | 4.81 | 4.29 | 3.88 | 3.55 | 3.28 | 3.05 | 2.86 | 2.69 | 2.54 |
| 25 | 9.10 | 7.50 | 6.42 | 5.64 | 5.04 | 4.57 | 4.19 | 3.88 | 3.61 | 3.38 | 3.19 | 3.01 |
| 50 | 0.08 | 0.06 | 0.06 | 0.05 | 0.04 | 0.04 | 0.04 | 0.03 | 0.03 | 0.03 | 0.03 | 0.03 |
| 100 | 0.07 | 0.06 | 0.05 | 0.05 | 0.04 | 0.04 | 0.04 | 0.03 | 0.03 | 0.03 | 0.03 | 0.03 |

Tc = time in minutes. Values may exceed 60.

NSON COUNTY PLATS\CR 210 - VENUS- Christain Corner\ENGINEERING\HMS\Christian Corners Precip.pcp

| Storm Distribution | Rainfall Precipitation Table (in) | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | 1-yr | 2-yr | 3-yr | 5-yr | 10-yr | 25-yr | 50-yr | 100-yr |
| SCS 24-hour | 0.00 | 3.60 | 0.00 | 3.30 | 4.25 | 7.26 | 6.80 | 9.47 |
| SCS 6-Hr | 0.00 | 2.63 | 0.00 | 0.00 | 2.60 | 5.25 | 0.00 | 6.87 |
| Huff-1st | 0.00 | 0.00 | 0.00 | 2.75 | 0.00 | 0.00 | 6.50 | 0.00 |
| Huff-2nd | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Huff-3rd | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Huff-4th | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Huff-Indy | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Custom | 0.00 | 0.00 | 0.00 | 2.80 | 0.00 | 0.00 | 6.00 | 0.00 |

NOTE: THE FLOW IN THE CREEK IS SUBCRITICAL AND IS DETERMINED BY DOWNSTREAM CONTROLS; THEREFORE, THE BRIDGE WAS NOT INCLUDED IN THE MODEL.

NOTES:

1. Contours shown are from USGS 10 meter DEMs from the National Elevation Dataset (NED)
2. Aerial Imagery is from Bing Maps through Autodesk.

STATE OF TEXAS
JOYCE P. STANTON
70197
LICENSED PROFESSIONAL ENGINEER

6/29/2021

0 250 500 1000 1500

*Graphic Scale In Feet*

# DRAINAGE AREA MAP

# LOTS 1 & 2

# CHRISTIAN CORNER ADDITION

JOHNSON COUNTY, TEXAS

DATE: MAY 2021 SCALE: 1"=500' FILE: Z:\JOHNSON COUNTY PLATS\CR 210-VENUS

DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
ENGINEERING AND SURVEYING
908 WEST MAIN STREET * ARLINGTON, TEXAS 76013
TELEPHONE: 817 - 275 - 3361
ESTABLISHED 1953 * FIRM No. E-615 & S-100049-00
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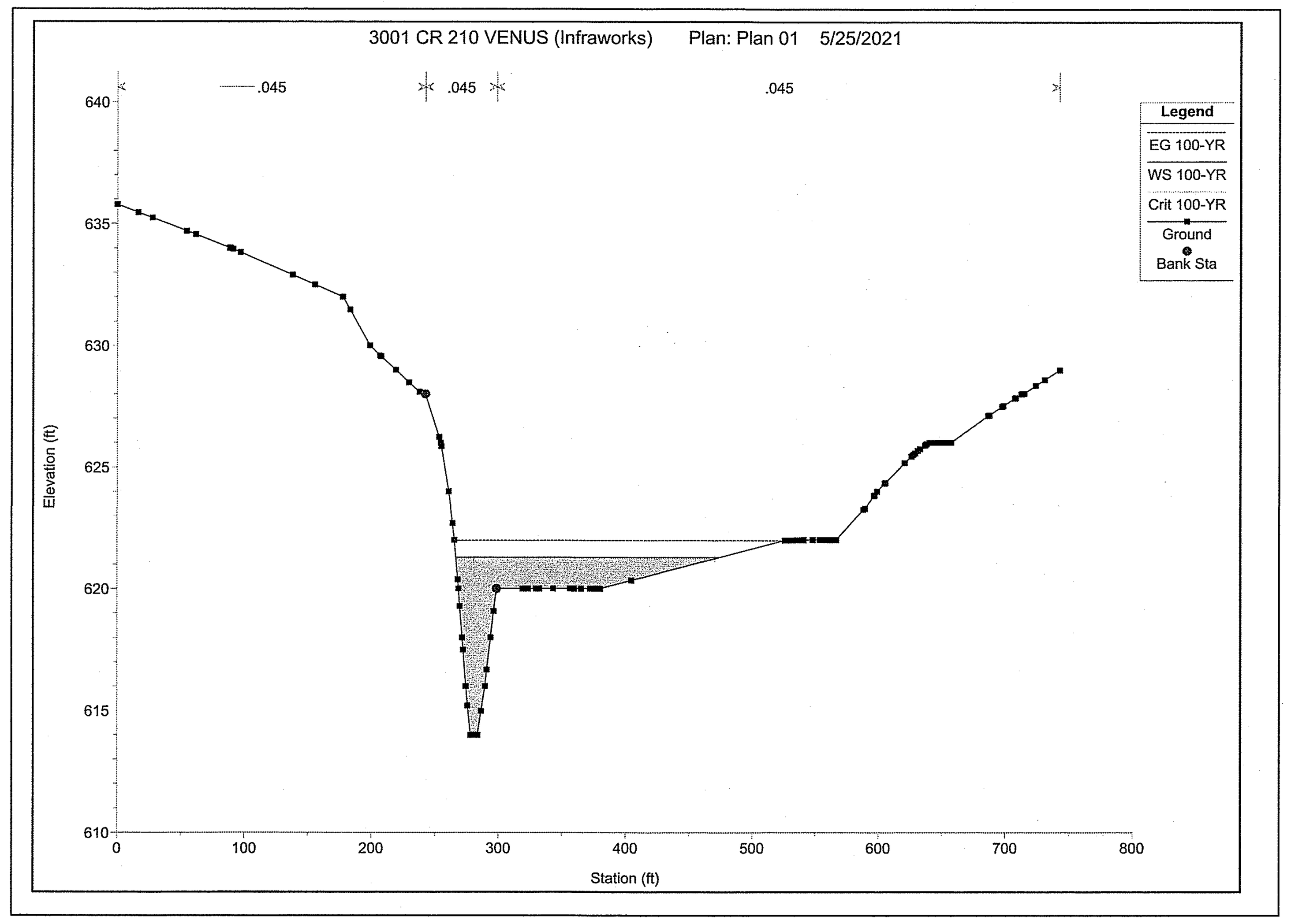
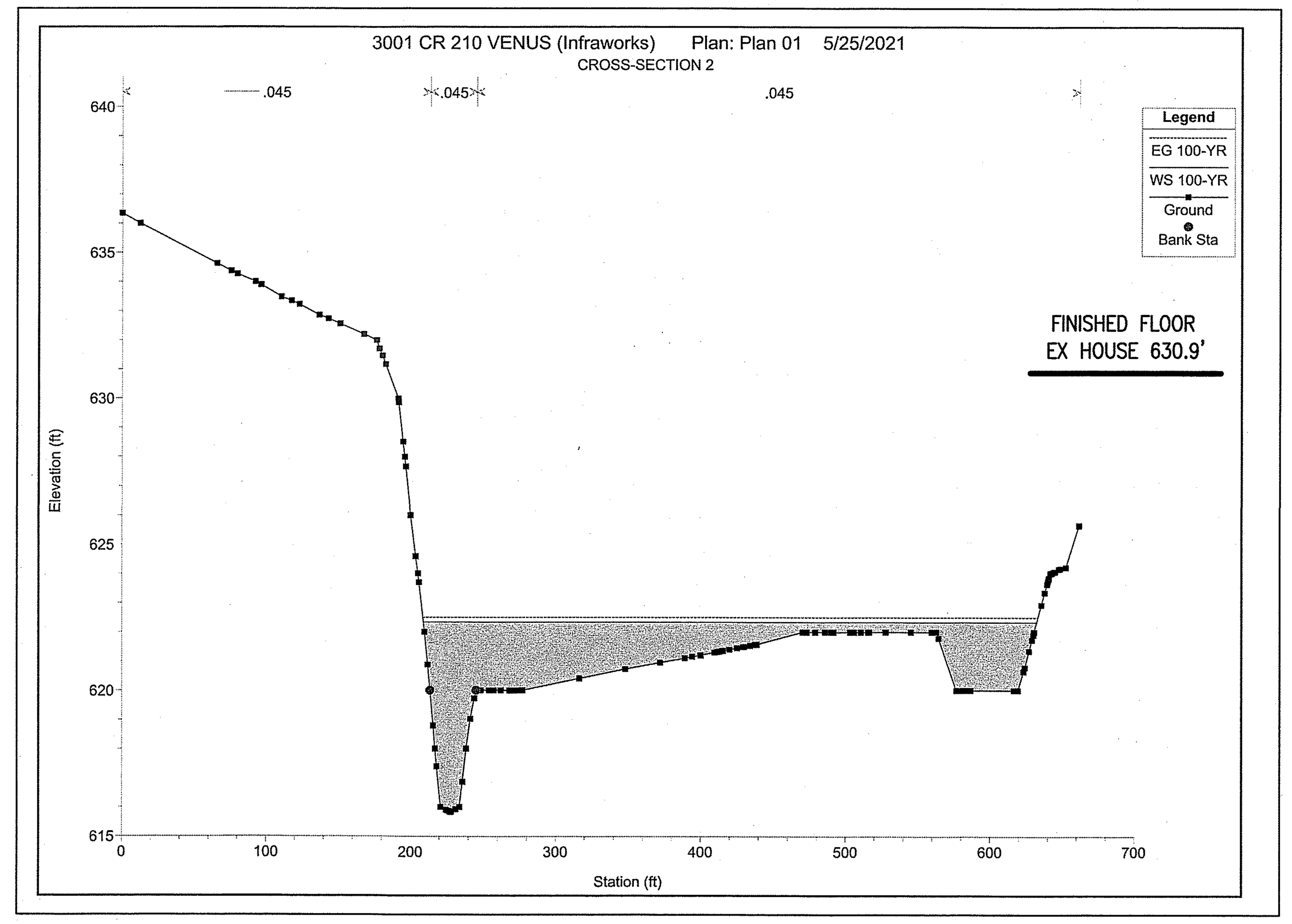
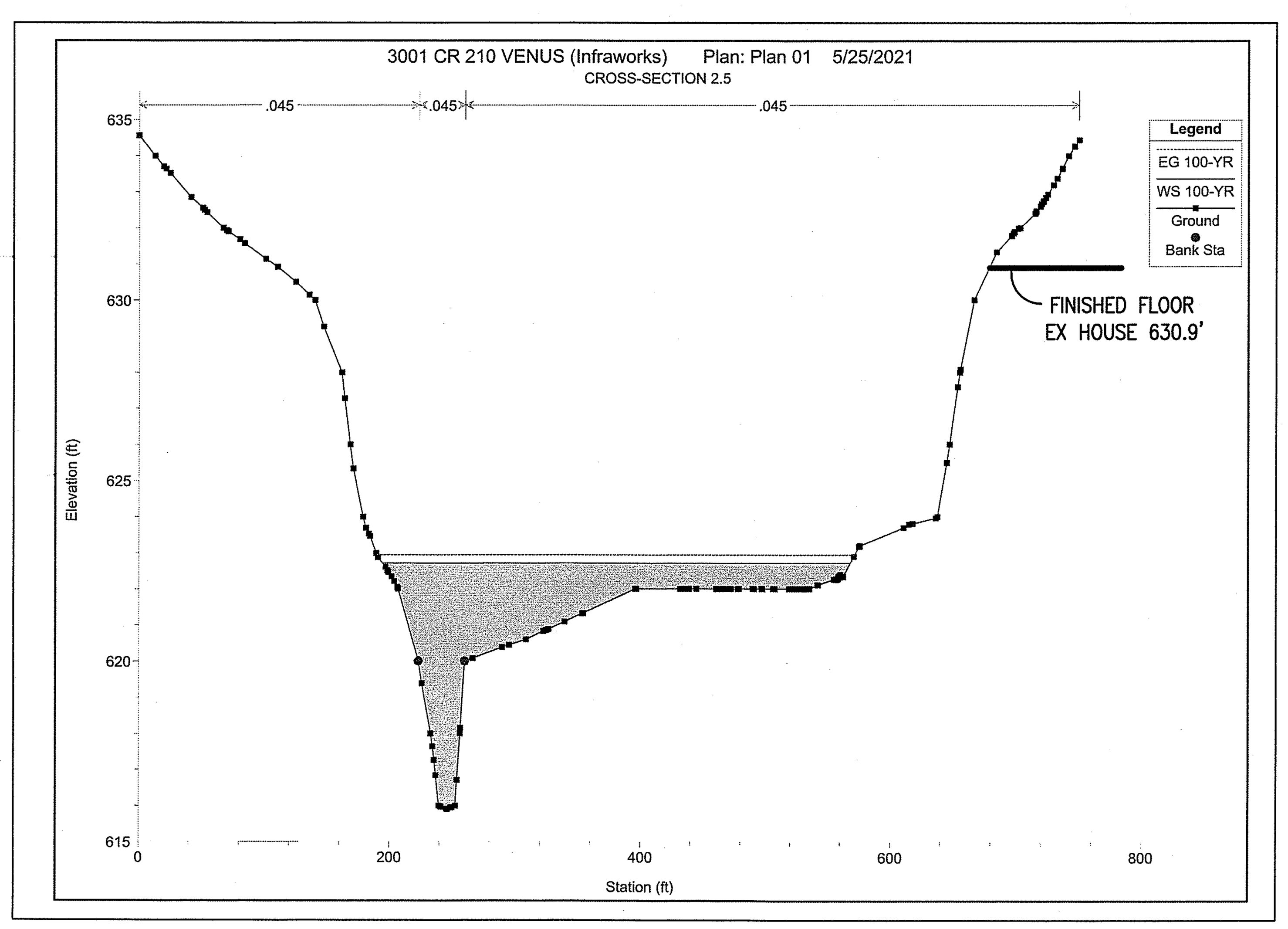
FP-1016



