

Tim A. Howell, Mayor  
Clyde R. "Skip" McCormick, Place 1  
Maretta Scott, Place 2  
Amy McLin, Place 3  
Lesley Wenger, Place 4  
Douglas A. Gregory, Place 5



**AGENDA**  
City of Castle Hills  
City Council Regular Meeting  
September 11, 2018, at 6:30 p.m.

**CALL THE CASTLE HILLS REGULAR CITY COUNCIL MEETING TO ORDER AND DETERMINE A QUORUM IS PRESENT.**

**INVOCATION.**

**PLEDGE OF ALLEGIANCE.**

Presentation of Colors by the Alamo Area Council Boy Scouts

**ACKNOWLEDGMENTS / PRESENTATIONS.**

**CITIZENS TO BE HEARD ON NON-AGENDA ITEMS.**

"Citizens to be heard" allows the Council to hear issues that may cause public concern. The City Council may receive information for topics not reflected on the agenda, and they cannot debate or act upon it. The City Council may direct staff to contact the requestor for clarification.

**CONSENT AGENDA.**

The Consent Agenda items are self-explanatory by the City Council or have been previously discussed and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member so requests. The Consent Agenda is for consideration by the City Council only and not subject to public discussion.

- a) Approve the previously tabled minutes:
  - 1. Regular City Council Meeting on April 10, 2018.
  - 2. Special City Council Meeting on April 30, 2018.
  - 3. Budget Worksession #1 on July 24, 2018.
- b) Approve the Minutes for the Regular Meeting on June 12, 2018.
- c) Approve the Minutes for Budget Worksession #2 on July 31, 2018.
- d) Approve the Minutes for the Special Meeting on August 30, 2018.
- e) Accept Financial Report ending July 31, 2018.

**NEW BUSINESS.**

- I. Consider and act upon **Resolution No. R18-09-11-A**, authorizing the City Manager to sign a contract with Langley & Banack Inc., to provide legal services as the City Attorney for the City of Castle Hills. *(Rapelye)*
- II. Consider and act upon the installation of stop signs at the Honeysuckle Lane and Sir Arthur Court intersection. *(Wenger)*
- III. Consider and act upon setting a date and time in the first week of October for an evaluation of the City Manager. *(Wenger & Gregory)*

**OLD BUSINESS.**

- IV. Consider and act upon **Ordinance No. 2018-09-11-A**, amending Chapter 6, Animals Article IV. of the Code of Ordinances, by amending Section 6-151 to clarify the standard of care required of animal owners. *(Wenger)*
- V. Consider and act upon directing the City Manager and City Attorney to draft an ordinance allowing short-term rentals of no less than six months, and complying with recent court decision in description of residential property. *(Wenger)*



- VI. Consider by act upon RPF Klotz's updated estimate to reconstruct Banyan Street, from Carolwood to Tamworth," in concrete or asphalt, with special emphasis on drainage concerns. *(Gregory)*

## ANNOUNCEMENTS BY MAYOR AND COUNCIL MEMBERS.

### EXECUTIVE SESSION.

- E.1 The City of Castle Hills City Council will convene in executive/closed session in accordance with the Texas Government Code pursuant to:
- a.) Section 551.071(2); the City Council will consult and discuss with its attorney the matter of the proposed American Eagle Castle Hills, LLC project, the proposed PILOT agreement and due diligence matters.
- E.2 The City of Castle Hills City Council will reconvene in open session to take action (if any) on items discussed in executive/closed session.
- a.) Reconsider and act upon **Resolution No. R18-08-30-B**, approving a PILOT agreement (payment in lieu of taxes) with American Eagle Portfolio Project for the acquisition of the Brookdale Senior Facility. *(Howell & McCormick)*
  - b.) Reconsider and act upon **Resolution No. R18-08-30-A**, approving, solely for the purpose of section 147(f) of the Internal Revenue Code, the issuance by the Capital Trust Agency of its Senior Living Revenue Bonds (American Eagle Portfolio Project), Series 2018, for the purpose of financing the senior living facilities therein described, one of which is located in the city; and providing an effective date. *(Howell & McCormick)*

### ADJOURNMENT.

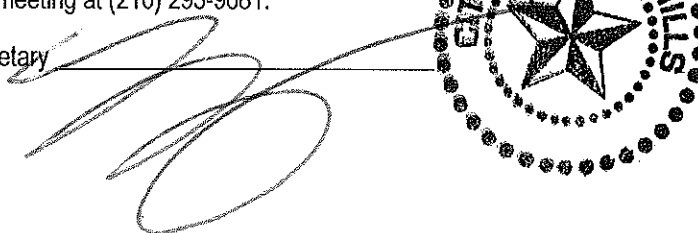
Executive Session Reservation: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Ch. 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Gov't Code §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

Attendance by Other Elected or Appointed Officials: It is anticipated that members other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

Certificate: I hereby certify that the above Meeting Notice was posted on the City Hall bulletin board on **September 7, 2018** at 5pm p. , a place convenient and readily accessible to the general public at all times and to the City's website, [www.cityofcastlehills.com](http://www.cityofcastlehills.com), in compliance with Chapter 551, Texas Government Code. The City of Castle Hills City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting at (210) 293-9681.

Minerva Gonzales, TRMC, City Secretary



**Castle Hills City Council  
Agenda Item Summary  
September 11, 2018**

CONSENT  
AGENDA ITEM

**a**

**CONSENT AGENDA ITEM**

If I may request your revisions prior to the meeting.

I respectfully request your consideration of the previously tabled minutes.

- a-i. Regular Meeting on April 10 2018
- a-ii. Special Meeting on April 30, 2018
- a-iii. Budget Worksession #1 on July 24, 2018.

**Submitted by:** Minnie Gonzales, City Secretary

**Date** 9/7/2018



Tim A. Howell, Mayor  
JR Treviño, Mayor Pro Tempore  
Maretta Scott, Place 2  
Amy McLin, Place 3  
Frank Paul, Place 4  
Douglas Gregory, Place 5



**ACTION MINUTES**  
City of Castle Hills  
City Council Regular Meeting  
April 10, 2018, at 6:30 pm

Item

a-i

**CALL THE CASTLE HILLS REGULAR CITY COUNCIL MEETING TO ORDER AND DETERMINE A QUORUM IS PRESENT.**

At 6:36 p.m., Mayor Timothy A. Howell called the meeting to order and determined a quorum was present at 209 Lemonwood Drive, Castle Hills, Texas.

Member of Council	Present
Timothy A. Howell, Mayor	√
JR Treviño, MPT – Place 1	√
Maretta Scott, Place 2	√
Amy McLin, Place 3	√
Frank Paul, Place 4	√
Douglas Gregory, Place 5	√

City staff present were City Manager Ryan Rapelye, City Attorney Michael S. Brennan, Fire Chief Darrell Dover, Police Chief Johnny Siemens, Public Works Director Rick Harada, Finance Coordinator Nora Davis, and City Secretary Minerva Gonzales. The attached attendance roster will reflect the residents in attendance.

**INVOCATION.** Bernie Barnes, Castle Hills Women's Club President.

**PLEDGE OF ALLEGIANCE.** Presentation of Colors by Alamo Area Council Boy Scouts.

**ACKNOWLEDGMENTS/PRESENTATIONS.**

- **Proclamation for "Nelda Guerrero-Drury's 100<sup>th</sup> Birthday", Founder of the San Antonio Folk Dance Festival celebrated the 60<sup>th</sup> Anniversary in March 2018.**  
Mayor Howell presented a "Mayoral Proclamation" to long-time resident Nelda Guerrero-Drury in honor of her 100<sup>th</sup> Birthday. She has been one of the most prominent figures in the Folk Dance performing arts.
- **Certificate of Recognition for "La Reina Del Castillo"**  
Mayor Howell presented a "Certificate of Recognition" to Angela Maria Zavala as "La Reina Del Castillo", and Princesses Elizabeth McLin, Catherine McLin, and Olivia Scott. They will all be participating in the 9<sup>th</sup> Annual Fiesta Castle Hills Parade on April 21, 2018.
- **Certificate of Recognition for "Paws for Service"**  
Mayor Howell presented a "Certificate of Recognition" to the "Paws for Service" teams for their continued contributions: Deb Buie and her certified dog "Cielo", Susan Kilgore and her certified dog "Soy Sauce", Anne and Bill Tiller and their daughter's certified dog "Beau", Bernie Barnes and certified dogs "Hailey" and "Gus." [www.pawsforservice.org](http://www.pawsforservice.org)
- **Certificate of Appreciation to IBC Bank for hosting the "Fiesta Castle Hills Kick Off Party", at 2201 NW Military Dr., April 19, 2018, from 5:00 p.m. to 7:30 p.m.**  
Mayor Howell presented a "Certificate of Appreciation" to "IBC Bank" for their support in hosting the "9<sup>th</sup> Annual Fiesta Castle Hills Kick-Off Party" on April 19<sup>th</sup>, 2018 at 2201 N.W. Military Drive in Castle Hills.
- **Proclamation for "Fiesta Castle Hills 9<sup>th</sup> Annual Event" on April 21, 2018.**  
Mayor Howell presented a "Mayoral Proclamation" to the "Fiesta Castle Hills Committee" in recognition of their commitment to unite the Castle Hills community. Fiesta Castle Hills Committee Chair Ana Frias and Committee Member John Kenny expressed their sincere appreciation.

Mayor Howell invited everyone to attend the “**Fiesta Castle Hills Kick-Off Party**” on Wednesday, April 19<sup>th</sup>, 2018, from 5:00 p.m. to 7:30 p.m. at 2201 N.W. Military Dr., Castle Hills and to the “**9<sup>th</sup> Annual Fiesta Castle Hills Parade**” on Saturday, April 21<sup>st</sup>, 2018.

Item

a-i

#### **CITIZENS TO BE HEARD ON NON-AGENDA ITEMS.**

Resident William Beuhler, 108 Prinz, expressed concern about the recently adopted tree ordinance because of the impact to historical trees within the community and the increased cost for tree trimming. Mayor Howell requested that the leadership team meet and discuss alternatives.

Bernard Juettemeyer, 115 E. Castle Lane, requested Council’s consideration to designate E. Castle Lane as a school zone because motorists are speeding right past the stop signs. He proposed that the school zone to begin at N.W. Military Highway to West Avenue and towards South Manton, East Castle Lane, and Zornia. Mayor Howell requested that the leadership team meet with Mr. Juettemeyer.

Mayor Howell moved up “Announcements by the City Council”.

#### **ANNOUNCEMENTS BY THE CITY COUNCIL.**

Mayor Pro-Tem Treviño stated that he and City Manager Rapelye recently attended the City of San Antonio “State of the City” address by Mayor Ron Nirenberg on the city’s progress and future plans to address the projected growth over the next twenty years.

He thanked the Fire Departments for the cities of Castle Hills, Alamo Heights, Balcones Heights, Olmos Park, Shavano Park, Leon Valley and Bexar County for responding to the fire at Sir Arthur.

He publicly recognized Delaney Dwyer, an eighth-grade student at Saint George Elementary who won 1<sup>st</sup> place in her age category at the “San Antonio Book Festival” and he thanked Alderwomen McLin and Scott for assisting him with the award presentation.

Alderwoman Scott invited the public to attend the Fiesta Castle Hills Kick-Off Party, 5k Run, the annual parade and the coronation of “La Reina Del Castillo”. She looks forward to seeing everyone at the upcoming events.

Alderwoman McLin informed our residents that she had recently filed a protest on her property valuation and she advised members of the community that May 15, 2018, was the last day to file their protest. State Legislators moved up the date in which a resident may protest a property valuation, which influences the taxes assessed to their property.

Alderman Gregory announced that two former Mayors Marcy Harper and Bill Martin had recently passed. In honor of their memory, he requested the Mayor’s approval to lower the flag. He also requested that the Council consider moving the April 24<sup>th</sup>, 2018, City Council meeting because it was during the same time as our “Fiesta” events.

In response to Mr. Gregory’s suggestions, Mayor Howell requested that the City Manager poll Council’s opinion on rescheduling the April 24<sup>th</sup>, City Council Meeting. Mayor Howell then directed Public Works Director Harada to lower the flag to half-staff on Saturday, April 14, 2018, through Sunday, April 15, 2018, to honor former Mayor’s Marcy Harper and Bill Martin.

Mayor Howell took a moment to express his sincere admiration for his mentor former Mayor Marcy Harper who encouraged and supported his political career. He will be presenting ideas for honoring her on an annual basis, such as a “Dog Walk” for her love of animals.

#### **CONSENT AGENDA.**

- a) Approval of the city council meeting minutes:
  - i. Regular meeting held on February 13, 2018.
  - ii. Regular meeting held on February 27, 2018.
  - iii. Regular meeting held on March 13, 2018.

- b) Acceptance of the Treasurer & Special Funds Report ending March 31, 2018.
- c) Approval of Ordinance No. 2018-04-10-a, amending Chapter 49, Work in the Right of Way, Article I, Section 49-9(c) and(d) Construction/ Excavation and Section 49-11(a)(b) and (c) pavement restoration limits, of the code of ordinances.
- d) Approval of Ordinance No. 2018-04-10-b, amending Chapter 38, Streets and Sidewalks, and other Public Places; Article IV - curb cuts, regarding curb specifications, of the code of ordinances.
- e) Approval of Ordinance No. 2018-04-10-c, recognizing "the San Antonio Express-News" as the city's official newspaper.
- f) Approval of Ordinance No. 2018-04-10-d, clarifying the status of Section 2-137 (17)(b) of Chapter 2 "Administration" of the code of ordinances, requiring the City Manager to refer articles to be included in the city newsletter authored by the Mayor and/or City Council members to the City Attorney for review.
- g) Approval of Ordinance No. 2018-04-10-e, amending Chapter 1 "General Provisions", Section 1-13, of the code of ordinances, pertaining to international code conflicts by repealing subsections (1) & (2); and adopting new subsections (1), (2), & (3).

Mayor Howell invited a motion to begin discussion on the consent agenda items. Motion made by Mayor Pro-Tem Treviño and seconded by Alderman Gregory. Mr. Gregory requested to modify consent agenda item b) and he requested to pull consent agenda item f) for discussion. Mayor Howell invited a motion on consent agenda item b.

MOTION: Gregory

SECOND: Paul

ACTION: **b) Accept the Treasurer and Special Fund Report ending March 31, 2018, subject to approval upon the presentation of 2017 annual fiscal year budget.**

VOTE: Motion passed by majority vote 3-2.

**Aye:** Gregory, Paul, and Treviño

**Nay:** McLin and Scott

Mayor Howell invited discussion on consent agenda item f). Alderman Gregory stated that Mr. Brennan has always offered positive suggestions and he did not see the need to change the process.

Alderswoman McLin stated that the proposed ordinance drafted by Mr. Brennan is narrowly tailored to prohibit only the most egregious articles from being printed. Alderswomen McLin, Scott and Alderman Paul expressed their support for the proposed ordinance.

Mayor Howell invited resident Clyde "Skip" McCormick and he stated that an elected member should not have to give up their right to free speech. The proposed ordinance was too vague and he did not support the City Attorney reviewing articles written by the members of Council.

Members of Council invited the City Attorney's input. City Attorney Brennan stated his responsibility is to provide a legal opinion, and he always works with the author on alternative wording is needed for their newsletter article(s). After City Attorney's clarification, Mr. Gregory requested to withdraw his request to discuss consent agenda item f). Mayor Howell invited a motion.

MOTION: Paul

SECOND: McLin

ACTION: **f) Approve Ordinance 2018-04-10-D, clarify Ch. 2 "Administration" Sec. 2-137 (17)(b), require the City Manager to refer City Newsletter articles authored by the by the Mayor and Council members to the City Attorney for review.**

VOTE: Motion passed unanimously 4-1. **Aye:** Paul, McLin, Gregory, Scott **Nay:** Treviño

Mayor Howell invited a motion on consent agenda items a), c), d), e), and g).

MOTION: Treviño  
 SECOND: McLin  
 ACTION: Accept consent agenda items:  
 a) Approve the Meeting Minutes for Feb. 13<sup>th</sup>, Feb. 27<sup>th</sup>, and Mar. 13, 2018.  
 c) Approve **Ordinance 2018-04-10-A**, amending Ch. 49, work in the right of way, article I. sec. 49-9(c)&(d) construction/excavation, sec. 49-11 (a)(b) & (c) pavement restoration limits.  
 d) Approve **Ordinance 2018-04-10-B**, amending Ch. 38, streets, sidewalks, and other public places; article IV curb cuts, regarding curb specifications.  
 e) Approve **Ordinance 2018-04-10-C**, recognize "The San Antonio Express News" as the city's official newspaper.  
 g) Approve **Ordinance 2018-04-10-E**, amending Ch. 1 "general provisions", section 1-13, pertaining to international code conflicts by repealing sub-sec. (1), (2), adopting new subsections (1), (2), & (3).  
 VOTE: Motion passed unanimously 5-0. **Aye:** Treviño, McLin, Scott, Paul, and Gregory

#### PUBLIC HEARING.

##### I. CONDUCT A PUBLIC HEARING AND ACT UPON ORDINANCE NO. 2018-04-10-F, RE-ENACTING THE JUVENILE CURFEW.

Mayor Howell invited Police Chief Siemens who introduced the item. Mayor Howell opened the public hearing at 7:59 p.m. and he invited resident Bernard Juettemeyer, 115 E. Castle Lane, who informed Council that the City of Austin had recently removed their juvenile curfew. With no other comments, Mayor Howell closed the public hearing at 8:00 p.m., and he invited a motion.

MOTION: Treviño  
 SECOND: Paul  
 ACTION: Approve **Ordinance No. 2018-04-10-F**, re-enacting the juvenile curfew.  
 VOTE: Motion passed unanimously. 5-0. **Aye:** Treviño, Paul, McLin, Scott, & Gregory)

#### ADJOURNMENT.

There being no further business to come before Council, Mayor Howell invited a motion. Mayor Pro-Tem Treviño motioned to adjourn, seconded by Alderman Gregory and the motion passed unanimously. The meeting adjourned at 8:22 p.m.

APPROVED:

\_\_\_\_\_  
 Timothy A. Howell, Mayor

ATTEST:

\_\_\_\_\_  
 Minerva Gonzales, City Secretary

Tim A. Howell, Mayor  
JR Treviño, Mayor Pro Tempore  
Maretta Scott, Place 2  
Amy McLin, Place 3  
Frank Paul, Place 4  
Douglas Gregory, Place 5



## ACTION MINUTES

City of Castle Hills  
City Council Special Meeting  
April 30, 2018, at 6:00 pm

Item  
a-ii

### CALL THE CASTLE HILLS SPECIAL CITY COUNCIL MEETING TO ORDER AND DETERMINE A QUORUM IS PRESENT.

Mayor Timothy A. Howell determined a quorum was present and he called the meeting to order at 6:00 p.m., on April 30, 2018, at the Council Chambers located at 209 Lemonwood Drive, Castle Hills, Texas.

A	Present
Timothy A. Howell, Mayor	√
JR Treviño, Place 1	√
Maretta Scott, Place 2	√
Amy McLin, Place 3	√
Frank Paul, Place 4	√
Douglas Gregory, Place 5	√

City staff present were City Manager Ryan Rapelye, Code Enforcement Officer Louis Zamarron, Police Chief Johnny Siemens, Fire Chief Darrel Dover, City Attorney Michael Brennan, City Prosecutor Ryan Henry, and City Secretary Minnie Gonzales. Residents in attendance were Laverne Japhet, Todd Herman, Ian Matson, and Ryan Matson.

**INVOCATION.** Skipped.

### PLEDGE OF ALLEGIANCE.

Mayor Howell thanked long-time resident Laverne Japhet for attending the meeting and invited her to lead the Pledge of Allegiance.

**ACKNOWLEDGMENTS.** None.

**CITIZENS TO BE HEARD ON NON-AGENDA ITEMS.** None.

### CONSENT AGENDA.

#### I. CONSIDER BY MINUTE ENTRY TO HOST THE FIRST ANNUAL CITYWIDE GARAGE SALE AND SET A DATE.

Mayor Howell invited a motion, made by Alderman Scott and seconded by Mayor Pro-Tem Treviño. Alderwoman McLin requested to pull the consent agenda item to set a date to accommodate a three-day Garage Sale Weekend. Mayor Howell accepted her requested and he invited a motion.

**MOTION:** Scott

**SECOND:** McLin

**ACTION:** In memory of former Mayor Marcy Harper, approval of the 1<sup>st</sup> Annual Castle Hills Garage Sale weekend on June 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>, 2018. 1) waive the two-garage sale permit limitation for residents who participate. 2) reduce the permit fee to \$10.00 dollars for this event. 3) allocate 100% of the proceeds from the permit fees to the Castle Hills Animal Shelter. 4) direct city staff to provide a map of participants at City Hall and on the City website.

**VOTE:** Motion passed unanimously 5-0 (McLin, Scott, Paul, Gregory, & Treviño)



## NEW BUSINESS.

### I. CONSIDER AND ACT UPON ORDINANCE NO. 2018-04-30-A, AMENDING THE CITY OF CASTLE HILLS CODE OF ORDINANCES, SEC. 1-17 "GENERAL PENALTIES" BY ADDING A PROVISION REQUIRING A MANDATORY COURT APPEARANCE FOR SECOND-TIME VIOLATORS OF CERTAIN TYPES OF CRIMINAL ORDINANCES.

City Manager Rapelye and City Prosecutor Ryan Henry introduced the item. Mayor Howell invited a motion, made by Mayor Pro-Tem Treviño and seconded by Aderman Paul.

Alderwoman McLin requested to update the ordinance, page 1, subsection (d) "*if a person is convicted, pleads guilty or no contest, or enters into a differed deferred disposition.*" Council held a discussion followed by Alderwoman McLin's call for a vote.

MOTION: Treviño

SECOND: Paul

ACTION: Approve **Ordinance 2018-04-30-A**, amending the City of Castle Hills Code of Ordinances, Sec. 1-17 "General Penalties" by adding a provision requiring a mandatory court appearance for second-time violators of certain types of criminal ordinances.

VOTE: Motion passed unanimously 5-0 *McLin, Scott, Paul, Gregory, & Treviño*

### II. CONSIDER AND ACT UPON ORDINANCE NO. 2018-04-30-B, AMENDING THE CITY OF CASTLE HILLS CODE OF ORDINANCES, NO. 2017-08-22-A, "SCHEDULE OF FEES" FOR VARIOUS CITY PERMITS, LICENSES, AND SERVICES.

City Manager Rapelye introduced the item. Mayor Howell invited a motion, made by Mayor Pro-Tem Treviño and seconded by Alderwoman McLin.

Alderwoman McLin requested to update page 1 of the ordinance "*an extension of a building permit for which Section 8-83(b) of the Code of Ordinances is not applicable may be approved with payment of a fee equal to one-half of the cost of the original permit fee which is tendered with the request for an extension for any building project which was started without a permit shall require payment of a fee equal to double the amount of what the original permit for the project would have cost.*"

Alderwoman Scott clarified that the attached "fee schedule" should reflect "*Painted house numbers on residential curbs \$1.00.*" The fee was reduced from \$10.00 to \$1.00 at the City Council Meeting on August 22, 2017. Mayor Howell called for a vote

MOTION: Treviño

SECOND: McLin

ACTION: Approve **Ordinance 2018-04-30-B**, amending the City of Castle Hills Code of Ordinances, No. 2017-08-22-A, "Schedule of Fees" for various city permits, licenses, and services.

VOTE: Motion passed unanimously 5-0 (*McLin, Scott, Paul, Gregory, & Treviño*)

## EXECUTIVE SESSION.

### E.1 THE CITY OF CASTLE HILLS CITY COUNCIL WILL CONVENE INTO AN EXECUTIVE/CLOSED SESSION AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE AS LISTED BELOW:

- 1) To Consult with the City's Attorney Pursuant to Sections 551.071(1) (A) & (B) and (2) regarding pending litigation, specifically the City of Castle Hills v Laura Mosser, Cause No. C-20171201 and City of Castle Hills v in re 1997 Lincoln Towncar

TXGKT0917, Martha Remmey, and Christopher Daniel Remmey, Cause No. C20180201. The closed session is authorized due to the pending litigation, potential further litigation and because the duty of the City's attorneys to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act.

2) Section §551.072, to Deliberate the Possible Purchase and Value of Real Property.

At 6:44 p.m., Mayor Howell convened into executive session.

**E.2 THE CASTLE HILLS CITY COUNCIL WILL RECONVENE INTO OPEN SESSION - AND TAKE ACTION, IF ANY IS APPROPRIATE, REGARDING MATTERS DISCUSSED IN EXECUTIVE SESSION.**

At 7:33 p.m., Mayor Howell reconvened into open session and he invited a motion.

MOTION: McLin

SECOND: Scott

ACTION: Authorize up to \$20,000.00 in demolition costs for the abatement of nuisances at 210 Glentower to be paid out of seed funds and recouped once the city's lien is repaid, repayment to be deposited back into the seed account.

VOTE: Motion passed unanimously 5-0. (McLin, Scott, Paul, Gregory, & Treviño)

**ANNOUNCEMENTS BY THE CITY COUNCIL.**

Mayor Pro-Tem Treviño thanked everyone who participated in "Fiesta Castle Hills" and he looks forward to next year's event.

Alderwoman Scott encouraged everyone to vote on Saturday, May 5, 2018.

Alderwoman McLin invited residents to participate in the 1<sup>st</sup> Annual Garage Sale weekend starting on Friday, June 1<sup>st</sup> through Sunday, June 3<sup>rd</sup>, 2018, the \$10 permit fee will be donated to the Castle Hills Animal Shelter.

Mayor Howell stated that "*this year's Fiesta Castle Hills event was better than ever.*" This event gets bigger every year and it brings the community together.

**ADJOURNMENT.**

Mayor Howell invited a motion, made by Mayor Pro-Tem Treviño seconded by Alderman Paul and the meeting adjourned at 7:42 p.m.

**APPROVED:**

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Timothy A. Howell, Mayor

**ATTEST:**

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Minerva Gonzales, City Secretary



**CALL THE CASTLE HILLS CITY COUNCIL BUDGET WORK SESSION TO ORDER AND DETERMINE A QUORUM IS PRESENT.**

At 6:30 p.m., Mayor Timothy A. Howell called the Budget Work Session to order and determined a quorum was present at 209 Lemonwood Drive, Castle Hills, Texas.

Member of Council	Present
Timothy A. Howell, Mayor	√
Clyde "Skip" McCormick, Place 1	√
Maretta Scott, Place 2	√
Amy McLin, Place 3	√
Lesley Wenger, MPT Place 4	√
Douglas Gregory, Place 5	√

City staff present were City Manager Ryan Rapelye, Finance Consultant Lara Feagins, Police Chief Johnny Siemens, Public Works Director Rick Harada, and City Secretary Minerva Gonzales. Residents and guests in attendance are reflected on the attached attendance roster.

**CONDUCT BUDGET WORK SESSION #1.**

**I. PRESENTATION/DISCUSSION OF THE PRELIMINARY REVENUES FOR THE CITY OF CASTLE HILLS.**

City Manager Rapelye and Finance Consultant Lara Feagins conducted a review of the preliminary revenues:

- Sales Tax 2018 Budgeted projection \$1,100,000
  - 5-year average is \$997,517.
  - Current collections booked through July trending -3.06% slightly lower than this time last year.
  - Based on this trend 2018 will likely come in at \$1,000,000.
  - Confidential reports can be obtained from the State for forecasting, however, they can be very cumbersome.
  - Many Firms offer little/or no fees and will analyze for trends and look for what is considered "leakage."
- 2019 Sales Tax anticipated projection \$1,000,000
- Court Tax (01-00-4400) and LGB Collections (01-00-4025)

The City has historically included these as revenue and conversely the payment to the vendors under expense.

