

**REGULAR MEETING WILL BE CALLED TO ORDER AT 6:30 PM**

**NOTICE OF REGULAR MEETING  
TOWN OF RANSOM CANYON  
CITY COUNCIL AGENDA  
TUESDAY, APRIL 14, 2020**

**Jana Trew, Mayor**

Ingram Rich, Alderman  
Chip Armstrong, Alderman  
Terry Waldren, Alderman

Brandt Underwood, Alderman  
Mike Greer, Alderman  
Elena Quintanilla, City Administrator

Notice is hereby given that the regular meeting for the governing body of the Town of Ransom Canyon is called for 6:30 P.M. on Tuesday, April 14, 2020. The meeting will be held via telephone/video conference call with two staff present at the Ransom Canyon City Hall, 24 Lee Kitchens Drive, Ransom Canyon, Texas. The City Council agenda and packet are posted online at <https://www.ci.ransom-canyon.tx.us>. Those wishing to make public comments may email comments to [ransomcanyon@sptc.net](mailto:ransomcanyon@sptc.net) by 12:00 noon on Tuesday, April 14, 2020. Submitted comments will be read aloud during the public comment period. The following are instructions on how to access the meeting via telephonic or video conference call:

**Please join my meeting from your computer, tablet or smartphone.**

<https://www.gotomeet.me/RansomCanyonEOC>

**You can also dial in using your phone.**

United States: [+1 \(786\) 535-3211](tel:+17865353211)

**Access Code:** 238-488-213

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<https://global.gotomeeting.com/install/238488213>

At this time the following subjects will be examined:

1. CALL TO ORDER/PRAYER/PLEDGES
2. CITIZEN COMMENTS AND PROPERTY OWNER'S ASSOCIATION REPORT - **In accordance with law, no Council *discussion or action* is to be taken until such matter is placed on the Agenda.** Citizens shall be allowed to speak on any matter other than personnel matters, matters under litigation or matters concerning the purchase, exchange, lease or value of real property

3. ACTION ITEM: APPROVE MINUTES OF:
  - a. Regular Meeting on March 10, 2020
  - b. Special Meeting on March 24, 2020
4. ACTION ITEM: APPROVE FINANCIALS
  - a. Financial Reports
  - b. March 2020 Claims & Demands
  - c. Financial Investment Report
5. ACTION ITEM: CONSIDER APPROVAL of an Interlocal Cooperation Contract with the Texas Department of Public Safety to Participate in the Failure to Appear (FTA) Program in Coordination with the Omnibase Services of Texas, LP.
6. ACTION ITEM: CONSIDER APPROVAL of an Interlocal Agreement for the Joint Bidding and Engineering Management of Street Improvement Projects (Seal Coating) with Parkhill, Smith, and Cooper.
7. BUILDING REVIEW COMMITTEE REPORT: The Building Review does not have a report this month.

A. DEPARTMENT REPORTS:

- a. Administration: Elena Quintanilla
  - City Administrator Schedule of Events
  - May City Council Meeting – May 12, 2020
  - COVID – 19 Update on Impact to City Personnel and Operations
  - Update on Aerial Mosquito Spraying
  - Update on Executive Assistant Position
  - Texas Water Development Board Meeting Update – March 27, 2020
  - Budget Calendar
- b. Court: Judge Gary Bellair
  - Report on Pending Municipal Court Cases
  - Report on New Municipal Court Cases
- c. Operations: Cory Needham
  - Progress on Water Loss Documentation
  - Sewer Line Repairs on South Lakeshore
  - Chemical Application to Prevent Mosquitos
  - Spraying for Weeds
- d. Police: James Hill
  - Report of Citations and Warnings
  - Traffic Control During COVID-19
  - Update on COVID-19 Supplies
  - Update on Police Personnel

- Hazard Mitigation
- e. Fire: Rand McPherson
  - EMS Calls
  - Fire Calls
  - Fire Control Burn at the Party Island
- f. Library: Angie Fikes
  - Reading Program
  - Easter Egg Hunt

## 8. ADJOURN

**Executive Session Disclosure Statement:** The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices and 551.087 (Economic Development).

If any accommodations for a disability are required please notify the City Secretary's office at 806-829-2470 at least two (2) working days prior to the date of the meeting. The building has handicap parking areas and is wheelchair accessible at the front entrance to the building.

All items listed on this agenda are eligible for both discussion and action unless expressly limited.

## **CERTIFICATION**

### **DATED THIS THE 9<sup>th</sup> DAY OF APRIL, 2020**

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of Ransom Canyon, Texas is a true and correct copy of said notice that has been posted in the display case at the City Hall of Ransom Canyon, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted on or before April 9, 2020 by 4:00 PM and remained so posted continuously for at least 72 hours preceding the scheduled time of such meeting.

Elena Quintanilla, City Secretary

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the front doors of City Hall on \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Elena Quintanilla, City Secretary

**AGENDA ITEM #3:**  
**APPROVAL OF**  
**MINUTES**

**Regular Meeting on**  
**March 10, 2020**

**Special Meeting on**  
**March 24, 2020**

Ransom Canyon City Council Meeting Minutes  
Regular Meeting – March 10, 2020  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order/Pledges/Prayer

The regular meeting was called to order at 6:30 p.m. by Mayor Jana Trew. Council members present were Mayor Jana Trew, Councilmen Dr. Terry Waldren, Mike Greer, Ingram Rich, and Chip Armstrong. Mayor Pro Tem Brandt Underwood was absent. The prayer was said by Councilman Ingram Rich, followed by the pledges to the United States and State of Texas.

2. Property Owner's Association (POA) Report and Citizen Comments

Rox Cox commended the staff and the 35 individuals who came to assist in the Ransom Canyon clean-up efforts on Saturday.

3. Approval of Minutes

The minutes of the regular meeting on February 11, 2020 and special meeting on February 25, 2020, were approved on a motion made by Councilman Chip Armstrong, seconded by Councilman Dr. Terry Waldren. Motion carried unanimously.

4. Financials

The financial reports and the February 2020 claims and demands were approved on a motion made by Councilman Ingram Rich, seconded by Councilman Dr. Terry Waldren; motion carried unanimously.

5. Application for Texas Water Development Board

The City Council approved a motion to apply for the D Fund Program through the Texas Water Development Board (TWDB) for wastewater and water infrastructure to be submitted by Specialized Public Finance Inc. on a motion made by Dr. Terry Waldren, seconded by Ingram Rich; motion carried unanimously.

6. Building Review Committee

The Building Review Committee does not have a report this month.

7. Department Reports

Administration: Elena Quintanilla reported the following:

- She discussed her schedule of events for the week.
- The Annual Mayor's Hospice Beans and Cornbread Luncheon took place on March 6, 2020 and Mayor Jana Trew participated in this year's event.

- Chief Hill and Elena will represent Ransom Canyon at the Buffalo Springs Lake meeting on Thursday to discuss McMillan Dam and also the wastewater treatment plant.
- The Texas Municipal Quarterly Meeting will take place at the E&J Smokehouse/Spirit Ranch on March 26, 2020.

Court Report: Elena Quintanilla reported the following for Gary Bellair:

- One citation was paid and one omnibase citation was paid. Another individual is scheduled to attend court this Friday, and this individual has already served time in jail.

Operations: Harold Needham reported the following:

- The Operations Department is making progress on calculating water losses.
- Staff attended a Texas Water Development Board water audit training.
- The Operations, Police, and Administration Departments participated in the Clean-Up Day for the Canyon.

Police: James Hill reported the following:

- Police issued one citation and two warnings.
- The Department is preparing for traffic control for the Buffalo Springs Lake Triathlon in May.
- The Chief is working with Sam Harryman of the Texas Parks and Wildlife to get a survey of the deer that reside in the Canyon.

Fire: Rand McPherson reported the following:

- There were two EMS calls and two fire calls this month. One of the calls involved a smoke alarm detector.
- Three individuals will be attending a fire conference in Reno, Nevada, for fire wise training and there will be a fire conference in Lubbock in April.

Library: Angie Fikes reported the following:

- The Library is starting to plan for the Summer Reading Program which will begin June 20, 2020.
- The youth is preparing for the Easter Egg Hunt which will take place on April 9, 2020. The pictures begin at 5:00 p.m. with the Easter Bunny, and the hunt starts at 5:30 p.m.

### Adjournment

The City Council adjourned the meeting at 7:31 p.m. on a motion made by Councilman Ingram Rich, seconded by Dr. Terry Waldren; motion carried unanimously.

APPROVED:

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Jana Trew, Mayor

ATTEST:

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Elena Quintanilla, City Secretary

Ransom Canyon City Council Meeting Minutes  
Special Meeting – March 24, 2020  
Ransom Canyon City Hall, 24 Lee Kitchens Drive

1. Call to Order

The special meeting was called to order at 6:31 p.m. by Mayor Jana Trew. Council members present were Mayor Jana Trew, Mayor Pro Tem Brandt Underwood, Councilmen Dr. Terry Waldren, Mike Greer, Ingram Rich, and Chip Armstrong.

2. Declaration of Local Disaster for the Town of Ransom Canyon

The City Council approved a declaration of local disaster for the Town of Ransom Canyon, Texas due to the public health emergency – COVID-19 on a motion made by Dr. Terry Waldren, seconded by Mayor Pro Tem Brandt Underwood; motion carried unanimously.

3. Adjournment

The City Council adjourned the meeting at 6:39 p.m. on a motion made by Brandt Underwood, seconded by Dr. Terry Waldren; motion carried unanimously.

APPROVED:

\_\_\_\_\_  
Jana Trew, Mayor

ATTEST:

\_\_\_\_\_  
Elena Quintanilla, City Secretary



**AGENDA ITEM #4:**

**APPROVAL OF**

**FINANCIAL REPORTS**

**Claims and Demands**

**For March 2020**

**and Financial**

**Investment Report**

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
UTILITY REVENUE	893,700.00	61,325.72	394,001.30	499,698.70	44.09
BUILDING PERMIT REVENUE	10,000.00	25.00	1,552.70	8,447.30	15.53
FRANCHISE REVENUE	30,100.00	0.00	21,939.77	8,160.23	72.89
AD VALOREM TAX REVENUE	879,300.00	8,659.81	905,269.02 (	25,969.02)	102.95
INTEREST REVENUE	22,000.00	2,202.29	13,241.44	8,758.56	60.19
LIBRARY REVENUE	6,500.00	0.00	7,430.00 (	930.00)	114.31
COURT REVENUE	700.00	225.00	640.49	59.51	91.50
OTHER REVENUE	127,600.00	17,696.72	78,832.19	48,767.81	61.78
BUDGETED SURPLUS	<u>265,542.00</u>	<u>105.18</u>	<u>11,120.08</u>	<u>254,421.92</u>	<u>4.19</u>
 TOTAL REVENUES	 2,235,442.00	 90,239.72	 1,434,026.99	 801,415.01	 64.15
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
CITY COURT	6,878.00	669.50	1,460.05	5,417.95	21.23
ADMINISTRATION	419,254.00	21,907.73	211,273.12	207,980.88	50.39
OPERATIONS	411,602.00	22,916.10	173,861.34	237,740.66	42.24
FIRE DEPARTMENT	61,752.00	935.61	12,525.44	49,226.56	20.28
LIBRARY	34,682.00	2,205.75	15,706.28	18,975.72	45.29
POLICE DEPARTMENT	322,979.00	22,906.91	169,557.40	153,421.60	52.50
SEWER DEPARTMENT	158,294.00	9,204.70	65,619.62	92,674.38	41.45
ROADS AND GROUNDS DEPT	115,040.00	6,329.79	42,069.40	72,970.60	36.57
WATER DEPARTMENT	462,541.00	19,493.63	129,457.43	333,083.57	27.99
PAYROLL DEPARTMENT	0.00	0.00	0.00	0.00	0.00
EMERGENCY OPS CENTER	7,875.00	237.36	6,107.61	1,767.39	77.56
CAPITAL EXPENDITURES	130,000.00	285.85	42,750.48	87,249.52	32.88
BONDS	<u>104,545.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>4,545.00</u>	<u>95.65</u>
 TOTAL EXPENDITURES	 2,235,442.00	 107,092.93	 970,388.17	 1,265,053.83	 43.41
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00 (	16,853.21)	463,638.82 (	463,638.82)	0.00