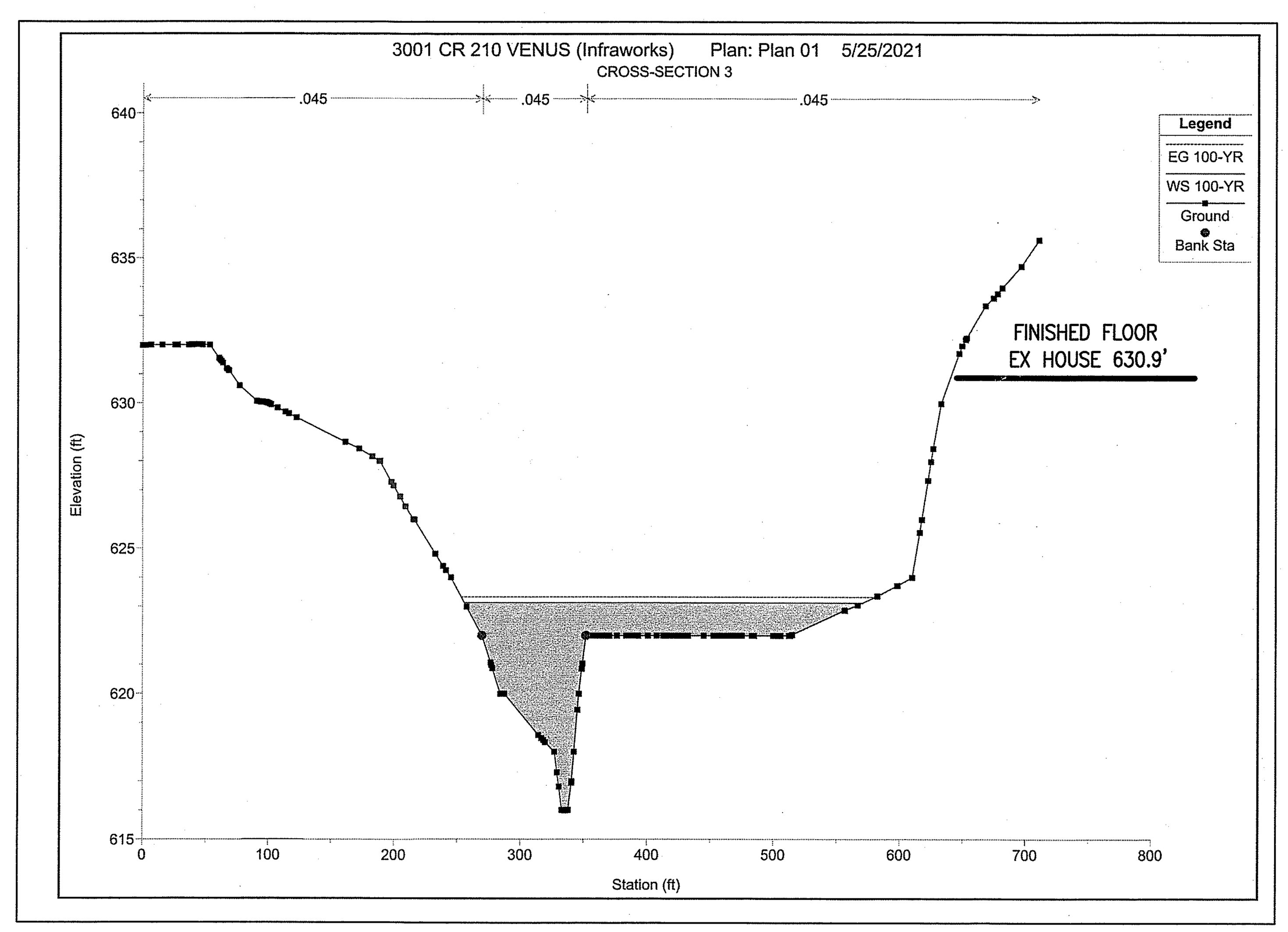

CROSS–SECTION 1




CROSS–SECTION 2




CROSS–SECTION 2.5



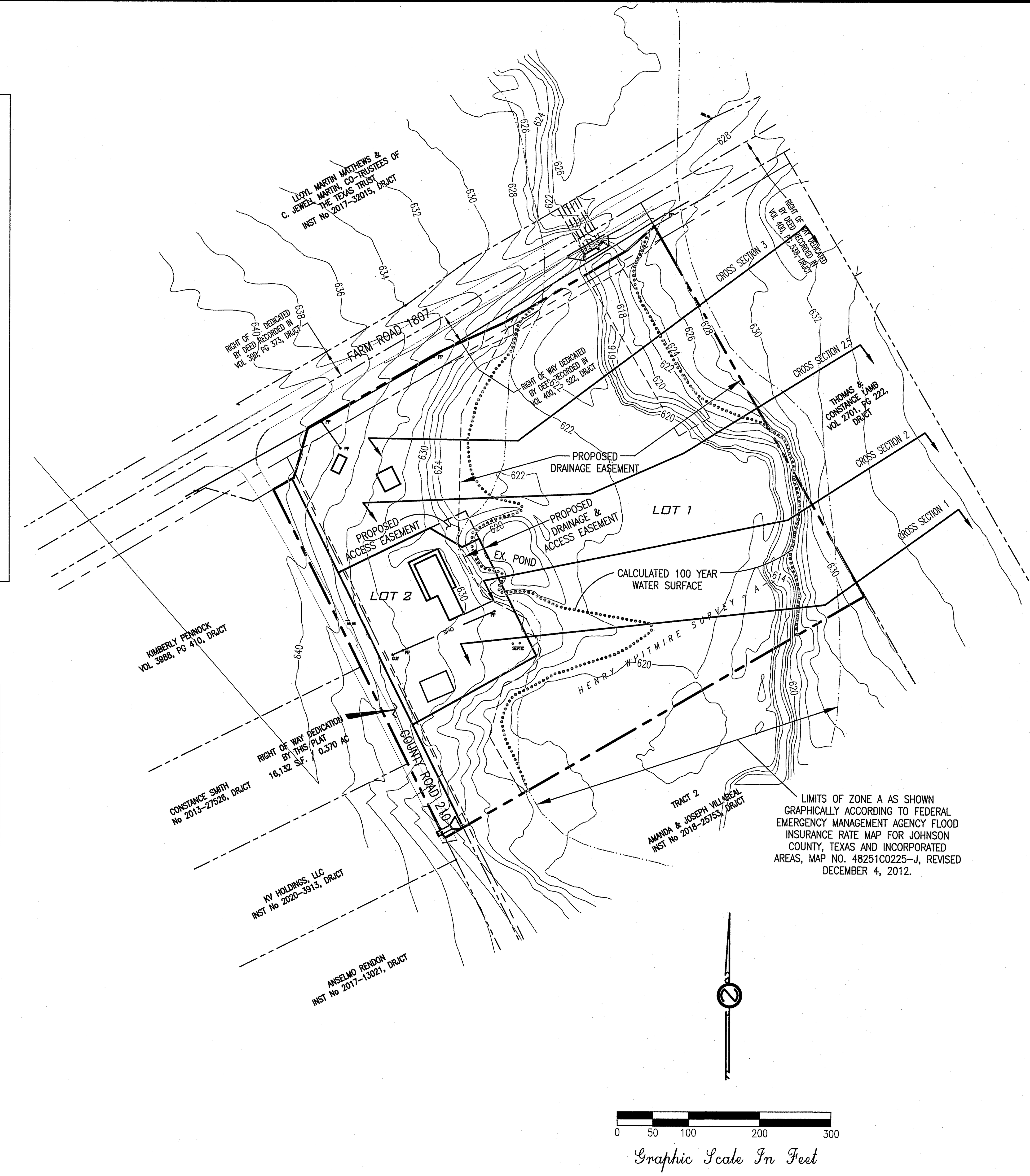

CROSS–SECTION 3

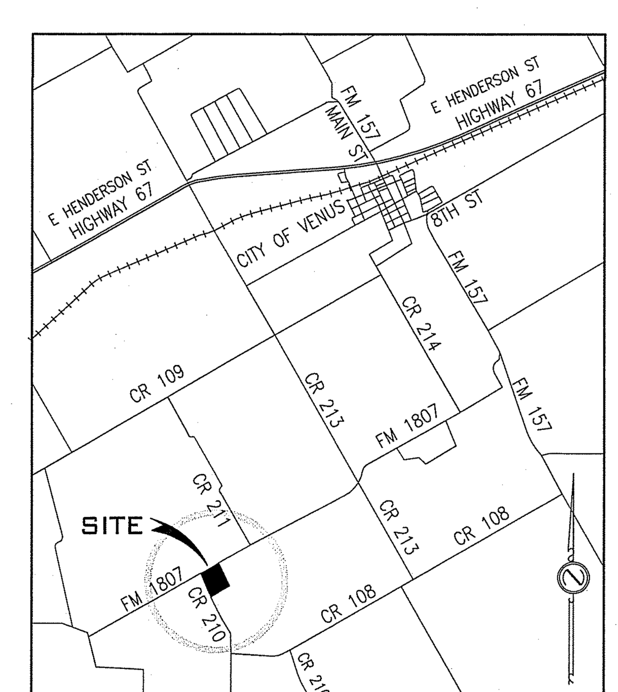
HEC-RAS Plan: Plan 01 River: ZONE A Reach: ZONE A Profile: 100-YR

| Reach | River Sta | Profile | Q Total | Min Ch El | W.S. Elev | Crit W.S. | E.G. Elev | E.G. Slope | Vel Chnl | Flow Area | Top Width | Froude # Chl |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | (cfs) | (ft) | (ft) | (ft) | (ft) | (ft/ft) | (ft/s) | (sq ft) | (ft) | |
| ZONE A | 3 | 100-YR | 1631.82 | 615.98 | 623.13 | | 623.32 | 0.002195 | 3.88 | 556.54 | 315.24 | 0.34 |
| ZONE A | 2.5 | 100-YR | 1631.82 | 615.91 | 622.72 | | 622.94 | 0.002373 | 4.79 | 585.31 | 373.64 | 0.37 |
| ZONE A | 2 | 100-YR | 1631.82 | 615.83 | 622.34 | | 622.50 | 0.002109 | 4.34 | 673.99 | 423.53 | 0.34 |
| ZONE A | 1 | 100-YR | 1631.82 | 614.00 | 621.29 | 621.24 | 621.99 | 0.008006 | 7.75 | 315.44 | 207.41 | 0.63 |