  - The above fees are a considered pass through and typically are not included in a budget and activity is recorded on the balance sheet.
  - The City does retain a service fee calculated on the collected state fines.
  - The Auditors combine these revenue and expense lines within the financial statements and the difference has been included under court income.
  - Creating a new line item (not new revenue) to record the service fee retained.
  - Court Service Fee State Collection (01-00-4032) \$25,000.
  - Remove expense line items under Municipal Court Department Collection Fees (01-20-5088) and Court Tax (01-20-5127).
- Permits/Fees/Inspections/Licenses
  - Fee schedule last amended April 30, 2018
  - Fees and expenses are monitored and regulated as needed

- Similar new housing starts for the upcoming year based on current vacant lots and demolitions of aging homes.
- Commercial roof and a/c replacements continue to remain steady due to past weather events and age of commercial properties.
- Projecting no increase from current budget revenue numbers
 

Permits/Inspection Fees	(01-00-4050)	\$305,000
Food Licenses	(01-00-4100)	\$ 17,000
Liquor Licenses	(01-00-4110)	\$ 3,000
Arc, BOA, Zoning, Plat Fees	(01-00-4140)	\$ 4,000
Animal Impound/Registration	(01-00-4190)	\$ 1,000

Alderman Gregory reiterated the Finance Consultant's statement about the separation of Court Revenue/Court Fees, because the revenue is paid directly to the state and it is not a city revenue which is considered for grant applications.

Alderwoman Scott confirmed Finance Consultant Feagins request to reflect the Court Fees as revenue, which is standard practice for cities.

- Residential Garbage Fees
  - Residential rates have not been increased since 2010
  - Landfill Fees have been increasing significantly since 2015 (4.5%-5.5% - Jan. 2019)
    - Disposal – Ton Fee Increased 25.60% since 2015
    - Environmental Fee per Load \$4 to \$24
    - Fuel Surcharge Fee on ton and Environmental % is updated every Monday.
    - Regulatory cost Recovery 3.6% on Ton and Environmental
    - Waste Water Management Fee 4.75% on Ton and Environmental
    - TCEQ Fee \$0.94 per Ton
- Possible options to cover costs
  - Adopt a Franchise Fee on Commercial Trash Providers
  - Increase Residential Rates
  - Determine if any landfill fees can be negotiated at a lower rate, however currently discounted.
  - Determine if other landfill providers exist.

Mayor Pro-Tem Wenger inquired about the residential garbage fees, wastewater management fee, and TCEQ fees charged for garbage. Finance Consultant Feagins noted these are Waste Management regulatory fees.

Alderman Gregory asked if the Sanitation Department Expenses were the residential garbage fees because it seemed that the fees had exponentially increased. He suggested that salaries not be reflected in the sanitation expenses/garbage fees. Finance Consultant Feagins offered insight that the department reflects the maintenance and operations costs.

Alderwoman McLin stated that in 2010 the garbage service was billed at \$21, and increased to \$25 in 2011-2012, however, since SAWS took over our account the fees increased to \$27.07 (tax included) and it has remained the same since 2012. This is an area that may be considered in respect to the added costs/expenses.

Alderman Gregory suggested collaborating with local cities to outsource our garbage services to help reduce costs. Mayor Howell acknowledged that our recycling is less than 50% and a recycling campaign may encourage city-wide participation which may help with our overall costs.

Public Works Director Harada informed the Council Members that recycling costs are slightly lower than landfill garbage fees and that a lack of recycling would increase our landfill costs. Alderwoman McLin expressed her support for educating the community in our efforts to increase our recycling and help reduce our landfill costs.

Alderman McCormick inquired about the proposed two ways to cover the \$28,000 loss for solid waste, such as obtaining a lower rate and/or an alternate landfill. Finance Consultant Feagin suggested a franchise fee on local commercial businesses or potentially a \$1.15 a month increase per household to help cover the twenty-five percent increase in landfill fees.

Alderwoman Scott confirmed that increased recycling efforts would assist in reducing landfill costs for our garbage collection.

Mayor Pro-Tem Wenger suggested a mulching machine which would help with our brush pickup and it would also provide mulch to residents at no additional cost.

	Audited 2015	Audited 2016	Audited 2017	Adopted 2018	Projected 2018
Revenue	\$ 454,636	\$ 455,020	\$ 454,612	\$ 455,000	\$ 455,000
Sanitation Dept. Expenses	\$ 321,571	\$ 354,155	\$ 434,666	\$ 458,177	\$ 483,177
Gain/(Loss)	\$ 133,065	\$ 100,865	\$ 19,946	\$ (3,177)	\$ (28,177)

- Remaining Revenue no changes proposed at this time with the exception of interest.

Credit Card Fees	(01-00-4065)	\$40,000
Donations	(01-00-4070)	\$ 100
False Alarm Fines	(01-00-4000)	\$ 3,000
Miscellaneous	(01-00-4060)	\$ 3,500
Mixed Beverage Tax	(01-00-4305)	\$ 9,000
Report Fees	(01-00-4150)	\$ 5,500
Restitution Fees	(01-00-4010)	\$ 500
Revenue Rescue	(01-00-4420)	\$11,000
Towing Services	(01-00-4440)	\$25,000

- Increasing Interest \$30,000 (01-00-4090) \$55,000
- Passport Acceptance Fees (01-00-4450) will be discussed further at future City Council meetings.

Income Summary	2018 Budget	Preliminary Proposed 2019	Change
Property Tax	\$3,426,468	TBD	
Sales Tax <i>(decrease in 2019)</i>	\$1,100,000	\$1,000,000	- \$100,000
Court Income <i>(decrease in 2019)</i>	\$ 680,000	\$ 625,000	- \$ 55,000
Franchise Fees <i>(increase in 2019)</i>	\$ 475,000	\$ 520,000	\$ 45,000
Residential Garbage Fees	\$ 455,000	\$ 455,000	\$ 0
Permits/Fee/Inspections/Licenses	\$ 330,000	\$ 330,000	\$ 0
Warrants <i>(decrease in 2019)</i>	\$ 150,000	\$ 135,000	- \$ 15,000
STEP	\$ 200,000	\$ 200,000	\$ 0
Other	\$ 173,798	\$ 173,798	\$ 0

Finance Consultant Feagin proposed separating Court Revenue which goes to the state and create a line item for Court Fees which belong to the city.

Additional points of discussion:

- ☐ Since 2015, there has been a twenty-five percent increase in landfill costs.
- ☐ The current refuse base fee for residential garbage collection is \$25.00, which was last increased in January 2011 as per Ordinance No. 1060 (copy attached).
- ☐ An increase of \$1.15 per residential garbage collection to help offset costs.
- ☐ Promote recycling efforts to reduce landfill costs.
- ☐ Purchase mulching machine to help reduce landfill costs and offer mulch to residents.
- ☐ Consider a Commercial Franchise Fee.

Budget items for future consideration

- Property Tax Rate Assumptions – effective and roll-back rates
- Future COLA/Salary Adjustments TBD
- No additional positions
- Health Insurance Re-rate
- Future Capital Equipment
- Future Capital Projects
- Additional evaluation of expense and revenue line items
- Special Revenue Funds

Alderman Gregory questioned the decline in Court income and the STEP Program. Finance Consultant Feagins noted that the Court Revenue was over projected in 2018 budget.

**II. DISCUSSION OF THE PRELIMINARY FY 2019 BUDGET FOR THE POLICE DEPARTMENT.**

Police Chief Siemens introduced the item.

- ✓ Wellness/fitness initiatives for recruitment, morale, and operational readiness.
- ✓ Successful warrant initiative (year six) model has been successfully deployed in sister cities upon consultation.
- ✓ The organization recently hired two police officers and is down one officer.
- ✓ Continued DEA/HIDTA salary reimbursement \$40,824.00.
- ✓ Top tier training hub, \$3,900.00 net savings on training FBI Law Enforcement Executive Development Association (LEEDA) Training Trilogy in 2018 (not including hotel/per diem. Administrative staff, patrol sergeants, tenured corporals, and senior officers have graduated from the FBI LEEDA Training Trilogy. Detectives are scheduled to attend the upcoming trilogy.
- ✓ From 2015 to 2018, their workload statistics have increased: narcotics 10%, arrests 12%, Investigations 13.5%, and total Police calls 5%.
- ✓ The Fiscal Year 2019 Fund 13 balances for State Seizures is \$64,269.16 and \$275,203.56 for Federal Seizures. These funds are governed by the Code of Criminal Procedure Chapter 59, Forfeiture of Contraband, with restricted uses such as buildings.
- ✓ The Fiscal Year 2019 General Fund Budget proposal remains neutral for a 2<sup>nd</sup> consecutive year with an increase of \$3,000.00 for utilities and a decrease of \$3,000.00 for gas, oil, and tires.
- ✓ Required salary increases of \$13,781.84 include an annual step increase for eligible line level officers, non-COLA proposal.

**Crime Control Prevention District's 2019 Operating Budget**

- The operational budget remains neutral for a 2<sup>nd</sup> consecutive year with a \$1,000.00 increase in community programs and a decrease of \$1,000.00 in SWAT/Ammo.
- Assigned/allocated funds for reoccurring purchases Fund Balance \$746,405.38.

	Current	EOY 2018
Radios (50-00-8115)	\$ 90,000	\$110,000
Patrol Cars (50-00-8105), 8	\$117,500	\$175,000
Video Equipment (50-00-8120), 8	\$ 37,500	\$ 50,000
MDT's (50-00-8125), 11	\$ 27,075.16	\$ 36,000
Traffic Vehicle (50-00-8107), 1	\$ 20,000	\$ 30,000
CID Vehicles (50-00-9021), 5	\$100,000	\$125,000
Patrol Cars (50-00-8105), 8	\$117,500	\$175,000
Video Equipment (50-00-8120), 8	\$ 37,500	\$ 50,000
MDT's (50-00-8125), 11	\$ 27,075.16	\$ 36,000

**LEOSE** are funds distributed by the state to law enforcement agencies for continuing education of officers. These funds are designed to supplement general fund training funds. Fund 18 Balance is currently \$8494.60, less an estimate of \$3,000 for training in 2018.

Alderman Gregory asked about the geographical area with the highest number of incidents. Chief Siemens responded that is no particular area, however an overall increase may be contributed to the high caliber of officers the city employs.

He also inquired about the use of the Fuelman Fuel Card and Chief Siemens responded that the city has a contracted cost for fuel. Finance Consultant Feagin added that the Fuelman Fuel Card can be used anywhere, however the credit card does have added costs. Police Chief Siemens added that he is seeking alternatives in partnering with other entities to help reduce fuel costs.

In preparation for National Night Out, Alderman McCormick supported Police Chief Siemens efforts to reach out and invite local apartment communities.

City Manager Rapelye thanked Police Chief Siemens for his leadership and he introduced Public Works Director Harada.

### III. PRESENTATION/DISCUSSION OF THE PRELIMINARY FY 2019 BUDGET FOR THE PUBLIC WORKS DEPARTMENT.

Public Works Director Rick Harada stated that the Public Works Department consists of 3 Divisions with a total of 13 employees.

Public Works Director	1 full-time position
Administrative Assistant	1 full-time position
Street Division	1 full-time position and 2 vacancies
Building Maintenance (janitorial)	1 part-time position
Project Manager	1 full-time position (vacant)
Sanitation Driver	2 full-time positions
Sanitation Collectors	4 full-time positions
Animal Control Division	as needed

#### REVENUE/EXPENSES

<b>Streets</b>	<b>2017</b>	<b>2018</b>
Surcharge Fees	\$10,263	\$5,502 (YTD Jan-May)
Abatement Fees	\$ 2,067	\$2,528 (YTD Jan-May)
Animal Control (registrations, cage rentals, and boarding)	\$ 1,200 (YTD Jan-May)	

The Street Team performs 72 hours per month mowing, trimming, cleaning, 16 hours per month on minor street repairs, and 16-24 hours per month on sign maintenance, in addition to:

- Minor street repairs (*Cold Patch repair*)
- Crack-sealing of streets (*hot tar crack application*)
- Seal coating and minor paving projects by contractors
- Street sign installation/maintenance/replacement
- Cleaning and sediment removal of Drainages
- Mowing, trimming, and cleaning of Easements
- Watering of sub-division monument foliage
- Graffiti removal
- Surcharge collections
- Various Abatement duties (*private properties*)
- Put up and take down barricades during storms
- Janitorial services for City Hall and Police Department

#### Street Fleet/Equipment used daily

1987 Tandem Trailer  
1993 Water Trailer  
1998 Crafcro Crack-Sealer Machine  
1998 GMC Dump Truck

2006 Ford F350 Field Truck  
2008 Ford F150 Field Truck  
2014 Ford F150 Field Truck  
2017 Kubota L2900 Tractor

### **Sanitation Annual Budget \$204,400**

- Sanitation trucks used daily are a 2009 Sterling, 2013 and a 2017 International.
- Staff performs the collection of garbage, brush, leaf, and recyclables.
- Service to over 1,500 homes per week
- Collect 12-14 tons of garbage per day
- Collects 10-15 tons of brush and leaves per week
- Collects 4-6 tons of recyclables per week

Special Services, the Public Works team has received many compliments from residents for the extra special services they provide:

- Regularly pick up garbage at the homes of residents who are physically unable to take their cans to the street
- Install large Christmas tree and decorations each year
- Install lighting, and clean and mow grounds at the Commons for special events. Crime Prevention night, Fiesta, and other festivals.
- Assisted with improvements to sub-division monument
- Installed the street Clock in front of the Commons
- Restored the Commons Sign
- Annual installation and decoration of a 30-foot Holiday Tree and placement of holiday wreaths on light poles.

#### Additional points of discussion:

- Since 2015, there has been a twenty-five percent increase in landfill costs.
- The current refuse base fee for residential garbage collection is \$25.00, which was last increased in January 2011 as per Ordinance No. 1060 (*copy attached*).
- An increase of \$1.15 per residential garbage collection to help offset costs.
- Promote recycling efforts to reduce landfill costs.
- Purchase mulching machine to help reduce landfill costs and offer mulch to residents.
- Consider a Commercial Franchise Fee.

Mr. Harada added his request for a new truck. Finance Consultant Feagins added that the funds have been set aside in the contingency fund for the purchase of the truck.

Alderwoman McLin inquired about the city's street sweeper and Mr. Harada confirmed that the city never replaced the previously owned sweeper. Mayor Pro-Tem Wenger stated that outsourcing the service was less expensive than the substantial cost to purchase a new one. Mr. Harada added that there were additional costs associated with would increase the contract cost.

Alderman McCormick reiterated Mr. Harada's statement that a total of 12 to 14 tons of garbage is collected daily. Mr. Harada added that outsourcing the garbage collection would be an issue because our alleys are too narrow and there are also residents that require assistance with their garbage collection.

Alderman Gregory asked about the percentage increase in the Public Works Department's budget in comparison to last year. Finance Consultant Feagins noted that the only increase reflected currently was for additional holiday lights.

City Manager Rapelye stated that additional research would be done in regard to recycle, brush, and landfill fees to seek alternate methods help reduce our costs. In conclusion of his presentation, the City Manager briefed the members of Council on the upcoming meeting dates. Mayor Howell thanked all the attendees and online viewers for their participation.

### **ANNOUNCEMENTS BY MAYOR AND COUNCIL MEMBERS.**

Alderwoman McLin thanked the city staff for their presentations.



**UPCOMING CITY COUNCIL MEETING.**

July 31, 2018, City Council Special Meeting Budget Work Session # 2.

**ADJOURNMENT.**

Alderman McCormick motioned to adjourn, seconded by Alderman Gregory and the meeting adjourned at 8:04 p.m.

APPROVED:

\_\_\_\_\_  
Timothy A. Howell, Mayor

ATTEST:

\_\_\_\_\_  
Minerva Gonzales, City Secretary

Item  
a-iii

**Castle Hills City Council  
Agenda Item Summary  
September 11, 2018**

CONSENT  
AGENDA ITEM

**b-d**

**CONSENT AGENDA ITEM**

If I may request your revisions prior to the meeting.

I respectfully request your consideration of the previously tabled minutes.

- b). Regular Meeting on June 12, 2018.
- c). Budget Worksession #2 on July 31, 2018.
- d). Special Meeting on August 30, 2018.

**Submitted by:** Minnie Gonzales, City Secretary

**Date** 9/7/2018



Tim A. Howell, Mayor  
JR Treviño, Mayor Pro Tempore  
Maretta Scott, Place 2  
Amy McLin, Place 3  
Frank Paul, Place 4  
Douglas Gregory, Place 5



**ACTION MINUTES**  
City of Castle Hills  
City Council Regular Meeting  
June 12, 2018, at 6:30 pm

Item  
b.

**CALL THE CASTLE HILLS REGULAR CITY COUNCIL MEETING TO ORDER AND DETERMINE A QUORUM IS PRESENT.**

Mayor Timothy A. Howell determined a quorum was present and he called the meeting to order at 6:30 p.m., on June 12, 2018, at the Council Chambers located at 209 Lemonwood Drive, Castle Hills, Texas.

Member of Council	Present
Timothy A. Howell, Mayor	√
Clyde "Skip" McCormick, Place 1	√
Maretta Scott, Place 2	√
Amy McLin, Place 3	√
Lesley Wenger, MPT - Place 4	√
Douglas Gregory, Place 5	√

City staff present were City Manager Ryan Rapelye, Police Chief Johnny Siemens, Fire Chief Darrel Dover, City Attorney Michael Brenan, and City Secretary Minerva Gonzales. Residents in attendance are reflected on the attached attendance roster.

**INVOCATION.** Mr. Michael Pinkston, The Christian School of Castle Hills

**PLEDGE OF ALLEGIANCE.** Presentation of Colors by Alamo Area Council Boy Scouts

**ACKNOWLEDGMENTS.**

- **Recognition of Shannon Parker's, Chief Dispatcher** - Mayor Howell joined Police Chief Siemens in congratulating Shannon Parker on her promotion to Chief Dispatcher for the Castle Hills Police Department.
- **Recognition of the Police Officer of the Year** - Mayor Howell joined Police Chief Siemens in congratulating Corporal Tony Crawford as "Officer of the Year." He's been a great asset to the Department since 2015, he also serves as our School Safety Liaison and he was recently nominated for the MADD Outstanding Service Award.

**CITIZENS TO BE HEARD ON NON-AGENDA ITEMS.**

Resident John Mahr, 205 Northcrest, expressed concern about receiving a flyer regarding someone's selective outrage. He requested that newly elected members be allowed to do their job.

Former Mayor Bruce Smiley Kaliff, 247 Fox Hall Ln., suggested that the Mayor strictly adhere to the "Rules of Order" which have been ordained and codified.

Resident Mike Flynn, 111 Amerson Ln., congratulated the newly elected officials on their victory to serve their community.

Resident Carolyn Sanders (on behalf of Dr. Stoffel), 104 Sheffield, endorses the employment of the City Manager, a gentleman who is highly educated and experienced. Additionally, he supports the purchase of the finance software to professionally manage the city finances.

Former Council Member Frank Paul, expressed concern about the recent agenda items because as a member of Council, he always conducted himself with honesty and integrity. He did not support the tactics used during the recent election.

Residents Patsy Martin, 223 Glentower and Diana McNamara, 10 West Oaks Ct., offered their time to Mr. Frank Paul.

Resident Robbie Casey, 144 Cas Hills, looks forward to a community that is respectful of others. She was once was proud to say she lived in Castle Hills but not with the recent negative publicity the city has received.

Resident Iris Braymen, 510 Antler, did not speak.

Resident John Squire, 208 Chattington, expressed his concern about the recent Joint City Council and Zoning Commission Meeting and his personal opinions about the newly elected members of council.

Resident Jana Baker, 213 Hibiscus, offered an explanation as to why citizens were not allowed to speak at the Joint City Council and Zoning Commission Meeting. After Alderwoman Baker's comment, Mayor Howell re-invited Mr. Mahr to speak but he declined.

Resident Candice Baird, 106 Prinz, expressed her concern about the bad practices during garbage and brush pickup. Mayor Howell requested that City Manager contact Ms. Baird regarding her concern.

Resident Terry Warth, 124 W. Castle Ln., expressed appreciation for the Public Works Department Team because he appreciates all they do.

#### **CONSENT AGENDA.**

- a) Approve the City Council Minutes:**
  - i. **Regular Meeting held on April 10, 2018.**
  - ii. **Special Joint Meeting held on May 29, 2018.**
- b) Accept the Financial Report Ending April 30, 2018.**
- c) Accept the First Quarterly Investment Report for Fiscal Year 2018.**

Mayor Howell invited a motion. Alderwoman McLin requested to pull consent agenda item a), Alderman Gregory pulled consent agenda item c), and Alderman McCormick pulled consent agenda item b). Alderman Gregory requested to pull consent agenda item b) not c).

Mayor Pro-Tem Wenger motioned to postpone consideration of the minutes for May 29<sup>th</sup>, 2018, to the City Council Meeting on June 26, 2018, seconded by Alderman McCormick.

Mayor Howell invited Alderwoman McLin who requested the following corrections to consent agenda item a) ii.

- Alderwoman Scott abstained from the adjournment and she's listed as an "aye" vote on the last page.
- Last page, Mayor Howell's expression of an apology to Mr. Ackley happened after the meeting was adjourned, but while on tape.
- Council Member Wenger expressed her objection to having the City Attorney as well as the Zoning Chairman seated at the dais.
- First page, the ladies representing the French School were not listed, and there's a redundant sentence at the end of the paragraph starting Council Member requested Mayor Howell's permission, the last sentence should be deleted.
- Paragraph above the boxed motion second by Wenger and McCormick
- Page 2, where it says members held a divided discussion at which time Council Member Wenger requested a call for a vote. There was no discussion.
- Page 2, under the box starts with City Attorney Brennan requested, it was for the Zoning Commission's recommendation of additional language for the applicable ordinance.

Mayor Howell invited Alderman McCormick who restated his request to pull consent agenda item b) due to inaccuracies in the special funds. After a discussion, Alderman McCormick made the following motion:

MOTION:	McCormick	
SECOND:	Wenger	
ACTION:	Postpone consideration of consent agenda items a), b), and c) to the City Council Meeting on June 26, 2018.	
VOTE:	Motion passed by majority vote 4-1. Aye: McCormick, Scott, McLin, and Wenger	Nay: Gregory

**NEW BUSINESS.**

**I. CONSIDER AND ACT UPON RESOLUTION NO. R18-06-12-A, APPOINTING AN ALDERMAN/ALDERWOMAN TO SERVE A ONE-YEAR TERM AS MAYOR PRO-TEMPORE.**

Mayor Howell recommended Amy McLin to serve as Mayor Pro-Tem. Alderman McCormick motioned to appoint Lesley Wenger to serve as Mayor Pro-Tem. Alderwoman Scott called point of order regarding Mayor Howell's recommendation.

Mayor Howell called for a second and Alderman Gregory seconded Alderman McCormick's motion. After the vote Mayor Howell congratulated Ms. Wenger on her appointment.

MOTION:	McCormick	
SECOND:	Gregory	
ACTION:	Appoint Lesley Wenger, Alderwoman Place 4 to serve a one-year term as Mayor Pro-Tempore.	
VOTE:	Motion passed by majority vote 3-2. Aye: McCormick, Gregory, and Wenger	Nay: McLin and Scott

**II. CONSIDER ACCEPTANCE OF THE CITY COUNCIL MEETING SCHEDULE FOR THE DEVELOPMENT AND ADOPTION OF THE FISCAL YEAR 2019 BUDGET.**

City Manager Rapelye requested approval of the City Council Meeting schedule for the development and adoption of the Fiscal Year 2019 Budget.

Mayor Howell invited a motion, made by Alderman McCormick and seconded by Alderwoman McLin. Mayor invited discussion. Alderman Gregory stated that he may have a schedule conflict on June 20<sup>th</sup>. Alderwoman McLin thanked the City Manager. With no other comments, Mayor Howell called for the vote.

MOTION:	McCormick	
SECOND:	McLin	
ACTION:	Acceptance of the City Council Meeting schedule for the development and adoption of the Fiscal Year 2019 budget.	
VOTE:	Motion passed unanimously 5-0. (McCormick, McLin, Scott, Wenger, and Gregory)	

**III. CONSIDER AND ACT UPON THE CRIME CONTROL PREVENTION DISTRICT (CCPD) BOARD OF DIRECTORS RECOMMENDATION TO APPROVE ORDINANCE NO. 2018-06-12-A, AMENDING FISCAL YEAR 2018 BUDGET TO PURCHASE POLICE DEPARTMENT RADIOS, LINE ITEM 50-00-8116 (RADIOS), IN AN AMOUNT NOT TO EXCEED \$110,000.00, WITH A \$90,000.00 TRANSFER-IN FROM THE CCPD FUND BALANCE.**

Chief Siemens introduced the item and he requested Council's consideration to accept the CCPD Boards recommendation. Mayor Howell invited a motion to initiate discussion, motioned by Alderman McCormick and seconded by McLin.

Mayor Pro-Tem Wenger expressed concern about the legality of the recommendation due to the expired terms. Alderwoman McLin called point of order. Mayor Howell called for a vote.

MOTION:	McCormick
SECOND:	McLin
ACTION:	Approve Ordinance No. 2018-06-12-A, amending Fiscal Year 2018 budget to purchase Police Department Radios, line item 50-00-8116 (Radios), in an amount not to exceed \$110,000.00, with a \$90,000.00 transfer-in from the CCPD fund balance.
VOTE:	Motion passed unanimously 5-0. (McCormick, McLin, Scott, Wenger, and Gregory)

Item  
b.

**IV. CONSIDER AND ACT UPON ORDINANCE NO. 2018-06-12-B, CLARIFYING THE MAYOR'S AUTHORITY AS MANAGER OF CITY PROPERTY LIMITED TO USAGE AND PRESERVATION OF ASSETS IN EMERGENCIES AND CITY COUNCIL'S AUTHORITY FOR APPROVAL OF PHYSICAL MODIFICATIONS AND SECURITY PROCEDURES.**

Motion made by Alderman McCormick. Alderwoman McLin called for the question. City Attorney Brennan confirmed his opinion that the proposed ordinance potentially violates local and state statutes.

At 7:37 p.m., Mayor Howell called for a five-minute break and he reconvened into open session at 7:43 p.m. Alderwomen McLin and Scott expressed their opposition to the ordinance. Mayor Pro-Tem Wenger, Aldermen McCormick and Gregory expressed their support. After a discussion, Alderwoman Scott called an objection with consideration of the question.

Mayor Howell invited citizen input. Resident Bonnie Hopke, 111 Amerson Ln., stated her opposition to the ordinance because it limits the actions the Mayor may perform.

Resident Brother William Dooling, 201 Gladiola Ln., expressed confusion about the intent of the proposed ordinance and he requested that the public be provided copies of the proposed ordinances.

Mayor Howell invited a second and a rollcall vote, after Alderman McCormick's call for point of order.

MOTION:	McCormick
SECOND:	Wenger
ACTION:	Approve Ordinance No. 2018-06-12-B, clarifying the Mayor's authority as manager of city property limited to usage and preservation of assets in emergencies and City Council's authority for approval of physical modifications and security procedures.
VOTE:	Motion passed by majority vote 3-2. <b>Aye:</b> McCormick, Wenger, and Gregory <b>Abstained:</b> McLin & Scott

**V. CONSIDER AND ACT UPON ORDINANCE NO. 2018-06-12-C, AMENDING THE 2018 BUDGET TO PROHIBIT FUNDING OR PAYMENT FROM 2018 FUNDS OR AUTHORIZATIONS TO PAY AMOUNTS NOT DUE AND OWING UNTIL 2019, AND TO LIMIT 2019 AND FUTURE BUDGET PLANS TO PROHIBIT APPROPRIATION, ALLOCATION, OR APPLICATION OF FUNDS FROM ANY CITY OF CASTLE HILLS ACCOUNT TO FUND THE INCODE SOFTWARE AS A SERVICE AGREEMENT WITH TYLER TECHNOLOGIES DATED MAY 14, 2018; CITY MANAGER SHALL EXPLORE TERMINATION OF THE SOFTWARE AS A SERVICE AGREEMENT WITH TYLER TECHNOLOGIES, DATED MAY 14, 2018, AND CITY MANAGER WILL MAKE NO FURTHER PAYMENTS ON THIS AGREEMENT WITHOUT THE APPROVAL OF THE CITY COUNCIL.**

Mayor Howell introduced the item and he invited a motion to initiate discussion. Motioned by Alderman Gregory and seconded by Alderman McCormick. Mayor Howell invited the City Attorney's input and Mr. Brennan stated that the proposed ordinance forces a breach of a lawfully made contract.