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>UTILITY REVENUE</u>					
401 WATER REVENUE	590,000.00	35,415.72	227,342.63	362,657.37	38.53
402 SEWER REVENUE	145,000.00	12,625.00	75,513.33	69,486.67	52.08
403 GARBAGE REVENUE	145,000.00	12,675.00	75,772.49	69,227.51	52.26
404 PENALTY REVENUE	4,000.00	0.00	2,147.45	1,852.55	53.69
405 MOSQUITO SPRAY GROUND	0.00	0.00	0.00	0.00	0.00
406 MOSQUITO SPRAY AIR	3,000.00	0.00	9,725.40 (	6,725.40)	324.18
407 GAS LIGHTS REVENUE	0.00	0.00	0.00	0.00	0.00
408 TURN ON REVENUE	1,200.00	150.00	900.00	300.00	75.00
409 RV REVENUE MONTHLY PAYEES	5,500.00	460.00	2,600.00	2,900.00	47.27
TOTAL UTILITY REVENUE	893,700.00	61,325.72	394,001.30	499,698.70	44.09
<u>BUILDING PERMIT REVENUE</u>					
410 BUILDING PERMIT REVENUE	8,000.00	25.00	1,552.70	6,447.30	19.41
411 TAP CONNECTION REVENUE	2,000.00	0.00	0.00	2,000.00	0.00
TOTAL BUILDING PERMIT REVENUE	10,000.00	25.00	1,552.70	8,447.30	15.53
<u>FRANCHISE REVENUE</u>					
420 ATMOS FRANCHISE REVENUE	8,000.00	0.00	3,347.40	4,652.60	41.84
421 SPEC FRANCHISE REVENUE	15,000.00	0.00	9,231.88	5,768.12	61.55
422 SOUTH PLAINS TEL FRANCHISE REV	2,000.00	0.00	636.81	1,363.19	31.84
423 SBC FRANCHISE REVENUE	100.00	0.00	31.36	68.64	31.36
424 MISC FRANCHISE REVENUE	100.00	0.00	0.00	100.00	0.00
425 INTERNET REVENUE	4,900.00	0.00	8,692.32 (	3,792.32)	177.39
TOTAL FRANCHISE REVENUE	30,100.00	0.00	21,939.77	8,160.23	72.89
<u>AD VALOREM TAX REVENUE</u>					
443 DELINQUENT TAX REVENUE	1,200.00	120.38	2,030.80 (	830.80)	169.23
444 CURRENT TAX REVENUE	875,000.00	7,824.47	901,627.42 (	26,627.42)	103.04
445 TAX P&I REVENUE	3,000.00	681.96	1,502.80	1,497.20	50.09
446 TAX CERTIFICATE REVENUE	100.00	33.00	108.00 (	8.00)	108.00
447 MISC TAX REVENUE	0.00	0.00	0.00	0.00	0.00
448 TAX COLLECTION REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL AD VALOREM TAX REVENUE	879,300.00	8,659.81	905,269.02 (	25,969.02)	102.95
<u>INTEREST REVENUE</u>					
455 INTEREST INCOME	22,000.00	2,202.29	13,241.44	8,758.56	60.19
456 I&S INTEREST EARNED	0.00	0.00	0.00	0.00	0.00
457 CONSTRUCTION INTEREST	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST REVENUE	22,000.00	2,202.29	13,241.44	8,758.56	60.19
<u>LIBRARY REVENUE</u>					
465 LIBRARY REVENUE	6,500.00	0.00	7,430.00 (	930.00)	114.31
466 CH FOUNDATION GRANT	0.00	0.00	0.00	0.00	0.00
TOTAL LIBRARY REVENUE	6,500.00	0.00	7,430.00 (	930.00)	114.31

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

01 -GENERAL FUND  
REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>COURT REVENUE</u>					
476 SEIZURE INCOME	0.00	0.00	0.00	0.00	0.00
477 COURT FEES	350.00	53.00	311.10	38.90	88.89
478 COURT FINES	350.00	172.00	329.39	20.61	94.11
479 COURT TRUST	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL COURT REVENUE	700.00	225.00	640.49	59.51	91.50
<u>OTHER REVENUE</u>					
480 BUFFALO LAKE REVENUE	100,000.00	15,142.10	55,861.70	44,138.30	55.86
481 POA REVENUE	0.00	0.00	0.00	0.00	0.00
482 RANCH HOUSE DONATIONS	0.00	0.00	0.00	0.00	0.00
483 CITY SALES TAX REVENUE	13,000.00	1,325.47	8,759.08	4,240.92	67.38
484 COPS FAST GRANT	0.00	0.00	0.00	0.00	0.00
485 SCHOLARSHIP DONATION REVENUE	0.00	0.00	0.00	0.00	0.00
486 LEOSE TRAINING REVENUE	0.00	0.00	0.00	0.00	0.00
487 BOAT PERMIT REVENUE	600.00	440.00	440.00	160.00	73.33
488 RV STORAGE REVENUE ANNUAL PAY	10,000.00	714.15	8,509.26	1,490.74	85.09
489 MISC REVENUE	<u>4,000.00</u>	<u>75.00</u>	<u>5,262.15</u>	<u>( 1,262.15)</u>	<u>131.55</u>
TOTAL OTHER REVENUE	127,600.00	17,696.72	78,832.19	48,767.81	61.78
<u>BUDGETED SURPLUS</u>					
490 OPERATING GEN FUND TRANSF	254,692.00	0.00	0.00	254,692.00	0.00
491 NOTE PROCEEDS - CITIZENS BANK	0.00	0.00	0.00	0.00	0.00
492 INSURANCE RECOVERIES	0.00	0.00	0.00	0.00	0.00
493 LUBBOCK COUNTY FIRE GRANT	10,300.00	0.00	10,300.00	0.00	100.00
495 CC PROCESSING FEES	550.00	105.18	820.08	( 270.08)	149.11
496 JAG GRANT	0.00	0.00	0.00	0.00	0.00
497 BULLET PROOF VESTS GRANT	0.00	0.00	0.00	0.00	0.00
498 SECO GRANT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL BUDGETED SURPLUS	265,542.00	105.18	11,120.08	254,421.92	4.19
<u>TOTAL REVENUES</u>					
	2,235,442.00	90,239.72	1,434,026.99	801,415.01	64.15
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CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
CITY COURT  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
504-4020 JUDGE CONTRACT	2,678.00	669.50	1,339.00	1,339.00	50.00
504-4030 COURT OPERATING EXPENSE	1,200.00	0.00	121.05	1,078.95	10.09
504-4040 COURT EDUCATION EXPENSE	3,000.00	0.00	0.00	3,000.00	0.00
TOTAL CITY COURT	6,878.00	669.50	1,460.05	5,417.95	21.23

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

01 -GENERAL FUND  
ADMINISTRATION  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
505-5000 PAYROLL	257,788.00	15,309.59	130,780.16	127,007.84	50.73
505-5005 PAYROLL SERVICE	0.00	0.00	0.00	0.00	0.00
505-5006 FUEL ALLOWANCE	0.00	0.00	0.00	0.00	0.00
505-5010 AUDIT EXPENSE	15,000.00	0.00	11,550.00	3,450.00	77.00
505-5020 COMPUTER EXP	20,000.00	1,723.34	10,156.61	9,843.39	50.78
505-5030 ELECTION EXP	4,000.00	0.00	108.40	3,891.60	2.71
505-5040 XEROX EXPENSE	5,700.00	911.09	3,108.11	2,591.89	54.53
505-5050 PITNEY BOWES EXPENSE	1,394.00	0.00	589.14	804.86	42.26
505-5070 GENERAL LIABILITY INSURANCE	943.00	0.00	856.50	86.50	90.83
505-5071 WORKERS COMP INSURANCE	628.00	0.00	854.00	226.00	135.99
505-5075 E&O/REAL & PERSONAL, CRIME IN	4,445.00	0.00	4,968.75	523.75	111.78
505-5080 LEGAL EXPENSE	20,000.00	1,237.60	8,028.08	11,971.92	40.14
505-5081 LEGAL EXPENSE CODIFY CITY ORD	1,700.00	0.00	0.00	1,700.00	0.00
505-5090 LCAD EXPENSE	14,756.00	0.00	7,546.50	7,209.50	51.14
505-5100 MEETINGS-EDUCATION EXPENSE	10,000.00	401.10	6,673.50	3,326.50	66.74
505-5101 TML CONFERENCE CITY COUNCIL	8,000.00	0.00	5,228.59	2,771.41	65.36
505-5105 ASSOCIATION DUES EXPENSE	1,700.00	0.00	1,164.43	535.57	68.50
505-5110 ADMIN OFFICE SUPPLIES	8,500.00	257.91	3,509.25	4,990.75	41.29
505-5120 POSTAGE EXPENSE	5,200.00	529.98	2,374.93	2,825.07	45.67
505-5130 PUBLIC RELATIONS EXPENSE	7,000.00	149.85	2,761.21	4,238.79	39.45
505-5140 OFFICE UTILITY EXPENSE	10,500.00	268.21	3,961.18	6,538.82	37.73
505-5150 OFFICE TELEPHONE EXPENSE	12,000.00	667.39	3,729.78	8,270.22	31.08
505-5155 SECURITY SYSTEM	5,000.00	30.00	231.15	4,768.85	4.62
505-5160 SCHOLARSHIP GRANT	0.00	0.00	0.00	0.00	0.00
505-5170 MILEAGE REIMBURSEMENT	500.00	0.00	0.00	500.00	0.00
505-5175 CREDIT CARD FEE EXPENSE	4,500.00	421.67	3,092.85	1,407.15	68.73
505-5180 OTHER USES OF FUNDS	0.00	0.00	0.00	0.00	0.00
505-5300 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
 TOTAL ADMINISTRATION	 419,254.00	 21,907.73	 211,273.12	 207,980.88	 50.39