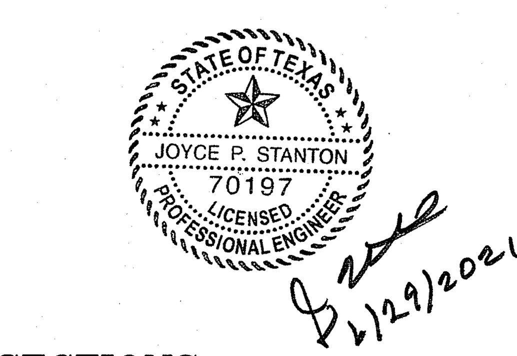
NOTES:

1. Contours shown are from NCTCOG Lidar.




VICINITY MAP




CROSS SECTIONS

LOTS 1 & 2

# CHRISTIAN CORNER ADDITION

JOHNSON COUNTY, TEXAS

DATE: MAY 2021 SCALE: 1"=100' FILE: Z:\JOHNSON COUNTY PLATS\CR 210–VENUS


DI SCIULLO-TERRY, STANTON & ASSOCIATES, INC.
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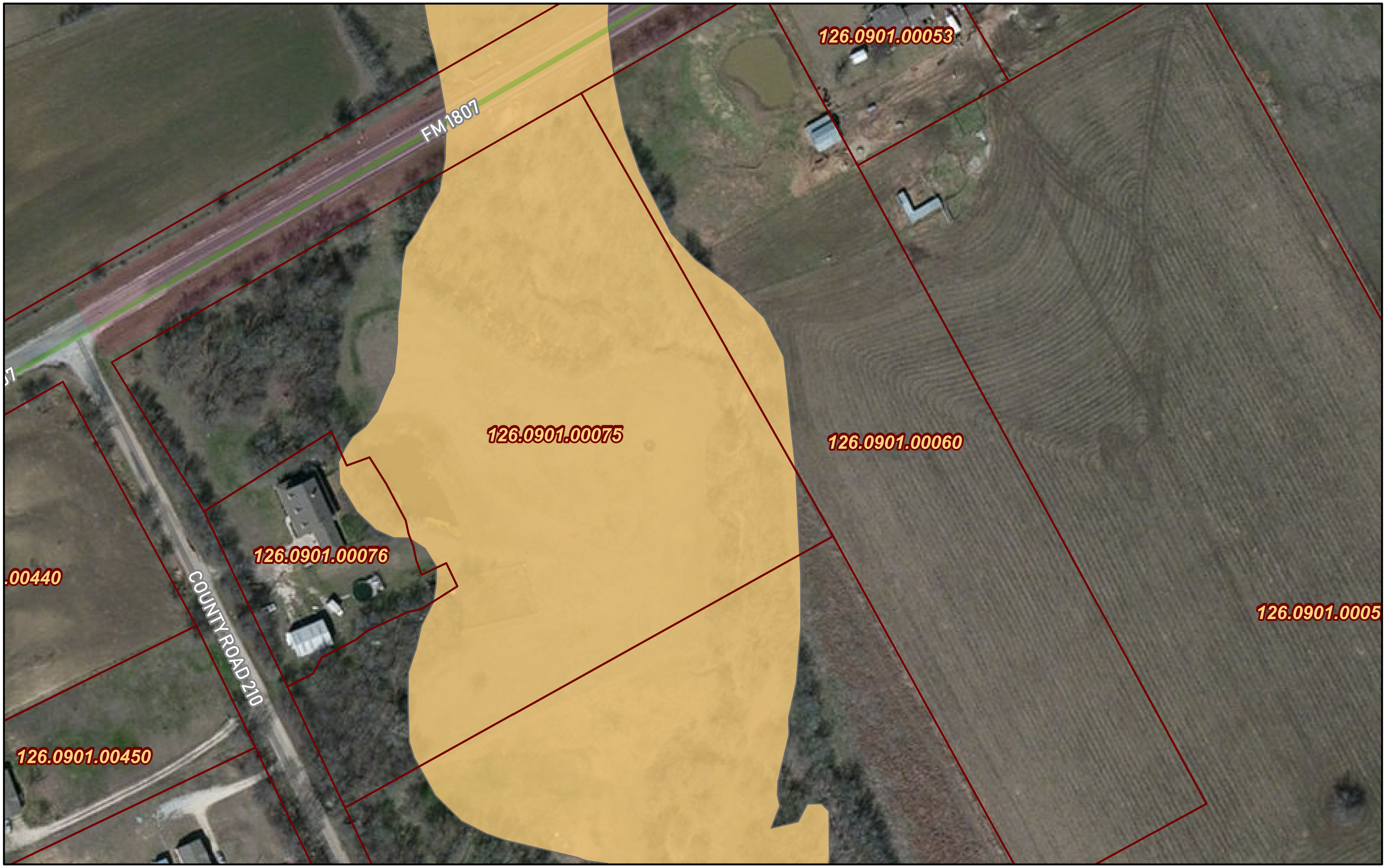
EMAIL: jstanton@dterry.com




FP–1016

# Christian Corners with floodplain




7/16/2021, 10:34:55 AM

Parcels

Road Centerlines

County Road

Farm To Market

FEMA Flood Zones 2019

A

X

City Boundaries

VENUS

County Boundary

1:2,257

0 0.01 0.03 0.06 mi

0 0.03 0.05 0.1 km

Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user

ArcGIS Web AppBuilder

Texas Parks & Wildlife, Esri, HERE, Garmin, INCREMENT P, USGS, EPA | Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community | Texas Historical Commission | United States

**CITY OF VENUS, TEXAS**
**ORDINANCE NO. 733-2021-08**

**AN ORDINANCE OF THE CITY OF VENUS APPROVING THE 2021 AMENDED AND RESTATED SERVICE AND ASSESSMENT PLAN AND 2021 ASSESSMENT ROLL FOR PUBLIC IMPROVEMENTS FOR THE BLUESTEM HILLS PUBLIC IMPROVEMENT DISTRICT NO. 1 IN ACCORDANCE WITH CHAPTER 372, TEXAS LOCAL GOVERNMENT CODE, AS AMENDED; MAKING VARIOUS FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the City of Venus (the "City") received a petition meeting the requirements of Section 372.005 of the Public Improvement District Assessment Act (the "PID Act") requesting the creation of a public improvement district over a portion of the area of the City to be known as the Bluestem Hills Public Improvement District No. 1 (the "District"); and

**WHEREAS,** the petition contained the signatures of the owners of taxable property representing more than fifty percent of the appraised value of taxable real property liable for assessment within the boundaries of the proposed District, as determined by the then current ad valorem tax rolls of the Ellis Central Appraisal District and the signatures of property owners who own taxable real property that constitutes more than fifty percent of the area of all taxable property that is liable for assessment by the City; and

**WHEREAS**, after providing the notices required by the PID Act and by the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended (the "Open Meetings Act"), the City Council conducted a public hearing on August 13, 2018, at the time and place specified in the notice, to determine the advisability of creating and establishing the District and undertaking the Authorized Improvements; and

**WHEREAS**, on January 14, 2019, the City Council passed and approved Resolution No. 01-2019-01, which was amended by Resolution No. 05-2019-02 passed and approved by the City Council on February 11, 2019, which authorized and approved the creation and establishment of the District; and

**WHEREAS,** following the adoption of Resolution 05-2019-02, the City published notice of its authorization of the District in a newspaper of general circulation in the City; and

**WHEREAS,** on March 11, 2019, the City called a public hearing to consider the levy of assessments against the property within the District (the "Assessed Property"), and authorizing and directing the City Secretary to mail, publish, and otherwise provide notices of the Assessment Public hearing as required by the PID Act and state law; and

**WHEREAS,** on March 25, 2019, the City Council held a public hearing and, after considering all written and documentary evidence presented at the public hearing, including all written comments and statements filed with the City, approved and accepted the City of Venus , Texas, Bluestem Hills Public Improvement District No. 1 Service and Assessment Plan (the "Service and Assessment Plan") in conformity with the requirements of the PID Act and adopted the Assessment Ordinance, which Assessment Ordinance approved the Assessment Roll and levied the Assessments; and

**WHEREAS,** pursuant to Section 371.013, the Service and Assessment Plan must cover a period of at least five years and must also define the annual indebtedness and projected costs for improvements and such Service and Assessment Plan must be reviewed and updated annually for the purpose of determining the annual budget for improvements; and

**WHEREAS,** the City Council has received the "City of Venus, Texas, Bluestem Hills Public Improvement District No. 1 2021 Amended and Restated Service and Assessment Plan " (the "2021 Amended and Restated Service and Assessment Plan") which includes the updated Assessment Roll, and acts as the Annual Service Plan Update to the Service and Assessment Plan for 2021, and now desires to proceed with the adoption of this Ordinance which approves and adopts the 2021 Amended and Restated Service and Assessment Plan and updated Assessment Roll for the District as required by the PID Act.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS, THAT:**

**Section 1. Findings.** The findings and determinations set forth in the preambles hereto are hereby incorporated by reference for all purposes.

**Section 2. Terms.** Terms not otherwise defined herein are defined in 2021 Amended and Restated Service and Assessment Plan attached hereto as **Exhibit A.**

**Section 3. Approval of Update.** The 2021 Amended and Restated Service and Assessment Plan is hereby approved and accepted by the City Council.

**Section 4. Severability.** If any provision, section, subsection, sentence , clause or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this Ordinance or the application to other persons or sets of circumstances shall not be affect thereby, it being the intent of the City Council that no portion hereof, or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness or invalidity of any other portion here, and all provisions of this Ordinance are declared to be severable for that purpose.