In opposition to the proposed ordinance, Alderwoman McLin expressed her support for the purchase of the Incode software program that was previously approved by Council.

Mayor Pro-Tem Wenger and Aldermen McCormick and Gregory expressed their support for researching alternate software systems.

Mayor Howell invited community input. Residents Bruce Smiley Kaliff, Mike Flynn, and John Squire expressed their support for the purchase of the software:

At 8:42 p.m., Alderwoman Scott left due to an emergency.

Resident Brother William Dooling, 201 Gladiola Ln., stated that the proposed ordinance was not properly written.

Alderman Gregory amended the motion to **(Strike out)** and to limit 2019 and future budget plans to prohibit appropriation, allocation, or application of funds from any City of Castle Hills account to fund the Incode software as a service agreement with Tyler Technologies dated May 14, 2018; **(Strike out)** and City Manager will make no further payments on this agreement without the approval of the City Council."

Alderman McCormick seconded the motion. Alderwoman McLin clarified that the proposed changes were made to change the caption and not the ordinance. Alderwoman Wenger called the question. Mayor Howell called for the vote.

AMENDED MOTION:	Gregory
SECOND:	McCormick
ACTION:	Approve Ordinance No. 2018-06-12-C, amending the 2018 budget to withhold funding or payment from 2018 funds or authorizations to pay amounts not due and owing until 2019. The City Manager shall explore termination of the software as a service agreement with Tyler Technologies, dated May 14, 2018.
VOTE:	Motion passed by majority vote 3-1.
	<b>Aye:</b> Gregory, McCormick, and Wenger <b>Nay:</b> McLin

**VI. CONSIDER AND ACT UPON ORDINANCE No. 2018-06-12-D, TO TERMINATE/DISCHARGE AND REPLACE MR. MICHAEL BRENNAN AS CITY ATTORNEY, TERMINATION TO BE EFFECTIVE SIXTY DAYS HENCE; AND TO TERMINATE SERVICES OF RYAN HENRY AS ALTERNATE CITY ATTORNEY. MR. BRENNAN AND MR. HENRY SHOULD CONSIDER AN AFFIRMATIVE VOTE ON THIS MATTER AS NOTICE OF TERMINATION OF THEIR SERVICES AS CITY ATTORNEY/ALTERNATE AS DESCRIBED ABOVE. MR. HENRY WILL DISCONTINUE SERVICE AS ALTERNATE CITY ATTORNEY IMMEDIATELY. MR. HENRY WILL CONTINUE AS CITY PROSECUTOR AND LITIGATION MANAGER. CITY MANAGER SHALL IMMEDIATELY PROVIDE FORMAL NOTICE TO BOTH MR. BRENNAN AND MR. HENRY. CITY MANAGER SHALL IMMEDIATELY ISSUE AND PUBLISH AN OPEN (ANYONE MAY APPLY) REQUEST FOR QUALIFICATIONS TO IDENTIFY PERSONS TO BE INTERVIEWED FOR THE POSITIONS OF PERMANENT CITY ATTORNEY AND ALTERNATE.**

Mayor Howell stated that the agenda item fails to adhere to the State Law Municipal Officers Section 22.071 of the Local Government Code and that the proposed ordinance failed to state the grounds for removal. He accepted Alderman Gregory's request to move agenda item VI. to the end to allow Alderwoman Scott an opportunity to return. At 9:02 p.m., Mayor Howell stepped away from the dais due to an emergency and Mayor Pro-Tem Wenger moved to agenda item VII.

After consideration of agenda item XII, Mayor Howell returned to agenda item VI.

Since Alderwoman Scott had not yet arrived, Alderman Gregory recommended to postpone agenda item VI. to the next council meeting.

Item  
b.

**VII. CONSIDER AND ACT UPON ORDINANCE NO. 2018-06-12-E, FREEZING FULL-TIME, PART-TIME AND CONTRACT HIRING AND POSITION CHANGES IN ALL CITY DEPARTMENTS, EXCEPT POLICE AND FIRE, UNTIL OCTOBER 15, 2018; UNLESS SOONER RESOLVED BY COUNCIL.**

At 9:04 p.m., Mayor Pro-Tem Wenger read the agenda caption and announced that the Mayor had returned. Alderman McCormick made the motion to initiate discussion, seconded by Alderman Gregory.

Alderwoman McLin expressed her opposition to the proposed ordinance. Mayor Howell proposed an amendment to allow the City Manager to hire a Finance Director.

Mayor Howell invited community input and residents Bonnie Hopke and Brother Dooling expressed their opposition to the proposed ordinance.

Alderman McCormick called for the vote.

MOTION:	McCormick
SECOND:	Gregory
ACTION:	Approve Ordinance No. 2018-06-12-E, freezing full-time, part-time and contract hiring and position changes in all city departments, except police and fire, until October 15, 2018; unless sooner resolved by council.
VOTE:	Motion passed by majority vote 3-1. <b>Aye:</b> McCormick, Gregory, and Wenger <b>Nay:</b> McLin

**VIII. CONSIDER AND ACT UPON ORDINANCE NO. 2018-06-12-F, TO REQUIRE PASSPORT STAFF TO PREPARE AND PRESENT A BUSINESS PLAN FOR COUNCIL REVIEW AT THE FIRST COUNCIL MEETING IN JULY 2018; IN ADDITION, PASSPORT STAFF WILL PREPARE A SUNSET REVIEW REPORT OF THE PASSPORT OPERATION BY THE CITY COUNCIL DURING THE FIRST CITY COUNCIL MEETING IN DECEMBER 2018.**

Mayor Howell invited a motion to move from the table, motioned by Alderman Gregory and seconded by Alderman McCormick. Due to typographical error, Mayor Pro-Tem Wenger requested to update the caption as follows: "*passport staff will prepare a sunset review report of the passport operation to the City Council*". Mayor Howell invited discussion. Alderman Gregory, Alderman McCormick, and Mayor Pro-Tem Wenger expressed their support for a business plan due to staffing, insurance, equipment, and marketing costs.

Alderwoman McLin expressed her opposition to the proposed ordinance and she requested to extend the due date from December 2018 to June 2019. Alderman Gregory expressed his support for the extended deadline.

Mayor Howell invited public comment. Residents Bonnie Hopke and Frank Paul expressed their opposition to the proposed ordinance.

During Council discussion, Alderman McCormick amended the motion as follows.

AMENDED MOTION:	McCormick
SECOND:	Gregory
ACTION:	Approve Ordinance No. 2018-06-12-F, to require passport staff to prepare and present a business plan for Council review at the first Council Meeting in July 2018; in addition, passport staff will prepare a sunset review report of the passport operation to the City Council at first City Council Meeting in <b>June 2019</b> .
VOTE:	Motion passed by majority vote 3-1. <b>Aye:</b> McCormick, Gregory, and Wenger <b>Nay:</b> McLin



**IX. CONSIDER AND ACT UPON ORDINANCE NO. 2018-06-12-G ESTABLISHING A COMMITTEE AND PROCEDURES TO CARRY OUT THE HIRING AND DISCHARGE OF CITY MANAGER, DEPARTMENT HEADS, FINANCE/BUDGET DIRECTOR, CITY SECRETARY, CONTRACT PERSONNEL AND OTHER SINGULAR POSITIONS SUCH AS THE PASSPORT ACCEPTANCE OFFICE MANAGER AND THE CODE COMPLIANCE.**

Mayor Howell acknowledged an amended ordinance was being presented by Mayor Pro-Tem Wenger. McLin objected to the question because the newly presented ordinance differs from the original copy presented for consideration. Mayor Howell invited legal opinion and Mr. Brennan recommended to postpone the agenda item to the next meeting.

At 9:59 p.m., Mayor Howell accepted Alderman Gregory's request for a five-minute recess to allow Council an opportunity to review the newly presented ordinance.

At 10:04 p.m., Mayor Howell reconvened into open session and restated the City Attorney's recommendation to postpone consideration of the item. Resident Robbie Casey shouted a "call for point of order" and she requested that the Council postpone consideration of the proposed ordinance. Alderman McCormick made the following motion.

<b>MOTION:</b>	McCormick
<b>SECOND:</b>	Gregory
<b>ACTION:</b>	Table consideration of Ordinance No. 2018-06-12-G, establishing a committee and procedures to carry out the hiring and discharge of the city manager, department heads, finance/budget director, city secretary, contract personnel and other singular positions such as the passport acceptance office manager and the code compliance; to the next City Council Meeting
<b>VOTE:</b>	Motion passed by majority vote 4-0. <b>Aye:</b> McCormick, Gregory, McLin, and Wenger

**X. CONSIDER AND ACT UPON RESOLUTION NO. R18-06-12-B, RENAMING THE CASTLE HILLS ANIMAL SHELTER AS THE "MARCY HARPER ANIMAL SHELTER" WITH AN APPROPRIATE PLAQUE FOR WHICH PRIVATE DONATIONS MAY BE USED.**

Mayor Pro-Tem Wenger introduced the item and motioned to approve the resolution, seconded by Alderman McCormick. Mayor Howell invited community input, and resident Brother Dooling expressed support for the resolution. Mayor Howell called for the vote.

<b>MOTION:</b>	Wenger
<b>SECOND:</b>	McCormick
<b>ACTION:</b>	Approve Resolution No. R18-06-12-B, renaming the Castle Hills animal shelter as the "Marcy Harper Animal Shelter" with an appropriate plaque for which private donations may be used.
<b>VOTE:</b>	Motion passed unanimously 4-0. (Wenger, McCormick, Gregory and McLin)

**XI. CONSIDER AND ACT UPON RESOLUTION NO. R18-06-12-C, APPROVING A CHANGE TO THE CITY OF CASTLE HILLS ZONING COMMISSION BY REPLACING COMMISSION MEMBER MIKE FLINN WITH THE APPOINTMENT OF MARGO PENA.**

Alderswoman McLin objected to the consideration of the question because Mr. Flynn was appointed to a two-year term in 2017. Mayor Howell invited Mr. Brennan's legal opinion, and he confirmed that Alderswoman McLin was correct.

Mayor Howell objected the item moving forward. Alderman Gregory motioned to postpone consideration of the ordinance to the next Council Meeting.

Mayor Howell invited Mr. Brenan's legal opinion, and he recommended the Zoning Commission consider any proposed changes. Alderman Gregory withdrew his motion to postpone.

Mayor Howell called for a vote on Alderwoman McLin's objection to the question. Mr. Brenan added that the objection required a 2/3 vote to be sustained and an "aye" vote accepts the objection to the question with no further consideration on the agenda item.

Mayor Howell called for the vote: Aye: McCormick, McLin, Wenger, and Gregory. Alderwoman McLin's objection to the consideration of the question was accepted unanimously 4-0. Mayor Howell moved to the next agenda item.

**XII. CONSIDER AND ACT UPON RESOLUTION NO. R18-06-12-D, APPROVING A CHANGE TO THE CITY OF CASTLE HILLS BOARD OF ADJUSTMENT (BOA) BY REMOVING BOARD MEMBER BRUCE SMILEY-KALIFF AND APPOINTING BERNARD JUETTEMAYER JR. IN HIS PLACE; REMOVING ALTERNATE BOARD MEMBER JOHN SQUIRE AND APPOINTING MARK SANDERSON IN HIS PLACE; AND DESIGNATING JACKIE ACKLEY AS THE FIRST ALTERNATE BOARD OF ADJUSTMENT (BOA) MEMBER.**

Mayor Howell accepted Alderman McCormick's request to pull agenda XII. and he returned to agenda item VI.

**ANNOUNCEMENTS BY MAYOR AND COUNCIL MEMBERS.**

**Appointment by the Mayor of a Volunteer Administrative Liaison.**

Mayor Howell invited Mr. Brenan's legal opinion, and he confirmed the Mayor's authority to appoint an Administrative Liaison. Alderwoman Wenger stated her objection and Alderman Gregory invited Mr. Brenan's legal opinion, and he confirmed that any member of Council could make a "non-power" appointment. Alderman McCormick stated that Section 22.042 of the Local Government Code sited that such a position would need to be created by the governing body. Mayor Howell requested further research of the item. Mayor Howell invited Council's announcements.

Clyde "Skip" McCormick recently attended the Alamo Area Municipal Planning Organization Meeting hosted by the Technical Review Committee about their ten-year plan. He invited the public to contact their local Legislators, Representatives, and State Congress about the closure of Honeysuckle.

Amy McLin thanked everyone who participated in the city's 1<sup>st</sup> Annual Garage Sale Weekend. She expressed her appreciation for the opportunity to attend a Leadership Academy Training offered by the Texas Municipal League. She echoed the appreciation on Alderwoman Scott's behalf.

Lesley Wenger plans to continue to working with our State Legislators in efforts to seek funding to help resolve our flooding issues.

**PRESENTATION.**

**XIII. PRESENTATION AND DISCUSSION BY RPS KLOTZ REPRESENTATIVE LUIS CUELLAR ON THE ANTLER STREET AND DRAINAGE PROJECTS.**

Mayor Pro-Tem Wenger expressed her objection. Mr. Cuellar stated that the design plans for the roadway in the drainage portion of the project which included a SAWS component had been submitted for review and our next step was to bid the project.

Alderman Gregory questioned the twenty percent increase on the cost estimate within the last thirteen months. He added that the Streets and Drainage Committee had unanimously rejected the approval of the sidewalks on the design. Council approved \$500,000 for the project, however he did not understand the \$200,000 increase. Mr. Cuellar stated the original cost estimate was based on assumptions, but the current cost estimate includes the subgrade, subsurface conditions, a bigger pavement section and compliance with ADA requirements. Mayor Howell thanked Mr. Cuellar.

**EXECUTIVE SESSION.**

- E.1 THE CITY OF CASTLE HILLS CITY COUNCIL WILL CONVENE INTO AN EXECUTIVE/CLOSED SESSION AS AUTHORIZED BY THE SECTION 551.071(1) OF THE TEXAS GOVERNMENT CODE TO CONSULT WITH THE CITY ATTORNEY CONCERNING PENDING LITIGATION "CLEMENTS V. CITY OF CASTLE HILLS."**

At 11:17 p.m., Mayor Howell convened into closed session.

- E.2 THE CASTLE HILLS CITY COUNCIL WILL RECONVENE INTO OPEN SESSION AND TAKE ACTION, IF ANY IS APPROPRIATE, REGARDING PENDING LITIGATION "CLEMENTS V. CITY OF CASTLE HILLS."**

At 11:44 p.m., Mayor Howell reconvened into open session and invited a motion.

<b>MOTION:</b>	McLin
<b>SECOND:</b>	Wenger
<b>ACTION:</b>	Accept the City Attorney's recommendation to settle the "Clements v. City of Castle Hills."
<b>VOTE:</b>	Motion passed unanimously 5-0. (McLin, Wenger, Gregory, Scott, and McCormick)

**ADJOURNMENT.**

Mayor Howell invited a motion. Motioned by Alderman McCormick, seconded by Mayor Pro-Tem Wenger and the meeting adjourned at 11:45 p.m.

Approved:

\_\_\_\_\_  
Timothy A. Howell, Mayor

Attest:

\_\_\_\_\_  
Minerva Gonzales, City Secretary

Item  
b.

Tim A. Howell, Mayor  
JR Treviño, Mayor Pro Tempore  
Maretta Scott, Place 2  
Amy McLin, Place 3  
Frank Paul, Place 4  
Douglas Gregory, Place 5



**ACTION MINUTES**  
City of Castle Hills City Council  
Special Meeting Budget Work Session #2  
July 31, 2018, at 6:30 pm

Item  
C.

**CALL THE CASTLE HILLS CITY COUNCIL BUDGET WORK SESSION TO ORDER AND DETERMINE A QUORUM IS PRESENT.**

At 6:30 p.m., Mayor Timothy A. Howell called the Budget Work Session to order with a full quorum present at 209 Lemonwood Drive, Castle Hills, Texas.

Member of Council	Present
Timothy A. Howell, Mayor	√
Clyde "Skip" McCormick, Place 1	√
Maretta Scott, Place 2	√
Amy McLin, Place 3	√
Lesley Wenger, MPT Place 4	√
Douglas Gregory, Place 5	√

Alderman Gregory arrived at 6:35 p.m. City staff present were City Manager Ryan Rapelye, Finance Consultant Lara Feagins, Fire Chief Darrell Dover, Firefighters Joe Hernandez, Curt Covey, David Cain, Cory Stewart, Michael Kelly, Municipal Court Clerk Christina Zelenak, Finance Administrative Assistant Nora Davis, and City Secretary Minerva Gonzales.

The following residents signed the attendance roster were George Booth, Iris Braymen, William Buehler, Sylvia Gonzalez, and former Council Member Frank Paul.

Mayor Howell acknowledged that no one had signed up for comments on non-agenda items.

Mayor Pro-Tem Wenger announced that resident Connie Mendoza had passed away. She also brought awareness to the skunk problem near Lou John and has been spaying nearby dogs. She suggested "spray free skunk trap" to help address the problem Mayor Howell expressed concern about the increasing fox population and requested that City Manager Rapelye and Public Works Director Harada to look into the concerns.

**CONDUCT BUDGET WORK SESSION #2.**

**I. PRESENTATION/DISCUSSION OF THE PRELIMINARY FISCAL YEAR 2019 BUDGET FOR THE FIRE DEPARTMENT.**

Fire Chief Darrell Dover introduced the item and confirmed his staffing of nineteen with one Fire Chief, three shift Captains, three shift Lieutenants, and twelve Firefighters. Within the last six months, the Fire Department has had 555 emergency responses that has steadily increased over the last five years.

Chief Dover proposed the following:

- filling the vacated Assistant Fire Chief position that was vacated in 2013.
- replace six sets of structural firefighting gear for a total of \$16,800.
- Proposed to set \$30,000 aside for the future purchase of 10 handheld radios, 4 truck mounted radios, and 1 base station radio to meet federal mandates.

Alderwoman Scott supports the need to fill the vacated Assistant Fire Chief position to meet staffing requirements.

Mayor Pro-Tem Wenger confirmed that the city had recently purchased a fire truck for over one-million dollars and she didn't support the request to fill the Assistant Police Chief position that has been vacant for the last five years.

Alderman Gregory suggested promoting from within to fill the Assistant Fire Chief position.

## **II. DISCUSSION OF THE PRELIMINARY FISCAL YEAR 2019 BUDGET FOR THE ADMINISTRATION DEPARTMENT.**

City Manager Rapelye introduced the item and he provided a brief overview of department staff and duties. He invited Administrative Assistant Janet Thelen who offered insight on the need to replace the exterior main entry doors in administration to avoid continued deterioration and possible public safety concerns. City Manager Rapelye stated we were pending quotes for much needed audio system upgrades in the City Council Chambers. He noted that the 2019 budget will reflect a City Council Department to track training, supplies, special event funds, meeting supplies, election expenses, and Muni-Code updates.

Alderman Gregory inquired about the buildings energy costs and he proposed researching the use of solar panels.

Alderwoman Wenger suggested that staff should research alternate doors to replace the wooden main entry doors.

## **III. PRESENTATION/DISCUSSION OF THE PRELIMINARY FY 2019 BUDGET FOR THE MUNICIPAL COURT.**

Finance Consultant Lara Feagins assisted the City Manager in his overview of Municipal Court and they suggested updates to the Municipal Building. City Manager Rapelye invited Municipal Court Clerk Christina Zelenak who provided insight on court positions and their duties. Lastly, the court statistics reflect 6,530 total violations in 2017 and 3,076 violations from January to June 2018. The projected ending fund balances for 2018 are Child Safety \$64,745, Court Technology \$37,376, Court Security \$100,056, and Efficiency Fee \$3,534.

Mayor Howell shared a positive experience he had utilizing a kiosk to pay a traffic ticket.

Finance Consultant Feagins confirmed Alderwoman Scott's inquiry that a one cent increase would provide approximately \$58,861.

## **IV. PRESENTATION/DISCUSSION OF THE RECEIPT OF THE EFFECTIVE AND ROLLBACK CALCULATION FOR THE CITY OF CASTLE HILLS.**

Finance Consultant Lara Feagins provided fiscal year 2019 budget property tax calculations on the effective and rollback rates. The city's current tax rate is \$0.501345 and it has not changed since 2010.

In May 2017, the citizens approved to limit the increase of ad valorem taxes for residence homestead of person who is disabled or who is sixty-five (65) years of age or older. There are currently 622 single family homes from 1,536 who will participate in tax freeze rate calculation. Since this is the first year of the calculation, the budget tax revenue will be calculated different than prior years due to the freeze portion.

Overview of tax values reported homestead average value at \$297,348 and a \$0.01 cent increase equates to \$29.73 a year.

- Current Tax Rate - \$.501345/\$100 valuation
- Effective Tax Rate - \$.647217/\$100 valuation

- Rollback Tax Rate - \$.698994/\$100 valuation

Alderman McCormick inquired about court revenue, warrants and the STEP Program. He also inquired about other possible sources of revenue. Finance Consultant Lara Feagins clarified that the city retains the general court fees and noted revenues for the warrants and the Selective Traffic Enforcement Program. She suggested franchise, garbage, and permit fees as potential revenue sources.

Finance Consultant Feagins provided details on the tax rate. Alderman Gregory left for a prior engagement at 8:13 p.m.

Alderwoman McLin expected to be surprised because of the over 65 tax freeze, which is about 40% of the tax base. She expressed concern because her calculations reflected that the proposed effective tax rate would double resident taxes.

Mayor Pro-Tem Wenger was opposed to a tax increase and she stated that the residents over 65 were approximately 25% percent of the city's tax base.

## V. FISCAL YEAR 2019 BUDGET OVERVIEW AND ASSUMPTIONS.

Finance Consultant Lara Feagins and City Manager Rapelye conducted a PowerPoint presentation.

### Budget Assumptions

- Quality of Service will remain at existing levels with incremental improvements
- Expenses will not exceed revenues (balanced budget)
- Efficiently Use and Protect Fiscal Resources
- The City will maintain a 6-month reserve in the General Fund
- Unassigned fund balance should be used for emergencies, one-time expenditures, and capital improvements
- Continue to maintain funding of future Vehicles/Equipment
- Continue to formulate a Long-term Capital Improvement Plan to manage projects within the multiple infrastructure funds

### Budget Overview

Salary COLA increases (1.5% - 3%)

- Revenue Surplus
- Potential tax rate increase between \$.01- \$.03 cents
- Health Insurance
  - Renewal information expected mid-August
  - Past budget projections estimated 15-20% increase
- Personnel considerations and/or requests
  - Assistant Fire Chief (Un-funded)
  - Project Manager (Vacant)
- Community Infrastructure Economic Development (CEID) Fund (20) - Fund Balance \$482,351
  - Facility Improvements
  - Quality of Life Projects
- Future Fire Department Capital needs
  - Structural Fire Fighting Gear
  - Radio Upgrades
  - Replacement of Rescue Vehicle with Heavy Duty Truck
- Tax Rate
  - No increase

- Increase only to cover Capital needs

Alderwoman Scott highlighted the fact that City Manager Rapelye budget meetings were held much earlier this year. Alderman McCormick stated he looks forward to getting a copy of the proposed line item budget.

Mayor Howell thanked City Manager Rapelye and Finance Consultant Feagins.

**ANNOUNCEMENTS BY MAYOR AND COUNCIL MEMBERS.**

Mayor Howell noted that previous owner of Las Palapas had recent passed away.

Alderwoman McLin reminded citizens that Castle Hills Elementary was back in session and to proceed with care with the afterschool traffic.

**UPCOMING CITY COUNCIL MEETING.**

August 8, 2018, City Council Special Meeting Budget Work Session # 3.

**ADJOURNMENT.**

Alderman McCormick motioned to adjourn the meeting, seconded by Mayor Pro-Tem Wenger and the meeting adjourned at 8:28 p.m.

APPROVED:

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Timothy A. Howell, Mayor

ATTEST:

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Minerva Gonzales, City Secretary

Tim A. Howell, Mayor  
JR Treviño, Mayor Pro Tempore  
Maretta Scott, Place 2  
Amy McLin, Place 3  
Frank Paul, Place 4  
Douglas Gregory, Place 5



**ACTION MINUTES**  
City of Castle Hills  
City Council Special Meeting  
August 30, 2018, at 6:00 pm

Item  
d.

**CALL THE CASTLE HILLS SPECIAL CITY COUNCIL MEETING TO ORDER AND DETERMINE A QUORUM IS PRESENT.**

At 6:01 p.m., Mayor Timothy A. Howell called the Special Meeting to order with a full quorum present at 209 Lemonwood Drive, Castle Hills, Texas.

Member of Council	Present
Timothy A. Howell, Mayor	√
Clyde "Skip" McCormick, Place 1	√
Maretta Scott, Place 2	√
Amy McLin, Place 3	√
Lesley Wenger, MPT Place 4	√
Douglas Gregory, Place 5	√

**CITIZEN COMMENTS ON NON-AGENDA ITEMS.**

None.

**EXECUTIVE SESSION**

**E.1 THE CITY OF CASTLE HILLS CITY COUNCIL WILL CONVENE INTO AN EXECUTIVE/CLOSED SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE PURSUANT TO:**

- A) SECTION 551.074; THE CITY COUNCIL WILL REVIEW THE QUALIFICATIONS AND DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION AND DUTIES OF THE APPLICANTS FOR WHICH THE CITY HAS RECEIVED APPLICATIONS FOR THE POSITION OF CITY ATTORNEY.**
- B) SECTION 551.071(2); THE CITY COUNCIL WILL CONSULT WITH ITS ATTORNEY REGARDING THE AMERICAN EAGLE CASTLE HILLS, LLC PROJECT.**

At 6:04 p.m., Mayor Howell convened into executive closed session.

**E.2 THE CASTLE HILLS CITY COUNCIL WILL RECONVENE INTO OPEN SESSION AND TAKE ACTION (IF ANY) REGARDING THE ITEM(S) DISCUSSED IN EXECUTIVE/ CLOSED SESSION.**

At 8:36 p.m., Mayor Howell reconvened into open session.

After discussion of agenda item 1., Mayor Howell invited a motion on the employment of a City Attorney.

<b>MOTION:</b>	Gregory
<b>SECOND:</b>	Wenger
<b>ACTION:</b>	Langley & Banack Law Firm has been selected to fill the position of City Attorney for the City of Castle Hills.
<b>VOTE:</b>	Motion passed by majority vote 3-2.
	<i>Aye:</i> Gregory, Wenger, and McCormick <i>Nay:</i> McLin and Scott



**OLD BUSINESS.**

- I. **CONSIDER AND ACT UPON RESOLUTION NO. R18-08-30-A, APPROVING, SOLELY FOR THE PURPOSE OF SECTION 147(F) OF THE INTERNAL REVENUE CODE, THE ISSUANCE BY THE CAPITAL TRUST AGENCY OF ITS SENIOR LIVING REVENUE BONDS (AMERICAN EAGLE PORTFOLIO PROJECT), SERIES 2018, FOR THE PURPOSE OF FINANCING THE SENIOR LIVING FACILITIES THEREIN DESCRIBED, ONE OF WHICH IS LOCATED IN THE CITY; AND PROVIDING AN EFFECTIVE DATE.**

Mayor Howell invited a motion, made by Alderwoman Scott and seconded by Alderman McCormick. Alderman McCormick called point of order and requested consideration of the pilot agreement prior to the consideration of the Senior Living Revenue Bonds.

Alderman McCormick withdrew his second and Alderwoman Scott withdrew her motion.

**Mayor Howell proceeded to agenda item II.**

**After consideration of agenda item II,** Mayor Howell returned to the consideration of agenda item I.

Mayor Howell invited a motion, made by Alderwoman Scott and seconded by Alderman McCormick.

Upon discussion, Alderwoman McLin called for the vote.