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
OPERATIONS  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
506-6000 PAYROLL	152,043.00	10,647.63	75,921.99	76,121.01	49.93
506-6010 DUES AND FEES EXPENSE	1,400.00	0.00	832.00	568.00	59.43
506-6015 OPERATIONS SCHOOL EXPENSE	13,500.00	56.86	4,536.16	8,963.84	33.60
506-6016 OPERATIONS CELL PHONE	6,000.00	401.04	2,289.49	3,710.51	38.16
506-6020 ENGINEERING EXPENSE	17,000.00	0.00	1,000.00	16,000.00	5.88
506-6030 BUILDING INSPECTION EXPENSE	7,000.00	0.00	1,221.00	5,779.00	17.44
506-6040 GARBAGE CONTRACT EXPENSE	120,000.00	8,978.70	48,722.44	71,277.56	40.60
506-6050 GAS AND OIL EXPENSE	13,000.00	0.00	4,294.52	8,705.48	33.03
506-6055 MILEAGE REIMBURSEMENT	2,800.00	154.10	873.29	1,926.71	31.19
506-6060 SHOP MATERIALS EXPENSE	2,000.00	49.80	686.93	1,313.07	34.35
506-6080 BUILDING REPAIR EXPENSE	9,000.00	649.00	4,858.74	4,141.26	53.99
506-6100 EQUIPMENT REPAIR EXPENSE	8,000.00	484.92	1,120.42	6,879.58	14.01
506-6110 SMALL TOOLS EXPENSE	500.00	70.69	70.69	429.31	14.14
506-6120 UNIFORMS EXPENSE	6,500.00	284.36	2,384.28	4,115.72	36.68
506-6150 JOHN DEERE EXPENSE	0.00	0.00	0.00	0.00	0.00
506-6160 EQUIPMENT PURCHASE EXPENSE	15,000.00	0.00	638.54	14,361.46	4.26
506-6170 MOSQUITO SPRAY GROUND	7,000.00	0.00	0.00	7,000.00	0.00
506-6171 MOSQUITO SPRAY AIR	13,000.00	0.00	667.50	12,332.50	5.13
506-6175 DUMP TRUCK REPAIR	0.00	0.00	0.00	0.00	0.00
506-6200 WORKERS COMP INSURANCE	7,177.00	1,139.00	12,375.72 (	5,198.72)	172.44
506-6210 AUTO & APD INSURANCE	4,202.00	0.00	4,128.24	73.76	98.24
506-6220 GENERAL /E&O LIABILITY INS	2,018.00	0.00	1,786.50	231.50	88.53
506-6230 REAL/PERSONAL/MOBILE PROP INS	4,462.00	0.00	5,452.89 (	990.89)	122.21
506-6300 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
 TOTAL OPERATIONS	 411,602.00	 22,916.10	 173,861.34	 237,740.66	 42.24

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
FIRE DEPARTMENT  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
507-7020 COMPUTER EXPENSE	300.00	0.00	0.00	300.00	0.00
507-7030 DUES EXPENSE	75.00	0.00	45.00	30.00	60.00
507-7040 EDUCATION EXPENSE	2,000.00	0.00	485.00	1,515.00	24.25
507-7045 LUBBOCK COUNTY GRANT	10,300.00	0.00	0.00	10,300.00	0.00
507-7050 EQUIPMENT EXPENSE	3,000.00	24.50	24.50	2,975.50	0.82
507-7055 SUPPLIES	0.00	0.00	0.00	0.00	0.00
507-7060 AUTO & APD INSURANCE EXPENSE	2,861.00	0.00	2,783.12	77.88	97.28
507-7061 REAL & PERSONAL PROP INSURANC	2,183.00	0.00	2,190.00 (	7.00)	100.32
507-7065 TANKER TRUCK PAYMENT	0.00	0.00	0.00	0.00	0.00
507-7070 WORKERS COMP INSURANCE	533.00	137.00	612.00 (	79.00)	114.82
507-7080 MEDICAL EQUIPMENT EXPENSE	3,000.00	499.00	499.00	2,501.00	16.63
507-7090 PERSONAL EQUIPMENT EXPENSE	2,500.00	0.00	880.00	1,620.00	35.20
507-7100 RADIO REPAIR EXPENSE	3,000.00	0.00	501.70	2,498.30	16.72
507-7140 BUILDING UTILITIES EXPENSE	7,000.00	171.00	2,358.36	4,641.64	33.69
507-7145 FIRE STATION BUILDING REPAIR	3,000.00	0.00	0.00	3,000.00	0.00
507-7150 TELEPHONE EXPENSE	2,000.00	104.11	623.55	1,376.45	31.18
507-7160 VEHICLE REPAIR EXPENSE	20,000.00	0.00	1,523.21	18,476.79	7.62
507-7170 BUNKER GEAR CAPITAL EXP	0.00	0.00	0.00	0.00	0.00
507-7190 INTEREST EXPENSE ASB	0.00	0.00	0.00	0.00	0.00
 TOTAL FIRE DEPARTMENT	 61,752.00	 935.61	 12,525.44	 49,226.56	 20.28



CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

01 -GENERAL FUND  
LIBRARY  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
508-8020 PAYROLL	21,631.00	1,802.58	10,815.48	10,815.52	50.00
508-8030 LIBRARY PROGRAMS EXPENSE	9,500.00	243.42	3,167.16	6,332.84	33.34
508-8035 CH FOUNDATION GRANT	0.00	0.00	0.00	0.00	0.00
508-8140 UTILITIES EXPENSE	2,400.00	56.00	1,014.25	1,385.75	42.26
508-8145 Building Repair	0.00	0.00	0.00	0.00	0.00
508-8150 TELEPHONE EXPENSE	1,064.00	103.75	621.39	442.61	58.40
508-8160 WORKERS COMP INSURANCE	87.00	0.00	88.00 (	1.00)	101.15
 TOTAL LIBRARY	 34,682.00	 2,205.75	 15,706.28	 18,975.72	 45.29

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
POLICE DEPARTMENT  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
509-9000 PAYROLL	263,793.00	19,809.99	136,426.92	127,366.08	51.72
509-9010 AMMO EXPENSE	3,000.00	0.00	0.00	3,000.00	0.00
509-9015 ANIMAL CONTROL	150.00	0.00	25.00	125.00	16.67
509-9020 DUES EXPENSE	500.00	0.00	223.48	276.52	44.70
509-9030 EDUCATION EXPENSE	3,500.00	0.00	173.65	3,326.35	4.96
509-9040 EMT EDUCATION EXPENSE	0.00	0.00	0.00	0.00	0.00
509-9041 EMERGENCY MGT TRAINING	1,500.00	1,500.00	1,500.00	0.00	100.00
509-9050 GAS -OIL EXPENSE	8,500.00	26.00	3,320.92	5,179.08	39.07
509-9055 MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
509-9060 AUTO & APD INSURANCE EXPENSE	1,878.00	0.00	1,799.65	78.35	95.83
509-9065 LAW ENFORCEMENT LIABILITY INS	2,520.00	0.00	2,226.00	294.00	88.33
509-9066 E&O/REAL & PERSONAL PROP INS	3,990.00	0.00	4,660.35 (	670.35)	116.80
509-9067 WORKERS COMP INSURANCE	5,898.00	129.00	8,586.00 (	2,688.00)	145.57
509-9070 CELL PHONE EXPENSE	4,500.00	392.89	1,958.58	2,541.42	43.52
509-9090 OFFICE SUPPLY EXPENSE	500.00	0.00	468.81	31.19	93.76
509-9110 SMALL EQUIPMENT EXPENSE	3,000.00	424.84	1,045.30	1,954.70	34.84
509-9130 RADIO REPAIR EXPENSE	3,000.00	47.25	47.25	2,952.75	1.58
509-9150 TELEPHONE EXPENSE	2,500.00	303.79	828.72	1,671.28	33.15
509-9160 VEHICLE REPAIR EXPENSE	5,000.00	26.58	2,220.63	2,779.37	44.41
509-9170 CAMERA EXPENSE	0.00	0.00	0.00	0.00	0.00
509-9175 SURVEILLANCE VIDEO CAMERAS	1,500.00	0.00	1,500.00	0.00	100.00
509-9180 COMPUTER EXPENSE	1,500.00	246.57	666.64	833.36	44.44
509-9200 UNIFORM EXPENSE	1,750.00	0.00	1,350.78	399.22	77.19
509-9210 BOAT MAINTENANCE EXPENSE	500.00	0.00	0.00	500.00	0.00
509-9215 05 POLICE VEH PAYMENT	0.00	0.00	0.00	0.00	0.00
509-9220 LAKE REPAIR & MAINT EXPENSE	1,500.00	0.00	176.85	1,323.15	11.79
509-9221 COMMUNITY EVENTS EXPENSE	2,500.00	0.00	351.87	2,148.13	14.07
509-9230 INTEREST EXPENSE - FMCC	0.00	0.00	0.00	0.00	0.00
509-9240 BULLET PROOF VEST MATCH	0.00	0.00	0.00	0.00	0.00
509-9300 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
 TOTAL POLICE DEPARTMENT	 322,979.00	 22,906.91	 169,557.40	 153,421.60	 52.50

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

01 -GENERAL FUND  
SEWER DEPARTMENT  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
510-1000 CHEMICAL EXPENSE	4,500.00	160.00	2,134.28	2,365.72	47.43
510-1001 PAYROLL	83,724.00	6,070.13	43,181.83	40,542.17	51.58
510-1005 PERMIT INSPECTION EXPENSE	1,500.00	0.00	1,250.00	250.00	83.33
510-1010 LAB EXPENSE	5,000.00	289.00	1,616.00	3,384.00	32.32
510-1014 UTILITY EXPENSE	42,000.00	2,265.42	12,696.29	29,303.71	30.23
510-1016 SEWER SLUDGE HAULING	2,000.00	255.72	487.86	1,512.14	24.39
510-1020 REPAIR EXPENSE	18,000.00	157.43	2,050.36	15,949.64	11.39
510-1025 SEWER PLANT WATER EXPENSE	0.00	0.00	0.00	0.00	0.00
510-1100 WORKERS COMP INSURANCE	1,570.00	7.00	2,203.00	633.00	140.32
 TOTAL SEWER DEPARTMENT	 158,294.00	 9,204.70	 65,619.62	 92,674.38	 41.45

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

## 01 -GENERAL FUND

## ROADS AND GROUNDS DEPT

## EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
511-1000 PAYROLL	79,640.00	5,361.81	38,560.20	41,079.80	48.42
511-1100 STREET SWEEPING EXPENSE	7,000.00	0.00	1,100.00	5,900.00	15.71
511-1101 CONTRACT ROAD REPAIR EXPENSE	2,000.00	0.00	150.00	1,850.00	7.50
511-1110 EQUIPMENT REPAIR	2,000.00	0.00	37.21	1,962.79	1.86
511-1115 GROUNDS MAINTENANCE EXPENSE	7,500.00	0.00	145.00	7,355.00	1.93
511-1120 MATERIALS & SUPPLIES EXPENSE	3,000.00	0.00	67.56	2,932.44	2.25
511-1124 STREET SIGNS EXPENSE	1,400.00	167.98	409.43	990.57	29.25
511-1130 TREE TRIMMING EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00
511-1140 PARK EXPENSES	10,000.00	800.00	1,600.00	8,400.00	16.00
511-1300 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
 TOTAL ROADS AND GROUNDS DEPT	 115,040.00	 6,329.79	 42,069.40	 72,970.60	 36.57