**Section 5. Effective Date.** This Ordinance shall take effect from and after its final date of passage, and it is accordingly so ordered.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS, THIS ___ day of ____, 2021.**

**APPROVED:**

________________________________

**James L. Burgess, Mayor**

**ATTEST:**

________________________________

**Callie Green, City Secretary**

**EXHIBIT A**

2021 Amended and Restated Service and Assessment Plan

*[Remainder of page intentionally left blank.]*

# Bluestem Hills Public Improvement District No. 1

## AMENDED AND RESTATED SERVICE AND ASSESSMENT PLAN

AUGUST 9, 2021

P3 WORKS

AUSTIN, TX | NORTH RICHLAND HILLS, TX

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# INTRODUCTION

Capitalized terms used in this 2021 Amended and Restated Service and Assessment Plan shall have the meanings given to them in **Section I** unless otherwise defined in this 2021 Amended and Restated Service and Assessment Plan or unless the context in which a term is used clearly requires a different meaning. Unless otherwise defined, a reference to a "Section" or an "Exhibit" shall be a reference to a Section of this 2021 Amended and Restated Service and Assessment Plan, or an Exhibit attached to and made a part of this 2021 Amended and Restated Service and Assessment Plan for all purposes.

On January 14, 2019, the City Council passed and approved Resolution No. 01-2019-01 authorizing the establishment of the District in accordance with the PID Act, which authorization was effective upon publication as required by the PID Act. The purpose of the District is to finance the Actual Costs of Authorized Improvements that confer a special benefit on approximately 81.10 acres located within the corporate limits of the City, as described by the legal description on **Exhibit J** and depicted on **Exhibit A**.

On February 11, 2019, the City Council passed and approved Resolution No. 05-2019-02 serving to amend the Resolution No. 01-2019-01, in its entirety for its purposes of updating the Authorized Improvements as set forth in the aforementioned resolution.

On March 25, 2019, the City Council approved the 2019 Service and Assessment Plan for the District by adopting Ordinance No. 672-2019-03, which approved the levy of Assessments on Assessed Property within the District and approved the Assessment Roll.

On July 13, 2020, the City Council approved the 2020 Annual Service Plan Update for the District by approving Resolution No. 16-2020-07, which updated the Assessment Roll for 2020.

On August ___, 2021, the City Council approved this 2021 Amended and Restated Service and Assessment Plan for the District by adopting Ordinance No. ______, which serves to amend and restate the 2019 Service and Assessment Plan, including all previously approved Annual Service Plan Updates (including the 2020 Annual Service Plan Update), in its entirety for the purposes of (1) amending and restating the 2019 Service and Assessment Plan, and (2) updating the Assessment Roll.

The PID Act requires a service plan covering a period of at least five years and defining the annual indebtedness and projected cost of the Authorized Improvements. The Service Plan is contained in **Section IV**.

The PID Act requires a service plan covering a period of at least five years and defining the annual indebtedness and projected cost of the Authorized Improvements. The Service Plan is contained in **Section IV**.

The Act requires that the Service Plan include an Assessment Plan that assesses the Actual Costs of the Authorized Improvements against the District based on the special benefits conferred on the District by the Authorized Improvements. The Assessment Plan is contained in **Section V**.

The PID Act requires an Assessment Roll that states the Assessment against each Parcel of Assessed Property within the District determined by the method chosen by the City Council. The Assessment against each Parcel of Assessed Property must be sufficient to pay the share of the Actual Costs of the Authorized Improvements apportioned to such Parcel and cannot exceed the special benefit conferred on the Parcel by the Authorized Improvements. The Assessment Roll is included as **Exhibit E**.

## SECTION I: DEFINITIONS

**"2019 Service and Assessment Plan"** means the Bluestem Hills Public Improvement District No. 1 Service and Assessment Plan approved by the City Council on March 25, 2019, by Ordinance No. 672-2019-03, as updated annually, and which is to be replaced in its entirety by this 2021 Amended and Restated Service and Assessment Plan.

**"2021 Amended and Restated Service and Assessment Plan"** means this 2021 Amended and Restated Service and Assessment Plan, which replaces in its entirety the 2019 Service and Assessment Plan, as it may be modified and updated from time to time.

**"Actual Costs"** mean with respect to Authorized Improvements, the Owner's demonstrated, reasonable, allocable, and allowable costs of constructing such Authorized Improvements, as specified in a payment request in a form that has been reviewed and approved by the City and in an amount not to exceed the total amount of Authorized Improvements as set forth in this 2021 Amended and Restated Service and Assessment Plan. Actual Costs may include: (1) the costs incurred by or on behalf of the Owner (either directly or through affiliates) for the design, planning, financing, administration/management, acquisition, installation, construction and/or implementation of such Authorized Improvements; (2) the fees paid for obtaining permits, licenses, or other governmental approvals for such Authorized Improvements; (3) construction management fees equal to 4% of costs; (4) the costs incurred by or on behalf of the Owner for external professional costs, such as engineering, geotechnical, surveying, land planning, architectural landscapers, appraisals, legal, accounting, and similar professional services; (5) all labor, bonds, and materials, including equipment and fixtures, by contractors, builders, and materialmen in connection with the acquisition, construction, or implementation of the Authorized Improvements; (6) all related permitting and public approval expenses, architectural, engineering, and consulting fees, taxes, and governmental fees and charges.

**"Administrator"** means an employee or designee of the City who shall have the responsibilities provided in this 2021 Amended and Restated Service and Assessment Plan, or any other agreement or document approved by the City related to the duties and responsibilities of the administration of the District. The current Administrator is P3Works, LLC.

**"Administrative Expenses"** mean the actual or budgeted costs and expenses related to the operation of the District, and the construction, operation, and maintenance of the Authorized Improvements, including, but not limited to, costs and expenses for: (1) the Administrator; (2) legal counsel, engineers, accountants, financial advisors, and other consultants engaged by the City; (3) calculating, collecting, and maintaining records with respect to Assessments and Annual Installments; (4) preparing and maintaining records with respect to Assessment Rolls and Annual Service Plan Updates; (5) investing or depositing Assessments and Annual Installments; (6)

complying with this 2021 Amended and Restated Service and Assessment Plan and the PID Act; and (7) administering the construction of the Authorized Improvements. Administrative Expenses collected but not expended in any year shall be carried forward and applied to reduce Administrative Expenses for subsequent years.

**"Annual Installment"** means, with respect to each Parcel, the annual installment payment of an Assessment as calculated by the Administrator, approved by the City Council, and shown on an Assessment Roll, and includes: (1) principal; (2) interest; and (3) Administrative Expenses.

**"Annual Service Plan Update"** means an update to this 2021 Amended and Restated Service and Assessment Plan prepared no less frequently than annually by the Administrator and approved by the City Council.

**"Assessed Property"** means any Parcel within the District against which an Assessment is levied.

**"Assessment"** means an assessment levied against a Parcel within the District and imposed pursuant to the PID Act, the Assessment Ordinance, and the provisions of this 2021 Amended and Restated Service and Assessment Plan, as shown on an Assessment Roll, subject to reallocation upon the subdivision of such Parcel or reduction according to the provisions herein and the PID Act. The Assessment for a Parcel consists of the principal portion of the Annual Installments to be collected in all years.

**"Assessment Ordinance"** means Ordinance No. 672-2019-03 adopted by the City Council on March 25, 2019 in accordance with the PID Act that levied an Assessment on the District as shown on an Assessment Roll.

**"Assessment Plan"** means the methodology employed to determine the Assessments for the Actual Costs of the Authorized Improvements against Assessed Property based on the special benefits conferred on such Assessed Property by the Authorized Improvements, more specifically described in **Section V**.

**"Assessment Roll"** means any assessment roll for Assessed Property, including the Assessment Roll attached as **Exhibit E**, as updated, modified, or amended from time to time in accordance with the procedures set forth herein and in the PID Act, including updates in connection with any Annual Service Plan Update.

**"Authorized Improvements"** means those public improvements authorized by Section 372.003 of the PID Act and described in **Section III** which are constructed for the special benefit of the property within the District and which estimated costs are shown on **Exhibit B**.

**"City"** means the City of Venus, Texas.

**"City Council"** means the governing body of the City.

**“County”** means Ellis County, Texas.

**“Delinquent Collection Costs”** mean costs related to the foreclosure on Assessed Property and the costs of collection of delinquent Assessments, delinquent Annual Installments, or any other delinquent amounts due under this 2021 Amended and Restated Service and Assessment Plan including penalties and reasonable attorney’s fees actually paid, but excluding amounts representing interest and penalty interest.

**“District”** means Bluestem Hills Public Improvement District No. 1 containing approximately 81.10 acres located within the corporate limits of the City, which is legally described by metes and bounds on **Exhibit J** and depicted on **Exhibit A**.

**“Lot”** means for any portion of the District for which a final subdivision plat has been recorded in the official public records of the County, a tract of land described by “lot” in such final and recorded subdivision plat.

**“Lot Type”** means a classification of final building Lots with similar characteristics (e.g. commercial, light industrial, multi-family, Lot Type 1 Acre Minimum residential, etc.), as determined by the Administrator and confirmed by the City Council.

**“Lot Type 1 Acre Minimum”** means a Lot within the District designated as such on an Assessment Roll in future Annual Service Plan Updates, generally comprised of Lots with 1 acre minimum.

**“Non-Assessed Property”** means Parcels within the boundaries of the District that accrue no special benefit from the Authorized Improvements.

“**Notice of Assessment Termination**” means a recorded document evidencing the termination of an Assessment, a form of which is attached as **Exhibit H**.

**“Owner”** means Bluestem Hills Partners, LLC, a Texas limited liability company, including its successors and assigns.

**“Parcel”** or **“Parcels”** means a specific property within the District identified by any of the following: (i) by a tax map identification number assigned by the Ellis Central Appraisal District for real property tax purposes, (ii) by metes and bounds description, (iii) by lot and block number in a final subdivision plat recorded in the official public records of the County, or (iv) by any other means determined by the City.

**“PID Act”** means Chapter 372, Texas Local Government Code, as amended.

**“Prepayment”** means the payment of all or a portion of an Assessment before the due date thereof. Amounts received at the time of a Prepayment which represent a payment of principal, interest, or penalties on a delinquent installment of an Assessment are not to be considered a Prepayment, but rather are to be treated as the payment of the regularly scheduled Assessment.

**“Prepayment Costs”** means interest, Delinquent Collection Costs and Administrative Expenses to the date of Prepayment.

**“Reimbursement Agreement”** means that certain “Bluestem Hills Public Improvement District No. 1 Reimbursement Agreement,” effective March 25, 2019 by and between the City and the Owner, in which the Owner agrees to construct the Authorized Improvements and to fund certain Actual Costs of the Authorized Improvements, and the City agrees to reimburse the Owner for Actual Costs of the Authorized Improvements paid solely from the revenue collected by the City from Assessments, including Annual Installments.

**“Reimbursement Obligation”** means an amount not to exceed $647,943 secured by the Assessments to be paid to the Owner pursuant to the Reimbursement Agreement. The Annual Installments for the Reimbursement Obligation are shown on **Exhibit F.**

**“Service Plan”** means the plan that defines the annual indebtedness and projected costs of the Authorized Improvements, and covers a period of at least five years, more specifically described in **Section IV**.

## SECTION II: THE DISTRICT

The District includes approximately 81.10 contiguous acres located within the corporate limits of the City, as more particularly described by metes and bounds on **Exhibit J** and depicted on **Exhibit A**. Development of the District is initially anticipated to includes 50 residential Lots classified as Lot Type 1 Acre Minimum and 10.14 acres of commercial, classified as Non-Assessed Property.

## SECTION III: AUTHORIZED IMPROVEMENTS

The City Council, based on information provided by the Owner and its engineer and reviewed by City staff and by third-party consultants retained by the City, has determined that the costs described below are costs of Authorized Improvements, as defined by the PID Act, that confer a special benefit on the Assessed Property. Allocation of the Authorized Improvements is shown on **Exhibit B**. All Improvements will be designed and constructed in accordance with County standards and as approved by the City will have additional maintenance bonds for City Acceptance. The Authorized Improvements shall not include right-of-way acquisition for road and street improvements.