<b>MOTION:</b>	Scott
<b>SECOND:</b>	McCormick
<b>ACTION:</b>	Approve Resolution No. R18-08-30-A, approving, solely for the purpose of section 147(f) of the Internal Revenue Code, the issuance by the Capital Trust Agency of its Senior Living Revenue Bonds (American Eagle Portfolio Project), Series 2018, for the purpose of financing the senior living facilities therein described, one of which is located in the city; and providing an effective date
<b>VOTE:</b>	Motion passed by majority vote 3-2. <i>Aye:</i> Scott, McCormick, and McLin <i>Nay:</i> Wenger and Gregory

Mr. Jerry Harris, Husch Blackwell Partner, thanked the City Council, City Manager Rapelye and City Attorney Brennan.

Mayor Howell returned to the consideration of an executive session item.

**NEW BUSINESS.**

- II. **CONSIDER AND ACT UPON RESOLUTION NO. R18-08-30-B, APPROVING A PILOT AGREEMENT (PAYMENT IN LIEU OF TAXES) WITH AMERICAN EAGLE PORTFOLIO PROJECT FOR THE ACQUISITION OF THE BROOKDALE SENIOR FACILITY. (City Manager Ryan Rapelye)**

Mayor Howell invited a motion. Alderman Gregory motioned to reject the pilot agreement in total. Seconded by Mayor Pro-Tem Wenger. Alderman McCormick invited the City Attorney's recommendation, and Mr. Brennan it's Council's choice to participate. Alderman McCormick added that the pilot agreement is an inducement to the resolution reflected under agenda item I.

Mayor Howell invited a roll call vote on the motion to reject the pilot agreement in total.

Clyde Skip McCormick, Place 1	Nay
Maretta Scott, Place 2	Nay
Amy McLin, Place 3	Nay
Lesley Wenger, Mayor Pro-Tem	Aye
Douglas Gregory, Place 5	Aye

Motion to reject the pilot agreement in total failed with a 3-2 vote.

Alderman Scott motioned to approve Resolution No. R18-08-30-B, seconded by Alderman McLin. Alderman Gregory proposed an amendment as follows. Alderman McCormick called for the vote.

AMENDED MOTION: Gregory

SECOND: McLin

ACTION: Amend the Pilot Agreement, Article II, Paragraph 3, last sentence, "In the event of a dispute regarding valuation, the City of Castle Hills will choose the mediator."

VOTE: Motion passed unanimously 5-0.

*Aye:* Gregory, McLin, Wenger, Scott and McCormick

After a discussion, Mayor Howell invited a vote on the original motion.

MOTION: Scott

SECOND: McCormick

ACTION: Approve Resolution No. R18-08-30-B, approving a pilot agreement (payment in lieu of taxes) with American Eagle Portfolio Project for the acquisition of the Brookdale Senior Facility.

VOTE: Motion passed by majority vote 3-2.

*Aye:* Scott, McCormick, and McLin *Nay:* Gregory and Wenger

Mayor Howell returned to agenda item I.

#### ANNOUNCEMENTS BY MAYOR AND COUNCIL MEMBERS.

#### UPCOMING CITY COUNCIL MEETING.

September 11, 2018, City Council Regular Meeting

#### ADJOURNMENT.

Alderman McCormick motioned to adjourn the meeting, seconded by Alderman Gregory and the meeting adjourned at 8:58 p.m.

APPROVED:

\_\_\_\_\_  
Timothy A. Howell, Mayor

ATTEST:

\_\_\_\_\_  
Minerva Gonzales, City Secretary

# Castle Hills City Council

## Agenda Item Summary

### September 11, 2018

CONSENT  
AGENDA ITEM

e

## Accept the Financial & Special Fund Balance Reports Ending July 31, 2018

### Summary:

Accept the Financial & Special Fund Balance Reports Ending July 31, 2018

### Background:

The current data provided within the Statement of Revenue and Expenditures attachments are for the Un-Audited FY 2018 Budget period ending July 31, 2018 for all Funds. The "Current Budget" column will list any budget amendment amounts occurring in that month. The "Current Actual" column within the Statement of Revenue and Expenditures is for revenue and expenditures entered in the month of July 2018. The "Annual Budget" column contains the adopted budget plus 1 amendment. The "YTD Actual" column is total revenue and expenses from January to July 2018. Also, additional attachments are the Special Revenue Funds – Ending Fund Balance Recap, and Balance Sheets for all Funds.

**Note: If an expense line item is at 100% this indicates that no expenditure has occurred.**

Included in the summary sheet are some highlights in greater detail for the General Fund general related only to the current month activity. Not all lines are discussed in detail as it is intended to highlight significant transactions for the month. Special Revenue funds will only be included in detail below if a significant transaction needs discussion.

*The attached revenue and expense reports now include line items categorized by types of revenue or expenses. The Asyst software has the ability to create what they call "Object Sub Type" that was previously never utilized or set up. Staff has grouped line items by categories in what is considered best practice by the Government Finance Officers Association (GFOA). This allows the reports to better interpreted by types of revenue and department needs.*

### Issue:

### 01- General Fund

As of July 31, 2018, total General Fund revenues are \$3,900,049 or 47.64% of the budget remaining and total General Fund expenditures are \$3,813,107 or 47.37% of the budget remaining. 7 months are complete or 41.67% of the year remaining. Revenues for the month are \$429,914 and expenses are \$460,336. Overall revenues and expenditures are on track in total even with some line item variances.

## Revenues

- Ad Valorem Taxes per the financial report for the month are \$152,880 with 52.13% of budget remaining. It should be noted that the City includes current, delinquent, penalties, and interest in the one revenue line item 01-00-4200. Also, due to the method that property tax collections are recorded on the City books this only shows what is deposited at the bank by month end. At year end, the auditors perform a year-end adjustment to move the Oct-Nov-Dec collections from the previous calendar year into the current budget and the Oct-Nov-Dec at end of the calendar year out. This transpires because the City's budget is a calendar year Jan-December, but the property tax levy for the year begins in October of the previous year. Per the Tax Assessor Collector report received for July 31, 2018 the Current 2017 tax year, collections are at 97.69% of the levy.
- Sales and Use Tax for the month is \$86,045 with 45.31 % of budget remaining. This is collections for May sales from monthly filers reporting to the State in June and the State submitting to the City in July. Staff is monitoring this revenue stream as comparison to previous year is indicating a -3.06% decrease in collections.
- Franchise Fees from phone carriers for the month are \$7,603 with 44.07% of the budget remaining. Collections in this line during the year include payments made quarterly for Electric, Gas, SAWS, Phone, and Cable.
- Court fines and fees consist of several revenue line items – monthly amounts for Warrants 01-00-4020 is \$8,598 with 47.50% of budget remaining, Court Income 01-00-4030 is \$38,123 with 54.62% of budget remaining, and STEP 01-00-4080 is \$15,692 with 30.23% of budget remaining. There are two line - LBG Collections 01-00-40205 and Court Tax 01-00-4400 that are considered pass thru and are not part of revenue at year end. There are also expenditure lines located in the Municipal Court budget for the payment of theses collections which again are pass through. Typical budgets do not include these as revenue or expense but are booked to a balance sheet account. The auditors actually combine the revenue and expense related to these lines in the financial statements in other words net them together. Staff has recommended that in future budgets, theses not be included in order to provide a transparent depiction of City revenue and expenses.
- Garbage Fees for the month are \$37,834 with 41.81% of the budget remaining. These fees are for residential trash pickup which is provided by the City. The majority of the residential homes are billed/collected through SAWS and then payment is submitted monthly by the entity.
- Permit/Inspection Fees for the month are \$32,554 with 47.01% of budget remaining. Staff does expect to see an increase over the next few months in permits due to expected submittals based on plan reviews. Permit/Licenses/Code Enforcement revenues are at \$200,749 year to date.
- Interest for the month is \$7,858 and for the year has exceeded the budget amount of \$25,000 by \$36,988. Interest rates are not expected to decrease over the next few months and the additional revenue will help with a few revenue line items that appear to be slightly under.

## Expenses by Department

- The Administration (10) department remains on target for a year to date (YTD) total of \$565,955 or 41.27% remaining. The line item Salaries-Part Time Contract – 5003

indicates no budget remaining however the costs are covered by the full-time finance position not being filled within Salaries, FICA, Medicare, Insurance, and TMRS. As was mentioned prior across all departments IT Support -5041 is elevated or even over budget, however staff has been reviewing and the currently monthly fees are on target, however the essential upgrade of firewall/PRI/VPN, exchange email are the largest cause for the overage. Attorney/Lega Fees -5060 for the month is \$22,121 and is \$6,228 over budgeted due to several abatement matters. Property/Casualty Insurance -5075 includes \$4,202 in payment for deductibles related to claims. The line item Credit Card Fee's -5089 in previous years was not appropriately budgeted or accounted for during the year as audit comments have indicated, the charges for the month are \$1,891 a month.

- The Municipal Court (20) department remains on target for YTD total of \$405,484 or 48.42% budget. As was discussed above in court revenues, Collection Fees -5088 and Court Tax -5127 are not true City expenses but are pass through that should be coded to a balance sheet. The actual budget remaining for day to day operations is 38.9% calculating without pass through fees and warrant line item.
- The Police Department (30) remains on target for a YTD total of \$1,340,597 or 45.39% remaining. The expenses for the month are on track for day to day operations. Review of the Salaries-Part Time -5003 included an employee that was previously a part-time whom was hired on as full time. There was one additional code that needed to be changed in the payroll module so the expenses were journaled to the full-time line item.
- The Fire Department (40) remains on target as well for a YTD total of \$935,886 or 44.28% of budget remaining with monthly expenses on track for day to day operations.
- The Streets Department (50) remains on target for a YTD total of \$226,038 or 69.42% of budget remaining. Salary related line items show a larger budget remaining due to 3 vacant positions that at this time will remain unfilled related to the hiring freeze implemented by Council. Street Maintenance Minor/Infrastructure -9052 includes a partial payment for alley and curb work. Street Maintenance -9053 includes expenses for asphalt materials.
- The Sanitation Department (60) remains on target with a YTD total of \$246,084 or 46.29% of budget remaining. Landfill Fees remain trending to be over budget by end of year. Staff has reviewed the costs over the last few years and the disposal fee alone has increased 25.6% since 2015.
- Capital Expenses (80) currently shows on target with a YTD total of \$93,063 or 39.17% remaining.

## **Payroll**

The City is on a bi-weekly payroll; there have been 15 pay periods out of 26 so approximately 42.30% should be remaining in the line items directly related to salaries if all positions were filled from January 1, 2018 in each department. Departments are on track related to payroll and the line items -5001 Salaries, -5010 FICA, -5012 Medicare, -5018 TMRS. Employee Insurance -5015 line across departments is above the calculated 42.30% or 5 months remaining due to the rate increase in November being under the projected increase during the budget process. Workers Compensations -5020 is paid one time in November so currently this line item has zero expenses.

**Pros:**

N/A

**Cons:**

N/A

**Attachments:**

- 1) July 31, 2018 Statement of Revenue and Expenditures for General Fund
- 2) July 31, 2018 Special Revenue Funds -Ending Fund Balance
- 3) July 31, 2018 Statement of Revenue & Expenditures for all Special Revenue Funds
- 4) July 31, 2018 Balance Sheet for all Funds

**Fiscal Impact:**

N/A

**Recommendation:**

Accept the Financial Reports Ending July 31, 2108

**Submitted by** Lara Feagins, Finance Consultant

**Date** 08.30.2018



**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For (00)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Property Tax Revenues</b>					
01-00-4200 Ad Valorem Taxes	\$ 0.00	\$ 152,880.38	\$ 3,426,468.00	\$ 1,640,085.50	52.13%
<b>Total Property Tax Revenues</b>	<b>0.00</b>	<b>152,880.38</b>	<b>3,426,468.00</b>	<b>1,640,085.50</b>	<b>52.13%</b>
<b>Sales &amp; Mixed Beverage Tax Revenues</b>					
01-00-4300 Sales and Use Tax	0.00	86,404.83	1,100,000.00	601,579.67	45.31%
01-00-4305 Sales Tax - Beverage	0.00	4,356.58	9,000.00	9,522.83	(5.81%)
<b>Total Sales &amp; Mixed Beverage Tax Revenues</b>	<b>0.00</b>	<b>90,761.41</b>	<b>1,109,000.00</b>	<b>611,102.50</b>	<b>44.90%</b>
<b>Franchise Fees Revenues</b>					
01-00-4220 Franchise Fees	0.00	7,603.17	475,000.00	265,653.96	44.07%
<b>Total Franchise Fees Revenues</b>	<b>0.00</b>	<b>7,603.17</b>	<b>475,000.00</b>	<b>265,653.96</b>	<b>44.07%</b>
<b>Court Fees Revenues</b>					
01-00-4020 Warrants	0.00	8,597.55	150,000.00	78,750.52	47.50%
01-00-4030 Court Income	0.00	38,122.67	680,000.00	308,617.69	54.62%
01-00-4080 S.T.E.P	0.00	15,691.85	200,000.00	139,542.84	30.23%
<b>Total Court Fees Revenues</b>	<b>0.00</b>	<b>62,412.07</b>	<b>1,030,000.00</b>	<b>526,911.05</b>	<b>48.84%</b>
<b>Permits/Licenses/Code Enf Revenues</b>					
01-00-4050 Permits/Inspection Fees	0.00	32,554.39	305,000.00	161,617.07	47.01%
01-00-4100 Food Licenses	0.00	260.00	17,000.00	20,015.00	(17.74%)
01-00-4110 Liquor Licenses	0.00	375.00	3,000.00	3,008.00	(0.27%)
01-00-4140 ARC, BOA, Zoning & Plat Fees	0.00	400.00	4,000.00	2,800.00	30.00%
01-00-4160 Abatement Collections	0.00	0.00	0.00	12,750.00	0.00%
01-00-4190 Animal Impound/Registration	0.00	0.00	1,000.00	559.00	44.10%
<b>Total Permits/Licenses/Code Enf Revenues</b>	<b>0.00</b>	<b>33,589.39</b>	<b>330,000.00</b>	<b>200,749.07</b>	<b>39.17%</b>
<b>Police &amp; Fire Revenues</b>					
01-00-4000 False Alarm Fines	0.00	0.00	3,000.00	0.00	100.00%
01-00-4010 Restitution Fees	0.00	57.00	500.00	1,395.96	(179.19%)
01-00-4150 Report Fees/Fingerprints	0.00	358.50	5,500.00	2,917.00	46.96%
01-00-4420 Revenue Rescue	0.00	2,012.00	11,000.00	4,539.08	58.74%
01-00-4440 Towing Services	0.00	1,762.50	25,000.00	8,382.50	66.47%
<b>Total Police &amp; Fire Revenues</b>	<b>0.00</b>	<b>4,190.00</b>	<b>45,000.00</b>	<b>17,234.54</b>	<b>61.70%</b>
<b>Garbage Collection Revenues</b>					
01-00-4120 Garbage Fees	0.00	37,831.48	455,000.00	264,760.61	41.81%
01-00-4125 Retro garbage billing	0.00	0.00	0.00	725.00	0.00%
01-00-4130 Recycling	0.00	30.00	0.00	260.66	0.00%
<b>Total Garbage Collection Revenues</b>	<b>0.00</b>	<b>37,861.48</b>	<b>455,000.00</b>	<b>265,746.27</b>	<b>41.59%</b>
<b>Misc Revenues</b>					
01-00-4040 Insurance Claims/Refunds	0.00	0.00	30,000.00	14,770.14	50.77%
01-00-4060 Miscellaneous	0.00	216.40	3,500.00	7,607.20	(117.35%)
01-00-4065 Credit Card Fees	0.00	3,227.31	40,000.00	26,319.23	34.20%
01-00-4070 Donations	0.00	0.00	100.00	0.00	100.00%

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For (00)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
01-00-4090 Interest	0.00	7,857.63	25,000.00	61,987.81	(147.95%)
01-00-4450 Passport Acceptance Office	0.00	0.00	21,197.75	0.00	100.00%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>11,301.34</b>	<b>119,797.75</b>	<b>110,684.38</b>	<b>7.61%</b>
<b>Non-City Revenues</b>					
01-00-4025 LGB Collections	0.00	1,341.21	40,000.00	19,182.30	52.04%
01-00-4310 Sales Tax - Garbage	0.00	3,208.87	38,000.00	22,326.86	41.25%
01-00-4400 Court Tax	0.00	24,764.92	380,000.00	220,372.72	42.01%
<b>Total Non-City Revenues</b>	<b>0.00</b>	<b>29,315.00</b>	<b>458,000.00</b>	<b>261,881.88</b>	<b>42.82%</b>
<b>Total Revenues</b>	<b>\$ 0.00</b>	<b>\$ 429,914.24</b>	<b>\$ 7,448,265.75</b>	<b>\$ 3,900,049.15</b>	<b>47.64%</b>
<b>Excess of Revenues Over Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 429,914.24</b>	<b>\$ 7,448,265.75</b>	<b>\$ 3,900,049.15</b>	<b>47.64%</b>



# City of Castle Hills

## Statement of Revenue and Expenditures

Revised Budget  
For Administration (10)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
01-10-5001 Salaries-Full Time	\$ 0.00	\$ 26,190.40	\$ 414,650.00	\$ 196,401.92	52.63%
01-10-5003 Salaries-Part Time-Contract	0.00	6,437.50	0.00	37,407.98	0.00%
01-10-5005 Longevity Pay	0.00	18.00	237.67	113.00	52.46%
01-10-5006 Comp Time/Overtime	0.00	459.30	1,500.00	2,267.04	(51.14%)
01-10-5010 FICA	0.00	1,581.17	25,816.04	11,871.36	54.02%
01-10-5012 Medicare	0.00	369.77	6,037.62	2,776.19	54.02%
01-10-5015 Employee Insurance	0.00	2,555.57	29,158.24	16,603.06	43.06%
01-10-5018 TMRS-Employee Retirement	0.00	3,133.45	48,721.38	23,369.25	52.03%
01-10-5020 Workers' Compensation	0.00	0.00	1,555.50	0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>40,745.16</b>	<b>527,676.45</b>	<b>290,809.80</b>	<b>44.89%</b>
<b>General Supplies/Materials Expenditures</b>					
01-10-5040 Office/Printing	0.00	1,068.51	10,000.00	7,077.04	29.23%
01-10-5045 Office Equip/Software	0.00	2.99	2,500.00	405.88	83.76%
01-10-5049 Printing - Temp Signs	0.00	0.00	300.00	0.00	100.00%
01-10-5070 Miscellaneous	0.00	8.99	700.00	1,718.24	(145.46%)
01-10-5080 Uniforms	0.00	0.00	500.00	247.79	50.44%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>1,080.49</b>	<b>14,000.00</b>	<b>9,448.95</b>	<b>32.51%</b>
<b>Services Expenditures</b>					
01-10-5048 Subscriptions & Dues	0.00	12.99	4,500.00	1,289.96	71.33%
01-10-5050 Newsletters/Postcards	0.00	0.00	2,500.00	198.00	92.08%
01-10-5052 Newspaper Publications/Ads	0.00	0.00	3,500.00	572.14	83.65%
01-10-5074 Training/Prof Meetings	0.00	35.72	8,000.00	2,956.59	63.04%
01-10-5076 Medical	0.00	0.00	250.00	110.00	56.00%
01-10-5082 Mayor/Council Expenses	0.00	984.79	5,000.00	7,020.72	(40.41%)
01-10-5097 Insurance Claims	0.00	0.00	5,000.00	0.00	100.00%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>1,033.50</b>	<b>28,750.00</b>	<b>12,147.41</b>	<b>57.75%</b>
<b>Contractual Expenditures</b>					
01-10-5025 City Engineer/Plat Fees	0.00	0.00	36,000.00	9,891.50	72.52%
01-10-5027 Building Inspector	0.00	0.00	60,000.00	28,620.00	52.30%
01-10-5028 Sanitation Inspectors	0.00	1,434.00	15,000.00	10,257.31	31.62%
01-10-5041 IT Support	0.00	1,443.20	11,000.00	13,615.92	(23.78%)
01-10-5042 Incode & Asyst Updates/Maint	0.00	1,687.75	7,100.00	5,088.25	28.33%
01-10-5046 Election Expenses	0.00	0.00	7,000.00	5,250.04	25.00%
01-10-5053 Website Hosting/Maint	0.00	0.00	3,000.00	677.99	77.40%
01-10-5055 Audit	0.00	0.00	17,500.00	18,500.00	(5.71%)
01-10-5058 Rackspace-Email	0.00	286.30	1,800.00	1,778.10	1.22%
01-10-5060 Attorney/Legal Fees	0.00	22,121.37	75,000.00	81,227.57	(8.30%)
01-10-5072 Bexar Appraisal District	0.00	0.00	16,000.00	8,482.00	46.99%
01-10-5075 Property/Casualty Insurance	0.00	4,201.50	58,000.00	16,284.40	71.92%
01-10-5085 Equipment Leases	0.00	578.04	7,650.00	4,319.21	43.54%
01-10-5089 Credit Card Fees	0.00	1,890.79	0.00	11,171.96	0.00%
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>33,642.95</b>	<b>315,050.00</b>	<b>215,164.25</b>	<b>31.70%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Administration (10)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Equipment/Build/Maintenance Expenditures</b>					
01-10-5035 Gas, Oil & Tires	0.00	43.22	2,500.00	406.69	83.73%
01-10-5065 Bldg Maint/Supplies	0.00	275.60	5,000.00	959.30	80.81%
01-10-5066 Vehicle Maint/Misc	0.00	0.00	1,500.00	500.00	66.67%
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>318.82</b>	<b>9,000.00</b>	<b>1,865.99</b>	<b>79.27%</b>
<b>Utilities Expenditures</b>					
01-10-5030 Utilities	0.00	1,691.01	12,000.00	9,850.22	17.91%
01-10-5069 Cell Phone/Radio Maint	0.00	311.69	1,250.00	1,028.60	17.71%
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>2,002.70</b>	<b>13,250.00</b>	<b>10,878.82</b>	<b>17.90%</b>
<b>Department Specific Expenditures</b>					
01-10-5043 Paperless Automation	0.00	0.00	6,000.00	0.00	100.00%
01-10-5056 MuniCode Updates	0.00	0.00	6,500.00	1,093.80	83.17%
01-10-5090 Animal Control	0.00	0.00	0.00	100.00	0.00%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>12,500.00</b>	<b>1,193.80</b>	<b>90.45%</b>
<b>Transfers for Future Expenditures</b>					
01-10-5245 Transfer for Tech Upgrades	0.00	0.00	3,500.00	1,750.00	50.00%
<b>Total Transfers for Future Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>1,750.00</b>	<b>50.00%</b>
<b>Non-City Expenses Expenditures</b>					
01-10-5087 Sales Tax - Garbage	0.00	3,175.64	40,000.00	22,695.76	43.26%
<b>Total Non-City Expenses Expenditures</b>	<b>0.00</b>	<b>3,175.64</b>	<b>40,000.00</b>	<b>22,695.76</b>	<b>43.26%</b>
<b>Total Administration Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 81,999.26</b>	<b>\$ 963,726.45</b>	<b>\$ 565,954.78</b>	<b>41.27%</b>
<b>Administration Excess of Revenues Over Expenditures</b>	<b>\$ 0.00</b>	<b>\$ (81,999.26)</b>	<b>\$ (963,726.45)</b>	<b>\$ (565,954.78)</b>	<b>41.27%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Municipal Court (20)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
01-20-5001 Salaries-Full Time	\$ 0.00	\$ 5,886.40	\$ 77,387.36	\$ 44,148.03	42.95%
01-20-5005 Longevity Pay	0.00	18.00	190.00	116.00	38.95%
01-20-5006 Comp Time	0.00	0.00	1,500.00	0.00	100.00%
01-20-5010 FICA	0.00	352.48	4,902.80	2,649.26	45.96%
01-20-5012 Medicare	0.00	82.44	1,146.62	619.58	45.96%
01-20-5015 Employee Insurance	0.00	799.72	11,681.84	5,598.04	52.08%
01-20-5018 TMRS-Employee Retirement	0.00	693.78	9,093.01	5,203.72	42.77%
01-20-5020 Workers' Compensation	0.00	0.00	404.00	0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>7,832.82</b>	<b>106,305.63</b>	<b>58,334.63</b>	<b>45.13%</b>
<b>General Supplies/Materials Expenditures</b>					
01-20-5040 Office/Printing	0.00	364.48	2,800.00	1,870.55	33.19%
01-20-5045 Office Equip/Software	0.00	0.00	100.00	0.00	100.00%
01-20-5070 Miscellaneous	0.00	0.00	100.00	0.00	100.00%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>364.48</b>	<b>3,000.00</b>	<b>1,870.55</b>	<b>37.65%</b>
<b>Services Expenditures</b>					
01-20-5074 Training/Prof Meetings	0.00	150.00	2,000.00	1,551.90	22.41%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>150.00</b>	<b>2,000.00</b>	<b>1,551.90</b>	<b>22.41%</b>
<b>Contractual Expenditures</b>					
01-20-5041 IT Support	0.00	716.30	4,500.00	8,160.80	(81.35%)
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>716.30</b>	<b>4,500.00</b>	<b>8,160.80</b>	<b>(81.35%)</b>
<b>Utilities Expenditures</b>					
01-20-5069 Cell Phone/Radio Maint	0.00	(2.59)	1,350.00	698.18	48.28%
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>(2.59)</b>	<b>1,350.00</b>	<b>698.18</b>	<b>48.28%</b>
<b>Department Specific Expenditures</b>					
01-20-5095 Magistrate Fees	0.00	0.00	1,000.00	100.00	90.00%
01-20-5125 Judge/Prosecutor Salary	0.00	2,500.00	50,000.00	20,000.00	60.00%
01-20-5128 Warrant Execution	0.00	10,950.00	150,000.00	103,750.00	30.83%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>13,450.00</b>	<b>201,000.00</b>	<b>123,850.00</b>	<b>38.38%</b>
<b>Non-City Expenses Expenditures</b>					
01-20-5088 Collection Fees	0.00	0.00	28,000.00	14,138.19	49.51%
01-20-5127 Court Tax	0.00	2,310.00	440,000.00	196,879.71	55.25%
<b>Total Non-City Expenses Expenditures</b>	<b>0.00</b>	<b>2,310.00</b>	<b>468,000.00</b>	<b>211,017.90</b>	<b>54.91%</b>
<b>Total Municipal Court Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 24,821.01</b>	<b>\$ 786,155.63</b>	<b>\$ 405,483.96</b>	<b>48.42%</b>
<b>Municipal Court Excess of Revenues Over Expenditures</b>	<b>\$ 0.00</b>	<b>\$ (24,821.01)</b>	<b>\$ (786,155.63)</b>	<b>\$ (405,483.96)</b>	<b>48.42%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Police Department (30)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
01-30-5001 Salaries-Full Time	\$ 0.00	\$ 127,890.69	\$ 1,639,722.67	\$ 880,489.11	46.30%
01-30-5002 S.T.E.P. Overtime	0.00	3,402.34	60,000.00	30,713.30	48.81%
01-30-5003 Salaries-Part Time	0.00	(14,764.87)	10,000.00	2,636.45	73.64%
01-30-5004 Reimbursed Salary	0.00	0.00	(40,824.00)	0.00	100.00%
01-30-5005 Longevity Pay	0.00	82.00	1,400.00	692.00	50.57%
01-30-5006 Comp Time/Overtime	0.00	2,919.68	35,000.00	21,612.08	38.25%
01-30-5010 FICA	0.00	7,283.34	105,728.52	57,133.71	45.96%
01-30-5012 Medicare	0.00	1,703.39	24,726.83	13,361.83	45.96%
01-30-5015 Employee Insurance	0.00	10,108.15	157,018.50	72,291.21	53.96%
01-30-5018 TMRS-Employee Retirement	0.00	14,046.85	192,667.41	110,044.84	42.88%
01-30-5020 Workers' Compensation	0.00	0.00	28,906.00	0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>152,671.57</b>	<b>2,214,345.93</b>	<b>1,188,974.53</b>	<b>46.31%</b>
<b>General Supplies/Materials Expenditures</b>					
01-30-5040 Office/Printing	0.00	178.12	5,300.00	1,815.56	65.74%
01-30-5070 Miscellaneous	0.00	0.00	900.00	300.79	66.58%
01-30-5080 Uniforms	0.00	2,425.14	24,000.00	14,071.16	41.37%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>2,603.26</b>	<b>30,200.00</b>	<b>16,187.51</b>	<b>46.40%</b>
<b>Services Expenditures</b>					
01-30-5048 Subscriptions & Dues	0.00	0.00	800.00	210.00	73.75%
01-30-5074 Training/Prof Meetings	0.00	1,117.71	20,000.00	9,589.63	52.05%
01-30-5076 Medical	0.00	69.44	12,500.00	7,945.76	36.43%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>1,187.15</b>	<b>33,300.00</b>	<b>17,745.39</b>	<b>46.71%</b>
<b>Contractual Expenditures</b>					
01-30-5041 IT Support	0.00	0.00	11,000.00	10,888.59	1.01%
01-30-5085 Equipment Leases	0.00	498.00	6,700.00	4,025.51	39.92%
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>498.00</b>	<b>17,700.00</b>	<b>14,914.10</b>	<b>15.74%</b>
<b>Equipment/Build/Maintenance Expenditures</b>					
01-30-5035 Gas, Oil & Tires	0.00	4,000.56	55,000.00	28,771.35	47.69%
01-30-5065 Bldg Maint/Supplies	0.00	728.16	7,650.00	6,369.93	16.73%
01-30-5068 Maint-Equipment	0.00	0.00	14,000.00	16,462.19	(17.59%)
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>4,728.72</b>	<b>76,650.00</b>	<b>51,603.47</b>	<b>32.68%</b>
<b>Utilities Expenditures</b>					
01-30-5030 Utilities	0.00	3,024.87	22,500.00	18,500.86	17.77%
01-30-5069 Cell Phone/Radio Maint	0.00	2,041.05	29,500.00	14,498.01	50.85%
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>5,065.92</b>	<b>52,000.00</b>	<b>32,998.87</b>	<b>36.54%</b>
<b>Department Specific Expenditures</b>					
01-30-5079 Equipment Purchase	0.00	1,759.03	15,000.00	11,898.41	20.68%
01-30-5095 Magistrate Fees	0.00	0.00	5,000.00	0.00	100.00%
01-30-5240 CID	0.00	45.00	2,500.00	2,275.15	8.99%