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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01 -GENERAL FUND  
WATER DEPARTMENT  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
512-1000 PAYROLL	66,241.00	4,688.17	34,248.40	31,992.60	51.70
512-1200 WATER SYSTEM PERMIT FEES	1,500.00	0.00	1,310.75	189.25	87.38
512-1205 LAB EXPENSE	2,000.00	66.00	442.34	1,557.66	22.12
512-1210 LP&L PURCHASE	375,000.00	14,316.51	91,549.28	283,450.72	24.41
512-1214 UTILITIES EXPENSE	4,000.00	318.00	1,438.00	2,562.00	35.95
512-1215 WATER METER EXPENSE	3,000.00	0.00	96.64	2,903.36	3.22
512-1220 REPAIR EXPENSE	10,000.00	104.95	372.02	9,627.98	3.72
512-6155 PICKUP LEASE EXPENSE	0.00	0.00	0.00	0.00	0.00
512-6160 TAIL GATE LIFT	0.00	0.00	0.00	0.00	0.00
512-6165 TANK INSPECTION	800.00	0.00	0.00	800.00	0.00
 TOTAL WATER DEPARTMENT	 462,541.00	 19,493.63	 129,457.43	 333,083.57	 27.99

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

01 -GENERAL FUND  
PAYROLL DEPARTMENT  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
513-1301 ADMINISTRATION EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1302 OPERATIONS EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1303 POLICE EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1304 MEDICAL INSURANCE EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1306 LONGEVITY EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1310 PAYROLL SERVICE EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1311 PAYROLL TAX EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1325 TMRS EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1350 WORKERS COMP EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1355 POLICE WORKERS COMP EXPENSE	0.00	0.00	0.00	0.00	0.00
513-1360 CITY SEC FUEL REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
 TOTAL PAYROLL DEPARTMENT	 0.00	 0.00	 0.00	 0.00	 0.00

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND  
EMERGENCY OPS CENTER  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
514-1405 EMERGENCY OPERATIONS CENTER	3,000.00	237.36	1,632.61	1,367.39	54.42
514-1410 EOC SIREN	4,875.00	0.00	4,475.00	400.00	91.79
TOTAL EMERGENCY OPS CENTER	7,875.00	237.36	6,107.61	1,767.39	77.56

CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

01 -GENERAL FUND  
CAPITAL EXPENDITURES  
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
520-4900 BUDGETED SURPLUS TRANSFER	0.00	0.00	0.00	0.00	0.00
520-4910 CONSTRUCTION SAVINGS	0.00	0.00	0.00	0.00	0.00
520-4920 OPERATING RESERVE	0.00	0.00	0.00	0.00	0.00
520-5000 POLICE DEPT VEHICLE	0.00	0.00	0.00	0.00	0.00
520-5005 DAM REPAIR	0.00	0.00	0.00	0.00	0.00
520-5007 E LAKE SHORE DR SAVINGS PLAN	0.00	0.00	0.00	0.00	0.00
520-5008 DEBT PMT SEWER LINE REPAIR	0.00	0.00	0.00	0.00	0.00
520-5009 POLICE VEHICLE	45,000.00	285.85	42,750.48	2,249.52	95.00
520-5010 SEAL COAT/STREET REPAIRS	85,000.00	0.00	0.00	85,000.00	0.00
520-5011 SEWER JETTER	0.00	0.00	0.00	0.00	0.00
520-5012 OPERATIONS VEHICLE	0.00	0.00	0.00	0.00	0.00
520-5015 CITY HALL DEBT PAYMENT	0.00	0.00	0.00	0.00	0.00
520-5016 CITY HALL	0.00	0.00	0.00	0.00	0.00
520-5017 CITY HALL REPAIRS/FURNITURE	0.00	0.00	0.00	0.00	0.00
520-5027 SHREDDER	0.00	0.00	0.00	0.00	0.00
520-5028 SECO GRANT CITY HALL WINDOWS	0.00	0.00	0.00	0.00	0.00
520-5029 WATER & SEWER LINE REPAIR	0.00	0.00	0.00	0.00	0.00
520-5030 WATER TANK REPAIR CIP	0.00	0.00	0.00	0.00	0.00
520-5071 SEWER PLANT MUFFLER REPAIR	0.00	0.00	0.00	0.00	0.00
520-5072 SEWER REPAIR ENGINEERING	0.00	0.00	0.00	0.00	0.00
520-5080 ROOSEVELT WATER LINE	0.00	0.00	0.00	0.00	0.00
520-5081 FERRARA FIRE TRUCKS (2)	0.00	0.00	0.00	0.00	0.00
520-5085 WATER SYSTEM VAULT & VALVE FR	0.00	0.00	0.00	0.00	0.00
520-5090 MASTER CONTROL VALVE	0.00	0.00	0.00	0.00	0.00
520-5095 ISOLATION VALVE FRONT ROAD VA	0.00	0.00	0.00	0.00	0.00
520-5101 LEGAL/ENGINEERING,CCN/WATERLI	0.00	0.00	0.00	0.00	0.00
520-5102 ENGINEERING, ZONING CODE	0.00	0.00	0.00	0.00	0.00
520-5120 CROFOOT VAULT & METER	0.00	0.00	0.00	0.00	0.00
520-5150 PRUSSURE SUSTAINING VALVES-FR	0.00	0.00	0.00	0.00	0.00
520-5160 CAMERA SYSTEMS	0.00	0.00	0.00	0.00	0.00
520-5200 GARAGE ADDITION	0.00	0.00	0.00	0.00	0.00
520-5300 WATER METER REPLACEMENT PROG	0.00	0.00	0.00	0.00	0.00
520-5400 DUMP TRAILER	0.00	0.00	0.00	0.00	0.00
520-5500 POLICE VEHICLE JAG GRANT	0.00	0.00	0.00	0.00	0.00
520-5600 METAL DETECTOR	0.00	0.00	0.00	0.00	0.00
520-5700 SKID LOADER	0.00	0.00	0.00	0.00	0.00
520-5800 BUFFALO FLOW METER	0.00	0.00	0.00	0.00	0.00
520-5810 EMERGENCY ROAD	0.00	0.00	0.00	0.00	0.00
520-5811 LAWN MOWER	0.00	0.00	0.00	0.00	0.00
 TOTAL CAPITAL EXPENDITURES	 130,000.00	 285.85	 42,750.48	 87,249.52	 32.88



CITY OF RANSOM CANYON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

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01 -GENERAL FUND

BONDS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
545-4500 BOND PRINCIPAL EXPENSE	100,000.00	0.00	100,000.00	0.00	100.00
545-5000 BOND INTEREST EXPENSE	4,545.00	0.00	0.00	4,545.00	0.00
545-5001 NOTE INTEREST	0.00	0.00	0.00	0.00	0.00
545-5010 BOND SERVICING FEE	0.00	0.00	0.00	0.00	0.00
545-5015 Amortization	0.00	0.00	0.00	0.00	0.00
545-6000 Depreciation	0.00	0.00	0.00	0.00	0.00
 TOTAL BONDS	 104,545.00	 0.00	 100,000.00	 4,545.00	 95.65
 TOTAL EXPENDITURES	 2,235,442.00	 107,092.93	 970,388.17	 1,265,053.83	 43.41
	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0.00 (	16,853.21)	463,638.82 (	463,638.82)	0.00
	=====	=====	=====	=====	=====

\*\*\* END OF REPORT \*\*\*



VENDOR SET: 01 City of Ransom Canyon

BANK: \* ALL BANKS

DATE RANGE: 3/01/2020 THRU 3/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	3/03/2020			017346		
C-CHECK	VOID CHECK	V	3/31/2020			017392		

## \* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00

VOID CHECKS:	2 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			2	0.00	0.00	0.00
BANK: *		TOTALS:	2	0.00	0.00	0.00

VENDOR SET: 01 City of Ransom Canyon

BANK: APCO AP CITIZENS OPERATING

DATE RANGE: 3/01/2020 THRU 3/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
8770	ANGELIA FIKES							
I-031520-L	ANGELIA FIKES	E	3/13/2020	901.29		000070		901.29
3400	GARY BELLAIR							
I-033120-C	GARY BELLAIR	E	3/31/2020	669.50		000071		669.50
8770	ANGELIA FIKES							
I-033120-L	ANGELIA FIKES	E	3/31/2020	901.29		000072		901.29
2130	BENITO GARCIA							
I-202003025686	BENITO GARCIA	R	3/02/2020	4.60		017341		4.60
5370	CORY NEEDHAM							
I-202003025687	CORY NEEDHAM	R	3/02/2020	65.55		017342		65.55
5460	ROBERT MCCARVER							
I-202003025689	ROBERT MCCARVER	R	3/02/2020	43.70		017343		43.70
9630	LEE JONES							
I-202003025688	LEE JONES	R	3/02/2020	40.25		017344		40.25
5560	SAM'S CLUB MASTERCARD							
I-FEB2020	SAM'S CLUB MASTERCARD	R	3/03/2020	3,554.32		017345		3,554.32
0120	AMERIPRIDE SERVICES, INC							
I-202003045696	AMERIPRIDE SERVICES, INC	R	3/04/2020	416.27		017347		416.27
0750	GRAINGER							
I-9445987788	GRAINGER	R	3/04/2020	24.50		017348		24.50
1070	LUBBOCK GRADER BLADE							
I-69147	LUBBOCK GRADER BLADE	R	3/04/2020	158.00		017349		158.00
1300	O D KENNEY							
I-202003045691	O D KENNEY	R	3/04/2020	130.47		017350		130.47
1470	PITNEY BOWES PURCHASE PWR							
I-202003045694	PITNEY BOWES PURCHASE PWR	R	3/04/2020	529.98		017351		529.98
1640	SOUTH PLAINS ELECTRIC							
I-202003045693	SOUTH PLAINS ELECTRIC	R	3/04/2020	3,123.97		017352		3,123.97
1680	STENOCALL							
I-15286-022520	STENOCALL	R	3/04/2020	86.32		017353		86.32

VENDOR SET: 01 City of Ransom Canyon

BANK: APCO AP CITIZENS OPERATING

DATE RANGE: 3/01/2020 THRU 3/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2520	DISH NETWORK							
I-202003045695	DISH NETWORK	R	3/04/2020	72.63		017354		72.63
3500	LUBBOCK LAWN & TREE							
I-163034	LUBBOCK LAWN & TREE	R	3/04/2020	800.00		017355		800.00
3700	TRACE ANALYSIS INC. dba XENCO							
I-202003045697	TRACE ANALYSIS INC. dba XENCO	R	3/04/2020	355.00		017356		355.00
4710	AT&T MOBILITY							
I-202003045692	AT&T MOBILITY	R	3/04/2020	992.34		017357		992.34
8280	AQUAONE							
I-359285	AQUAONE	R	3/04/2020	49.00		017358		49.00
8460	MARY ANN CROW							
I-202003045690	MARY ANN CROW	R	3/04/2020	500.00		017359		500.00
9700	CSI: LUBBOCK							
I-0284	CSI: LUBBOCK	R	3/04/2020	30.00		017360		30.00
0023	COMPUTER TRANSITION SERVICES,							
I-202003115703	COMPUTER TRANSITION SERVICES,	R	3/11/2020	1,713.34		017367		1,713.34
0360	CAPROCK WASTE - MUNICIPAL SERV							
I-1263032	CAPROCK WASTE - MUNICIPAL SERV	R	3/11/2020	7,815.00		017368		7,815.00
0600	DPC INDUSTRIES, INC							
I-202003115700	DPC INDUSTRIES, INC	R	3/11/2020	160.00		017369		160.00
0780	HACH COMPANY							
I-11867328	HACH COMPANY	R	3/11/2020	262.38		017370		262.38
1570	SIGNS ON THE GO							
I-128432	SIGNS ON THE GO	R	3/11/2020	285.85		017371		285.85
1590	SLATONITE							
I-111256	SLATONITE	R	3/11/2020	60.00		017372		60.00
1650	SOUTH PLAINS TELEPHONE							
I-202003115701	SOUTH PLAINS TELEPHONE	R	3/11/2020	695.74		017373		695.74
1800	TML RISK POOL							
I-202003115704	TML RISK POOL	R	3/11/2020	1,412.00		017374		1,412.00