- *Roads and Streets*

  Improvements including subgrade stabilization, concrete and reinforcing steel for roadways, testing, handicapped ramps, and streetlights. All related earthwork, excavation, erosion control, retaining walls, intersections, signage, lighting, and re-vegetation of all disturbed areas within the right-of-way are included. The street improvements will provide street access to each Lot within the District.

- *Drainage*

  Improvements including trench excavation and embedment, trench safety, PVC piping, manholes, service connections, testing, related earthwork, excavation, and erosion control, all necessary appurtenances required to provide wastewater service to each Lot within the District.

- *Soft Costs*

  Costs related to designing, constructing, and installing the Authorized Improvements including, but not limited to, surveying for design and platting, construction staking/re-staking, contingency, and engineering.

## SECTION IV: SERVICE PLAN

The PID Act requires the Service Plan to cover a period of at least five years. The Service Plan is required to define the annual projected costs and indebtedness for the Authorized Improvements undertaken within the District during the five-year period. The Service Plan must be reviewed and updated, at least annually, and approved by the City Council. **Exhibit C** summarizes the Service Plan for the District.

**Exhibit D** summarizes the sources and uses of funds required to construct the Authorized Improvements. The sources and uses of funds shown on **Exhibit D** shall be updated each year in the Annual Service Plan Update to reflect any budget revisions and Actual Costs.

## SECTION V: ASSESSMENT PLAN

The PID Act requires the City Council to apportion the Actual Costs of the Authorized Improvements to the Assessed Property based on the special benefit received from the Authorized Improvements. The PID Act provides that such costs may be apportioned: (1) equally per front foot or square foot; (2) according to the value of property as determined by the City Council, with or without regard to improvements constructed on the property; or (3) in any other manner approved by the City Council that results in imposing equal shares of such costs on property similarly benefited. The PID Act further provides that the City Council may establish by ordinance reasonable classifications and formulas for the apportionment of the cost between the City and the area to be assessed and the methods of assessing the special benefits for various classes of improvements.

The determination by the City Council of the assessment methodologies set forth below is the result of the discretionary exercise by the City Council of its legislative authority and governmental powers and is conclusive and binding on the Owner, as the owner of Assessed Property within the District, and all future owners and developers of Assessed Property.

### A. Assessment Methodology

The City Council, acting in its legislative capacity based on information provided by the Owner and its engineer and reviewed by City staff and by third-party consultants retained by the City, has determined that the Actual Costs of the Authorized Improvements shall be allocated entirely to the Assessed Property in the District. Upon subdivision of the Assessed Property and Non-Assessed Property within the District, the Actual Costs of the Authorized Improvements shall be reallocated further as described in **Section VI**.

### B. Assessments

Collection of the Annual Installments are levied on the Assessed Property according to the Assessment Roll attached hereto as **Exhibit E**. The projected Annual Installments for the Assessed Property within the District are shown on **Exhibit F**, and subject to revisions made in any Annual Service Plan Update. Upon division or subdivision of the District, the Assessment will be reallocated pursuant to **Section VI.** The Maximum Assessment for Lot Type 1 Acre Minimum within the District is shown on **Exhibit G**. In no case will the Assessment for Lot Type 1 Acre Minimum within the District exceed the corresponding Maximum Assessment.

### C. Findings of Special Benefit

The City Council, acting in its legislative capacity based on information provided by the Owner and its engineer and reviewed by the City staff and by third-party consultants retained by City, has found and determined:

- The estimated total cost of the Authorized Improvements equal $1,516,234.43 as shown on **Exhibit B**.
- The Assessed Property receives special benefit from the Authorized Improvements equal to or greater than the Actual Cost of the Authorized Improvements.
- With the adoption of the Assessment Ordinance, the Assessed Property was allocated 100% of the Assessments, levied for the Authorized Improvements, which equaled $647,943.00, as shown on the 2019 Service and Assessment Plan.
- The special benefit ( ≥ $1,516,234.44) received by the Assessed Property from the Authorized Improvements is greater than the amount of the Assessments ($647,943) levied on the Assessed Property for payment of the Actual Costs of the Authorized Improvements.
- At the time the City Council adopted the Assessment Ordinance and approved the 2019 Service and Assessment Plan, the Owner owned 100% of the Assessed Property. The Owner acknowledged that the Authorized Improvements conferred a special benefit on the District and consented to the imposition of the Assessments to pay for the Actual Costs of the Authorized Improvements associated therewith. The Owner ratified, confirmed, accepted, agreed to, and approved: (1) the determinations and findings by the City Council as to the special benefits described herein and the Assessment Ordinance; (2) the 2019 Service and Assessment Plan and the adoption of the Assessment Ordinance, and (3) the levying of Assessments on the Assessed Property.

### D. Administrative Expenses

The costs of administering the District and collecting the Annual Installments shall be paid for on a pro rata basis by each Parcel based on the amount of outstanding Assessment remaining on the Parcel. The Administrative Expenses shall be collected as part of and in the same manner as Annual Installments in the amounts shown on the Assessment Roll, which may be revised based on actual costs incurred in Annual Service Plan Updates.

## SECTION VI: TERMS OF THE ASSESSMENTS

### A. Reallocation of Assessments

*1. Upon Division Prior to Recording of Subdivision Plat*

Upon the division of any Assessed Property (without the recording of subdivision plat), the Administrator shall reallocate the Assessment for the Assessed Property prior to the division among the newly divided Assessed Properties according to the following formula:

A = B x (C ÷ D)

Where the terms have the following meanings:

A = the Assessment for the newly divided Assessed Property
B = the Assessment for the Assessed Property prior to division
C = the estimated number of parcels designated as a Lot Type 1 Acre Minimum Lot of the newly divided Assessed Property
D = the sum of the estimated number of parcels designated as a Lot Type 1 Acre Minimum Lot for all the newly divided Assessed Properties

The sum of the Assessments for all newly divided Assessed Properties shall equal the Assessment for the Assessed Property prior to subdivision. The calculation shall be made separately for each newly divided Assessed Property. The reallocation of an Assessment for an Assessed Property that is a homestead under Texas law may not exceed the Assessment prior to the reallocation. Any reallocation pursuant to this section shall be reflected in the next Annual Service Plan Update and update to this Service and Assessment Plan and approved by the City Council.

*2. Upon Subdivision by a Recorded Subdivision Plat*

Upon the subdivision of any Assessed Property based on a recorded subdivision plat, the Administrator shall reallocate the Assessment for the Assessed Property prior to the subdivision among the new subdivided Lots based on buildout value according to the following formula:

A = B ÷ C

Where the terms have the following meanings:

A = the Assessment for the newly subdivided Lot
B = the Assessment for the Parcel prior to subdivision
C = the number of Lot Type 1 Acre Minimum Lots

With the submission of a subdivision plat to the City, the Developer shall provide the City an estimated number of parcels designated as a Lot Type 1 Acre Minimum Lot as of the date of the recorded subdivision plat created by the recorded subdivision plat.

The sum of the Assessments for all newly subdivided Lots shall not exceed the Assessment for the portion of the Assessed Property subdivided prior to subdivision. The calculation shall be made separately for each newly subdivided Assessed Property. The reallocation of an Assessment for an Assessed Property that is a homestead under Texas law may not exceed the Assessment prior to the reallocation. Any reallocation pursuant to this section shall be reflected in the next Annual Service Plan Update and approved by the City Council.

*3. Upon Consolidation*

If two or more Lots or Parcels are consolidated, the Administrator shall allocate the Assessments against the Lots or Parcels before the consolidation to the consolidated Lot or Parcel, which allocation shall be approved by the City Council in the next Annual Service Plan Update.

The Assessment for any resulting Lot Type 1 Acre Minimum Lot will not exceed the Maximum Assessment, shown on **Exhibit G**, and compliance may require a mandatory prepayment of Assessments pursuant to **Section VI.B**.

**B. True-up of Assessments if Maximum Assessment Exceeded**

If the subdivision of any Assessed Property by a final subdivision plat causes the Assessment per Lot Type 1 Acre Minimum Lot to exceed the Maximum Assessment, the owner of Assessed Property requesting the subdivision must prepay the portion of the Assessment for each Assessed Property that exceeds the Maximum Assessment in an amount sufficient to reduce the Assessment to the Maximum Assessment.

**C. Mandatory Prepayment of Assessments**

1. If Assessed Property is transferred to a person or entity that is exempt from payment of the Assessment, the owner transferring the Assessed Property shall pay the full amount of the Assessment, plus Prepayment Costs and Delinquent Collection Costs to the City, prior to the transfer. If the owner of Assessed Property causes the Assessed Property to

become Non-Benefited Property, the owner causing the change in status shall pay the full amount of the Assessment, plus Prepayment Costs and Delinquent Collection Costs, prior to the change in status.

2. If the rezoning of any Assessed Property causes the Assessment per Parcel to exceed the Maximum Assessment, then the owner submitting the rezoning case shall prepay to the City a portion of the Assessment in an amount necessary to cause the Assessment to equal the Maximum Assessment.

3. If PID Bonds are issued, if the replatting of any Assessed Property causes the amount of the outstanding principal amount of PID Bonds to exceed the total amount of Assessments outstanding in the District, then the Developer shall prepay to the City an amount necessary to make the outstanding Assessments equal or exceed the outstanding principal amount of PID Bonds, prior to replatting, taking into account the timing required to effect any required redemption of outstanding principal amount of PID Bonds pursuant the terms of the Indenture.

**D. Reduction of Assessments**

If as a result of cost savings or Authorized Improvements not being constructed, the Actual Costs of completed Authorized Improvements are less than the Assessments, (i) in the event PID Bonds are not issued, the City Council shall reduce each Assessment on a pro-rata basis such that the sum of the resulting reduced Assessments for all Assessed Property equals the reduced Actual Costs, or (ii) in the event PID Bonds are issued, the Trustee shall apply amounts on deposit in the applicable account of the Project Fund, relating to the PID Bonds, that are not expected to be used for purposes of the Project Fund to redeem outstanding PID Bonds, in accordance with the applicable Indenture. The Assessments shall not, however, be reduced to an amount less than the outstanding PID Bonds.

The Administrator shall update and submit to the City Council for review and approval as part of the next Annual Service Plan Update the Assessment Roll and corresponding Annual Installments, as shown on **Exhibits E**, and **Exhibit F**, to reflect the reduced Assessments.

**E. Prepayment of Assessments**

The owner of the Assessed Property may pay, at any time, all or any part of an Assessment in accordance with the PID Act. Interest costs from the date of prepayment to the date of redemption of the applicable PID Bonds, if any, may be paid from a reserve established under the applicable Indenture. If an Annual Installment has been billed prior to the Prepayment, the Annual Installment shall be due and payable and shall be credited against the Prepayment.

If an Assessment is pre-paid in full, with Prepayment Costs: (1) the Administrator shall cause the Assessment to be reduced to zero and the Assessment Roll to be revised accordingly; (2) the Administrator shall provide the revised Assessment Roll to be approved by the City Council as part of the next Annual Service Plan Update; (3) the obligation to pay the Assessment and corresponding Annual Installments shall terminate; and (4) the City shall provide the owner with a recordable "Notice of PID Assessment Termination," a form of which is attached as **Exhibit H**.

If an Assessment is pre-paid in part, with Prepayment Costs: (1) the Administrator shall cause the outstanding Assessment obligation to be reduced and the principal amount in the Assessment Roll revised accordingly; (2) the Administrator shall provide the revised Assessment Roll, to be approved by the City Council as part of the next Annual Service Plan Update; and (3) the obligation to pay the Assessment shall be reduced to the extent of the Prepayment made.