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Police Department (30)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Department Specific Expenditures	0.00	1,804.03	22,500.00	14,173.56	37.01%
Transfers for Future Expenditures					
01-30-5245 Transfer for Tech Upgrades	0.00	0.00	8,000.00	4,000.00	50.00%
Total Transfers for Future Expenditures	0.00	0.00	8,000.00	4,000.00	50.00%
Total Police Department Expenditures	\$ 0.00	\$ 168,558.65	\$ 2,454,695.93	\$ 1,340,597.43	45.39%
Police Department Excess of Revenues Over Expenditur	\$ 0.00	\$ (168,558.65)	\$ (2,454,695.93)	\$ (1,340,597.43)	45.39%

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Fire Department (40)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
01-40-5001 Salaries-Full Time	\$ 0.00	\$ 81,092.36	\$ 1,117,503.31	\$ 638,344.51	42.88%
01-40-5002 Retainer Overtime	0.00	5,238.36	35,000.00	14,021.90	59.94%
01-40-5005 Longevity Pay	0.00	392.00	6,500.00	2,884.00	55.63%
01-40-5010 FICA	0.00	5,227.55	71,858.21	39,537.66	44.98%
01-40-5012 Medicare	0.00	1,222.54	16,805.55	9,246.67	44.98%
01-40-5015 Employee Insurance	0.00	7,253.68	110,480.27	54,998.57	50.22%
01-40-5018 TMRS-Employee Retirement	0.00	10,189.96	131,306.64	77,031.46	41.33%
01-40-5020 Workers' Compensation	0.00	0.00	19,602.00	0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>110,616.45</b>	<b>1,509,055.98</b>	<b>836,064.77</b>	<b>44.60%</b>
<b>General Supplies/Materials Expenditures</b>					
01-40-5040 Office/Printing	0.00	0.00	1,500.00	625.22	58.32%
01-40-5045 Office Equip/Software	0.00	0.00	500.00	0.00	100.00%
01-40-5080 Uniforms	0.00	492.16	13,000.00	7,893.95	39.28%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>492.16</b>	<b>15,000.00</b>	<b>8,519.17</b>	<b>43.21%</b>
<b>Services Expenditures</b>					
01-40-5074 Training/Prof Meetings	0.00	2,053.45	15,000.00	4,983.43	66.78%
01-40-5076 Medical	0.00	0.00	450.00	245.00	45.56%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>2,053.45</b>	<b>15,450.00</b>	<b>5,228.43</b>	<b>66.16%</b>
<b>Contractual Expenditures</b>					
01-40-5038 EMS Fees - Acadian	0.00	5,833.33	73,500.00	40,833.31	44.44%
01-40-5041 IT Support	0.00	169.70	5,000.00	3,210.21	35.80%
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>6,003.03</b>	<b>78,500.00</b>	<b>44,043.52</b>	<b>43.89%</b>
<b>Equipment/Build/Maintenance Expenditures</b>					
01-40-5035 Gas, Oil & Tires	0.00	1,248.05	11,000.00	8,113.82	26.24%
01-40-5065 Bldg Maint/Supplies	0.00	1,138.63	5,500.00	3,924.12	28.65%
01-40-5068 Maint-Equipment	0.00	59.48	20,000.00	16,207.65	18.96%
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>2,446.16</b>	<b>36,500.00</b>	<b>28,245.59</b>	<b>22.61%</b>
<b>Utilities Expenditures</b>					
01-40-5030 Utilities	0.00	1,819.82	15,000.00	9,388.83	37.41%
01-40-5069 Cell Phone/Radio Maint	0.00	353.09	6,500.00	2,172.70	66.57%
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>2,172.91</b>	<b>21,500.00</b>	<b>11,561.53</b>	<b>46.23%</b>
<b>Department Specific Expenditures</b>					
01-40-5084 EMT Supplies	0.00	374.61	2,500.00	1,623.05	35.08%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>374.61</b>	<b>2,500.00</b>	<b>1,623.05</b>	<b>35.08%</b>
<b>Transfers for Future Expenditures</b>					
01-40-5245 Transfer for Tech Upgrades	0.00	0.00	1,200.00	600.00	50.00%
<b>Total Transfers for Future Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>600.00</b>	<b>50.00%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
*For Fire Department (40)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Fire Department Expenditures	\$ 0.00	\$ 124,158.77	\$ 1,679,705.98	\$ 935,886.06	44.28%
Fire Department Excess of Revenues Over Expenditures \$	0.00	\$ (124,158.77)	\$ (1,679,705.98)	\$ (935,886.06)	44.28%

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Streets Department (50)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
01-50-5001 Salaries-Full Time	\$ 0.00	\$ 11,302.40	\$ 286,571.84	\$ 84,590.32	70.48%
01-50-5002 Overtime	0.00	78.12	6,000.00	725.58	87.91%
01-50-5003 Salaries-Part Time/ Seasonal	0.00	1,241.10	17,000.00	10,080.49	40.70%
01-50-5005 Longevity Pay	0.00	64.00	832.00	465.00	44.11%
01-50-5006 Comp Time/Overtime	0.00	0.00	0.00	15.76	0.00%
01-50-5010 FICA	0.00	799.03	19,462.04	6,009.14	69.12%
01-50-5012 Medicare	0.00	98.78	4,551.61	744.66	83.64%
01-50-5015 Employee Insurance	0.00	868.39	29,219.84	5,991.50	79.50%
01-50-5018 TMRS-Employee Retirement	0.00	1,544.12	33,672.19	11,591.46	65.58%
01-50-5020 Workers' Compensation	0.00	0.00	3,187.00	0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>15,995.94</b>	<b>400,496.52</b>	<b>120,213.91</b>	<b>69.98%</b>
<b>General Supplies/Materials Expenditures</b>					
01-50-5040 Office/Printing	0.00	0.00	1,250.00	965.40	22.77%
01-50-5070 Miscellaneous	0.00	637.11	700.00	657.13	6.12%
01-50-5078 Safety Supplies	0.00	0.00	800.00	0.00	100.00%
01-50-5080 Uniforms	0.00	133.95	2,500.00	1,093.60	56.26%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>771.06</b>	<b>5,250.00</b>	<b>2,716.13</b>	<b>48.26%</b>
<b>Services Expenditures</b>					
01-50-5074 Training/Prof Meetings	0.00	0.00	1,500.00	0.00	100.00%
01-50-5076 Medical	0.00	0.00	500.00	0.00	100.00%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Contractual Expenditures</b>					
01-50-5041 IT Support	0.00	182.20	2,000.00	2,061.04	(3.05%)
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>182.20</b>	<b>2,000.00</b>	<b>2,061.04</b>	<b>(3.05%)</b>
<b>Equipment/Build/Maintenance Expenditures</b>					
01-50-5035 Gas, Oil & Tires	0.00	458.43	12,350.00	6,559.85	46.88%
01-50-5065 Bldg Maint/Supplies	0.00	(827.29)	1,000.00	972.40	2.76%
01-50-5068 Maint-Equipment	0.00	339.47	7,000.00	4,095.87	41.49%
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>(29.39)</b>	<b>20,350.00</b>	<b>11,628.12</b>	<b>42.86%</b>
<b>Utilities Expenditures</b>					
01-50-5030 Utilities	0.00	1,041.48	9,000.00	6,681.61	25.76%
01-50-5071 Street Lights	0.00	5,166.02	65,000.00	37,379.76	42.49%
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>6,207.50</b>	<b>74,000.00</b>	<b>44,061.37</b>	<b>40.46%</b>
<b>Department Specific Expenditures</b>					
01-50-5073 Street Signs	0.00	37.00	2,500.00	2,033.25	18.67%
01-50-5090 Animal Control	0.00	157.46	2,500.00	1,947.21	22.11%
01-50-6517 Kennel Care	0.00	455.82	3,500.00	2,723.64	22.18%
01-50-8535 Christmas Decorations	0.00	0.00	1,200.00	313.21	73.90%
01-50-9052 Street Maintenance (Minor) Infrastructur	0.00	1,400.00	50,000.00	5,197.37	89.61%



**City of Castle Hills**  
**Statement of Revenue and Expenditures**  
*Revised Budget*  
*For Streets Department (50)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Total Department Specific Expenditures</b>	0.00	2,050.28	59,700.00	12,214.68	79.54%
<b>Transfers for Future Expenditures</b>					
01-50-5245 Transfer for Tech Upgrades	0.00	0.00	400.00	200.00	50.00%
<b>Total Transfers for Future Expenditures</b>	0.00	0.00	400.00	200.00	50.00%
<b>Capital Outlay Expenditures</b>					
01-50-9053 Street Maintenance (Prior Council Appro	0.00	1,997.09	175,000.00	32,942.31	81.18%
<b>Total Capital Outlay Expenditures</b>	0.00	1,997.09	175,000.00	32,942.31	81.18%
<b>Total Streets Department Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 27,174.68</b>	<b>\$ 739,196.52</b>	<b>\$ 226,037.56</b>	<b>69.42%</b>
<b>Streets Department Excess of Revenues Over Expenditu</b>	<b>0.00</b>	<b>\$ (27,174.68)</b>	<b>\$ (739,196.52)</b>	<b>\$ (226,037.56)</b>	<b>69.42%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Sanitation Department (60)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
01-60-5001 Salaries-Full Time	\$ 0.00	\$ 15,920.56	\$ 208,761.38	\$ 119,591.34	42.71%
01-60-5005 Longevity Pay	0.00	74.00	1,040.00	540.00	48.08%
01-60-5010 FICA	0.00	947.36	13,007.69	7,124.27	45.23%
01-60-5012 Medicare	0.00	221.56	3,042.12	1,666.17	45.23%
01-60-5015 Employee Insurance	0.00	2,341.51	24,400.70	16,476.46	32.48%
01-60-5018 TMRS-Employee Retirement	0.00	1,880.02	24,529.46	14,126.53	42.41%
01-60-5020 Workers' Compensation	0.00	0.00	3,996.00	0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>21,385.01</b>	<b>278,777.35</b>	<b>159,524.77</b>	<b>42.78%</b>
<b>General Supplies/Materials Expenditures</b>					
01-60-5070 Miscellaneous	0.00	403.31	1,200.00	590.61	50.78%
01-60-5078 Safety Supplies	0.00	0.00	700.00	0.00	100.00%
01-60-5080 Uniforms	0.00	225.85	3,700.00	1,705.62	53.90%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>629.16</b>	<b>5,600.00</b>	<b>2,296.23</b>	<b>59.00%</b>
<b>Services Expenditures</b>					
01-60-5076 Medical	0.00	0.00	800.00	205.00	74.38%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>800.00</b>	<b>205.00</b>	<b>74.38%</b>
<b>Equipment/Build/Maintenance Expenditures</b>					
01-60-5035 Gas, Oil & Tires	0.00	1,762.43	36,000.00	11,832.70	67.13%
01-60-5065 Bldg Maint/Supplies	0.00	505.34	6,750.00	505.34	92.51%
01-60-5068 Maint-Equipment	0.00	342.02	29,000.00	3,679.21	87.31%
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>2,609.79</b>	<b>71,750.00</b>	<b>16,017.25</b>	<b>77.68%</b>
<b>Utilities Expenditures</b>					
01-60-5069 Cell Phone/Radio Maint	0.00	(77.48)	750.00	304.44	59.41%
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>(77.48)</b>	<b>750.00</b>	<b>304.44</b>	<b>59.41%</b>
<b>Department Specific Expenditures</b>					
01-60-5024 Recycle Fees	0.00	108.14	2,000.00	587.64	70.62%
01-60-5026 Landfill Fees	0.00	8,271.57	95,000.00	65,283.18	31.28%
01-60-5096 Insect Control	0.00	0.00	3,500.00	1,865.00	46.71%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>8,379.71</b>	<b>100,500.00</b>	<b>67,735.82</b>	<b>32.60%</b>
<b>Total Sanitation Department Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 32,926.19</b>	<b>\$ 458,177.35</b>	<b>\$ 246,083.51</b>	<b>46.29%</b>
<b>Sanitation Department Excess of Revenues Over Expen</b>	<b>\$ 0.00</b>	<b>\$ (32,926.19)</b>	<b>\$ (458,177.35)</b>	<b>\$ (246,083.51)</b>	<b>46.29%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
 For Other Payroll (70)  
 For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
Salaries & Benefits Expenditures					
01-70-6518 Vacation/Comp Liability	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Other Payroll Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 10,000.00</b>	<b>\$ 0.00</b>	<b>100.00%</b>
<b>Other Payroll Excess of Revenues Over Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ (10,000.00)</b>	<b>\$ 0.00</b>	<b>100.00%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Capital Expenses (80)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Expenditures</b>					
<b>Transfers for Future Expenditures</b>					
01-80-8025 Fire - Future Vehicle Purchase	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 25,000.00	50.00%
01-80-8026 Fire - Future Rescue Trk Purchase	0.00	0.00	10,000.00	5,000.00	50.00%
01-80-8035 Pub Works - Future Vehicle Purchase	0.00	0.00	50,000.00	25,000.00	50.00%
<b>Total Transfers for Future Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>110,000.00</b>	<b>55,000.00</b>	<b>50.00%</b>
<b>Capital Outlay Expenditures</b>					
01-80-8010 Admin Equip Purchase	0.00	0.00	5,000.00	0.00	100.00%
01-80-8020 City Hall Improvements	0.00	0.00	10,000.00	24,158.00	(141.58%)
01-80-8310 Fire (Equipment)	0.00	697.40	13,000.00	10,277.34	20.94%
01-80-8320 Fire (Bldg Related)	0.00	0.00	7,000.00	0.00	100.00%
01-80-8325 Fire - Future SCBA Purchase	0.00	0.00	5,000.00	2,500.00	50.00%
01-80-8410 Street (Bldg & Equip)	0.00	0.00	3,000.00	1,128.00	62.40%
<b>Total Capital Outlay Expenditures</b>	<b>0.00</b>	<b>697.40</b>	<b>43,000.00</b>	<b>38,063.34</b>	<b>11.48%</b>
<b>Total Capital Expenses Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 697.40</b>	<b>\$ 153,000.00</b>	<b>\$ 93,063.34</b>	<b>39.17%</b>
<b>Capital Expenses Excess of Revenues Over Expenditure \$</b>	<b>0.00</b>	<b>\$ (697.40)</b>	<b>\$ (153,000.00)</b>	<b>(93,063.34)</b>	<b>39.17%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$	0.00	\$ 429,914.24	\$ 7,448,265.75	\$ 3,900,049.15	57.30%
Total Expenditures	\$	0.00	\$ 460,335.96	\$ 7,244,657.86	\$ 3,813,106.64	47.37%
Total Excess of Revenues Over Expenditures	\$	0.00	\$ (30,421.72)	\$ 203,607.89	\$ 86,942.51	57.30%

# CITY OF CASTLE HILLS SPECIAL REVENUE FUNDS

ENDING FUND BALANCES AS OF July 31, 2018

CHILD SAFETY (02)		59,980.39
ANIMAL SHELTER FUND (04)		5,430.86
MUNICIPAL COURT TECHNOLOGY FUND (05)		38,072.76
MUNICIPAL COURT SECURITY FUND (06)		87,666.58
MUNICIPAL COURT EFFICIENCY FUND (07)		4,602.30
STREET MAINTENANCE SALES TAX FUND (08)		654,230.16
CONTINGENCY MAJOR PURCHASES - VEHICLE/EQUIPMENT (09)		194,449.17
ASSIGNED FIRE DEPT	55,803.00	
ASSIGNED PUBLIC WORKS	138,646.17	
DRAINAGE UTILITY FUND (10)		754,996.24
POLICE SEIZURE FUNDS (13)		359,572.08
STATE SEIZURE	61,052.87	
FEDERAL SEIZURE	286,995.73	
POLICE DISCRETIONARY	11,523.48	
LEOSE FUNDS FUND (18)		8,494.60
CPS CEID FUND (20)		482,350.84
WORKSTATION UPGRADE FUND (21)		9,486.00
SUPPLEMENTAL STREET& DRAINAGE MAINT. FUND (22)		635,601.80
STREETS & DRAINAGE SAWS INTERLOCAL FUND (23)		0.00
CRIME CONTROL & PREVENTION DISTIRICT FUND (50)		771,167.89
RESTRICTED FUND BALANCE	379,092.73	
ASSIGNED - PATROL CARS	117,500.00	
ASSIGNED - TRAFFIC VEHICLE	20,000.00	
ASSIGNED - CID VEHICLE	100,000.00	
ASSIGNED - RADIOS	90,000.00	
ASSIGNED - VIDEO EQUIPMENT	37,500.00	
ASSIGNED - MOBILE DATA COMPUTERS	27,075.16	

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Child Safety Fund (02)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Misc Revenues</b>					
02-00-8604 Child Safety Fees	\$ 0.00	\$ 779.89	\$ 15,806.02	\$ 6,738.79	57.37%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>779.89</b>	<b>15,806.02</b>	<b>6,738.79</b>	<b>57.37%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>779.89</b>	<b>15,806.02</b>	<b>6,738.79</b>	<b>57.37%</b>
<b>Total Child Safety Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 779.89</b>	<b>\$ 15,806.02</b>	<b>\$ 6,738.79</b>	<b>57.37%</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
<b>General Supplies/Materials Expenditures</b>					
02-00-9030 Miscellaneous	\$ 0.00	\$ 0.00	\$ 0.00	\$ 541.50	0.00%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>541.50</b>	<b>0.00%</b>
<b>Department Specific Expenditures</b>					
02-00-9024 Community Programs	0.00	0.00	7,000.00	2,155.71	69.20%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>	<b>2,155.71</b>	<b>69.20%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>	<b>2,697.21</b>	<b>61.47%</b>
<b>Total Child Safety Fund Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 7,000.00</b>	<b>\$ 2,697.21</b>	<b>61.47%</b>
<b>Child Safety Fund Excess of Revenues Over Expenditur</b>	<b>\$ 0.00</b>	<b>\$ 779.89</b>	<b>\$ 8,806.02</b>	<b>\$ 4,041.58</b>	<b>54.10%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
 For Animal Shelter Fund (04)  
 For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Permits/Licenses/Code Enf Revenues</b>					
04-00-4050 Garage Sale Permits-Annual	\$ 0.00	\$ 0.00	\$ 0.00	\$ 380.00	0.00%
<b>Total Permits/Licenses/Code Enf Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>380.00</b>	<b>0.00%</b>
<b>Misc Revenues</b>					
04-00-8605 Donations	0.00	0.00	960.00	45.00	95.31%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>960.00</b>	<b>45.00</b>	<b>95.31%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>960.00</b>	<b>425.00</b>	<b>55.73%</b>
<b>Total Animal Shelter Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 960.00</b>	<b>\$ 425.00</b>	<b>55.73%</b>
<b>Animal Shelter Fund Excess of Revenues Over Expendit</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 960.00</b>	<b>\$ 425.00</b>	<b>55.73%</b>



**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Mun Court Technology Fund (05)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
Revenues					
Misc Revenues					
05-00-8604 Court Technology Fees	\$ 0.00	\$ 1,430.60	\$ 24,423.66	\$ 12,473.95	48.93%
Total Misc Revenues	0.00	1,430.60	24,423.66	12,473.95	48.93%
Total Revenues	0.00	1,430.60	24,423.66	12,473.95	48.93%
Total Mun Court Technology Fund Revenues	\$ 0.00	\$ 1,430.60	\$ 24,423.66	\$ 12,473.95	48.93%
<b>Expenditures</b>					
Expenditures					
Equipment/Build/Maintenance Expenditures					
05-00-9008 Equipment Maintenance	\$ 0.00	\$ 642.57	\$ 22,036.22	\$ 11,073.00	49.75%
Total Equipment/Build/Maintenance Expenditures	0.00	642.57	22,036.22	11,073.00	49.75%
Capital Outlay Expenditures					
05-00-9006 Equipment Purchase	0.00	0.00	2,370.00	687.65	70.99%
Total Capital Outlay Expenditures	0.00	0.00	2,370.00	687.65	70.99%
Total Expenditures	0.00	642.57	24,406.22	11,760.65	51.81%
Total Mun Court Technology Fund Expenditures	\$ 0.00	\$ 642.57	\$ 24,406.22	\$ 11,760.65	51.81%
Mun Court Technology Fund Excess of Revenues Over	\$ 0.00	\$ 788.03	\$ 17.44	\$ 713.30	(3990.02%)

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Mun Court Building Security Fund (06)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Misc Revenues</b>					
06-00-8604 Court Security Fund	\$ 0.00	\$ 1,074.78	\$ 18,349.16	\$ 9,370.51	48.93%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>1,074.78</b>	<b>18,349.16</b>	<b>9,370.51</b>	<b>48.93%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>1,074.78</b>	<b>18,349.16</b>	<b>9,370.51</b>	<b>48.93%</b>
<b>Total Mun Court Building Security Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 1,074.78</b>	<b>\$ 18,349.16</b>	<b>\$ 9,370.51</b>	<b>48.93%</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
<b>Salaries &amp; Benefits Expenditures</b>					
06-00-5002 Overtime	\$ 0.00	\$ 0.00	\$ 6,435.00	\$ 1,635.00	74.59%
06-00-5010 FICA	0.00	0.00	398.97	99.57	75.04%
06-00-5012 Medicare	0.00	0.00	93.31	23.29	75.04%
06-00-5015 Employee Insurance	0.00	0.00	0.00	117.08	0.00%
06-00-5018 TMRS-Employee Retirement	0.00	0.00	756.11	192.30	74.57%
06-00-9012 Personnel	0.00	542.50	2,520.00	3,167.50	(25.69%)
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>542.50</b>	<b>10,203.39</b>	<b>5,234.74</b>	<b>48.70%</b>
<b>General Supplies/Materials Expenditures</b>					
06-00-9030 Miscellaneous	0.00	0.00	0.00	8,049.69	0.00%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,049.69</b>	<b>0.00%</b>
<b>Capital Outlay Expenditures</b>					
06-00-9006 Equipment Purchase	0.00	0.00	0.00	329.99	0.00%
<b>Total Capital Outlay Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>329.99</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>542.50</b>	<b>10,203.39</b>	<b>13,614.42</b>	<b>(33.43%)</b>
<b>Total Mun Court Building Security Fund Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 542.50</b>	<b>\$ 10,203.39</b>	<b>\$ 13,614.42</b>	<b>(33.43%)</b>
<b>Mun Court Building Security Fund Excess of Revenues</b>	<b>\$ 0.00</b>	<b>\$ 532.28</b>	<b>\$ 8,145.77</b>	<b>\$ (4,243.91)</b>	<b>152.10%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Mun Court Efficiency Fund (07)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Misc Revenues</b>					
07-00-8604 Court Efficiency Fund	\$ 0.00	\$ 110.69	\$ 0.00	\$ 1,067.42	0.00%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>110.69</b>	<b>0.00</b>	<b>1,067.42</b>	<b>0.00%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>110.69</b>	<b>0.00</b>	<b>1,067.42</b>	<b>0.00%</b>
<b>Total Mun Court Efficiency Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 110.69</b>	<b>\$ 0.00</b>	<b>\$ 1,067.42</b>	<b>0.00%</b>
<b>Mun Court Efficiency Fund Excess of Revenues Over Ex</b>	<b>\$ 0.00</b>	<b>\$ 110.69</b>	<b>\$ 0.00</b>	<b>\$ 1,067.42</b>	<b>0.00%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Street Maintenance Sales Tax Fund (08)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Digital Billboard Revenues</b>					
08-00-8607 Digital Billboards	\$ 0.00	\$ 0.00	\$ 38,000.00	\$ 19,000.00	50.00%
<b>Total Digital Billboard Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>38,000.00</b>	<b>19,000.00</b>	<b>50.00%</b>
<b>Misc Revenues</b>					
08-00-8604 Revenue -Sales Tax	0.00	21,601.21	275,000.00	150,393.38	45.31%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>21,601.21</b>	<b>275,000.00</b>	<b>150,393.38</b>	<b>45.31%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>21,601.21</b>	<b>313,000.00</b>	<b>169,393.38</b>	<b>45.88%</b>
<b>Total Street Maintenance Sales Tax Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 21,601.21</b>	<b>\$ 313,000.00</b>	<b>\$ 169,393.38</b>	<b>45.88%</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
<b>Contractual Expenditures</b>					
08-00-9055 Engineering	\$ 0.00	\$ 1,570.83	\$ 120,254.48	\$ 31,345.34	73.93%
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>1,570.83</b>	<b>120,254.48</b>	<b>31,345.34</b>	<b>73.93%</b>
<b>Department Specific Expenditures</b>					
08-00-9052 Street Maintenance (Minor)	0.00	0.00	25,624.66	1,050.00	95.90%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>25,624.66</b>	<b>1,050.00</b>	<b>95.90%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>1,570.83</b>	<b>145,879.14</b>	<b>32,395.34</b>	<b>77.79%</b>
<b>Total Street Maintenance Sales Tax Fund Expenditure</b>	<b>\$ 0.00</b>	<b>\$ 1,570.83</b>	<b>\$ 145,879.14</b>	<b>\$ 32,395.34</b>	<b>77.79%</b>
<b>Street Maintenance Sales Tax Fund Excess of Revenues</b>	<b>\$ 0.00</b>	<b>\$ 20,030.38</b>	<b>\$ 167,120.86</b>	<b>\$ 136,998.04</b>	<b>18.02%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Contingency Fund For Major Purchases of Vehicles (09)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Transfers-In Revenues</b>					
09-00-8655 Transfer from Gen Fund-Fire Dept	\$ 0.00	\$ 0.00	\$ 65,000.00	\$ 32,500.00	50.00%
09-00-8667 Transfer from Gen Fund-Public Works	0.00	0.00	50,000.00	25,000.00	50.00%
<b>Total Transfers-In Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>115,000.00</b>	<b>57,500.00</b>	<b>50.00%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>115,000.00</b>	<b>57,500.00</b>	<b>50.00%</b>
<b>Total Contingency Fund For Major Purchases of Vehicle</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 115,000.00</b>	<b>\$ 57,500.00</b>	<b>50.00%</b>
<b>Contingency Fund For Major Purchases of Vehicles Exce</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 115,000.00</b>	<b>\$ 57,500.00</b>	<b>50.00%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Drainage Utility Fund (10)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
Permits/Licenses/Code Enf Revenues					
10-00-4045 Stormwater Permit Fee	\$ 0.00	\$ 212.80	\$ 12,901.40	\$ 2,786.00	78.41%
<b>Total Permits/Licenses/Code Enf Revenues</b>	<b>0.00</b>	<b>212.80</b>	<b>12,901.40</b>	<b>2,786.00</b>	<b>78.41%</b>
<b>Digital Billboard Revenues</b>					
10-00-8607 Digital Billboards-Rental	0.00	0.00	152,000.00	76,000.00	50.00%
<b>Total Digital Billboard Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>152,000.00</b>	<b>76,000.00</b>	<b>50.00%</b>
<b>Misc Revenues</b>					
10-00-8604 Revenue - Stormwater Billing	0.00	11,422.28	138,171.90	79,763.02	42.27%
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>11,422.28</b>	<b>138,171.90</b>	<b>79,763.02</b>	<b>42.27%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>11,635.08</b>	<b>303,073.30</b>	<b>158,549.02</b>	<b>47.69%</b>
<b>Total Drainage Utility Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 11,635.08</b>	<b>\$ 303,073.30</b>	<b>\$ 158,549.02</b>	<b>47.69%</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
Contractual Expenditures					
10-00-9055 Engineering	\$ 0.00	\$ 0.00	\$ 7,994.00	\$ 1,929.32	75.87%
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>7,994.00</b>	<b>1,929.32</b>	<b>75.87%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>7,994.00</b>	<b>1,929.32</b>	<b>75.87%</b>
<b>Total Drainage Utility Fund Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 7,994.00</b>	<b>\$ 1,929.32</b>	<b>75.87%</b>
<b>Drainage Utility Fund Excess of Revenues Over Expendi</b>	<b>\$ 0.00</b>	<b>\$ 11,635.08</b>	<b>\$ 295,079.30</b>	<b>\$ 156,619.70</b>	<b>46.92%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Police Seizure Fund (13)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Police &amp; Fire Revenues</b>					
13-00-8606 Police Seizure - State	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,838.96	0.00%
<b>Total Police &amp; Fire Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,838.96</b>	<b>0.00%</b>
<b>Misc Revenues</b>					
13-00-4060 Misc-Vending Sales	0.00	45.81	0.00	123.46	0.00%
13-00-4090 Interest	0.00	487.86	772.34	2,601.60	(236.85%)
13-00-8604 Police Seizure - Federal	0.00	10,494.26	3,342.30	153,374.70	(4488.90%)
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>11,027.93</b>	<b>4,114.64</b>	<b>156,099.76</b>	<b>(3693.76%)</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>11,027.93</b>	<b>4,114.64</b>	<b>161,938.72</b>	<b>(3835.67%)</b>
<b>Total Police Seizure Fund Revenues</b>	<b>\$ 0.00</b>	<b>\$ 11,027.93</b>	<b>\$ 4,114.64</b>	<b>\$ 161,938.72</b>	<b>(3835.67%)</b>
<b>Expenditures</b>					
<b>Expenditures</b>					
<b>General Supplies/Materials Expenditures</b>					
13-00-5070 Misc-Vending-Food	\$ 0.00	\$ 127.85	\$ 0.00	\$ 1,330.98	0.00%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>127.85</b>	<b>0.00</b>	<b>1,330.98</b>	<b>0.00%</b>
<b>Equipment/Build/Maintenance Expenditures</b>					
13-00-9010 Operations & Maintenance	0.00	0.00	14,753.60	0.00	100.00%
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>14,753.60</b>	<b>0.00</b>	<b>100.00%</b>
<b>Capital Outlay Expenditures</b>					
13-00-8000 Capital Expenses	0.00	3,381.75	0.00	3,381.75	0.00%
<b>Total Capital Outlay Expenditures</b>	<b>0.00</b>	<b>3,381.75</b>	<b>0.00</b>	<b>3,381.75</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>3,509.60</b>	<b>14,753.60</b>	<b>4,712.73</b>	<b>68.06%</b>
<b>Total Police Seizure Fund Expenditures</b>	<b>\$ 0.00</b>	<b>\$ 3,509.60</b>	<b>\$ 14,753.60</b>	<b>\$ 4,712.73</b>	<b>68.06%</b>
<b>Police Seizure Fund Excess of Revenues Over Expendit</b>	<b>\$ 0.00</b>	<b>\$ 7,518.33</b>	<b>\$ (10,638.96)</b>	<b>\$ 157,225.99</b>	<b>1577.83%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For LEOSE Funds (18)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
Police & Fire Revenues					
18-00-4455 LEOSE State Allocation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,308.84	0.00%
Total Police & Fire Revenues	0.00	0.00	0.00	2,308.84	0.00%
Total Revenues	0.00	0.00	0.00	2,308.84	0.00%
Total LEOSE Funds Revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,308.84	0.00%
LEOSE Funds Excess of Revenues Over Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,308.84	0.00%