VENDOR SET: 01 City of Ransom Canyon

BANK: APCO AP CITIZENS OPERATING

DATE RANGE: 3/01/2020 THRU 3/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
5300	CAPROCK WASTE - ROLL OFF							
I-1262977	CAPROCK WASTE - ROLL OFF	R	3/11/2020	1,163.70		017375		1,163.70
7200	LP&L WATER							
I-202003115702	LP&L WATER	R	3/11/2020	14,316.51		017376		14,316.51
7380	BOUND TREE MEDICAL, LLC							
I-83524636	BOUND TREE MEDICAL, LLC	R	3/11/2020	499.00		017377		499.00
9060	BOJORQUEZ LAW FIRM, PC							
I-8528	BOJORQUEZ LAW FIRM, PC	R	3/11/2020	1,177.60		017378		1,177.60
9730	O'REILLY FIRST CALL							
I-5642-181020	O'REILLY FIRST CALL	R	3/11/2020	29.52		017379		29.52
1030	LUBBOCK POWER & LIGHT SOLID WA							
I-202003195707	LUBBOCK POWER & LIGHT SOLID WA	R	3/19/2020	255.72		017380		255.72
1600	SMITH FORD							
I-F21848	SMITH FORD	R	3/19/2020	285.40		017381		285.40
3050	SOUTH PLAINS COMMUNICATIONS							
I-0118904-IN	SOUTH PLAINS COMMUNICATIONS	R	3/19/2020	47.25		017382		47.25
6300	CHRISTIAN R. GARCIA							
I-391990	CHRISTIAN R. GARCIA	R	3/19/2020	80.00		017383		80.00
8460	MARY ANN CROW							
I-202003185706	MARY ANN CROW	R	3/19/2020	100.00		017384		100.00
8680	CHARLES JENSON							
I-202003245709	CHARLES JENSON	R	3/24/2020	64.86		017385		64.86

## \* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	38	41,400.77	0.00	41,400.77
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	3	2,472.08	0.00	2,472.08
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00	
		VOID CREDITS	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: APCO TOTALS:	41	43,872.85	0.00	43,872.85
BANK: APCO TOTALS:	41	43,872.85	0.00	43,872.85

VENDOR SET: 01 City of Ransom Canyon

BANK: PY PAYROLL LIABILITIES

DATE RANGE: 3/01/2020 THRU 3/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3100	INTERNAL REVENUE SERVICE - IRS							
I-T1 202003105698	FEDERAL WITHHOLDING	D	3/13/2020	1,827.92		000071		
I-T3 202003105698	SOCIAL SECURITY PAYABLE	D	3/13/2020	2,631.76		000071		
I-T4 202003105698	MEDICARE PAYABLE	D	3/13/2020	615.48		000071		5,075.16
3100	INTERNAL REVENUE SERVICE - IRS							
I-T1 202003115699	FEDERAL WITHHOLDING	D	3/13/2020	238.14		000072		
I-T3 202003115699	SOCIAL SECURITY PAYABLE	D	3/13/2020	345.42		000072		
I-T4 202003115699	MEDICARE PAYABLE	D	3/13/2020	80.78		000072		664.34
3100	INTERNAL REVENUE SERVICE - IRS							
I-T1 202003135705	FEDERAL WITHHOLDING	D	3/16/2020	315.40		000073		
I-T3 202003135705	SOCIAL SECURITY PAYABLE	D	3/16/2020	338.96		000073		
I-T4 202003135705	MEDICARE PAYABLE	D	3/16/2020	79.28		000073		733.64
3100	INTERNAL REVENUE SERVICE - IRS							
I-T1 202003265710	FEDERAL WITHHOLDING	D	3/31/2020	1,912.13		000074		
I-T3 202003265710	SOCIAL SECURITY PAYABLE	D	3/31/2020	2,617.46		000074		
I-T4 202003265710	MEDICARE PAYABLE	D	3/31/2020	612.16		000074		5,141.75
7830	OFFICE OF THE ATTORNEY GENERAL							
I-C01202003105698	RI# 00113842122006534226	R	3/13/2020	555.00		017365		555.00
8340	OFFICE OF THE TEXAS ATTORNEY G							
I-C02202003105698	RI# 0013095172B398711407	R	3/13/2020	392.45		017366		392.45
7830	OFFICE OF THE ATTORNEY GENERAL							
I-C01202003265710	RI# 00113842122006534226	R	3/31/2020	555.00		017389		555.00
8340	OFFICE OF THE TEXAS ATTORNEY G							
I-C02202003265710	RI# 0013095172B398711407	R	3/31/2020	392.45		017390		392.45
1940	TEXAS MUNICIPAL RETIREMEN							
I-RET202003105698	TMRS PAYABLE	R	3/31/2020	4,923.36		017391		
I-RET202003115699	TMRS PAYABLE	R	3/31/2020	616.42		017391		
I-RET202003135705	TMRS PAYABLE	R	3/31/2020	604.97		017391		
I-RET202003265710	TMRS PAYABLE	R	3/31/2020	4,894.17		017391		11,038.92
0026	AXA-Equitable							
I-AXA202003105698	457 Deferred Compensation	R	3/31/2020	50.00		017393		
I-AXA202003265710	457 Deferred Compensation	R	3/31/2020	50.00		017393		100.00

VENDOR SET: 01 City of Ransom Canyon

BANK: PY PAYROLL LIABILITIES

DATE RANGE: 3/01/2020 THRU 3/31/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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## \* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	6	13,033.82	0.00	13,033.82
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	11,614.89	0.00	11,614.89
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: PY TOTALS:	10	24,648.71	0.00	24,648.71
BANK: PY TOTALS:	10	24,648.71	0.00	24,648.71
REPORT TOTALS:	51	68,521.56	0.00	68,521.56



## SELECTION CRITERIA

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VENDOR SET: 01-CITY OF RANSOM CANYON  
VENDOR: ALL  
BANK CODES: All  
FUNDS: All

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## CHECK SELECTION

CHECK RANGE: 000000 THRU 999999  
DATE RANGE: 3/01/2020 THRU 3/31/2020  
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99  
INCLUDE ALL VOIDS: YES

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## PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES  
PRINT G/L: NO  
UNPOSTED ONLY: NO  
EXCLUDE UNPOSTED: NO  
MANUAL ONLY: NO  
STUB COMMENTS: NO  
REPORT FOOTER: NO  
CHECK STATUS: NO  
PRINT STATUS: \* - All

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**Sam's Club**  
Online Credit Center

# SAM'S CLUB BUSINESS CREDIT

## Online Account Management

Welcome **KIM COPELAND!**

TOWN OF RANSOM CANYON  
(...5858)

MARIA QUINTANILLA 24 LEE KITCHENS  
DR  
RANSOM CANYON, TX 79366  
CHIX@SPTC.NET

[Update Account Information](#)

[Secure Messages](#)

[Contact Us](#)

[Help](#)

[Log Out](#)



Account  
Overview



Payments



Account  
Management



Account  
History



View All  
Accounts

Transaction  
Activity

Statements

Payments

### History of Previous Activity: TOWN OF RANSOM CANYON (...5858)

The following activity appeared on your statement dated: 03/23/2020

Click on each link to see the details for each purchase.

Date	Reference Number	Description	Amount
03/07/2020	8556053EM01L7K88E	PAYMENT - THANK YOU	\$ -3554.32
	000000000000COMP	TOTAL 5560531040175858 \$3,554.32-	
02/24/2020	8545667E710HWRR8N	COVENANT HEALTH SYSTEM 8067256089 TX	\$ 100.00
02/25/2020	7526586E97PPEXGWL	NEWSPAPER SUBSCRIPTION 866-470-7133 FL	\$ 528.00
03/06/2020	8510165ELLQ7NZSBE	AWEBER COMMUNICATIO 215-825-2196 PA	\$ 10.00
03/18/2020	8516618EZWGNAPKKF	SISTER S HERBS LUBBOCK TX	\$ 30.78
	000000000000COMP	TOTAL <i>Admin</i> \$668.78	
03/06/2020	5543286EJ5V3PXW5L	WPY*TWUA PANHANDLE REG 855-469-3729 TX	\$ 255.00
03/11/2020	0543684ER2X5Y7KHK	CHUY S LUBBOCK LUBBOCK TX	\$ 103.58
	000000000000COMP	TOTAL <i>Operations</i> \$358.58	
02/26/2020	1527021E90029ZW3A	MICROSOFT*STORE MSBILL.INFO WA	\$ 106.19
03/02/2020	8556053EG01SW55HY	<a href="#">(details)</a> SAM'S CLUB 008270 LUBBOCK TX	\$ 95.47
03/02/2020		SAM'S/WAL-MART PURCHASE(S)	
03/09/2020	7530637EN60A60YHQ	EASTSIDE AUTO PARTS LUBBOCK TX	\$ 20.00
	000000000000COMP	TOTAL <i>Admin</i> \$221.66	
02/24/2020	5526352E80TTKAN9L	CAB STORE LUBBOCK, TX LUBBOCK TX	\$ 39.99
02/25/2020	8512178E9WGNAYDQ2	THE SEWING CENTER LUBBOCK TX	\$ 20.00
02/28/2020	5530876EQFXNBMTFV	SHELL OIL 57545597908 SANTO TX	\$ 37.74
02/28/2020	2524780EQ02N98P08	IN N OUT BURGER 329 FORT WORTH TX	\$ 20.13
02/28/2020	5531020EB0RRWK2K0	ADOBE ACROPRO SUBS 8008336687 CA	\$ 16.08
02/28/2020	0230537EQ00HP7VR3	ALLSUPS #159 SEYMOUR TX	\$ 30.28
02/28/2020	0230537EQ00HP7VSQ	ALLSUPS #276 HERMLEIGH TX	\$ 25.01
03/02/2020	5543286EF5S98YAVJ	NORTHERN+EQUIPMENT CO LUBBOCK TX	\$ 19.99

Date	Reference Number	Description	Amount
03/02/2020	0531461EFEHVRE6Z9	RACER CLASSIC CAR WASH LUBBOCK TX	\$ 8.00
03/03/2020	0230537EGEHXRYWB1	OFFICE DEPOT #196 LUBBOCK TX	\$ 119.93
03/06/2020	0230537EJ8PM7LHY0	TINT WORLD LUBBOCK TX	\$ 1248.00
03/09/2020	5554650EMRDQ4R88S	SAWCO CUSTOM TRUCK & E LUBBOCK TX	\$ 199.00
03/09/2020	5530959ENRQEKLAD	UNITED EXPRESS LUBBOCK TX	\$ 10.00
03/10/2020	0230537EPEHXHP9KV	FIREHOUSE SUBS 0489 QS LUBBOCK TX	\$ 104.86
03/10/2020	0230537EPEHXHP9NQ	FIREHOUSE SUBS 0489 QS LUBBOCK TX	\$ 8.00
03/10/2020	0230537EPEHXHP9RZ	FIREHOUSE SUBS 0489 QS LUBBOCK TX	\$ -7.99
03/18/2020	7530637EY62PM9ZV2	LUBBOCK CO, TX TAC- MV FORT WORTH TX	\$ 0.37
03/18/2020	7530637EY62PM9ZYP	LUBBOCK CO, TX TAC- MV LUBBOCK TX	\$ 16.75
03/20/2020	5526352F12LRDLJNH	HARBOR FREIGHT TOOLS 7 LUBBOCK TX	\$ 51.96
	000000000000COMP	<b>TOTAL</b> <i>Police</i> \$1,968.10	
03/07/2020	8556053EM00YHRM6H	(details) SAM'S CLUB 008270 LUBBOCK TX	\$ 190.96
03/07/2020		SAM'S/WAL-MART PURCHASE(S)	
03/08/2020	5543286EL5SLHLN2J	AMAZON COM*ID1B58DY3 AMZN COM/BILLWA	\$ 12.67
	000000000000COMP	<b>TOTAL</b> <i>Library</i> \$203.63	

[Return to Statement Date](#)

This is a secure site.