**F. Payment of Assessment in Annual Installments**

Assessments that are not paid in full shall be due and payable in Annual Installments. **Exhibit E** shows the Annual Installments of Assessments will be levied on the Parcels within the District for the District. **Exhibit F** shows the projected Annual Installments for the Assessed Property within the District. In no case will the Assessment for the Lot Type 1 Acre Minimum Lot exceed the Maximum Assessment. Annual Installments are subject to adjustment in each Annual Service Plan Update.

The Administrator shall prepare and submit to the City Council for its review and approval an Annual Service Plan Update to allow for the billing and collection of Annual Installments. Each Annual Service Plan Update shall include updated Assessment Rolls and updated calculations of Annual Installments. Administrative Expenses shall be allocated pro rata among Assessed Properties for which the Assessments remain unpaid in proportion to the amount of the Annual Installments for the Assessed Property. Annual Installments shall be collected by the City in the same manner and at the same time as ad valorem taxes. Annual Installments shall be subject to the penalties, procedures, and foreclosure sale in case of delinquencies as set forth in the PID Act and in the same manner as ad valorem taxes for the City. The City Council may provide for other means of collecting Annual Installments. Assessments shall have the lien priority specified in the PID Act.

Sales of the Assessed Property for nonpayment of Annual Installments shall be subject to the lien for the remaining unpaid Annual Installments against the Assessed Property, and the Assessed Property may again be sold at a judicial foreclosure sale if the purchaser fails to timely pay the Annual Installments as they become due and payable.

If PID Bonds are issued, the City reserves the right to refund PID Bonds in accordance with the PID Act. In the event of a refunding, the Administrator shall recalculate the Annual Installments so that total Annual Installments will be sufficient to pay the refunding bonds, and the refunding bonds shall constitute "PID Bonds."

Each Annual Installment of an Assessment, including interest on the unpaid principal of the Assessment, shall be updated annually. Each Annual Installment shall be due when billed and shall be delinquent if not paid prior to January 31 of the following year. The initial Annual Installments shall be due when billed and shall be delinquent if not paid prior to February 1, 2021. Failure of an owner of Assessed Property to receive an invoice for an Annual Installment on the property tax bill or otherwise shall not relieve the owner of Assessed Property of the obligation to pay the Assessment. Assessments, or Annual Installments thereof, that are delinquent shall incur Delinquent Collection Costs.

### G. Prepayment as a Result of an Eminent Domain Proceeding or Taking

If any portion of any Parcel of Assessed Property is taken from an owner as a result of eminent domain proceedings or if a transfer of any portion of any Parcel of Assessed Property is made to an entity with the authority to condemn all or a portion of the Assessed Property in lieu of or as a part of an eminent domain proceeding (a "Taking"), the portion of the Assessed Property that was taken or transferred (the "Taken Property") shall be reclassified as Non-Benefitted Property.

For the Assessed Property that is subject to the Taking as described in the preceding paragraph, the Assessment that was levied against the Assessed Property (when it was included in the Taken Property) prior to the Taking shall remain in force against the remaining Assessed Property (the Assessed Property less the Taken Property) (the "Remaining Property") following the reclassification of the Taken Property as Non-Benefitted Property. The owner will remain liable to pay in Annual Installments, or payable as otherwise provided by this 2021 Amended and Restated Service and Assessment Plan, as updated, or the PID Act, the Assessment that remains due on the Remaining Property. Notwithstanding the foregoing, if the Assessment that remains due on the Remaining Property exceeds the Maximum Assessment, the owner will be required to make a Prepayment in an amount necessary to ensure that the Assessment against the Remaining Property does not exceed the Maximum Assessment.

Following the initiation of a Taking, the Administrator will be required, as part of the next Annual Service Plan Update, to determine the portion of the Assessment that was levied against the Assessed Property that would have been allocated to the Taken Property prior to its reclassification as Non-Benefitted Property based on a manner that results in imposing equal shares of the costs of the applicable Authorized Improvements on property similarly benefitted.

Within 30 days of the receipt by the owner of the funds received from the entity taking the Taken Property, the owner or shall make a Prepayment of the Assessment in an amount equal to the lesser of (i) the amount the owner received as a result of the Taking or (ii) the amount determined by the Administrator in the above paragraph; provided, however, that in all instances the Assessment remaining on the Remaining Property shall not exceed the Maximum Assessment.

By way of illustration, if an Owner owns 100 acres of Assessed Property subject to a $100 Assessment and 10 acres is taken through a Taking, the 10 acres of Taken Property shall be reclassified as Non-Benefitted Property and the remaining 90 acres of Remaining Property shall be subject to the $100 Assessment, (provided that this $100 Assessment does not exceed the Maximum Assessment on the Remaining Property). If the Administrator determines that the portion of the $100 Assessment that would have been allocated to the Taken Property prior to its reallocation is $10 and the owner receives $8 as compensation for the Taken Property as a result of the Taking, the owner shall be required to pay $8 as a Prepayment of the Assessment against the Remaining Property (in addition to any other amount that would be required to ensure the Assessment does not exceed the Maximum Assessment). Alternatively, in the above scenario, if the owner receives $20 in compensation for the Taken Property, the owner shall be required to pay $10 as a Prepayment of the Assessment.

Notwithstanding the previous paragraphs, if the owner notifies the City and the Administrator that the Taking prevents the Remaining Property from being developed as shown on a final plat, the owner shall, upon receipt of the compensation for the Taken Property, be required to prepay the total amount of the Assessment levied against both the Taken Property and Remaining Property. The owner will remain liable to pay the Annual Installments on both the Taken Property and the Remaining Property until such time that such Assessment has been prepaid in full.

## SECTION VII: ASSESSMENT ROLL

The Assessment Roll is attached as **Exhibit E**. The Administrator shall prepare and submit to the City Council for review and approval, proposed revisions to the Assessment Roll and Annual Installments for each Parcel of Assessed Property as part of each Annual Service Plan Update.

## SECTION VIII: ADDITIONAL PROVISIONS

### A. Calculation Errors

If the owner of a Parcel claims that an error has been made in any calculation required by this 2021 Amended and Restated Service and Assessment Plan, including, but not limited to, any calculation made as part of any Annual Service Plan Update, the owner's sole and exclusive remedy shall be to submit a written notice of error to the Administrator by December 1st of each year following City Council approval of the calculation; otherwise, the owner shall be deemed to have unconditionally approved and accepted the calculation. Upon receipt of a written notice of error from an owner the Administrator shall provide a written response to the City Council and the owner within 30 days of providing such notice and the response thereto. The City Council shall consider the owner's notice of error and the Administrator's response at a public hearing, and within 30 days after closing such hearing, the City Council shall make a final determination as to whether an error has been made. If the City Council determines that an error has been made, the City Council shall take such corrective action as is authorized by the PID Act, this 2021 Amended and Restated Service and Assessment Plan, the Assessment Ordinance, or is otherwise authorized by the discretionary power of the City Council. The determination by the City Council as to whether an error has been made, and any corrective action taken by the City Council, shall be final and binding on the owner and the Administrator.

### B. Amendments

Amendments to this 2021 Amended and Restated Service and Assessment Plan must be made by the City Council in accordance with the PID Act. To the extent permitted by the PID Act, this 2021 Amended and Restated Service and Assessment Plan may be amended without notice to owners of the Assessed Property: (1) to correct mistakes and clerical errors; (2) to clarify ambiguities; and (3) to provide procedures to collect Assessments, Annual Installments, and other charges imposed by this 2021 Amended and Restated Service and Assessment Plan.

### C. Administration and Interpretation

The Administrator shall: (1) perform the obligations of the Administrator as set forth in this 2021 Amended and Restated Service and Assessment Plan; (2) administer the District for and on behalf of and at the direction of the City Council; and (3) interpret the provisions of this 2021 Amended and Restated Service and Assessment Plan. Interpretations of this 2021 Amended and Restated Service and Assessment Plan by the Administrator shall be in writing and shall be appealable to the City Council by owners or developers adversely affected by the interpretation. Appeals shall be decided by the City Council after holding a public hearing at which all interested parties have an opportunity to be heard. Decisions by the City Council shall be final and binding on the owners and developers and their successors and assigns.

### D. Severability

If any provision of this 2021 Amended and Restated Service and Assessment Plan is determined by a governmental agency or court to be unenforceable, the unenforceable provision shall be deleted and, to the maximum extent possible, shall be rewritten to be enforceable. Every effort shall be made to enforce the remaining provisions.

## SECTION IX: ADDITIONAL UPDATES

### A. Parcel Subdivision

The final plat of Bluestem Hills was filed and recorded within the Official Records of Ellis County on November 7, 2017 and consists of 50 residential Lots classified as Lot Type 1 Acre Minimum.

## B. Authorized Improvement Status

## C. Lot and Home Sales

See **Exhibit I** for the Lot Type 1 Acre Minimum Homebuyer Disclosure.

## D. Full Prepayments

The following is a list of all Lots within the District that have been paid in full:

| Bluestem Hills PID | | | | |
|---|---|---|---|---|
| Property ID | Address | Lot Type | Prepayment Date | Recorded Lien Release Number |
| 270865 | 150 CLIFF RIDGE LN | 1 Acre Minimum | 7/13/2021 | Pending |

See **Exhibit H** for the form of Notice of Assessment Termination.

## E. Partial Prepayments

No partial Prepayments of Assessments have occurred within the District.

# EXHIBITS

The following Exhibits are attached to and made a part of this 2021 Amended and Restated Service and Assessment Plan for all purposes:

| | |
|---|---|
| **Exhibit A** | District Map |
| **Exhibit B** | Actual Costs of Authorized Improvements |
| **Exhibit C** | Service Plan |
| **Exhibit D** | Sources and Uses of Funds |
| **Exhibit E** | Assessment Roll |
| **Exhibit F** | Lot Type 1 Acre Minimum Projected Annual Installments |
| **Exhibit G** | Maximum Assessment |
| **Exhibit H** | Form of Notice of Assessment Termination |
| **Exhibit I** | Lot Type 1 Acre Minimum Homebuyer Disclosure |
| **Exhibit J** | District Legal Description |

# EXHIBIT A – DISTRICT MAP

# EXHIBIT B – ACTUAL COSTS OF AUTHORIZED IMPROVEMENTS

| | Total Costs[1] | Developer Contribution[2] | Total District Eligible Costs | District % | District Cost |
|---|---|---|---|---|---|
| **Authorized Improvements** | | | | | |
| Paving | $ 1,003,883 | $ 125,516 | $ 878,367 | 100% | $ 878,367 |
| Storm Sewer | 245,285 | 30,668 | 214,617 | 100% | 214,617 |
| Water | 268,340 | 33,551 | 234,789 | 100% | 234,789 |
| Contingency | 75,875 | 9,487 | 66,389 | 100% | 66,389 |
| Surveying For Design Platting | 23,077 | 2,885 | 20,192 | 100% | 20,192 |
| Construction Staking/Re-Skating | 15,865 | 1,984 | 13,881 | 100% | 13,881 |
| Engineering | 100,575 | 12,575 | 88,000 | 100% | 88,000 |
| **Total** | **$ 1,732,900** | **$ 216,666** | **$ 1,516,234** | | **$ 1,516,234** |

*Notes:*

1) Estimated development costs provided by the Developer are subject to change. Authorized Improvement costs are estimates and will be updated with each Annual Service Plan Update.

2) Developer contribution is allocation of Authorized Improvements to Non-Assessed Property located within the District that benefit from the Authoried Improvements, but are not assessed for Authorized Improvement costs.