**City of Castle Hills**  
**Statement of Revenue and Expenditures**

*Revised Budget*  
*For Workstation Upgrade (21)*  
*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Transfers-In Revenues</b>					
21-00-8615 Transfer from Gen Fund	\$ 0.00	\$ 0.00	\$ 13,100.00	\$ 6,550.00	50.00%
<b>Total Transfers-In Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>13,100.00</b>	<b>6,550.00</b>	<b>50.00%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>13,100.00</b>	<b>6,550.00</b>	<b>50.00%</b>
<b>Total Workstation Upgrade Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 13,100.00</b>	<b>\$ 6,550.00</b>	<b>50.00%</b>
<b>Workstation Upgrade Excess of Revenues Over Expendi</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 13,100.00</b>	<b>\$ 6,550.00</b>	<b>50.00%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
For Crime Control and Prevention District (50)  
For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
<b>Revenues</b>					
<b>Sales &amp; Mixed Beverage Tax Revenues</b>					
50-00-4300 Sales and Use Tax	\$ 0.00	\$ 21,011.28	\$ 240,000.00	\$ 146,414.15	38.99%
<b>Total Sales &amp; Mixed Beverage Tax Revenues</b>	<b>0.00</b>	<b>21,011.28</b>	<b>240,000.00</b>	<b>146,414.15</b>	<b>38.99%</b>
<b>Misc Revenues</b>					
50-00-4090 Interest	0.00	1,015.52	700.00	6,061.06	(765.87%)
<b>Total Misc Revenues</b>	<b>0.00</b>	<b>1,015.52</b>	<b>700.00</b>	<b>6,061.06</b>	<b>(765.87%)</b>
<b>Transfers-In Revenues</b>					
50-00-4990 Transfer in From Fund Balance	0.00	0.00	90,000.00	0.00	100.00%
<b>Total Transfers-In Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>90,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Revenues</b>	<b>0.00</b>	<b>22,026.80</b>	<b>330,700.00</b>	<b>152,475.21</b>	<b>53.89%</b>
<b>Total Crime Control and Prevention District Revenues</b>	<b>\$ 0.00</b>	<b>\$ 22,026.80</b>	<b>\$ 330,700.00</b>	<b>\$ 152,475.21</b>	<b>53.89%</b>

**Expenditures****Expenditures****Salaries & Benefits Expenditures**

50-00-9012 Personnel	\$ 0.00	\$ 0.00	\$ 500.00	\$ 0.00	100.00%
<b>Total Salaries &amp; Benefits Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100.00%</b>

**General Supplies/Materials Expenditures**

50-00-5070 Miscellaneous	0.00	0.00	500.00	0.00	100.00%
<b>Total General Supplies/Materials Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100.00%</b>

**Services Expenditures**

50-00-9023 Dispatch Training	0.00	0.00	500.00	0.00	100.00%
<b>Total Services Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>100.00%</b>

**Contractual Expenditures**

50-00-9015 IT Support	0.00	1,932.60	30,000.00	7,886.00	73.71%
50-00-9025 Software Support	0.00	246.00	36,000.00	25,721.84	28.55%
<b>Total Contractual Expenditures</b>	<b>0.00</b>	<b>2,178.60</b>	<b>66,000.00</b>	<b>33,607.84</b>	<b>49.08%</b>

**Equipment/Build/Maintenance Expenditures**

50-00-9011 Equip/Fuel/Maint	0.00	863.85	25,000.00	2,406.35	90.37%
<b>Total Equipment/Build/Maintenance Expenditures</b>	<b>0.00</b>	<b>863.85</b>	<b>25,000.00</b>	<b>2,406.35</b>	<b>90.37%</b>

**Department Specific Expenditures**

50-00-9021 CID Training	0.00	0.00	1,000.00	0.00	100.00%
50-00-9022 SWAT Training	0.00	0.00	2,000.00	1,000.00	50.00%
50-00-9024 Community Programs	0.00	0.00	1,200.00	474.46	60.46%
<b>Total Department Specific Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>4,200.00</b>	<b>1,474.46</b>	<b>64.89%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**

Revised Budget  
 For Crime Control and Prevention District (50)  
 For the Fiscal Period 2018-7 Ending July 31, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Transfers for Future Expenditures</b>					
50-00-8105 Patrol Cars-Future	0.00	0.00	60,000.00	0.00	100.00%
50-00-8107 Traffic Vehicle-Future	0.00	0.00	10,000.00	0.00	100.00%
50-00-8110 CID Vehicles-Future	0.00	0.00	25,000.00	0.00	100.00%
50-00-8115 Radios-Future	0.00	0.00	20,000.00	0.00	100.00%
50-00-8120 Video Equipment-Future	0.00	0.00	12,500.00	0.00	100.00%
50-00-8125 Mobile Data Computers-Future	0.00	0.00	12,000.00	0.00	100.00%
<b>Total Transfers for Future Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>139,500.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Capital Outlay Expenditures</b>					
50-00-8116 Radios - Purchase	0.00	0.00	110,000.00	0.00	100.00%
<b>Total Capital Outlay Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>110,000.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Expenditures</b>	<b>0.00</b>	<b>3,042.45</b>	<b>346,200.00</b>	<b>37,488.65</b>	<b>89.17%</b>
<b>Total Crime Control and Prevention District Expenditur</b>	<b>\$ 0.00</b>	<b>\$ 3,042.45</b>	<b>\$ 346,200.00</b>	<b>\$ 37,488.65</b>	<b>89.17%</b>
 <b>Crime Control and Prevention District Excess of Revenu</b>	 <b>\$ 0.00</b>	 <b>\$ 18,984.35</b>	 <b>\$ (15,500.00)</b>	 <b>\$ 114,986.56</b>	 <b>841.85%</b>

**City of Castle Hills**  
**Statement of Revenue and Expenditures**  
*Revised Budget*

*For the Fiscal Period 2018-7 Ending July 31, 2018*

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$	0.00	\$ 69,686.98	\$ 1,138,526.78	\$ 738,790.84	(8.95%)
Total Expenditures	\$	0.00	\$ 9,307.95	\$ 556,436.35	\$ 104,598.32	81.20%
Total Excess of Revenues Over Expenditures	\$	0.00	\$ 60,379.03	\$ 582,090.43	\$ 634,192.52	(8.95%)

**City of Castle Hills****Balance Sheet***For General Fund (01)**July 31, 2018***Assets**

01-00-1000	General Fund- Cash- Pooled	(1,918,368.85)
01-00-1001	Special Account	(10,650.55)
01-00-1002	Money Market Account	5,709,803.65
01-00-1004	Certificate of Deposit	526,580.60
01-00-1007	Generations Reg	88.84
01-00-1008	Generations Save	462,589.31
01-00-1100	Cash in Register #1	240.00
01-00-1101	Cash in Register #2	100.00
01-00-1102	Petty Cash Fund	100.00
01-00-1103	Change Fund	400.12
01-00-1104	Petty Cash-Warrant Officer	100.00
01-00-1105	Cash in Register #3	100.00
01-00-1120	FD Cash Account	3,834.13
01-00-1150	MBIA	338,027.34
01-00-1329	A/R - Garbage Fees	38,359.76
01-00-1330	Accounts Receivable-Audit	87,239.41
01-00-1331	A/R Sales & Beverage Taxes	178,641.07
01-00-1332	Taxes Receivable-Audit	2,000,746.21
01-00-1333	Allow for Doubtful Accts	(40,616.66)
01-00-1360	A/R - Other	(132.96)
<b>Total</b>		<b>7,377,181.42</b>
<b>Total Assets</b>		<b>\$ 7,377,181.42</b>

**Liabilities and Fund Balance**

01-00-2000	Accounts Payable	123,352.24
01-00-2010	Payroll Taxes Payable	(660.75)
01-00-2012	Bonds Payable	20,304.93
01-00-2015	A/P - Court Tax Payable	87,574.53
01-00-2050	Deferred Tax Rev-Prior Levies	197,702.22
01-00-2051	Deferred Tax Rev-Current Levy	3,414,912.55
01-00-2200	Cash Payable to FD	3,834.13
01-00-2300	Accrued Wages	97,589.53
<b>Total</b>		<b>3,944,609.38</b>
<b>Total Liabilities</b>		<b>3,944,609.38</b>
01-00-3000	Opening Bal Equity	3,294,970.74
01-00-3920	Restricted PEG funds	50,658.79
<b>Total</b>		<b>3,345,629.53</b>
<b>Excess of Revenue Over Expenditures</b>		<b>86,942.51</b>
<b>Total Fund Balances</b>		<b>3,432,572.04</b>

**City of Castle Hills**

**Balance Sheet**

*For General Fund (01)*

*July 31, 2018*

Total Liabilities and Fund Balances

\$ 7,377,181.42

**City of Castle Hills****Balance Sheet***For Child Safety Fund (02)**July 31, 2018***Assets**

02-00-1000	Cash-Pooled	59,980.39
	<b>Total</b>	<b>59,980.39</b>
	<b>Total Assets</b>	<b>\$ 59,980.39</b>

**Liabilities and Fund Balance**

	<b>Total</b>	<b>.00</b>
	<b>Total Liabilities</b>	<b>.00</b>

02-00-3000	Opening Bal Equity	55,938.81
	<b>Total</b>	<b>55,938.81</b>
	Excess of Revenue Over Expenditures	4,041.58
	<b>Total Fund Balances</b>	<b>59,980.39</b>
	<b>Total Liabilities and Fund Balances</b>	<b>\$ 59,980.39</b>

**City of Castle Hills**  
**Balance Sheet**  
*For Civic Participation Committee (03)*  
*July 31, 2018*

**Assets**

Total	<u>.00</u>
Total Assets	<u>\$ .00</u>

**Liabilities and Fund Balance**

Total	<u>.00</u>
Total Liabilities	<u>.00</u>

Total	<u>.00</u>
Excess of Revenue Over Expenditures	<u>.00</u>
Total Fund Balances	<u>.00</u>
Total Liabilities and Fund Balances	<u>\$ .00</u>



**City of Castle Hills****Balance Sheet***For Animal Shelter Fund (04)**July 31, 2018***Assets**

04-00-1000	Cash-Pooled	5,430.86
	Total	5,430.86
	Total Assets	\$ 5,430.86

**Liabilities and Fund Balance**

Total	.00
Total Liabilities	.00

04-00-3000	Opening Bal Equity	5,005.86
	Total	5,005.86
	Excess of Revenue Over Expenditures	425.00
	Total Fund Balances	5,430.86
	Total Liabilities and Fund Balances	\$ 5,430.86

**City of Castle Hills**  
**Balance Sheet**  
*For Mun Court Technology Fund (05)*  
*July 31, 2018*

**Assets**

05-00-1000	Cash-Pooled	38,072.76
	Total	<u>38,072.76</u>
	Total Assets	<u>\$ 38,072.76</u>

**Liabilities and Fund Balance**

Total	<u>.00</u>
Total Liabilities	<u>.00</u>

05-00-3000	Opening Bal Equity	37,359.46
	Total	<u>37,359.46</u>
	Excess of Revenue Over Expenditures	<u>713.30</u>
	Total Fund Balances	<u>38,072.76</u>
	Total Liabilities and Fund Balances	<u>\$ 38,072.76</u>

**City of Castle Hills****Balance Sheet***For Mun Court Building Security Fund (06)**July 31, 2018***Assets**

06-00-1000	Cash-Pooled	89,452.75
06-00-1001	Special Account	(1,710.69)
	<b>Total</b>	<b>87,742.06</b>
	<b>Total Assets</b>	<b>\$ 87,742.06</b>

**Liabilities and Fund Balance**

06-00-2000	Accounts Payable	75.48
	<b>Total</b>	<b>75.48</b>
	<b>Total Liabilities</b>	<b>75.48</b>
06-00-3000	Opening Bal Equity	91,910.49
	<b>Total</b>	<b>91,910.49</b>
	Excess of Revenue Over Expenditures	(4,243.91)
	<b>Total Fund Balances</b>	<b>87,666.58</b>
	<b>Total Liabilities and Fund Balances</b>	<b>\$ 87,742.06</b>

**City of Castle Hills**  
**Balance Sheet**  
*For Mun Court Efficiency Fund (07)*  
*July 31, 2018*

**Assets**

07-00-1000	Cash-Pooled	4,602.30
	<b>Total</b>	<u>4,602.30</u>
	<b>Total Assets</b>	<u>\$ 4,602.30</u>

**Liabilities and Fund Balance**

<b>Total</b>	<u>.00</u>
<b>Total Liabilities</b>	<u>.00</u>

07-00-3000	Opening Bal Equity	3,534.88
	<b>Total</b>	<u>3,534.88</u>
	Excess of Revenue Over Expenditures	<u>1,067.42</u>
	<b>Total Fund Balances</b>	<u>4,602.30</u>
	<b>Total Liabilities and Fund Balances</b>	<u>\$ 4,602.30</u>

**City of Castle Hills**  
**Balance Sheet**  
*For Street Maintenance Sales Tax Fund (08)*  
*July 31, 2018*

**Assets**

08-00-1000	Cash-Pooled	629,226.75
08-00-1330	Accounts Receivable-Audit	44,003.41
	<b>Total</b>	<u>673,230.16</u>
	<b>Total Assets</b>	<u><u>\$ 673,230.16</u></u>

**Liabilities and Fund Balance**

08-00-2055	Deferred Revenue	19,000.00
	<b>Total</b>	<u>19,000.00</u>
	<b>Total Liabilities</b>	<u>19,000.00</u>
08-00-3000	Opening Bal Equity	517,232.12
	<b>Total</b>	<u>517,232.12</u>
	Excess of Revenue Over Expenditures	136,998.04
	<b>Total Fund Balances</b>	<u>654,230.16</u>
	<b>Total Liabilities and Fund Balances</b>	<u><u>\$ 673,230.16</u></u>

**City of Castle Hills****Balance Sheet***For Contingency Fund For Major Purchases of Vehicles (09)**July 31, 2018***Assets**

09-00-1000	Cash-Pooled	194,449.17
	Total	194,449.17
	Total Assets	\$ 194,449.17

**Liabilities and Fund Balance**

Total	.00
Total Liabilities	.00

09-00-3000	Opening Bal Equity	136,949.17
	Total	136,949.17
	Excess of Revenue Over Expenditures	57,500.00
	Total Fund Balances	194,449.17
	Total Liabilities and Fund Balances	\$ 194,449.17

**City of Castle Hills**  
**Balance Sheet**  
*For Drainage Utility Fund (10)*  
*July 31, 2018*

**Assets**

10-00-1000	Cash-Pooled	830,996.24
	Total	<u>830,996.24</u>
	Total Assets	<u>\$ 830,996.24</u>

**Liabilities and Fund Balance**

10-00-2055	Deferred Revenue	76,000.00
	Total	<u>76,000.00</u>
	Total Liabilities	<u>76,000.00</u>

10-00-3000	Opening Bal Equity	598,376.54
	Total	<u>598,376.54</u>
	Excess of Revenue Over Expenditures	<u>156,619.70</u>
	Total Fund Balances	<u>754,996.24</u>
	Total Liabilities and Fund Balances	<u>\$ 830,996.24</u>

**City of Castle Hills****Balance Sheet***For Fiesta Castle Hills (11)**July 31, 2018***Assets**

Total		.00
Total Assets	\$	.00

**Liabilities and Fund Balance**

Total		.00
Total Liabilities		.00
Total		.00
Excess of Revenue Over Expenditures		.00
Total Fund Balances		.00
Total Liabilities and Fund Balances	\$	.00



**City of Castle Hills**  
**Balance Sheet**

*For Police Seizure Fund (13)*  
*July 31, 2018*

**Assets**

13-00-1000	Cash-Pooled	3,423.19
13-00-1120	Police State Seizure Cash Account	57,629.68
13-00-1121	Police Seizure Federal Cash	286,995.73
13-00-1125	PD Discretionary	11,523.48
<b>Total</b>		359,572.08
<b>Total Assets</b>		\$ 359,572.08

**Liabilities and Fund Balance**

<b>Total</b>	.00
<b>Total Liabilities</b>	.00

13-00-3000	Opening Bal Equity	202,346.09
<b>Total</b>		202,346.09
	Excess of Revenue Over Expenditures	157,225.99
<b>Total Fund Balances</b>		359,572.08
<b>Total Liabilities and Fund Balances</b>		\$ 359,572.08

**City of Castle Hills****Balance Sheet***For LEOSE Funds (18)**July 31, 2018***Assets**

18-00-1127	Training-Special-Cash	8,494.60
	<b>Total</b>	<b>8,494.60</b>
	<b>Total Assets</b>	<b>\$ 8,494.60</b>

**Liabilities and Fund Balance**

	<b>Total</b>	<b>.00</b>
	<b>Total Liabilities</b>	<b>.00</b>
18-00-3000	Opening Bal Equity	6,185.76
	<b>Total</b>	<b>6,185.76</b>
	Excess of Revenue Over Expenditures	2,308.84
	<b>Total Fund Balances</b>	<b>8,494.60</b>
	<b>Total Liabilities and Fund Balances</b>	<b>\$ 8,494.60</b>

**City of Castle Hills****Balance Sheet**

For CPS CIED Fund (20)

July 31, 2018

**Assets**

20-00-1000	Cash-Pooled	482,350.84
	Total	482,350.84
	Total Assets	\$ 482,350.84

**Liabilities and Fund Balance**

Total	.00
Total Liabilities	.00

20-00-3000	Opening Bal Equity	482,350.84
	Total	482,350.84
	Excess of Revenue Over Expenditures	.00
	Total Fund Balances	482,350.84
	Total Liabilities and Fund Balances	\$ 482,350.84

**City of Castle Hills****Balance Sheet***For Workstation Upgrade (21)**July 31, 2018***Assets**

21-00-1000	Cash-Pooled	9,486.00
	<b>Total</b>	<b>9,486.00</b>
	<b>Total Assets</b>	<b>\$ 9,486.00</b>

**Liabilities and Fund Balance**

	<b>Total</b>	<b>.00</b>
	<b>Total Liabilities</b>	<b>.00</b>

21-00-3000	Opening Bal Equity	2,936.00
	<b>Total</b>	<b>2,936.00</b>
	Excess of Revenue Over Expenditures	6,550.00
	<b>Total Fund Balances</b>	<b>9,486.00</b>
	<b>Total Liabilities and Fund Balances</b>	<b>\$ 9,486.00</b>

**City of Castle Hills****Balance Sheet***For Supplemental Street & Drainage Maint. Fund (22)**July 31, 2018***Assets**

22-00-1000	Cash-Pooled	635,601.80
	Total	635,601.80
	Total Assets	\$ 635,601.80

**Liabilities and Fund Balance**

Total	.00
Total Liabilities	.00

22-00-3000	Opening Bal Equity	635,601.80
	Total	635,601.80
	Excess of Revenue Over Expenditures	.00
	Total Fund Balances	635,601.80
	Total Liabilities and Fund Balances	\$ 635,601.80

**City of Castle Hills****Balance Sheet***For Street & Drainage Saws Interlocal (23)**July 31, 2018***Assets**

Total	<u>.00</u>
Total Assets	<u>\$ .00</u>

**Liabilities and Fund Balance**

Total	<u>.00</u>
Total Liabilities	<u>.00</u>
Total	<u>.00</u>
Excess of Revenue Over Expenditures	<u>.00</u>
Total Fund Balances	<u>.00</u>
Total Liabilities and Fund Balances	<u>\$ .00</u>

**City of Castle Hills**  
**Balance Sheet**  
*For Crime Control and Prevention District (50)*  
*July 31, 2018*

**Assets**

50-00-1000	Cash-Pooled	(1,943.22)
50-00-1005	CCPD Cash	732,806.58
50-00-1200	Accounts Receivable	42,853.38
	<b>Total</b>	<u>773,716.74</u>
	<b>Total Assets</b>	<u><u>\$ 773,716.74</u></u>

**Liabilities and Fund Balance**

50-00-2000	Accounts Payable	2,548.85
	<b>Total</b>	<u>2,548.85</u>
	<b>Total Liabilities</b>	<u>2,548.85</u>
50-00-3000	Opening Bal Equity	656,181.33
	<b>Total</b>	<u>656,181.33</u>
	Excess of Revenue Over Expenditures	114,986.56
	<b>Total Fund Balances</b>	<u>771,167.89</u>
	<b>Total Liabilities and Fund Balances</b>	<u><u>\$ 773,716.74</u></u>



LANGLEY & BANACK  
INCORPORATED

Attorneys and Counselors at Law

MARC J. SCHNALL  
BOARD CERTIFIED – COMMERCIAL REAL ESTATE LAW  
BOARD CERTIFIED – RESIDENTIAL REAL ESTATE LAW  
TEXAS BOARD OF LEGAL SPECIALIZATION

September 4, 2018

City of Castle Hills, Texas  
Attention: Mr. Ryan Rapelye  
209 Lemonwood Drive  
Castle Hills, TX 78213

*Via e-mail to rrapelye@castlehills-tx.gov*

Re: Engagement Pertaining to Legal Services

Dear Mr. Rapelye:

We appreciate the City Council selecting Langley & Banack, Inc. to represent the City of Castle Hills, Texas and look forward to working with you and the City.

**Legal Matter and Scope of Services**

By this letter we are pleased to present the terms of the City's engagement of Langley & Banack, Incorporated ("we" or the "Firm") as attorneys for the purpose of representing the City of Castle Hills, Texas (the "City" or the "client") as City Attorney to provide general municipal law services and representation as requested by the City Manager or Mayor (the "Engagement").

We are not obligated to provide representation unless and until we receive a signed copy of this letter along with the required retainer for legal services.

With respect to this Engagement, please understand that we are licensed to practice law. We do not provide business, accounting, or personal advice, and we do not provide tax advice unless specifically a part of this Engagement as set forth above. We are very pleased to be allowed to work with the City. The purpose of this letter is to briefly summarize our Engagement.

Our representation under this letter is strictly limited to the matters set forth above. However, if we undertake any additional work, such work will also be covered by this engagement letter.

**Fees, Disbursements, and Other Charges**

The City will be invoiced generally on a monthly basis for services and disbursements rendered during the prior month. Services will be invoiced based on the hourly rates shown below. These invoices are due upon receipt. If any invoice remains unpaid for more than 30 days after its due date, the Firm, with written notice to the City, may cease work on this Engagement as soon as ethically permissible until all outstanding invoices are paid in full.

TRINITY PLAZA II • 745 EAST MULBERRY, STE 700  
SAN ANTONIO, TEXAS 78212 • T 210.736.6600 • F 210.735.6889  
WWW.LANGLEYBANACK.COM

SAN ANTONIO • CARRIZO SPRINGS • EAGLE PASS • KARNES CITY • CASTROVILLE • NEW BRAUNFELS



For general administrative representation, inclusive of representation and attendance at one regular Council meeting per month and attendance at special council meetings when requested, the Firm will charge an hourly rate of \$275 with a cap of \$6,600.00 per calendar month.

For projects specifically assigned which are anticipated to involve at least 20 hours of attorney time, the Firm will charge \$275 - \$350 per posted and billed hour of attorney time.

For litigation preparation, the Firm will charge \$275 - \$350 per posted and billed hour of attorney time. For litigation courtroom time, the Firm will charge \$300 - \$375 per posted and billed hour of attorney time. Except for general administrative representation, attorney hourly billing rates will vary based on the rate of the handling attorney.