\* Current Balance may not include any authorization of sales in the last 48 hours.

\*\* Credit limit may not reflect the amount of credit available. Cardholders should refer to available credit to determine the amount of credit available for purchases.







**Town of Ransom Canyon**  
**Financial Investment Report**  
**Balance for March 1 - March 31, 2020**

INTEREST BEARING CASH ACCOUNTS AT DEPOSITORY BANK									
Acct #	Investment Type/Institution	Annual Percentage Ending Rate of Interest	Maturity Date	Beginning Balance	Ending Balance	Interest Accrued	YTD Interest		
617113	Construction Account (Centennial Bank)	1.47%	N/A	\$ 644,661.83	\$ 645,435.28	\$ 773.45	\$ 5,480.17		
34207	Reserve Account (Centennial Bank)	1.47%	N/A	\$ 459,212.64	\$ 459,763.59	\$ 550.95	\$ 3,903.70		
625345	Operating Account (Centennial Bank)	1.48%	N/A	\$ 116,918.62	\$ 25,002.01	\$ 78.10	\$ 696.57		
17787	Interest and Sinking Account (Centennial Bank)	1.47%	N/A	\$ 631,731.16	\$ 641,190.76	\$ 762.45	\$ 3,097.26		
63108	Police Seizure Account (Centennial Bank)	0.00%	N/A	\$ -	\$ -	\$ -	\$ -		
2101038849	Police LEOSE Account (Centennial Bank)	0.00%	N/A	\$ -	\$ -	\$ -	\$ -		
		5.89%	N/A	\$ 1,852,524.25	\$ 1,771,391.64	\$ 2,164.95	\$ 13,177.70		

# **AGENDA ITEM #5:**

## **FTA Interlocal Agreement**

**Interlocal Cooperation Contract  
Failure to Appear (FTA) Program**

State of Texas

County of \_\_\_\_\_

**I. PARTIES AND AUTHORITY**

This Interlocal Cooperation Contract (Contract) is entered into between the Department of Public Safety of the State of Texas (DPS), an agency of the State of Texas and the \_\_\_\_\_ Court of the [City or County] of \_\_\_\_\_ (Court), a political subdivision of the State of Texas, referred to collectively in this Contract as the Parties, under the authority granted in Tex. Transp. Code Chapter 706 and Tex. Gov't Code Chapter 791 (the Interlocal Cooperation Act).

**II. BACKGROUND**

As permitted under Tex. Transp. Code § 706.008, DPS contracts with a private vendor (Vendor) to provide and establish an automated FTA system that accurately stores information regarding violators subject to the provisions of Tex. Transp. Code Chapter 706. DPS uses the FTA system to properly deny renewal of a driver license to a person who is the subject of an FTA system entry.

**III. PURPOSE**

This Contract applies to each FTA Report submitted by the Court to DPS or its Vendor and accepted by DPS or its Vendor.

Court will supply information to DPS, through its Vendor, that is necessary to deny renewal of the driver license of a person who fails to appear for a complaint or citation or fails to pay or satisfy a judgment ordering payment of a fine and cost in the manner ordered by the Court in a matter involving any offense that Court has jurisdiction of under Tex. Code Crim. Proc. Chapter 4.

**IV. PERIOD OF PERFORMANCE**

This Contract will be effective on the date of execution and will automatically renew on the anniversary date of execution for up to three additional years unless terminated earlier.

**V. COURT RESPONSIBILITIES**

**A. Written warnings**

A peace officer authorized to issue citations within the jurisdiction of the Court must issue a written warning to each person to whom the officer issues a citation for a traffic law violation. This warning must be provided in addition to any other warnings required by law. The warning must state in substance that if the person fails to appear in court for the prosecution of the offense or if the person fails to pay or satisfy a judgment ordering the payment of a fine and cost in the manner ordered by the Court, the person may be denied



renewal of the person's driver license. The written warning may be printed on the citation or on a separate instrument.

**B. FTA Report**

An FTA Report is a notice sent by Court requesting a person be denied renewal in accordance with this Contract. The Court may submit an FTA Report to Vendor if a person fails to appear or fails to pay or satisfy a judgment as required by law. There is no requirement that a criminal warrant be issued in response to the person's failure to appear. The Court must make reasonable efforts to ensure that all FTA Reports are accurate, complete, and non-duplicative. The FTA Report must include the following information:

1. the jurisdiction in which the alleged offense occurred;
2. the name of the court submitting the report;
3. the name, date of birth, and Texas driver license number of the person who failed to appear or failed to pay or satisfy a judgment;
4. the date of the alleged violation;
5. a brief description of the alleged violation;
6. a statement that the person failed to appear or failed to pay or satisfy a judgment as required by law;
7. the date that the person failed to appear or failed to pay or satisfy a judgment; and
8. any other information required by DPS.

**C. Clearance Reports**

The Court that files the FTA Report has a continuing obligation to review the FTA Report and promptly submit appropriate additional information or reports to the Vendor. The clearance report must identify the person, state whether or not a fee was required, and advise DPS to lift the denial of renewal and state the grounds for the action. All clearance reports must be submitted immediately, but no later than two business days, from the time and date that the Court receives appropriate payment or other information that satisfies the person's obligation to that Court.

To the extent that a Court uses the FTA system by submitting an FTA Report, the Court must collect the statutorily required \$10.00 reimbursement fee. If the person is acquitted of the underlying offense for which the original FTA Report was filed, the Court will not require payment of the reimbursement fee.

Court must submit a clearance report for the following circumstances:

1. the perfection of an appeal of the case for which the warrant of arrest was issued or judgment arose;
2. the dismissal of the charge for which the warrant of arrest was issued or judgment arose;
3. the posting of a bond or the giving of other security to reinstate the charge for which the warrant was issued;
4. the payment or discharge of the fine and cost owed on an outstanding judgment of the Court; or

5. other suitable arrangement to pay the fine and cost within the Court's discretion.

DPS will not continue to deny renewal of the person's driver license after receiving notice from the Court that the FTA Report was submitted in error or has been destroyed in accordance with the Court's record retention policy.

**D. Quarterly Reports and Audits**

Court must submit quarterly reports to DPS in a format established by DPS.

Court is subject to audit and inspection at any time during normal business hours and at a mutually agreed upon location by the state auditor, DPS, and any other department or agency, responsible for determining that the Parties have complied with the applicable laws. Court must provide all reasonable facilities and assistance for the safe and convenient performance of any audit or inspection.

Court must correct any non-conforming transactions performed by the Court, at its own cost, until acceptable to DPS.

Court must keep all records and documents regarding this Contract for the term of this Contract and for seven years after the termination of this Contract.

**E. Accounting Procedures**

Court must keep separate, accurate, and complete records of the funds collected and disbursed and must deposit the funds in the appropriate municipal or county treasury. Court may deposit such fees in an interest-bearing account and retain the interest earned on such accounts for the Court.

Court will allocate \$6.00 of each \$10.00 reimbursement fee received for payment to the Vendor and \$4.00 for credit to the general fund of the municipal or county treasury.

**F. Non-Waiver of Fees**

Court will not waive the \$10.00 reimbursement fee for any person that has been submitted on an FTA Report, unless the person is deemed to be indigent, or the person is acquitted of the charges for which the person failed to appear.

Failure to comply with this section will result in: (i) termination of this Contract for cause; and (ii) the removal of all outstanding entries of the Court in the FTA Report, resulting in the lifting of any denied driver license renewal status from DPS.

**G. Litigation Notice**

The Court must make a good-faith attempt to immediately notify DPS in the event that the Court becomes aware of litigation in which this Contract or Tex. Transp. Code Chapter 706 is subject to constitutional, statutory, or common-law challenge, or is struck down by judicial decision.

**VI. PAYMENTS TO VENDOR**

Court must pay the Vendor a fee of \$6.00 per person for each violation which has been reported to the Vendor and for which the Court has subsequently collected the statutorily required \$10.00 reimbursement fee. In the event that the person has been acquitted of the underlying charge or is indigent, no payment will be made to the Vendor or required of the Court.

Court agrees that payment will be made to the Vendor no later than the last day of the month following the close of the calendar quarter in which the payment was received by the Court.

DPS will not pay Vendor for any fees collected by Court.

**VII. GENERAL TERMS AND CONDITIONS**

- A. Compliance with Law.** The Court understands and agrees that it will comply with all local, state, and federal laws in the performance of this Contract, including administrative rules adopted by DPS.
- B. Contract Amendment.** DPS and Court may amend this Contract through a written amendment signed by an authorized signatory on behalf of the respective party.
- C. Notice.** The respective party will send the other party notice as noted in this section.

Court	Department of Public Safety
Attn.:	Enforcement & Compliance Service
Address:	5805 North Lamar Blvd.
Address:	Austin, Texas 78752-0001
Fax:	(512) 424-5311 [fax]
Email:	<a href="mailto:Driver.Improvement@dps.texas.gov">Driver.Improvement@dps.texas.gov</a>
Phone:	(512) 424-7172

- D. Termination.** Either party may terminate this Contract with 30 days' written notice. DPS may also terminate this Contract for cause if Court doesn't comply with Section V.F., *Non-Waiver of Fees*. After termination, the Court has a continuing obligation to report dispositions and collect fees for all violators in the FTA system at the time of termination. Failure to comply with the continuing obligation to report will result in the removal of all

outstanding entries of the Court in the FTA Report, resulting in the lifting of any denied driver license renewal status from DPS.

**VIII. CERTIFICATIONS**

The Parties certify that (1) the Contract is authorized by the governing body of each party; (2) the purpose, terms, rights, and duties of the Parties are stated within the Contract; and (3) each party will make payments for the performance of governmental functions or services from current revenues available to the paying party.

The undersigned signatories have full authority to enter into this Contract on behalf of the respective Parties.

<b>Court*</b>	<b>Department of Public Safety</b>
<hr/>	<hr/>
<b>Authorized Signature</b>	<b>Driver License Division Chief or Designee</b>
<hr/>	
<b>Title</b>	
<hr/>	
<b>Date</b>	<b>Date</b>
<hr/>	<hr/>

\*An additional page may be attached if more than one signature is required to execute this Contract on behalf of the Court. Each signature block must contain the person’s title and date.