# EXHIBIT C – SERVICE PLAN

| Bluestem Hills PID | | | | | | |
|---|---|---|---|---|---|---|
| **Annual Installment Due** | | **1/31/2022** | **1/31/2023** | **1/31/2024** | **1/31/2025** | **1/31/2026** |
| Principal | | $ 8,422.31 | $ 8,970.61 | $ 9,554.59 | $ 10,176.60 | $ 10,839.09 |
| Interest | | 40,822.69 | 40,274.39 | 39,690.41 | 39,068.40 | 38,405.91 |
| | (1) | $ 49,245.00 | $ 49,245.00 | $ 49,245.00 | $ 49,245.00 | $ 49,245.00 |
| Administrative Expenses | (2) | $ 20,000.00 | $ 20,400.00 | $ 20,808.00 | $ 21,224.16 | $ 21,648.64 |
| **Total Annual Installment** | **(3) = (1) + (2)** | **$ 69,245.00** | **$ 69,645.00** | **$ 70,053.00** | **$ 70,469.16** | **$ 70,893.64** |

# EXHIBIT D – SOURCES AND USES OF FUNDS

| Sources of Funds | | |
|---|---|---|
| Reimbursement Obligation | $ | 647,943 |
| Developer Contribution[1] | | 868,291 |
| Developer Contribution[2] | | 216,666 |
| **Total Sources** | **$** | **1,732,900** |

| Uses of Funds | | |
|---|---|---|
| *Authorized Improvements* | | |
| Paving | $ | 1,003,883 |
| Storm Sewer | | 245,285 |
| Water | | 268,340 |
| Contingency | | 75,875 |
| Surveying For Design Platting | | 23,077 |
| Construction Staking/Re-Skating | | 15,865 |
| Engineering | | 100,575 |
| **Total Uses** | **$** | **1,732,900** |

*Notes:*

1) Non-reimbursable to the Developer includes allocation of Authorized Improvements to commercial property located within the District that benefit from the Authoried Improvements, but are not assessed for Authorized Improvement costs.

2) Non-Assessed Property - Not reimbursable by the District

# EXHIBIT E – ASSESSMENT ROLL

| Property ID | Lot Type | Notes | Oustanding Assessment [a] | Installment Due 1/31/2022 [a] |
|---|---|---|---|---|
| 270847 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270848 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270849 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270850 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270851 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270852 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270853 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270854 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270855 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270856 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270857 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270858 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270859 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270860 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270861 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270862 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270863 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270864 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270865 | 1 Acre Minimum | [b] | $ - | $ - |
| 270866 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270867 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270868 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270869 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270870 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270871 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270872 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270873 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270874 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270875 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270876 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270877 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270878 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270879 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270880 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270881 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270882 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270883 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270884 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270885 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270886 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |

| Property ID | Lot Type | Notes | Oustanding Assessment [a] | Installment Due 1/31/2022 [a] |
|---|---|---|---|---|
| 270887 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270888 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270889 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270890 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270891 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270892 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270893 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270894 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270895 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| 270896 | 1 Acre Minimum | | $ 12,797.48 | $ 1,413.16 |
| **Total** | | | **$ 627,076.52** | **$ 69,244.84** |

*Notes:*

[a] Totals may not match the outstanding Assessment or Annual Installment due to rounding.

[b] Property ID prepaid their Assessment in full.

# EXHIBIT F – PROJECTED ANNUAL INSTALLMENTS

| Annual Installment Due January 31, | Principal | Interest | Administrative Expenses | Annual Installment |
|---|---|---|---|---|
| 2022 | $ 8,422.31 | $ 40,822.69 | $ 20,000.00 | $ 69,245.00 |
| 2023 | $ 8,970.61 | $ 40,274.39 | $ 20,400.00 | $ 69,645.00 |
| 2024 | $ 9,554.59 | $ 39,690.41 | $ 20,808.00 | $ 70,053.00 |
| 2025 | $ 10,176.60 | $ 39,068.40 | $ 21,224.16 | $ 70,469.16 |
| 2026 | $ 10,839.09 | $ 38,405.91 | $ 21,648.64 | $ 70,893.64 |
| 2027 | $ 11,544.72 | $ 37,700.28 | $ 22,081.62 | $ 71,326.62 |
| 2028 | $ 12,296.28 | $ 36,948.72 | $ 22,523.25 | $ 71,768.25 |
| 2029 | $ 13,096.77 | $ 36,148.23 | $ 22,973.71 | $ 72,218.71 |
| 2030 | $ 13,949.37 | $ 35,295.63 | $ 23,433.19 | $ 72,678.19 |
| 2031 | $ 14,857.47 | $ 34,387.53 | $ 23,901.85 | $ 73,146.85 |
| 2032 | $ 15,824.69 | $ 33,420.31 | $ 24,379.89 | $ 73,624.89 |
| 2033 | $ 16,854.88 | $ 32,390.12 | $ 24,867.49 | $ 74,112.49 |
| 2034 | $ 17,952.13 | $ 31,292.87 | $ 25,364.84 | $ 74,609.84 |
| 2035 | $ 19,120.81 | $ 30,124.19 | $ 25,872.13 | $ 75,117.13 |
| 2036 | $ 20,365.58 | $ 28,879.42 | $ 26,389.58 | $ 75,634.58 |
| 2037 | $ 21,691.38 | $ 27,553.62 | $ 26,917.37 | $ 76,162.37 |
| 2038 | $ 23,103.49 | $ 26,141.51 | $ 27,455.71 | $ 76,700.71 |
| 2039 | $ 24,607.52 | $ 24,637.48 | $ 28,004.83 | $ 77,249.83 |
| 2040 | $ 26,209.47 | $ 23,035.53 | $ 28,564.92 | $ 77,809.92 |
| 2041 | $ 27,915.71 | $ 21,329.29 | $ 29,136.22 | $ 78,381.22 |
| 2042 | $ 29,733.02 | $ 19,511.98 | $ 29,718.95 | $ 78,963.95 |
| 2043 | $ 31,668.64 | $ 17,576.36 | $ 30,313.33 | $ 79,558.33 |
| 2044 | $ 33,730.27 | $ 15,514.73 | $ 30,919.59 | $ 80,164.59 |
| 2045 | $ 35,926.11 | $ 13,318.89 | $ 31,537.99 | $ 80,782.99 |
| 2046 | $ 38,264.90 | $ 10,980.10 | $ 32,168.74 | $ 81,413.75 |
| 2047 | $ 40,755.95 | $ 8,489.05 | $ 32,812.12 | $ 82,057.12 |
| 2048 | $ 43,409.16 | $ 5,835.84 | $ 33,468.36 | $ 82,713.36 |
| 2049 | $ 46,235.10 | $ 3,009.90 | $ 34,137.73 | $ 83,382.73 |
| **Totals** | **$ 627,076.61** | **$ 751,783.39** | **$ 741,024.21** | **$ 2,119,884.21** |

*Notes:*

Administrative Expenses are preliminary and subject to change in future Annual Service Plan Updates.

## EXHIBIT G – MAXIMUM ASSESSMENT BY LOT TYPE

| Lot Type | Units | Total Assessment | Maximum Assessment per Unit [1] |
|---|---|---|---|
| 1 Acre Minimum | 50 | $ 647,943 | $ 12,958.86 |

*Notes:*

1) As shown on the 2019 Service and Assessment Plan.

## EXHIBIT H – FORM OF NOTICE OF ASSESSMENT TERMINATION

P3Works, LLC
9284 Huntington Square, Suite 100
North Richland Hills, TX 76182

[Date]
Ellis County Clerk's Office
Honorable [County Clerk Name]
Ellis County Courts Building
109 S. Jackson St.
Waxahachie, TX 75165

**Re: City of Venus Lien Release Documents for Filing**

Dear Ms./Mr. [County Clerk Name],

Enclosed is a lien release that the City of Venus is requesting to be filed in your office. Lien release for [insert legal description]. Recording Numbers: [Plat]. Please forward copies of the filed documents below:

City of Venus
Attn: [City Secretary]
700 W Hwy 67
Venus, TX 76084

Please contact me if you have any questions or need additional information.

Sincerely,
[Signature]

P3Works, LLC
P: (817) 393-0353
admin@p3-works.com
www.P3-Works.com

**AFTER RECORDING RETURN TO:**

**[City Secretary Name]**
**700 W Hwy 67**
**Venus, TX 76084**

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

## FULL RELEASE OF PUBLIC IMPROVEMENT DISTRICT LIEN

| | | |
|---|---|---|
| **STATE OF TEXAS** | § | |
| | § | **NOW ALL MEN BY THESE PRESENTS:** |
| **COUNTY OF ELLIS** | § | |

**THIS FULL RELEASE OF PUBLIC IMPROVEMENT DISTRICT LIEN** (this "Full Release") is executed and delivered as of the Effective Date by the City of Venus, Texas, a Texas Type A general law municipality.

**RECITALS**

**WHEREAS**, the governing body (hereinafter referred to as the "City Council") of the City of Venus, Texas (hereinafter referred to as the "City"), is authorized by Chapter 372, Texas Local Government Code, as amended (hereinafter referred to as the "PID Act"), to create public improvement districts within the corporate limits and extraterritorial jurisdiction of the City; and

**WHEREAS**, on or about January 14, 2019, the City Council for the City, approved Resolution No. 01-2019-01, creating the Bluestem Hills Public Improvement District No. 1; and

**WHEREAS**, on or about February 11, 2019, the City Council for the City, approved Resolution No. 05-2019-03, serving to amend the Resolution No. 01-2019-01; and

**WHEREAS**, the Bluestem Hills Public Improvement District No. 1 consists of approximately 81.10 contiguous acres within the corporate limits of the City; and

**WHEREAS**, on or about March 25, 2019, the City Council approved Ordinance No. 672-2019-03, (hereinafter referred to as the "Assessment Ordinance") approving 2019 Service and Assessment Plan and assessment roll for the Assessed Property within the Venus Public Improvement District No. 1; and

**WHEREAS**, on or about July 13, 2020, the City Council adopted Resolution No. 16-2020-07, (hereinafter referred to as the "Assessment Ordinance") approving 2020 Annual Service Plan Update, for the assessed properties within the Venus Public Improvement District No. 1; and

**WHEREAS**, the Assessment Ordinance imposed an assessment in the amount of [amount] (hereinafter referred to as the "Lien Amount") for the following property:

[legal description], a subdivision in Ellis County, Texas, according to the map or plat of record in Document/Instrument No. ________ of the Plat Records of Ellis County, Texas (hereinafter referred to as the "Property"); and

**WHEREAS**, the property owners of the Property have paid unto the City the Lien Amount.

**RELEASE**

**NOW THEREFORE**, the City, the owner and holder of the Lien, as established by Ordinance No. ______, which levied the Assessment against the Property releases and discharges, and by these presents does hereby release and discharge, the above-described Property from said lien held by the undersigned securing said indebtedness.

**EXECUTED** to be **EFFECTIVE** this the _____ day of _________, 20__.

**CITY OF VENUS, TEXAS,**
A Texas Type A general law municipality,

By: ________________________________
[Administrator Name], City Administrator

**ATTEST:**

________________________________
[Secretary Name], City Secretary

**STATE OF TEXAS** §
§
**COUNTY OF ELLIS** §

This instrument was acknowledged before me on the ____ day of ________, 20__, by [Administrator Name], City Administrator for the City of Venus, Texas, a Texas Type A general law municipality, on behalf of said municipality.