Marc J. Schnall and Paul Fletcher will be the primary attorneys in this Engagement. Additional lawyers and paralegals of the Firm may, from time to time, also provide services in this Engagement. For our mutual conveniences, billings will be in increments of tenths of an hour. Our hourly rates are periodically adjusted to reflect increases in our overhead, inflation, and general economic circumstances.

In addition to our fees, the City will be invoiced for expenses incurred by the Firm on the City's behalf. Such expenses may include long distance telephone and facsimile charges, photocopies, overnight delivery or messenger service charges, filing fees, and similar costs. It is the policy of the Firm that clients are expected to pay in advance to our Firm or directly to the provider any out-of-pocket charges over \$200 (such as filing fees or court costs).

#### **Retainer**

In most undertakings, the Firm now requires an advance retainer. **We will not require an advance retainer at this time.** If an advance retainer is subsequently required for a specific item, such as for a special project or a litigation matter, such retainer may be held and applied to the last invoice in such matter, with any balance refunded to the City. At our discretion, such retainer may also be applied to any past due invoices for such matter or invoices for any other work we are performing for the City and/or for court costs and other expenses incurred, in which case the City agrees to immediately, on our request, replenish the retainer so that it will be restored to an amount we set. If the City fails to replenish the retainer, then, with written notice to the City, we may cease work as soon as ethically permissible. Paying a retainer does not relieve the City of the obligation to pay monthly invoices.

#### **Communication and Information**

In order to enable us to effectively render legal services to the City, the City agrees to disclose fully and accurately all facts and keep us apprised of all developments relating to the matter described in the first paragraph of this letter. The City further agrees to cooperate fully with us and to be available to attend meetings and any proceeding we advise the City to attend.

#### **Firm's Objective**

The Firm's foremost objective is to provide quality legal services. We recognize the importance of knowing how a client feels about the services provided by our attorneys. Please feel free to discuss any aspect of the Firm's services or charges with me, our office manager, or the firm's Management

Committee (although the members of this Committee may rotate, either I or our office manager will provide the names of the current Committee members to the City upon request).

**Because of the nature of legal representation in general, we cannot and do not make any promises or guarantees to the City concerning the outcome of this Engagement.**

#### **Confidential Communications**

Subject to certain exceptions, attorney-client communications are privileged and confidential. Without waiving this privilege or confidentiality, the City hereby authorizes the Firm, in its judgment and discretion for the best interests of the City, to communicate concerning the Engagement or concerning the City with other parties or professionals for the City's benefit.

The City agrees that the Firm may communicate with the City and other persons and entities by e-mail and wireless phone during the course of this representation. The Firm hereby notifies the City and the City hereby acknowledges that e-mail and wireless phone communications may not be completely secure, and the courts may not afford e-mail and wireless phone communications the same confidentiality and privilege protections that have been traditionally given to attorney/client and other types of privileged or confidential communications.

#### **Termination of Engagement**

The initial term of this engagement is from September 4, 2018 through December 31, 2018, but this engagement will continue thereafter until it is terminated. Notwithstanding the foregoing, after providing written notice to us, the City may end our Engagement at any time. If the City terminates the Engagement, all fees and expenses accrued before the Firm receives notice of the termination are immediately due to the Firm. The City is also responsible for any fees and expenses in connection with the wrapping up of our Engagement and the transfer of matters to other counsel.

The Firm reserves the right to withdraw from the Engagement if the City fails to honor this agreement or for any reason as permitted or required under the Texas Code of Professional Responsibility or as permitted by the Rules of Courts of the State of Texas. Notification of withdrawal shall be made in writing. In the event of such withdrawal, the City agrees to promptly pay the Firm for all services rendered and expenses reasonably incurred by the Firm.

The Firm further reserves the right to withdraw from the Engagement if the City fails to timely pay a fee statement, and the City agrees to accept the risks of said withdrawal, including, without limitation, loss of legal advice, loss of causes of action, loss of suit, and judgment adverse to client; provided however, that the City shall remain obligated to the Firm for all costs and expenses the Firm has incurred in the representation. The City acknowledges being fully advised by the Firm that the Code of Professional Responsibility of the State of Texas and the State Bar of Texas preclude withdrawal by the Firm when the City is at risk, particularly during trial, absent written agreement; and the City, being fully so aware, nonetheless makes this agreement, and the Firm may so advise or inform any court in connection with any withdrawal by the Firm from the matter. The Firm does not hereby seek to reduce our ethical obligations, but only to fully advise and inform the City at the time of execution of this letter agreement that the Firm will not be required to continue employment absent the City's compliance with the provisions of this agreement.

#### **Retention of Files**

The Firm agrees to assert a diligent effort, subject to causes beyond our control, to retain and maintain all major and significant components of our files relative to the Engagement for a period of five (5) years following the conclusion of the Engagement and, during such time, to afford the City reasonable access to such files. The City agrees to our destruction of files after a period of five (5) years.

#### **Disputes Between Us**

We strive to accommodate the City's needs as a client, and we value the trust and confidence the City Council has placed in us. Occasionally, a disagreement may arise on aspects of this Engagement. In that case, we will take all reasonable steps to resolve the disagreement to the City's satisfaction.

**If the City has any concerns regarding our legal services or our charges, we will make every effort to reach a fair and equitable resolution. In the rare event that the City and we cannot resolve the City's concerns, the City and we shall appoint an informal mediator and participate in a mediation in an effort to resolve any dispute between us.**


#### **The City Approval**

Please indicate the City's approval and acceptance of the terms of this letter by signing and returning a copy of this letter to the undersigned, **not later than September 11, 2018**. If we do not receive a signed copy of this letter by that date, then we reserve the right to decline to accept representation of the City in the matter and work on the City's behalf may be discontinued.

We look forward to representing the City in this Engagement. If the you have any questions about the scope or terms of our employment, please do not hesitate to call me.

Very truly yours,

LANGLEY & BANACK, INCORPORATED

By:   
Marc J. Schnall, Shareholder

MJS:ab

AGREED:

CITY OF CASTLE HILLS, TEXAS

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: September \_\_\_\_, 2018

Castle Hills City Council  
Agenda Item Summary  
September 11, 2018

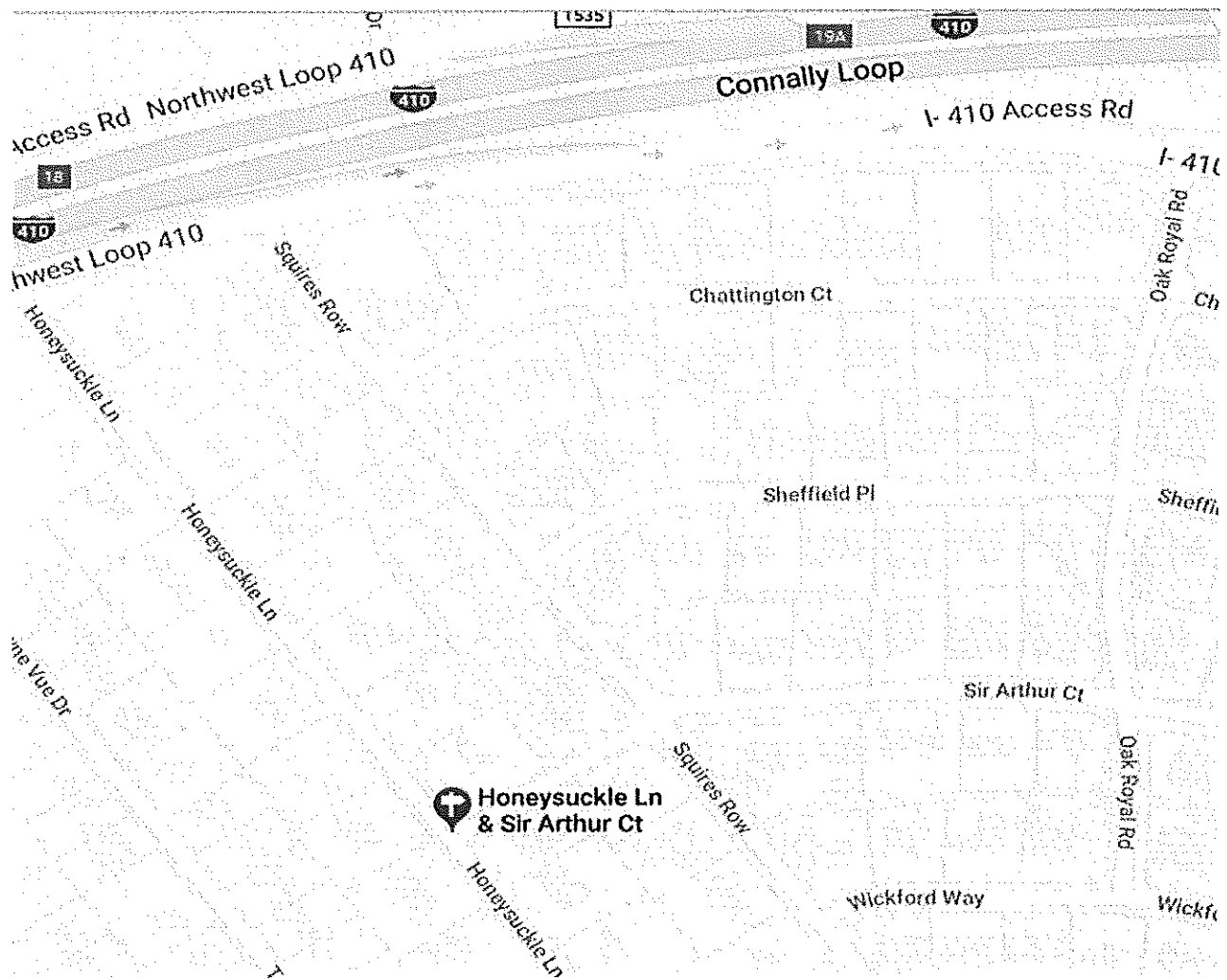
AGENDA ITEM

II.

**Consider and act upon the installation of stop signs at the  
Honeysuckle Ln. and Sir Arthur Court intersection.**

**History**

Mayor Pro-Tem Wenger to introduce the item.



Presented by: Mayor Pro-Tem Wenger

Date 09-07-2018



**Castle Hills City Council  
Agenda Item Summary  
September 11, 2018**

AGENDA ITEM

**IV.**

**Consider and act upon Ordinance No. 2018-09-11-A,  
amending Chapter 6, Animals Article IV. of the Code of  
Ordinances, by amending Section 6-151 to clarify the  
standard of care required of animal owners.**

**Summary**

This ordinance amends Chapter 6 of the Code of Ordinances providing a standard of care required of animal owners.

**Background**

Mayor Pro-Tem Wenger to introduced the item at the August 14, 2018 City Council meeting. At the direction of the council, the city attorneys drafted the proposed changes to provide standards of care.

**Issue**

The present code does not provide in-depth standards of care especially related to weather related concerns, veterinary care and tethering of animals.

**Pros**

Improves the welfare of the animals in our community.

**Cons**

Without the additional language, animals in our community could be subject to neglect and exposure to the elements.

**Attachments**

Draft Ordinance No. 2018-09-11-A.

**Motion Requested**

Approval of Ordinance No. 2018-09-11-A, amending Chapter 6, Animals Article IV. of the Code of Ordinances, by amending Section 6-151 to clarify the standard of care required of animal owners.

by: Mayor Pro-Tem Wenger



**City of Castle Hills, Texas**  
**ORDINANCE NO. 2018-09-11-A**

**AN ORDINANCE AMENDING CHAPTER 6, ANIMALS  
ARTICLE IV OF THE CODE OF ORDINANCES, BY  
AMENDING SEC. 6-151 TO CLARIFY THE STANDARD OF  
CARE REQUIRED OF ANIMAL OWNERS.**

**WHEREAS**, Chapter 6, Animals, of the Code of Ordinances sets forth certain requirements for the care of animals; and

**WHEREAS**, The City Council desires to encourage responsible pet ownership through the promotion and protection of the health, safety and welfare of pets and clarification of the standards for humane practices for the care and treatment of animals Sec. 6-151.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS** that Chapter 6, Animals, Article IV, Care and Control, Section 6-151 of the Code of Ordinances is amended by repealing the current Section 6-151 and adopting the following as Section 6-151:

**“Sec. 6-151. Standard of Care.**

An animal owner, keeper or temporary owner (herein, “animal owner”) shall provide his animals with humane care and treatment as follows:

- (1) An animal owner shall provide his animal with access to adequate supply of fresh air.
- (2) An animal owner shall provide his animal with species-specific food.
- (3) An animal owner shall provide his animal with fresh water.
- (4) An animal owner shall provide his animal with exercise.
- (5) An animal owner shall provide his animal with veterinary care to assure its health and when needed to prevent suffering.
- (6) An animal owner shall protect his animal from extremes of the environment, including outside temperatures of heat (85 degrees or above), cold (32 degrees or below), and precipitation. This shall include but not be limited to shade, dog house, lean-to, tent, garage or inside the owner’s house.

(7) An animal owner shall not tether a dog unattended outside between the hours of 10:00 pm and 6:00 am, and is prohibited from tethering for more than three (3) hours at any other time when temperatures are above 85 degrees or below 32 degrees, or when weather is inclement.

This ordinance shall become effective at midnight on September \_\_\_\_, 2018.

PASSED AND APPROVED this 11<sup>th</sup> day of September, 2018.

\_\_\_\_\_  
Timothy A. Howell, MAYOR

ATTEST:

\_\_\_\_\_  
Minerva Gonzales, CITY SECRETARY

APPROVED AS TO FORM:

\_\_\_\_\_  
Marc Schnall, CITY ATTORNEY

**Castle Hills City Council  
Agenda Item Summary  
September 11, 2018**

AGENDA ITEM

**VI.**

**Consider by act upon RPF Klotz's updated estimate to reconstruct Banyan Drive, from Carolwood to Tamworth in concrete or asphalt, with special emphasis on drainage concerns.**

**Summary**

Consider acting upon the updated cost estimate to reconstruct Banyan Drive with concrete including intersections from Carolwood Drive to Tamworth Drive and a full reconstruction of Glentower Drive. This project also encompasses drainage improvements from Banyan Drive to Glentower Drive.

**Background**

Councilman Gregory requested a revised cost estimate based on previous project considerations for street repairs as developed by the Street Committee. This project is identified under the city's Master Drainage Study.

**Issue**

This area has historically endured high volumes of stormwater being conveyed in the roadway on Banyan Drive resulting in deterioration of the roadway.

**Pros**

As this project is identified in our Master Drainage Study, this project is one of many phases to address drainage concerns in this area while making much needed roadway improvements along Banyan Drive and Glentower Drive.

**Cons**

The roadway continues to deteriorate if not addressed.





**Attachments**

City Engineers with RPS will provide maps and cost estimates at the meeting.

**Fiscal Impact**

Adequate funds are available in the Street Fund and Drainage Fund.

**Recommendation**

Staff recommends the city council's review of the proposed cost estimates and direction by council on proceeding with the engineering design for the project.

**Submitted by** City Manager Ryan Rapelye

**Date** 09.06.2018





RESOLUTION NO. R18-08-30-A

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASTLE HILLS, TEXAS, APPROVING, SOLELY FOR THE PURPOSES OF SECTION 147(F) OF THE INTERNAL REVENUE CODE, THE ISSUANCE BY THE CAPITAL TRUST AGENCY OF ITS SENIOR LIVING REVENUE BONDS (AMERICAN EAGLE PORTFOLIO PROJECT), SERIES 2018, FOR THE PURPOSE OF FINANCING THE SENIOR LIVING FACILITIES HEREIN DESCRIBED, ONE OF WHICH IS LOCATED IN THE CITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council (the "City Council") of the City of Castle Hills (the "City"), Texas (the "State"), has been informed that the Capital Trust Agency (the "Issuer") proposes to issue a principal amount not exceeding \$275,000,000 of its Senior Living Revenue Bonds (American Eagle Portfolio Project), Series 2018, in one or more tax-exempt or taxable series (the "Bonds"), the proceeds of which will be loaned to American Eagle Delaware Holding Company LLC, a Delaware limited liability company (the "Borrower"), and/or one or more related and/or affiliated entities (collectively, the "Obligated Group"), for the purpose of financing or refinancing, including through reimbursement, (i) the acquisition, construction, renovation, installation and equipping of the Senior Living Facilities (as hereinafter defined) to provide independent living, assisted living and memory care facilities for the elderly, (ii) the funding of an operating and maintenance fund to finance certain capital expenditures and start-up costs related to the Senior Living Facilities, (iii) the funding of one or more debt service reserve funds for the Bonds, and (iv) the payment of certain costs of issuing the Bonds (collectively, the "Project"); and

**WHEREAS**, the Senior Living Facilities consist of approximately seventeen independent living, assisted living and memory care facilities located in the States of Alabama, Colorado, Florida, Minnesota, Ohio, Tennessee, Texas and Wisconsin (collectively, the "Senior Living Facilities"), one of which is located in Castle Hills, Bexar County, Texas (the "Castle Hills Project"); and

**WHEREAS**, the Castle Hills Project is a senior living community in the City of Castle Hills, known as Brookdale Castle Hills, located on approximately 11.76 acres at 1207 Jackson Keller Road, Castle Hills, Bexar County, Texas, including land, buildings and equipment, consisting of approximately 136 independent or assisted living units (including approximately 159 beds) to be acquired by American Eagle Castle Hills, LLC, a Texas limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$3,985,000; and

**WHEREAS**, the Borrower and the Issuer have requested the City Council approve the issuance of the Bonds for purposes of Section 147(f) of the Code; and

**WHEREAS**, the Bonds, when issued by the Issuer, will be special, limited obligations of the Issuer payable solely from the proceeds to be derived from the repayment of the related loan to the Borrower or from the security pledged therefor by the Obligated Group, and the City will not be obligated to pay the Bonds or have any obligation or liability pecuniary or otherwise in any respect whatsoever with respect to the Bonds or the Castle Hills Project.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Castle Hills, Texas:

**SECTION 1. Public Hearing.** As described in the Certificate of Public Hearing attached hereto as Exhibit A and incorporated herein by this reference (the "Certificate of Public Hearing"), pursuant to the Notice of Public Hearing (the "Notice") published in the *San Antonio Express News*, a newspaper of general circulation in the City, not less than fourteen (14) days prior to the date of the hereinafter-described public hearing (as evidenced by the proof of publication of the Notice attached as Exhibit A to the Certificate of Public Hearing), a public hearing was held on August 13, 2018 on behalf of the City at the offices of Norton Rose Fulbright US LLP, 300 Convent Street, Suite 2100, San Antonio, Texas 78205, by Arnold Cantu III, an attorney with Norton Rose Fulbright US LLP (the "Hearing Officer"), regarding the purpose for, and the issuance of, the Bonds, as required by Section 147(f) of the Code. The actions taken by the Hearing Officer with respect to holding such public hearing on behalf of the City are hereby ratified and confirmed.

**SECTION 2. Approval for Purposes of Section 147(f) of the Code.** Solely for the purposes of Section 147(f) of the Internal Revenue Code of 1986, as amended, the City Council hereby approves the issuance of the Bonds by the Issuer in an aggregate principal amount not exceeding \$275,000,000.

**SECTION 3. Payment of Fees and Costs by Borrower.** The fees and expenses of the City shall be paid by the Borrower at or prior to issuance of the Bonds.

**SECTION 4. No Liability or Endorsement.** The City shall have no obligation with respect to the Bonds, and the approval given herein by the City Council shall not be deemed or construed to create any obligation or liability, pecuniary or otherwise, of the City, in connection with either the Bonds or the Project in any respect whatsoever and the Issuer shall so provide in the documents related to the issuance of the Bonds. The general credit or taxing power of the City and the State or any political subdivision or public agency thereof shall not be pledged to the payment of the Bonds. No statement, representation or recital made herein shall be deemed to constitute a legal conclusion or a determination by the City that any particular action or proposed action is required, authorized or permitted under the laws of the State or the United States.

No recourse under or upon any obligation, covenant or agreement of this Resolution or the Bonds or any agreement executed in connection with the Bonds, or for any claim based thereon or otherwise in respect thereof, shall be had against any member of the City Council, the Mayor, the City Secretary or the City Attorney or any other staff or professionals retained by the

City in connection with the issuance of the Bonds, as such, past, present or future, either directly or through the City, it being expressly understood (a) that no personal liability whatsoever shall attach to, or is or shall be incurred by, the members of the City Council, the Mayor, the City Secretary or the City Attorney or any other staff or professionals retained by the City in connection with the issuance of the Bonds, as such, under or by reason of the obligations, covenants or agreements contained in this Resolution or implied therefrom, and (b) that any and all such personal liability, either at common law or in equity or by constitution or statute, of, and any and all such rights and claims against, every such member of the City Council, the Mayor, the City Secretary or the City Attorney or any other staff or professionals retained by the City in connection with the issuance of the Bonds, as such, are waived and released as a condition of, and as a consideration for, the execution of this Resolution on the part of the City.

SECTION 5. Limited Scope of Approval. The approval given herein shall not be construed as: (i) an endorsement of the creditworthiness of the Borrower or the financial viability of the Project, (ii) a recommendation to any prospective purchaser to purchase the Bonds, (iii) an evaluation of the likelihood of the repayment of the debt service on the Bonds, or (iv) approval of any necessary rezoning applications or approval or acquiescence to the alteration of existing zoning or land use nor approval for any other regulatory permits relating to the Castle Hills Project, and the City Council shall not be construed by reason of its adoption of this Resolution to make any endorsement, finding or recommendation or to have waived any right of the City Council or to have stopped the City Council from asserting any rights or responsibilities it may have in such regard.

SECTION 6. Indemnification. The receipt of the Indemnification Certificate and Agreement of the Borrower and the bond underwriter attached hereto as Exhibit B and Exhibit C, respectively, and incorporated hereby by reference, are a material inducement to the City in granting the approvals set forth herein.

SECTION 7. Effective Date. This Resolution shall take effect immediately upon its adoption.

[Remainder of Page Intentionally Left Blank]

DONE AND RESOLVED by the City Council of the City of Castle Hills, Texas, this  
day of \_\_\_\_\_ 2018.

**CITY COUNCIL OF THE CITY OF CASTLE  
HILLS, TEXAS**

(Official Seal)

By: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
City Secretary

Approved as to form and legality:

By: \_\_\_\_\_  
City Attorney

Exhibit A: Publisher's Affidavit Regarding Notice of Public Hearing

Exhibit B: Borrower's Certificate and Indemnification Agreement

Exhibit C: Underwriter's Certificate and Indemnification Agreement

EXHIBIT A

PROOF OF PUBLICATION

[Attached]

# HEARST

MEDIA SOLUTIONS

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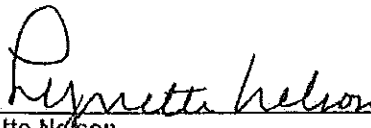
## SAN ANTONIO EXPRESS NEWS AFFIDAVIT OF PUBLICATION

STATE OF TEXAS:  
COUNTY OF BEXAR

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Lynette Nelson, who after being duly sworn, says that she is the BOOKKEEPER of HEARST NEWSPAPERS, LLC - dba: SAN ANTONIO EXPRESS-NEWS, a daily newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

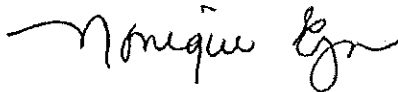
Customer ID: 860117  
Customer Name: Foley & Lardner LLP  
Order ID: 2974700

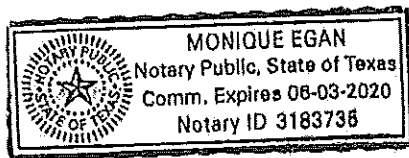
Publication	Pub Date
EN Classified	28-JUL-18

  
Lynette Nelson  
Bookkeeper

Sworn and subscribed to before me, this 31 day of July A.D. 2018

Notary public in and for the State of Texas





Attach Ad Here

See Attached.



## NOTICE OF PUBLIC HEARING

The Capital Trust Agency (the "CTA") has been requested by American Eagle Delaware Holding Company LLC, a Delaware limited liability company (the "Borrower"), and one or more related or affiliated entities (collectively, the "Oligated Group"), to issue its Senior Living Revenue Bonds (American Eagle Portfolio Project), in one or more tax-exempt or taxable series, in an aggregate principal amount not to exceed \$275,000,000 (the "Bonds").

For the purposes of Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), notice is hereby given that a hearing officer (the "Hearing Officer"), on behalf of the City Council (the "City") of the City of Castle Hills, Texas (the "City"), will hold a public meeting and hearing at 12:00 p.m. or as soon thereafter as practicable on August 13, 2018, in the Jewett Conference Room, 300 Convent Street, Suite 2100, San Antonio, Texas. The purpose of the hearing is to consider authorization of a plan of finance that includes the issuance of the Bonds by the CTA to provide funds to be loaned by the CTA to the Borrower for the purpose of, among other things, financing or refinancing, including through reimbursement, (i) the acquisition, construction, renovation, installation and equipping of the Senior Living Facilities (as defined below) to provide independent living, assisted living and memory care facilities for the elderly, (ii) funding an operating and maintenance fund to finance certain capital expenditures and start-up costs related to the Senior Living Facilities, (iii) funding one or more debt service reserve funds for the Bonds, and (iv) paying certain costs of issuing the Bonds (collectively, the "Project").