**AGENDA ITEM #6:**  
**Interlocal Agreement**  
**with PSC**

## **INTERLOCAL AGREEMENT**

This Agreement for the joint bidding and engineering management of street improvement projects is entered into between each of the signatories to this Agreement (hereinafter "Participant(s)") and between each additional participant who may hereafter consent to be bound by the terms of this Agreement by appropriate resolution executed by its governing body. This Agreement is executed pursuant to TEXAS GOVERNMENT CODE CHAPTER 791, the Texas Interlocal Cooperation Act.

The Agreement of the parties is as follows:

**1. Term.**

This Agreement shall extend through the 2020 seal coating season and for so long thereafter as may be necessary to complete the 2020 seal coating program in a manner satisfactory to the individual participants.

**2. Consideration.**

Each participant agrees to jointly bid their individual seal coating programs and to coordinate the bidding process in order to take advantage of economies of scale and to eliminate repetitive efforts by each of the participants. Each participant agrees to be bound by the bid specifications attached to this Agreement. Additionally, each participant agrees that the lowest responsible bid received pursuant to the bid process shall be accepted by each of the participants.

**3. Joint Bid Process.**

It is hereby agreed by the parties that the firm of Parkhill, Smith & Cooper, Inc. ("hereinafter "engineers") will be the agent for each of the participants in all matters relating to the bidding of the seal coat program and the management of the program once the bidding has been completed. Each participant agrees to be bound by the fee schedule submitted by engineers.

**4. Communication.**

Engineers shall keep the individual participants informed as to the progress of the bidding process and following the awarding of the bids shall coordinate the seal coat program.

**5. Payment.**

Each participant agrees to pay the cost of its portion of the seal coat program within thirty (30) days of completion of its portion of the program

**6. Force Majeure.**

In the event any party shall be rendered unable to carry out its obligation under this Agreement in whole or in part as a result of "Force Majeure", and if the party shall give notice and describe in detail the nature of the occurrence, then the obligation of the party giving such notice, so far as it is affected by such "Force Majeure" shall be suspended during the continuance of the inability then claimed, but for no longer period. The affected party shall use its best efforts to endeavor to overcome such inability with all reasonable dispatch. The term "Force Majeure" as employed herein shall mean acts of God, strikes, lockouts, or other industrial disturbance, acts of public enemy, orders of any kind of the Government of the United States or the State of Texas, or any civil or military authority, earthquake, fires, hurricanes, storms, floods, washouts, civil disturbances, explosions, breakage or accidents to machinery.

**7. Modification.**

This Agreement may be amended only with the consent of the governing bodies of each of the parties through appropriate written resolutions, executed and delivered to the parties.

**8. Construction.**

This Agreement is intended to express the mutual intent of the participants and, irrespective of the identity of the participant preparing this Agreement or any document or instrument referred to herein, no rule of strict construction against the party preparing the document shall be applied.

**9. Severability.**

In the event any portion of this Agreement shall be declared to be invalid or unenforceable for any reason, such finding shall not affect the validity of the balance of this agreement.

**10. Entire Agreement.**

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes any and all prior or contemporaneous agreements or understandings, whether written or oral with respect to the subject matter hereof. No verbal agreement or conversation with any officer, agent or employee of a participant either before or after execution of the Agreement shall

affect or modify any of the terms or obligations contained in the contract. Any such verbal agreement or conversation shall be considered as unofficial information and in no way binding upon the participants.

**11. Additional Parties.**

Each of the original signatories to this Agreement consents to the ratification of this Agreement by addition governmental participants so long as each additional participant agrees to be bound by the terms and conditions of this Agreement to the same extent as the original signatories.

**12. Venue**

Venue and jurisdiction of any suit, or cause of action arising or in connection with this Agreement shall lie exclusively in Lubbock County, Texas.

**13. Effective Date.**

This Agreement shall be effective as to each of the signatories on the date of the final execution of their respective resolutions adopting this Agreement.

This Agreement contemplates that all payments shall be made from current funds budgeted for the year 2020. In the event the governing body of the City of Ransom Canyon shall fail to appropriate funds to participate in the seal coat program in the 2020 budget, then this Agreement shall terminate on the last day of the fiscal year preceding the year for which appropriation is not made.

City of Ransom Canyon

DocuSigned by:  
By: Elena Quintanilla 4/8/2020  
EBC21E48C571451  
Ms. Elena Quintanilla  
City Administrator





PARKHILLSMITH&amp;COOPER

 4222 85th Street  
 Lubbock, Texas 79423  
 806.473.2200

### Agreement for Professional Services

Date	March 31, 2020	Office Location:	
PSC Job No	01.3700.20	Address	4222 85th St.
Project Manager	Todd Stiggins, PE		Lubbock, TX 79423
		Phone	806.473.2200 Fax 806.473-3500

City of Ransom Canyon, hereinafter CLIENT, does hereby authorize Parkhill, Smith & Cooper, Inc., hereinafter CONSULTANT, a corporation organized and existing under the laws of the State of Texas, to perform the services set forth below, SUBJECT TO THE TERMS AND CONDITIONS SET FORTH BELOW AND ON THE NEXT PAGE, Standard Conditions.

#### A. Client Information

Name City of Ransom Canyon  
 Address 24 Lee Kitchens Drive  
 City Ransom Canyon State TX Zip 79366  
 Representative Ms. Elena Quintanilla, City Administrator Phone 806829-2470  
 Owner of Property Involved City of Ransom Canyon

#### B. Project Description

Project Name 2020 Group Seal Coat Client PO No. \_\_\_\_\_  
 Location Various locations throughout Texas  
 Estimated Completion Date: TBD  
 Description of CONSULTANT'S Service or Scope of Work: Provide engineering services for the seal coating of client-indicated streets for the 2020 Group Seal Coat Program.

Client will provide access to work site(s).

#### C. Compensation

1. Basis of CONSULTANT'S fee:  
☒ Time and Materials in accordance with the attached Schedule of Charges dated January 2020

#### D. CLIENT has read and understood the terms and conditions set forth in the Standard Conditions and agrees that such items are hereby incorporated into and made a part of this agreement.

#### E. Having read, understood and agreed to the foregoing, CLIENT and CONSULTANT, by and through their authorized representatives, have subscribed their names hereon effective the 31<sup>st</sup> day of March, 2020.

Parkhill, Smith & Cooper, Inc.

City of Ransom Canyon

Name

Name

PSA 9011E6A281D  
 Kyle W. Jackson, PE

ESC21E48C571431  
 Ms. Elena Quintanilla

Title

Principal

Title

City Administrator

Date

4/3/2020

Date

4/8/2020

Agreement to be executed in duplicate

03/20

**CLIENT:** City of Ransom Canyon

**DATE:** March 31, 2020

**STANDARD CONDITIONS: CLIENT and CONSULTANT (Parkhill, Smith & Cooper, Inc.) agree that the following Provisions shall be part of their Agreement.**

**ARTICLE 1. SERVICES**

**1.1 INVOICING**

Payments are due and payable pursuant to Texas Prompt Payment Act, Texas Government Code 2251.

**1.2 SERVICES DURING CONSTRUCTION**

The CONSULTANT shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor. The CLIENT agrees that the general contractor shall be solely responsible for jobsite and worker safety and warrants that this intent shall be carried out in the CLIENT's contract with the General Contractor.

The CONSULTANT shall not be responsible for any acts or omissions of the Contractor, any subcontractor, any entity performing any portions of the Work or any agents or employees of any of them. The CONSULTANT does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

**1.3 ESTIMATES OR OPINIONS OF PROBABLE CONSTRUCTION COST**

In providing estimates or opinions of probable construction cost, the CLIENT understands that the CONSULTANT has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the CONSULTANT's estimates or opinions of probable construction costs are made on the basis of the CONSULTANT's professional judgment and experience. The CONSULTANT makes no warranty, express or implied, that the bids or the negotiated construction cost will not vary from the CONSULTANT's estimates or opinions of probable construction cost.

**1.4 HAZARDOUS MATERIALS**

As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the project site.

Both parties acknowledge that the CONSULTANT's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event the CONSULTANT or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to the CONSULTANT that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the CONSULTANT's services, the CONSULTANT may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

**1.5 ACCESSIBILITY**

The CLIENT acknowledges that the requirements of the Americans with Disabilities Act (ADA), Texas Accessibility Standards (TAS) for projects in the State of Texas, and other federal, state and local accessibility laws, rules, codes, ordinances, and regulations will be subject to various and possibly contradictory interpretations. The CLIENT further acknowledges that the ADA is a Civil Rights law and not a building code, and does not have prescriptive language. The CONSULTANT, therefore, will use its reasonable professional efforts and judgment to interpret applicable accessibility requirements in effect as of the date of the execution of this Agreement, and as they apply to the Project. The CONSULTANT, however, cannot and does not warrant or guarantee that the CLIENT's Project will comply with all interpretations of the accessibility requirements and/or the requirements of other federal, state and local laws, rules, codes, ordinances and regulations as they apply to the Project.

All projects in the State of Texas must be submitted to the Texas Department of Licensing and Regulations (TDLR) – Elimination of Architectural Barriers (EAB) Division for plan review for compliance with TAS requirements. The CONSULTANT will include in the design of the Project all changes that are the result of the TDLR plan review. After construction of the project TDLR requires an inspection of the project for compliance confirmation. However, the CONSULTANT cannot and does not warrant or guarantee that different rules and or interpretation may be applied to the CLIENT's Project at the time of the final TDLR inspection. Compliance with changes required by the TDLR final inspection that were not mentioned in the TDLR plan review may be required.

**1.6 SERVICES BY CLIENT**

CLIENT will provide access to work site, obtain applicable permits, provide all legal services in connection with the project, and provide environmental impact reports and energy assessments unless specifically included in the Scope of Work. CLIENT shall pay the costs of checking and inspection fees, zoning application fees, soils engineering fees, testing fees, surveying fees, and all other fees, permits, bond premiums, and all other charges not specifically covered by the terms of this Agreement.

**1.7 OWNERSHIP OF DOCUMENTS**

All reports, drawings, specifications, computer files, field data, notes, data on any form of electronic media, and other documents prepared by the CONSULTANT as Instruments of Service shall remain the property of the CONSULTANT. The CONSULTANT shall retain a

common law, statutory and other reserved rights, including copyrights.

The CONSULTANT grants to the CLIENT a nonexclusive license to reproduce the CONSULTANT's Instruments of Service solely for the purpose of constructing, using and maintaining the Project. The CLIENT shall not use the Instruments of Service for other projects without prior written agreement of the CONSULTANT.

The CLIENT shall not make any modification to the Instruments of Service without the prior written authorization of the CONSULTANT. The CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the CONSULTANT against any damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising from or allegedly arising from or in any way connected with the unauthorized reuse or modification of the Instruments of Service by the CLIENT or any person or entity that acquires or obtains the Instruments of Service from or through the CLIENT without the written authorization of the CONSULTANT.

#### 1.8 DELIVERY OF ELECTRONIC FILES

In accepting and utilizing any form of electronic media generated and furnished by the CONSULTANT, the CLIENT agrees that all such electronic files are Instruments of Service of the CONSULTANT. The CLIENT is aware that differences may exist between the electronic files delivered and the printed hard-copy Contract Documents. In the event of a conflict between the original signed Contract Documents prepared by the CONSULTANT and electronic files, the original signed and sealed hard-copy Contract Documents shall govern.

Electronic files created by the CONSULTANT through the application of software licensed for the sole and exclusive use by the CONSULTANT will be furnished to the CLIENT in read-only format. The CLIENT is responsible to obtain and maintain software licenses as appropriate for the use of electronic files provided by the CONSULTANT.