________________________________
Notary Public, State of Texas

# EXHIBIT I – LOT TYPE 1 ACRE MINIMUM HOMEBUYER DISCLOSURE

**NOTICE OF OBLIGATION TO PAY**
**PUBLIC IMPROVEMENT DISTRICT ASSESSMENTS**
**TO THE CITY OF ELLIS, TEXAS**

**CONCERNING THE PROPERTY AT:**

______________________________________

**STREET ADDRESS**

**LOT TYPE 1 PRINCIPAL ASSESSMENT: $12,797.48**

As the purchaser of the real property located at the street address set forth above, you are obligated to pay assessments to the City of Ellis, Texas, for the costs of a portion of public improvements (the "***Authorized Improvements***") undertaken for the benefit of the property within "***Bluestem Hills Public Improvement District No. 1***" (the "***District***") created under Subchapter A, Chapter 372, Local Government Code, as amended.

**<u>THE PRINCIPAL OF THE ASSESSMENT AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS IS $12,797.48, WHICH MAY BE PAID IN FULL AT ANY TIME; HOWEVER, IF NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS WHICH WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, ADMINISTRATIVE EXPENSES, AND DELINQUENCY COSTS</u>**.

An estimate of the annual installments is attached; **<u>however, it is only an estimate and is subject to change</u>**. The exact amount of the annual installments, including the annual installments thereof, will be approved each year by the City Council in the Annual Service Plan Update for the District. More information about the assessments, including the amounts and due dates, may be obtained from the City Secretary of Ellis, Texas.
Your failure to pay any assessment, or any annual installment thereof, may result in penalties and interest being added to what you owe and could result in a lien on and the foreclosure of your property.

The undersigned purchaser acknowledges receipt of the foregoing notice prior to the effective date of a binding contract for the purchase of the real property at the street address set forth above.

IN WITNESS WHEREOF, I have signed this certificate this ____________, 20__.

**PURCHASER:**

| | |
|---|---|
| By: ______________________________ | By: ______________________________ |
| Name: ____________________________ | Name: ____________________________ |
| Title: ____________________________ | Title: ____________________________ |

STATE OF TEXAS §
§
COUNTY OF ELLIS §

The foregoing instrument was acknowledged before me by ______________________, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed, in the capacity stated and as the act and deed of the above-referenced entities as an authorized signatory of said entities.

Given under my hand and seal of office on this _________________, 20__.

__________________________________________
Notary Public, State of Texas

STATE OF TEXAS §
§
COUNTY OF ELLIS §

The foregoing instrument was acknowledged before me by ______________________, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed, in the capacity stated and as the act and deed of the above-referenced entities as an authorized signatory of said entities.

Given under my hand and seal of office on this _________________, 20__.

__________________________________________
Notary Public, State of Texas

## PROJECTED ANNUAL INSTALLMENTS PER UNIT

| Annual Installment Due January 31, | Principal | Interest | Administrative Expenses | Annual Installment |
|---|---|---|---|---|
| 2022 | $ 171.88 | $ 833.12 | $ 408.16 | $ 1,413.16 |
| 2023 | $ 183.07 | $ 821.93 | $ 416.33 | $ 1,421.33 |
| 2024 | $ 194.99 | $ 810.01 | $ 424.65 | $ 1,429.65 |
| 2025 | $ 207.69 | $ 797.31 | $ 433.15 | $ 1,438.15 |
| 2026 | $ 221.21 | $ 783.79 | $ 441.81 | $ 1,446.81 |
| 2027 | $ 235.61 | $ 769.39 | $ 450.65 | $ 1,455.65 |
| 2028 | $ 250.94 | $ 754.06 | $ 459.66 | $ 1,464.66 |
| 2029 | $ 267.28 | $ 737.72 | $ 468.85 | $ 1,473.85 |
| 2030 | $ 284.68 | $ 720.32 | $ 478.23 | $ 1,483.23 |
| 2031 | $ 303.21 | $ 701.79 | $ 487.79 | $ 1,492.79 |
| 2032 | $ 322.95 | $ 682.05 | $ 497.55 | $ 1,502.55 |
| 2033 | $ 343.98 | $ 661.02 | $ 507.50 | $ 1,512.50 |
| 2034 | $ 366.37 | $ 638.63 | $ 517.65 | $ 1,522.65 |
| 2035 | $ 390.22 | $ 614.78 | $ 528.00 | $ 1,533.00 |
| 2036 | $ 415.62 | $ 589.38 | $ 538.56 | $ 1,543.56 |
| 2037 | $ 442.68 | $ 562.32 | $ 549.33 | $ 1,554.33 |
| 2038 | $ 471.50 | $ 533.50 | $ 560.32 | $ 1,565.32 |
| 2039 | $ 502.19 | $ 502.81 | $ 571.53 | $ 1,576.53 |
| 2040 | $ 534.89 | $ 470.11 | $ 582.96 | $ 1,587.96 |
| 2041 | $ 569.71 | $ 435.29 | $ 594.62 | $ 1,599.62 |
| 2042 | $ 606.80 | $ 398.20 | $ 606.51 | $ 1,611.51 |
| 2043 | $ 646.30 | $ 358.70 | $ 618.64 | $ 1,623.64 |
| 2044 | $ 688.37 | $ 316.63 | $ 631.01 | $ 1,636.01 |
| 2045 | $ 733.19 | $ 271.81 | $ 643.63 | $ 1,648.63 |
| 2046 | $ 780.92 | $ 224.08 | $ 656.50 | $ 1,661.51 |
| 2047 | $ 831.75 | $ 173.25 | $ 669.64 | $ 1,674.64 |
| 2048 | $ 885.90 | $ 119.10 | $ 683.03 | $ 1,688.03 |
| 2049 | $ 943.57 | $ 61.43 | $ 696.69 | $ 1,701.69 |
| **Totals** | **$ 12,797.48** | **$ 15,342.52** | **$ 15,122.94** | **$ 43,262.94** |

*Notes:*

Administrative Expenses are preliminary and subject to change in future Annual Service Plan Updates.

## EXHIBIT J – DISTRICT LEGAL DESCRIPTION

Being a 81.10 acre tract of land situated in the LEEMAN KELSEY SURVEY ABSTRACT No 594, Ellis County, Texas, consisting of three tracts of land as conveyed by deed to Arbor Road Partners, LTD. (26.01 Acres) as recorded in Volume 2053 Page 1524 and John Tysseling (52.99 Acres and Lot 7, Block C Sunset Meadows Phase One 2.10 Acres) as recorded in Volume 2150 Page 1631-1634 of the Deed Records of Ellis County, Texas and being more particularly described by metes and bound as follows:

Beginning at a found ½" iron rod located at the Southeast corner of said Lot 7 Block C of Sunset Meadows Phase One, as recorded in Cabinet F, Slide 357 P.R.E.C.T. said iron rod is also situated on the North Right-of-Way line of Marion Road.

THENCE S 59'26'10" W ALONG THE NORTH ROW LINE OF MARIOND ROAD A DISTANCE OF 30'40' TO A FOUND ½" IRON ROD LOCATED AT THE SOUTHEAST CORNER OF SAID LOT 7 BLOCK C SUNSET MEADOWS PH-I FOR A CORNER.

THENCE N 30'41'05" W ALONG THE WEST LINE OF LOT 7 BLOCK C SUNSET MEADOWS PH-I, A DISTANCE OF 301.94' TO A FOUND ½" IRON ROD SITUATED AT THE COMMON CORNER OF LOT 7 & LOT 6 BLOCK C OF SUNSET MEADOWS PH-I FOR A CORNER;

THENCE S 58' 30'45" W ALONG THE NORTH LINE OF BLOCK C, SUNSET MEADOWS PH-I, A DISTANCE OF1003.91' TO A FOUND 3" STEEL POST LOCATED AT THE NORTHEAST CORNER OF LOT 2, BLOCK A OF WILL STAR ESTATES, AS RECORDED IN INST. No 1529317 P.R.E.C.T. FOR A CORNER;

THENCE S 60'06'48" W ALONG THE NORTH LINE OF SAID WILL STAR ESTATES, A DISTANCE OF 387.77' TO A SET ½" IRON ROD WITH YELLOW FORT WORTH SURVEYING CAP FOR A CORNER;

THENCE N 30'07'43" W A DISTANCE OF 100.00' TO A SET ½" IRON ROD WITH YELLOW FORT WORTH SURVEYING CAP FOR A CORNER;

THENCE S 59'21'20" W A DISTANCE OF 95.72' TO A SET%" IRON ROD WITH YELLOW FORT WORTH SURVEYING CAP FOR A CORNER, LOCATED ON THE EAST RIGHT-OF-WAY LINE OF FM157, AND THE BEGINNING OF A CURVE TO THE LEFT.

THENCE WITH A CURVE TURNING TO THE LEFT AND ALONG THE EAST R.O.W. LINE OF FM 157 WITH A RADIUS OF 5774.58' AN ARC LENGTH OF217.54' AND WHOSE CHORD BEARS N

28'58'25°WA DISTANCE OF 217.53' TO A SET ½" IRON ROD WITH YELLOW FORT WORTH SURVEYING CAP FOR A CORNER;

THENCE N 30'03'11" W CONTINUING ALONG THE EAST R.O.W. LINE OF FM 157 A DISTANCE OF 1225.30' TO A SET ½" IRON ROD WITH YELLOW FORT WORTH SURVEYING CAP FOR A CORNER;

THENCE N 25'22'53° W ALONG THE EAST R.O.W. LINE OF FM 157 A DISTANCE OF 184.17' TO A SET ½" IRON ROD WITH YELLOW FORT WORTH SURVEYING CAP FOR A CORNER;

THENCE N 31'14'13" W ALONG THE EAST R.O.W. LINE OF FM 157 A DISTANCE OF 209.50' TO A FOUND

½" IRON ROD FOR A CORNER LOCATED AT THE SOUTHEAST CORNER OF THAT CERTAIN TRACT OF LAND CONVEYED BY DEED TO ENDEAVOR ENERGY AS RECORDED IN VOLUME 2409 PAGE 1685 D.R.E.C.T.;

THENCE N. 58'30'14" E ALONG THE NORTH LINE OF THIS TRACT AND THE SOUTH LINE OF SAID ENDEAVOR ENERGY TRACT A DISTANCE OF 1754.48' TO A FOUND ½" IRON ROD LOCATED ON THE WEST LINE OF RANCHVIEW ESTATES PHASE Ill, AS RECORDED IN CABINET C SLIDES 679-680, P.R.E.C.T;

THENCE S 30'41'46" E ALONG THE WEST LINE OF RANCHVIEW ESTATES PHASE Ill A DISTANCE OF 200.92' TO A FOUND ½" IRON ROD FOR A CORNER;

THENCE S 30'42'43° E ALONG THE WEST LINE OF RANCHVIEW ESTATES PHASE Ill A DISTANCE OF 529.42' TO A FOUND ½" IRON ROD FOR A CORNER;

THENCE S 30'39'07" E ALONG THE WEST LINE OF RANCHVIEW ESTATES PHASE Ill A DISTANCE OF 547.85' TO A FOUND ½" IRON ROD LOCATED AT THE NORTHWEST CORNER OF LOT 1 RANCHVIEW ESTATES PHASEI, AS RECORDED IN CABINET C SLIDES285-286, P.R.E.C.T.

THENCE S 30'29'04" E ALONG THE WEST LINE OF RANCHVIEW ESTATES PHASE I A DISTANCE OF 668.97' TO A FOUND ½" IRON ROD, FOR A CORNER;

THENCE S 30'49'28" E CONTINUING ALONG THE WEST LINE OF RANCHVIEW ESTATES PHASE I A DISTANCE OF 307.20' WHICH IS THE POINT OF BEGINNING HAVING AN AREA OF 81.10 ACRES OF LAND MORE OR LESS.