The "Senior Living Facilities" means and includes:

(a) a senior living community known as Brookdale Hanceville, located on approximately 3.50 acres at 105 Michelle Street North West, Hanceville, Cullman County, Alabama, including land, buildings and equipment, consisting of approximately 47 assisted living units (including approximately 47 beds), to be acquired by American Eagle Hanceville LLC, an Alabama limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$8,745,000;

(b) a senior living community known as Brookdale Palmer Park, located on approximately 9.91 acres at 2850 North Academy Boulevard, Colorado Springs, El Paso County, Colorado, including land, buildings and equipment, consisting of approximately 60 memory care units (including approximately 74 beds) to be acquired by American Eagle Palmer Park LLC, a Colorado limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$14,138,000;

(c) a senior living community known as Brookdale Leesburg, located on approximately 3.00 acres at 700 and 710 South Lake Street, Leesburg, Lake County, Florida, including land, buildings and equipment, consisting of approximately 73 assisted or memory care units (including approximately 78 beds), with 700 South Lake Street to be acquired by American Eagle Leesburg AL LLC and 710 South Lake Street to be acquired by American Eagle Leesburg MC LLC, each a Florida limited liability company whose sole member is the Borrower, with aggregate proceeds of the Bonds not to exceed \$18,750,000;

(d) a senior living community known as Brookdale Venice Island, located on approximately 3.03 acres at 1200 Avenida del Circo, Venice, Sarasota County, Florida, including land, buildings and equipment, consisting of approximately 42 memory care units (including approximately 42 beds), to be acquired by American Eagle Venice Island LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$13,635,000;

(e) a senior living community known as Brookdale Titusville, located on approximately 16.07 acres at 1800 Harrison Street, Titusville, Brevard County, Florida, including land, buildings and equipment, consisting of approximately 124 assisted living or memory care units (including approximately 174 beds), to be acquired by American Eagle Titusville LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$22,440,000;

(f) a senior living community known as Brookdale Eau Gallie, located on approximately 6.00 acres at 2680 Croton Road, Melbourne, Brevard County, Florida, including land, buildings and equipment, consisting of approximately 72 assisted living units (including approximately 74 beds), to be acquired by American Eagle Eau Gallie LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$10,810,000;

(g) a senior living community known as Brookdale New Port Richey, located on approximately 4.77 acres at 6480 Trouble Creek Road, in unincorporated Pasco County, Florida, including land, buildings and equipment, consisting of approximately 195 assisted living or memory care units (including approximately 219 beds), to be acquired by American Eagle New Port Richey LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$7,895,000;

(h) a senior living community known as Brookdale Tusawilla, located on approximately 2.87 acres at 1016 Villa Springs Drive, in unincorporated Seminole County, Florida, including land, buildings and equipment, consisting of approximately 64 assisted living or memory care units (including approximately 82 beds), to be acquired by American Eagle Tusawilla LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$15,950,000;

(i) a senior living community known as Brookdale Brandon, located on approximately 4.79 acres at 700 South Kings Avenue, in unincorporated Hillsborough County, Florida, including land, buildings and equipment, consisting of approximately 88 assisted living units (including approximately 96 beds), to be acquired by American Eagle Brandon LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$19,335,000;

(j) a senior living community known as Brookdale Island Lake, located on approximately 14.64 acres at 160 Islander Court, Longwood, Seminole County, Florida, including land, buildings and equipment, consisting of approximately 267 independent living or assisted living units (including approximately 274 beds), to be acquired by American Eagle Island Lake LLC, a Florida limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$81,705,000;

(k) a senior living community known as Brookdale Owatonna, located on approximately 2.84 acres at 334 and 364 Cedarvale Drive Southeast, Owatonna, Steele County, Minnesota, including land, buildings and equipment, consisting of approximately 43 assisted living or memory care units (including approximately 46 beds), with 334 Cedarvale Drive to be acquired by American Eagle Owatonna AL LLC and 364 Cedarvale Drive to be acquired by American Eagle Owatonna MC LLC, each a Minnesota limited liability company whose sole member is the Borrower, with aggregate proceeds of the Bonds not to exceed \$7,310,000;

(l) a senior living community known as Brookdale Newark, located on approximately 2.41 acres at 331 Goosepond Road, Newark, Licking County, Ohio, including land, buildings and equipment, consisting of approximately 42 assisted living units (including approximately 42 beds), to be acquired by American Eagle Newark LLC, an Ohio limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$7,425,000;

(m) a senior living community known as Brookdale Ravenna, located on approximately 5.57 acres at 141 Chestnut Hills Drive, Ravenna, Portage County, Ohio, including land, buildings and equipment, consisting of approximately 50 assisted living or memory care units (including approximately 53 beds), to be acquired by American Eagle Ravenna LLC, an Ohio limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$10,670,000;

(n) a senior living community known as Brookdale Kingston, located on approximately 2.30 acres at 1090 Bradford Way, Kingston, Roane County, Tennessee, including land, buildings and equipment, consisting of approximately 39 assisted living units (including approximately 47 beds), to be acquired by American Eagle Kingston LLC, a Tennessee limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$6,500,000;

(o) a senior living community known as Brookdale Hendersonville, located on approximately 6.62 acres at 202 Walton Ferry Road, Hendersonville, Sumner County, Tennessee, including land, buildings and equipment, consisting of approximately 136 independent living or assisted living units (including approximately 159 beds), to be acquired by American Eagle Hendersonville LLC, a Tennessee limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$19,225,000;

(p) a senior living community known as Brookdale Castle Hills, located on approximately 11.76 acres at 1207 Jackson Keller Road, Castle Hills, Bexar County, Texas, including land, buildings and equipment, consisting of approximately 97 assisted living or memory care units (including approximately 99 beds), to be acquired by American Eagle Castle Hills LLC, a Texas limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$3,965,000; and

(q) a senior living community known as Brookdale Pleasant Prairie, located on approximately 3.63 acres at 7377 88th Avenue, Pleasant Prairie, Kenosha County, Wisconsin, including land, buildings and equipment, consisting of approximately 48 assisted living units (including approximately 48 beds), to be acquired by American Eagle Pleasant Prairie LLC, a Wisconsin limited liability company whose sole member is the Borrower, with proceeds of the Bonds not to exceed \$8,065,000.

The sole member of the Borrower is American Eagle LifeCare Corporation, a Tennessee nonprofit corporation organized under the Code. The initial manager of the Senior Living Facilities will be Greenbrier Senior Living, LLC.

The City will neither issue nor be obligated in any manner with respect to the Bonds.

The Bonds, when issued, will be special, limited obligations of the CTA payable solely out of the revenues, income and assets pledged to the payment thereof, and the CTA will not be obligated to pay the principal of, premium, if any, or interest on the Bonds except from the loan payments of the Borrower and any other amounts received from the Oligated Group. The Bonds will not constitute: (i) a debt, liability or obligation of the CTA, the City, the State, or any political subdivision, public agency or municipality thereof; (ii) a pledge of the full faith and credit of the CTA, the City, the State, or any political subdivision, public agency or municipality thereof; or (iii) a pledge of the taxing power of the City, the State, or any political subdivision, public agency or municipality thereof within the meaning of any constitutional or statutory provision. The CTA has no taxing power.

At the time and place fixed for said public hearing all who appear will be given an opportunity to express their views for or against the proposal to approve the issuance of said Bonds and the plan of finance. Prior to said public hearing, written comments may be delivered to the City, c/o Arnold Cantu, Norton Rose Fulbright US LLP 300 Convent Street, Suite 2100, San Antonio, Texas, 78205. All persons are advised that, if they decide to appeal any decision made by the City with respect to any matter considered at this meeting, they will need a record of the proceedings, and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. All interested persons are invited to present their comments at the time and place set forth above.

THE CITY ADHERES TO THE AMERICANS WITH DISABILITIES ACT AND WILL MAKE REASONABLE ACCOMMODATIONS FOR ACCESS TO THIS MEETING UPON REQUEST. PLEASE CALL MR. ARNOLD CANTU AT (210) 270-7158 TO MAKE A REQUEST. REQUESTS MUST BE RECEIVED AT LEAST 48 HOURS IN ADVANCE OF THE MEETING IN ORDER FOR THE CITY TO PROVIDE THE REQUESTED SERVICE.

**EXHIBIT B**

**BORROWER'S CERTIFICATE AND INDEMNIFICATION AGREEMENT**

[Attached]

August 14, 2018

The undersigned hereby certifies that he or she is authorized to execute and deliver this Indemnification Certificate of the Borrower and further represents, on behalf of American Eagle Delaware Holding Company LLC, a Delaware limited liability company (the "Borrower"), and/or one or more related and/or affiliated entities (collectively, the "Obligated Group"), the following (capitalized terms not otherwise defined herein shall have the meaning ascribed thereto in Resolution No. R18-08-14-A adopted by the City Council (the "City Council") of the City of Castle Hills, Texas (the "City") on August 14, 2018 (the "City Resolution") approving the issuance of the hereinafter defined Bonds:

- (1) At the request of the Borrower, the Capital Trust Agency (the "Issuer") proposes to issue a principal amount not exceeding \$275,000,000 of its Senior Living Revenue Bonds (American Eagle Portfolio Project), Series 2018 (the "Bonds"), the proceeds of which will be loaned to the Borrower for the purpose of financing or refinancing, including through reimbursement, (i) the acquisition, construction, renovation, installation and equipping of the Senior Living Facilities (as defined in the City Resolution) to provide independent living, assisted living and memory care facilities for the elderly, (ii) the funding of an operating and maintenance fund to finance certain capital expenditures and start-up costs related to the Senior Living Facilities, (iii) the funding of one or more debt service reserve funds for the Bonds, and (iv) the payment of certain costs of issuing the Bonds (collectively, the "Project");
- (2) The Senior Living Facilities consist of seventeen independent living, assisted living and memory care facilities located throughout the State of Florida (the "State"), one of which is located in Castle Hills, Texas (the "Castle Hills Project"). The Castle Hills Project is a senior living community in the City, known as Brookdale Castle Hills, located on approximately 11.76 acres at 1207 Jackson Keller Road, Castle Hills, Bexar County, Texas, including land, buildings and equipment, consisting of approximately 136 independent or assisted living units (including approximately 159 beds), to be acquired by American Eagle Castle Hills LLC and to be financed or refinanced with proceeds of the Bonds in an amount not exceeding \$3,985,000;
- (3) The issuance of the Bonds to finance the Castle Hills Project: (i) is appropriate to the needs and circumstances of, and will make a significant contribution to, the economic growth of the City, (ii) will provide or preserve gainful employment, (iii) will promote commerce within the State of Texas, (iv) will provide safe, decent and accessible housing for the elderly, and (iv) will serve a public purpose by

advancing the economic prosperity, public health, and the general welfare of the State of Texas and its people;

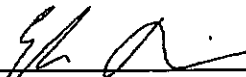
- (4) The Borrower represents that the City will continue to be able to cope satisfactorily with the impact of the Castle Hills Project and will be able to provide, or cause to be provided when needed, the public facilities, including utilities and public services, that will be necessary for the operation, repair, and maintenance of the Castle Hills Project and on account of any increases in population or other circumstances resulting therefrom;
- (5) In order to finance the costs of the Project from the proceeds of the Bonds on a tax-exempt basis, it is necessary to hold a public hearing and approve the issuance of the Bonds for the purposes of Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code");
- (6) The Borrower has requested the City Council to hold such public hearing and approve the issuance of the Bonds for purposes of Section 147(f) of the Code; and
- (7) The City desires indemnification from the Borrower as a material inducement to the City Council holding such hearing and granting the foregoing approval.

NOW THEREFORE, THE UNDERSIGNED, ON BEHALF OF THE BORROWER, DOES HEREBY: Agree to defend the City and its officials, employees, attorneys and agents and the members of the City Council, and hold the City and its officials, employees, attorneys and agents and the members of the City Council, harmless against any and all claims, losses, liabilities or damages to property or any injury or death of any person or persons occurring in connection with the issuance of the Bonds or the acquisition or operation of the Castle Hills Project by or on behalf of the Borrower, including in the case of any and all negligence of such indemnitee, or in any way growing out of or resulting from the Castle Hills Project or from the issuance, sale or delivery of the Bonds, including, but not limited to, liabilities or costs arising under the Code, the Securities Act of 1933, the Securities Exchange Act of 1934 or any applicable securities law of the State, including, without limitation, all costs and expenses of the City, including reasonable attorneys' fees, incurred in connection therewith.

[The remainder of this page is intentionally blank; signature page follows.]

IN WITNESS WHEREOF, the Borrower has executed this Indemnification Certificate of the Borrower as of the date first written above.

AMERICAN EAGLE DELAWARE HOLDING  
COMPANY LLC, a Delaware limited liability  
company

By: 

Name: Elan Ruggill

Title: Vice President & Secretary

[Signature Page | Borrower's Certificate and Indemnification Agreement – AE Castle Hills]

EXHIBIT C

UNDERWRITER'S INDEMNITY AGREEMENT

[Attached]

## UNDERWRITER'S INDEMNITY AGREEMENT

August 14, 2018

The undersigned on behalf of Piper Jaffray & Co. (the "Underwriter"), hereby proposes to enter into the following agreement, in consideration for the approval pursuant to Section 147(d) of the Internal Revenue Code of 1986, as amended, of the Capital Trust Agency Senior Living Revenue Bonds (American Eagle Portfolio Project), Series 2018 (the "Bonds") by the City of Castle Hills, Texas (the "City"), as follows:

The Underwriter represents to the City that (i) the Bonds will be offered and sold by the Underwriter in accordance with applicable state and federal laws and (ii) the Underwriter will provide access to an Official Statement (as defined below) to purchasers of the Bonds in accordance with applicable laws.

The Underwriter agrees to indemnify and hold harmless the City and its respective members, directors, officers, agents and employees (all of such indemnified parties being herein referred to as "Indemnified Parties") against any and all losses, claims, damages and liabilities (including without limitation the reasonable costs of investigating and defending any such claim or liability and the reasonable counsel fees incurred in connection therewith) (i) arising out of a violation by the Underwriter of its representations made in this Agreement; (ii) arising out of any statement or information contained in the offering document relating to the Bonds (the "Official Statement") which was provided in writing by the Underwriter, or describing therein the Underwriter or its activities with respect to the Bonds, that is untrue in any material respect, or the omission therefrom of any information regarding the Underwriter or its activities with respect to the Bonds which should be contained therein which is necessary to make the statements therein, in the light of the circumstances under which they are made, not misleading in any material respect; or (iii) caused by the failure of the Underwriter to comply with any registration or qualification requirements applicable to the Underwriter of the Bonds under any securities or "Blue Sky" law of any jurisdiction in which such registration or qualification is required; or (iv) caused by the failure of the Underwriter to comply with any applicable rule of the Municipal Securities Rulemaking Board; and to the extent of the aggregate amount, paid in settlement of any litigation commenced or threatened arising from a claim based upon any such violation or failure to comply, if such settlement is effected with the written consent of the Underwriter.

In case any claim shall be made or action brought against the Indemnified Parties, based upon the Official Statement or this Agreement, in respect of which indemnity may be sought against the Underwriter, the Indemnified Parties shall promptly notify the Underwriter in writing setting forth the particulars of such claim or action and the Underwriter shall assume the defense thereof, including the retaining of counsel and the payment of all expenses. The Indemnified Parties shall have the right to retain separate counsel in any such action and to participate in the defense thereof, but the fees and expenses of such counsel shall be at the expense of the Indemnified Parties unless the retaining of such counsel has been specifically approved by the

Underwriter. If the Underwriter shall not have retained counsel for the defense of any such action or if the Indemnified Parties shall be advised and reasonably conclude that there may be defenses available to the City which are different from or additional to those available to the Underwriter, the Underwriter shall not have the right to direct the defense of action on behalf of any of the Indemnified Parties and the Indemnified Parties shall have the right to retain separate counsel in any such action and to participate in the defense thereof, and the fees and expenses of such counsel shall be assumed by the Indemnified Parties.

This Agreement is made solely for the benefit of the Indemnified Parties, and no other person, partnership, association or corporation shall acquire or have any rights hereunder or by virtue hereof. All representation and agreements by the undersigned in this Agreement shall survive the delivery of and payment for the Bonds, provided that said representations shall speak only as of the date hereof.

This Agreement shall be governed by the laws of the State of Texas.



IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute and delivery this Indemnity Agreement as of the date first written above.

PIPER JAFFRAY & CO.

By: Richard O. C. C.  
Name: Richard O. C. C.  
Title: Managing Director

[Signature Page | Underwriter's Indemnity Agreement – AE Castle Hills

**CITY OF CASTLE HILLS  
RESOLUTION NO. R18-08-30-B**

**A RESOLUTION OF THE CITY OF CASTLE HILLS, TEXAS,  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A  
PILOT AGREEMENT WITH AMERICAN EAGLE CASTLE  
HILLS, LLC; AND PROVIDE AN EFFECTIVE DATE.**

**WHEREAS,** on August 30, 2018, the City Council directed the City Manager to develop a PILOT Agreement (Payment in Lieu of Tax) with American Eagle Castle Hills, LLC ; and

**WHEREAS,** the City Council acknowledges that the Capital Trust Agency, a legal entity duly created duly organized and existing under the laws of the State of Florida (the "Authority"), proposes the issuance of its Senior Living Revenue Bonds (American Eagle Project), Series 2018 (the "Bonds") for the acquisition, construction, renovation, installation and equipping of the Project involving real property commonly known as 1207 Jackson Keller Road, Castle Hills, Texas, and

**WHEREAS,** pursuant to Tex. Tax Code § 11.18, et. seq., it is expected that the acquisition of the Project by American Eagle will result in a possible exemption from property tax; and

**WHEREAS,** the City and American Eagle desire to enter into this Pilot Agreement under which American Eagle shall as defined in the Agreement, make certain payments in lieu of all applicable City ad valorem taxes

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

**SECTION 1.** That the City is hereby authorized to enter into a PILOT Agreement with American Eagle Castle Hills, LLC in the form of the PILOT Agreement attached as Exhibit "A" to this Resolution and that the City Manager is authorized to sign the PILOT Agreement on behalf of the City.

**SECTION 2.** This resolution shall take effect immediately upon its passage and approval.

**DULY ORDERED AND APPROVED** by the Castle Hills City Council on this 11th day of  
September 2018.

APPROVED:

---

Timothy A. Howell, Mayor

ATTEST:

---

Minerva E. Gonzales, City Secretary

APPROVED AS TO FORM:

---

Marc Schnall, City Attorney

Recordation requested by,  
and after recordation return to:

Dinsmore & Shohl LLP  
191 W. Nationwide Blvd, Suite 300  
Columbus, Ohio 43215  
Attn: Glendon B. Pratt

## **PILOT AGREEMENT**

**THIS PILOT AGREEMENT** ("Agreement") is entered into and effective as of \_\_\_\_\_, 2018, by and among (i) **AMERICAN EAGLE CASTLE HILLS LLC**, a Texas limited liability company ("American Eagle"), and (ii) **THE CITY OF CASTLE HILLS, TEXAS** (the "City") (collectively, the "Parties").

### **RECITALS:**

A. The Capital Trust Agency, a legal entity duly created and public agency duly organized and existing under the laws of the State of Florida (the "Authority"), proposes the issuance of its Senior Living Revenue Bonds (American Eagle Project), Series 2018 (the "Bonds") in an amount up to \$275,000,000, of which an amount approximately equal to \$3,985,000 will be used to pay the costs of the acquisition, construction, renovation, installation and equipping of the Project, as hereinafter defined.

B. Pursuant to Tex. Tax Code § 11.18, et. seq., it is expected that the acquisition of the Project by American Eagle will result in an exemption from property tax (the "Exemption").

C. As an inducement to the City to provide its consent under Section 147(f) of the Internal Revenue Code of 1986, as amended, the City and American Eagle desire to enter into this Agreement, under which American Eagle shall as defined herein, make certain payments in lieu of all applicable city ad valorem taxes, as provided herein.

**NOW, THEREFORE**, the Parties hereby agree as follows:

### **ARTICLE I DEFINITIONS**

"BCAD" means the Bexar County Appraisal District.

"Closing" means the date on which the Bonds are issued by the Authority.

"Formula" means the formula for calculating the PILOT as set forth in Article II herein.

"Payment Date" means the date on which the annual ad valorem real and personal property taxes would otherwise be due and payable.

"PILOT" ("Payment in Lieu of Tax") means the annual payment to be made by American Eagle to the City in lieu of the ad valorem and personal property taxes due or payable relating to the Project, as more particularly described in Article II.

"Project" means collectively, the Real Property, building and equipment.

“Real Property” means that certain site located in the City of Castle Hills, Texas consisting of approximately 11.7640 acres, together with all improvements thereon and commonly known as 1207 Jackson Keller Road, legally described as LOT 30, CASTLE HILLS CITY BLOCK 109, BUCKNER BAPTIST BENEVOLENCE SUBDIVISION, CITY OF CASTLE HILLS, BEXAR COUNTY, TEXAS, ACCORDING TO PLAT RECORDED IN VOLUME 8000, PAGE 90, DEED AND PLAT RECORDS, BEXAR COUNTY, TEXAS. The Real Property is more particularly described on Exhibit A attached hereto and incorporated herein.

## **ARTICLE II PILOT**

As an inducement to the City to approve the financing of the Project, the property owner (American Eagle) agrees to pay to the City, on or before each Payment Date, the PILOT. The amount of each PILOT shall be equal to the total annual ad valorem real and personal property taxes which would have been due and payable to the City for the Project if the Project had not received an exemption. If BCAD does not provide a valuation of the real and personal property for a year during which the property is exempt from ad valorem real and personal property tax, the Parties agree that the real and personal property taxes the City would have received for the first year of the PILOT is \$42,000.00.

The Parties further agree that the amount of each PILOT, for subsequent tax years, shall be calculated and increased annually in an amount equal to (i) the greater of any cost or the value of improvements and/or remodeling completed after the date of the last PILOT multiplied by the then current tax rate for the City of Castle Hills, Texas, plus (ii) 3% (compounded annually) of the last PILOT (the “Formula”). In the event of a break in the tax exemption period, the calculation of subsequent year’s PILOT shall be calculated as above based on the most recent BCAD valuation or appraisal. Notwithstanding the forgoing, in no event shall a PILOT be less than \$42,000.00.

Notwithstanding the foregoing paragraph, if the property owner (American Eagle) or the City does not agree with any year’s PILOT payment based on the Formula, then either party may elect to have a commercial appraisal of real and personal property completed at the reasonable expense of American Eagle. In such case, the PILOT for such year will be calculated based on the appraisal or most recent BCAD valuation multiplied by the then current tax rate for the City of Castle Hills, Texas. The property owner (American Eagle) shall cooperate fully with such appraisal process. In the event of a dispute regarding valuation, the City will select a mediator to conduct mediation of the dispute. If no agreement is reached in mediation either party may submit the dispute to a court of competent jurisdiction in Bexar County, Texas.

For purposes of the PILOT, the property owner (American Eagle) shall be required to pay to the City the PILOT each year by the annual Payment Date. If the PILOT amount is in dispute as of any annual Payment Date, of any year, property owner (American Eagle) shall pay \$42,000.00 on or before such annual Payment Date, and such amount shall be later adjusted upon resolution of the dispute. The first PILOT shall be due and payable to the City on the next Payment Date after the date on which the Exemption has been approved. No PILOT is required to be paid to the City prior to the approval of the Exemption. The Real Property shall serve as security for the payment of any past due PILOT.

### **ARTICLE III CONTINGENT UPON THE PURCHASE AND THE EXEMPTION**

Notwithstanding anything herein to the contrary, American Eagle is under no obligation to proceed with the Project. If American Eagle does not proceed with the Project then this Agreement shall be null and void. If the tax exemption is not granted or is revoked then this Agreement shall be abated until and unless a tax exemption is later approved regarding the Real Property, at which time the terms of this Agreement shall be reinstated and enforceable.

### **ARTICLE IV MISCELLANEOUS**

#### **Section 4.1    Entire Agreement.**

This Agreement embodies the entire agreement and understanding of the parties related to its subject matter and supersedes all prior proposals, understandings, agreements, correspondence, arrangements and contemporaneous oral agreements relating to the subject matter of this Agreement. No representation, promise, inducement or statement of intention that has not been embodied in this Agreement has been made by any party.

#### **Section 4.2    Counterparts.**

This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement.

#### **Section 4.3    Amendment; Waiver.**

This Agreement may be amended, modified or superseded only by a written instrument signed by all of the Parties to this Agreement. No party will be deemed have waived compliance by another party of any provision of this Agreement unless such waiver is contained in a written instrument signed by the waiving party and no waiver that may be given by a party will be applicable except in the specific instance for which it is given. The failure of any party to enforce at any time any of the provisions of this Agreement or to exercise any right or option contained in this Agreement or to require at any time performance of any of the provisions of this Agreement, by any of the other parties, will not be construed to be a future waiver of such provisions and will not affect the validity of this Agreement or any of its provisions or the right of such Party thereafter to enforce each provision of this Agreement. No course of dealing will operate as a waiver or modification of any provision of this Agreement or otherwise prejudice such party's rights, powers and remedies.

#### **Section 4.4    Binding Effect.**

All of the provisions of this Agreement will be binding upon and inure to the benefit of and be enforceable by the Parties to this Agreement and their respective legal representatives, successors and assigns.

#### **Section 4.5 Further Assurances.**

Throughout the term of this Agreement, each Party will execute and deliver such additional documents or take such additional actions as may be requested by another party to this Agreement if such requested document or action is reasonably necessary to effect the transactions described in this Agreement.

#### **Section 4.6 Construction and Interpretation of Agreement.**

- (a) Section titles or captions in this Agreement are included for purposes of convenience only and will not be considered a part of the agreement in construing or interpreting any of its provisions. All references in this Agreement to Sections will refer to sections of this Agreement unless the context clearly otherwise requires.
- (b) When used in this Agreement, the word "including" will have its normal common meaning and any list of items that may follow such word will not be deemed to represent a complete list of the contents of the referent of the subject.
- (c) The parties have participated jointly in the negotiation and drafting of this Agreement. If any ambiguity or question of intent or interpretation arises, no presumption or burden of proof will arise favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.
- (d) Unless the context otherwise requires, when used in this Agreement, the singular will include the plural, the plural will include the singular, and all nouns, pronouns and any variations thereof will be deemed to refer to the masculine, feminine or neuter, as the identity of the person or persons may require.
- (e) The parties do not intend that this Agreement will confer on any third party any right, remedy or benefit, or that any third party will have any right to enforce any provision of this Agreement.

#### **Section 4.7 Governing Law.**

This Agreement will be governed by, and will be construed and enforced in accordance with, the laws of the State of Texas, without giving effect to any conflict of law rule or principle of such state. Venue for any dispute hereunder or any appeal from a decision hereunder shall be instituted exclusively in the courts of the State of Texas in Bexar County or the Western District of Texas.

#### **Section 4.8 Limited Assignment; Binding Effect.**

No party shall assign any of its rights or obligations under this Agreement without obtaining the prior written consent of the other parties, except that American Eagle may assign all of its rights and obligations under this Agreement without the prior consent of other parties in connection with the sale of the Project. American Eagle shall notify the City of any transfer or assignment to any entity. Subject to the foregoing, all the provisions of this Agreement shall be binding upon and shall inure to the benefit of and be enforceable by the parties to this Agreement and their respective heirs, legal representatives, successors and assigns.

**Section 4.9    Severability of Provisions.**

If a court in any proceeding holds any provision of this Agreement or its application to any person or circumstance invalid, illegal or unenforceable, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those to which it was held to be invalid, illegal or unenforceable, shall not be affected, and shall be valid, legal and enforceable to the fullest extent permitted by law, but only if and to the extent such enforcement would not materially and adversely frustrate the parties' essential objectives as expressed in this Agreement. Furthermore, in lieu of any such invalid or unenforceable term or provision, the parties intend that the court add to this Agreement a provision as similar in terms to such invalid or unenforceable provision as may be valid and enforceable, so as to effect the original intent of the parties to the greatest extent possible.

**Section 4.10    Covenants to Run with the Land; Successors Bound.**

American Eagle hereby subjects the Real Property to the covenants, reservations and restrictions set forth in this Agreement. The Parties hereby declare their express intent that the covenants, reservations and restrictions set forth herein shall be deemed covenants, reservations and restrictions running with the land to the extent permitted by law and shall pass to and be binding upon American Eagle's successors in title to the Real Estate. Each and every contract, deed, mortgage, or other instrument hereafter executed covering or conveying the Real Property or any portion thereof or interest therein shall conclusively be held to have been executed, delivered and accepted subject to such covenants, reservations and restrictions, regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed, mortgage or other instrument. This instrument shall be recorded in the Real Property Records of Bexar County, Texas as evidence of the covenants made herein.

**Section 4.11.    Recording and Duplicate originals**

This Agreement shall be completed in duplicate originals. The responsibility for filing shall belong to American Eagle which shall provide to the City of Castle Hills, Texas, certified copies of both the deed of purchase of the Real Property and this Agreement upon filing in the Real Property Records of Bexar County, Texas.

[Remainder of page intentionally left blank]



**IN WITNESS WHEREOF**, the parties have entered into this Agreement as of the day and year first above written.

**AMERICAN EAGLE CASTLE HILLS LLC**, a  
Texas limited liability company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**THE CITY OF CASTLE HILLS, TEXAS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_ City Manager

13208323

STATE OF MICHIGAN            )  
  )     SS:  
COUNTY OF WASHTENAW        )

Before me appeared \_\_\_\_\_, to me personally known, who being duly sworn, is acknowledged to be \_\_\_\_\_ of American Eagle Castle Hills LLC, being authorized so to do, executed the foregoing instrument for the purpose therein contained, by signing the name of American Eagle Castle Hills LLC as \_\_\_\_\_.

WITNESS my hand and seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public of

(SEAL)

\_\_\_\_\_  
Signature of Notary Public

My Commission expires:

STATE OF TEXAS                )  
  )     SS:  
COUNTY OF BEXAR            )

Before me appeared \_\_\_\_\_, to me personally known, who being duly sworn, is acknowledged to be the City Manager of the City of Castle Hills, Texas, being authorized so to do, executed the foregoing instrument for the purpose therein contained, by signing the name of the City of Castle Hills, Texas as its City Manager.

WITNESS my hand and seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public of

(SEAL)

\_\_\_\_\_  
Signature of Notary Public

My Commission expires:

**EXHIBIT A**  
**DESCRIPTION OF PROJECT SITE**

Property Address: 1207 Jackson Keller Road, Castle Hills, Bexar County, Texas 78213

Description of Real Property:

LOT 30, CASTLE HILLS CITY BLOCK 109, BUCKNER BAPTIST BENEVOLENCE SUBDIVISION, CITY OF CASTLE HILLS, BEXAR COUNTY, TEXAS, ACCORDING TO PLAT RECORDED IN VOLUME 8000, PAGE 90, DEED AND PLAT RECORDS, BEXAR COUNTY, TEXAS.