Under no circumstances shall delivery of electronic files for use by the CLIENT be deemed a sale by the CONSULTANT, and the CONSULTANT makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the CONSULTANT be liable for indirect or consequential damages as a result of the CLIENT's use or reuse of the electronic files.

### ARTICLE 2. GENERAL PROVISIONS

#### 2.1 APPLICABLE LAW

This agreement shall be interpreted and enforced according to the laws of the State of Texas, unless agreed otherwise.

#### 2.2 PRECEDENCE OF CONDITIONS

Should any conflict exist between the terms herein and the terms of any purchase order or confirmation issued by CLIENT, the terms of these Standard Conditions shall prevail.

#### 2.3 ASSIGNMENT

Neither party to this Agreement shall transfer, sublet or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may be due, without the prior written consent of the other party. Subcontracting to subconsultants, normally contemplated by the CONSULTANT as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

#### 2.4 AMENDMENTS

This agreement may be amended only by a written instrument, signed by both CLIENT and CONSULTANT, which expressly refers to this agreement.

#### 2.5 DELAYS

The CLIENT agrees that the CONSULTANT is not responsible for damages arising directly or indirectly from any delays for causes beyond the CONSULTANT'S control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; failure of any government agency to act in timely manner; failure of performance by the CLIENT or the CLIENT's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by the CONSULTANT to perform its services in an orderly and efficient manner, the CONSULTANT shall be entitled to a reasonable adjustment in schedule and compensation.

#### 2.6 INSURANCE

The CONSULTANT agrees to provide Professional Liability Insurance and General Liability Insurance during the scope of the services provided for this project and for a period of 3 years after the completion of services.

#### 2.7 MERGER; WAIVER; SURVIVAL

Except as set forth in AMENDMENT above, this agreement constitutes the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations and/or agreements, written or oral. One or more waiver of any term, condition or other provision of this agreement by either party shall not be construed as a waiver of a subsequent breach of the same or any other provisions. If any term or provision of this Agreement is held to be invalid or unenforceable under any applicable statute or rule of law, such holding shall be applied only to the provision so held, and the remainder of this Agreement shall remain in full force and effect.

#### 2.8 TERMINATION

In the event of termination of this Agreement by either party, the CLIENT shall within 15 calendar days of termination pay the CONSULTANT for all services rendered and all reimbursable costs incurred by the CONSULTANT up to the date of termination, in accordance with the payment provisions of this Agreement.

The CLIENT may terminate this Agreement for the CLIENT's convenience and without cause upon giving the CONSULTANT not less

than seven calendar days' written notice.

Either party may terminate this Agreement for cause upon giving the other party not less than seven calendar days' written notice for any of the following reasons:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- Suspension of the Project of the CONSULTANT's services by the CLIENT for more than 90 calendar days, consecutive or in aggregate;
- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

## 2.9 CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the CLIENT nor the CONSULTANT, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the CLIENT and the CONSULTANT shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

## 2.10 THIRD-PARTY BENEFICIARIES

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other party or entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services hereunder. The CLIENT and CONSULTANT agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.

## 2.11 MAINTENANCE/WEAR AND TEAR

Both the CLIENT and CONSULTANT acknowledge that the CLIENT, and only the CLIENT, is responsible for maintenance, wear and tear on the project upon substantial completion. The CLIENT is responsible for providing routine inspections and maintenance of the project to maintain a safe and weather tight facility. Should the CLIENT fail to provide routine inspections and maintenance, and damage occur to the project, the CONSULTANT is not responsible for any such resultant damage.

## ARTICLE 3. ALLOCATION OF RISK

### 3.1 STANDARD OF CARE

In providing services under this Agreement, the CONSULTANT shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. The CONSULTANT makes no warranty, express or implied, as to its professional services rendered under this Agreement.

### 3.2 DISPUTE RESOLUTION


CONSULTANT and CLIENT agree to negotiate all disputes between them in good faith for a minimum of 30 days from the date of notice. Should such negotiations fail, the CONSULTANT and CLIENT agree that any dispute between their arising out of, or relating to, this Agreement shall be submitted to nonbinding mediation prior to exercising any other rights under law, unless the parties mutually agree otherwise.

### 3.3 BETTERMENT


If, due to an error or an omission by the CONSULTANT, any required item or component of the project is omitted from the Construction Documents, the CONSULTANT shall not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the project or otherwise add value or betterment to the project.

\*\*\* END \*\*\*

PARKHILL, SMITH & COOPER, INC. (CONSULTANT)

By:   
 DocuSigned by:  
 Kyle W. Jackson, PE  
 Principal  
 Date: 4/3/2020

City of Ransom Canyon (CLIENT)

DocuSigned by:  
 Accepted By: Ms. Elena Quintanilla   
 Title: City Administrator  
 Date: 4/8/2020

**Parkhill, Smith & Cooper, Inc.**  
**Hourly Rate Schedule**  
 January 1, 2020 through December 31, 2020

Client: City of Ransom Canyon

Project: 2020 Group Seal Coat

Agreement Date: March 31, 2020

Location: Various Locations

CLASSIFICATION	HOURLY RATE	CLASSIFICATION	HOURLY RATE	CLASSIFICATION	HOURLY RATE
<b>SUPPORT STAFF I</b>	\$55.00	<b>PROFESSIONAL LEVEL II</b>		<b>PROFESSIONAL LEVEL V</b>	
Engineering Student		Mechanical & Electrical	\$120.00	Mechanical & Electrical	\$206.00
Design Student		Civil & Structural	\$119.00	Civil & Structural	\$208.00
Landscape Architect Student		Architect	\$115.00	Architect	\$194.00
Interior Design Student		Architect Intern		Senior Architect	
		Landscape & Interior	\$107.00	Landscape & Interior	\$155.00
		Design Intern Landscape		Project Manager	
<b>SUPPORT STAFF II</b>	\$93.00	Architect Intern		Senior Landscape Architect	
Engineering Technician		Technologist		Senior Interior Designer	
Engineering Student		Resident Project Representative		Resident Project Representative	
Design Technician		Clerical Supervisor			
CADD				<b>PROFESSIONAL LEVEL VI</b>	
Survey Technician				Mechanical & Electrical	\$233.00
Administrative Assistant		<b>PROFESSIONAL LEVEL III</b>		Civil & Structural	\$224.00
Project Assistant		Mechanical & Electrical	\$143.00	Architect	\$216.00
Word Processor		Civil & Structural	\$148.00	Landscape & Interior	\$188.00
File Specialist		Architect	\$130.00	Studio Leader	
		Architect Intern		Senior Project Manager	
<b>SUPPORT STAFF III</b>	\$102.00	Landscape & Interior	\$118.00	Senior Practice Leader	
Engineering Technician		Interior Design Intern		Surveyor	
Design Technician		Landscape Architect Intern		Resident Project Representative	
CADD		Technologist			
Administrative Assistant		Resident Project Representative		<b>PROFESSIONAL LEVEL VII</b>	
Project Assistant				Mechanical & Electrical	\$251.00
		<b>PROFESSIONAL LEVEL IV</b>		Civil & Structural	\$245.00
<b>PROFESSIONAL LEVEL I</b>		Mechanical & Electrical	\$169.00	Architect	\$234.00
Mechanical & Electrical	\$106.00	Civil & Structural	\$172.00	Landscape & Interior	\$211.00
Civil & Structural	\$106.00	Architect	\$160.00	Operations Director	
Architect	\$106.00	Professional Architect		Sector Director	
Architect Intern		Project Architect			
Landscape & Interior	\$101.00	Landscape & Interior	\$128.00		
Interior Design Intern		Professional Landscape Architect			
Landscape Architect Intern		Professional Interior Designer			
Planner		Project Landscape Architect			
Survey Technician		Project Interior Designer			
Technologist		Technologist			
Resident Project Representative		Resident Project Representative			

**Expenses:** Reimbursement for expenses as listed, but not limited to, incurred in connection with services, will be at cost plus 15 percent for items such as:

1. Maps, photographs, postage, phone, reproductions, printing, equipment rental, and special supplies related to the services.
2. Consultants, soils engineers, surveyors, contractors, and other outside services.
3. Rented vehicles, local public transportation and taxis, road toll fees, travel, and subsistence.
4. Special or job-specific fees, insurance, permits, and licenses applicable to work services.
5. Mileage at IRS-approved rate.

Rate for professional staff for legal proceedings or as expert witnesses will be a rate one-and-a-half times these Hourly Rates. Excise and gross receipt taxes, if any, will be added as an expense.

Foregoing Schedule of Charges is incorporated into the Agreement for Services provided, effective January 1, 2020 through December 31, 2020.

After December 31, 2020, invoices will reflect the Schedule of Charges currently in effect.

# STAFF REPORTS

## 2020 BUDGET & TAX RATE PLANNING CALENDAR

Day	Date	Description
Saturday	May 2, 2020	City Council Election
Tuesday	May 12, 2020	Regular Council Meeting and Election Canvass
Tuesday	May 12, 2020	Swear-in Newly Elected
Friday	May 29, 2020	Submission of Dept Budget Requests to Elena
Friday	June 5, 2020	Post Notice of June 13 Regular Council Meeting
Tuesday	June 9, 2020	Regular Council Meeting, City Hall 6:30pm.
Friday	June 19, 2020	Post Notice of June 25 Special Meeting - Budget Work Session #1
Tuesday	June 23, 2020	Special Meeting - Budget Work Session #1, Operating Budget & Capital Improvement Budget, City Hall 6:00 p.m.
Friday	July 10, 2020	Post Notice of July 10 Regular Council Meeting & Notice of Budget Work Session #2
Tuesday	July 14, 2020	Budget Work Session #2, City Hall 5:30pm. Regular Council Meeting, City Hall 6:30pm.
Thursday	July 25, 2020	Chief Appraiser Certifies Appraisal Roll
Wednesday	July 31, 2020	Chief Appraiser Calculates Effective & Rollback Rates
Friday	August 7, 2020	Post Notice of August 13 Regular Council Meeting
Monday	August 10, 2020	Get information to Slatonite to publish Tax Notice
Tuesday	August 11, 2020	Regular Council Meeting and Budget Work Session #3 (if needed) City Hall 6:30pm. Meeting to discuss tax rate: if proposed tax rate exceeds the no-new revenue tax rate or the voter approval tax rate (whichever is lower), take record vote and schedule public hearings.
Thursday	August 14, 2020	"Notice of Public Hearing on Tax Increase" in Slatonite (at least 7 days before hearing). Also publish on TV & internet. Publish "Notice of Budget Hearing" (10-30 days before hearing).
Friday	August 21, 2020	Post 72 Hour Notice of Tax Public Hearings, File Budget with Municipal Clerk, & Post Budget on Web
Monday	August 24, 2020	Send Notice to Slatonite for Budget Hearing on September 8.
Thursday	August 27, 2020	Notice of Budget Hearing in Slatonite (at least 10-30 days before the budget hearing). Place the budget on the website for review.
Tuesday	September 1, 2020	Post Budget on Web-Site.
Friday	September 4, 2020	Post Notice of City Council Meeting

Tuesday

September 8, 2020

City Council meeting to adopt the tax rate and budget. A PUBLIC HEARING for the budget will be held prior to adoption of the budget at City Hall at 5:30pm.

Election Related

Elena to do

City Council Related