



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY JANUARY 19, 2012 AT 1:00 P.M.
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Keith Herring**
- 3. Special Recognition**
Recognition of Blue Bell Aquatic Center Awards
- 4. Proclamation**
 - **First Baptist Church** **Page 4**
- 5. Citizens Comments**

CONSENT AGENDA

6. Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

- 6-a. Minutes from the January 5, 2012 Council Meeting** **Page 5-16**

WORK SESSION

- 7. Discuss and Review FY 2010-11 Fourth Quarter Financial Report** **Page 17 - 37**

REGULAR AGENDA

- 8. Discuss and Possibly Act Upon an Election Services Contract Between the City of Brenham and Washington County Related to Election Responsibilities for the February 25, 2012 Run-Off Election, if Necessary, and Authorize the Mayor to Execute any Necessary Documentation** **Page 38 - 45**
- 9. Discuss and Possibly Act Upon a Request to Extend Utilities Outside the City Limits to 1555 Highway 36 North and Authorize the Mayor to Execute any Necessary Documentation** **Page 46 - 50**
- 10. Discuss and Possibly Act Upon Approval of a Proposal from Mike Pietsch, P.E., for Professional Consulting Services to Prepare the I.S.O Pre-Survey Packet – Phase III, and Authorize the Mayor to Execute any Necessary Documentation** **Page 51 - 57**
- 11. Discuss and Possibly Act Upon Approval of a Proposal from Mike Pietsch, P.E., for Professional Consulting Services to Assist the I. S. O Field Representative During the I.S.O. Survey – Phase III, and Authorize the Mayor to Execute any Necessary Documentation** **Page 58 - 64**
- 12. Discuss and Possibly Act Upon Resolution No. R-12-004 Declaring Support for the Bluebonnet Square Apartments, Ltd. Joint Housing Tax Credit and Home Program Funds Application to the Texas Department Housing and Community Affairs (TDHCA) for the year 2012 and Authorize the Mayor to Execute any Necessary Documentation** **Page 65 - 68**

EXECUTIVE SESSION

- 13. Section 551.074 – Personnel Matters – Discuss and Consider City Manager’s Employment Agreement and Related Issues** **Page 69**

RE-OPEN REGULAR SESSION

- 14. Discuss and Possibly Act Upon City Manager’s Employment Agreement and Related Issues** **Page 70**

Administrative/Elected Officials Reports: Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutory recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

15. Administrative/Elected Officials Report

Adjourn

Executive Sessions: The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiations.

CERTIFICATION

I certify that a copy of the January 19, 2012 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on January 13, 2012 at 3:00 P. M.

Jeana Bellinger, TRMC
City Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 2012 at _____ Am Pm.

Signature

Title

PROCLAMATION

WHEREAS, First Baptist Church School is reaching a milestone January 31, 2011 by marking the 100th day of this school year; and

WHEREAS, In celebration of their 100th day and an outstanding school year, the faculty, staff and students of First Baptist will be releasing 100 balloons; and

WHEREAS, The community and parents give so much to the school that First Baptist has decided to give back by raising funds and donating those funds to three local non-profit organizations, which are Camp for All, Miracle Farm and the City of Brenham's Animal Shelter; and

WHEREAS, The school is challenging anyone who finds one of the released balloons to donate to one of those three organizations as well, as a unified show of support;

WHEREAS, It is right and just for the City Council and the residents of Brenham to join together to recognize and applaud the faculty, staff and students of First Baptist Church School for their dedication to education and their support of our community;

NOW, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim Tuesday, January 31, 2011 as

First Baptist Church School 100th School Day Celebration

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.

Milton Y. Tate Jr., Mayor
City of Brenham

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on January 5, 2012 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Gloria Nix
Councilmember Andrew Ebel
Councilmember Danny Goss
Councilmember Keith Herring

Members absent:

Councilmember Weldon Williams, Jr.

Others present:

City Manager Terry Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Chief Financial Officer Carolyn Miller, Fire Chief Ricky Boeker, Police Chief Rex Phelps, Public Works Director Doug Baker, Public Utilities Director Lowell Ogle, Adam Griffin, Debbie Gaffey, Assistant Police Chief Jay Petrash, Todd Jacobs, Billy Rich, Daniel Gaskamp, Trey Gully, Joseph Merkley, Kevin Boggus, Allen Jacobs, Leslie Kelm, Kim Hodde, Casey Redman, Lin Hartstack, Jamie Maurer, Luke Ongudu and Alton Sommerfield

Citizens present:

Mary Barnes-Tilley, Jason Kiemsteadt, Page Michel, Clint Kolby, Wesley Brinkmeyer, Perry Thomas, Linda Thomas, Chelsea Merkley, and Kirk Hanath

Media Present:

Allison Smith, Brenham Banner Press; Frank Wagner, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Andrew Ebel**

3. Service Recognitions

Service recognitions were presented to the following employees:

Luke Ongudu – Electric Department	5 years
Joseph Merkley – Police Department	10 years

4. Citizens Comments

No citizen comments were heard.

CONSENT AGENDA

5. Statutory Consent Agenda

5-a. Minutes from the December 15, 2011 Council Meeting

5-b Ordinance No. O-12-001 on its Second Reading Amending Appendix A- “Zoning” of the Code of Ordinances of the City of Brenham, Texas; Amending the Official Zoning Map to Change the Zoning of Lot 1 and Lot 2 of the Trinity Care Center Subdivision and also Tract 120 of the Arrabella Harrington Survey from R-2, Mixed Residential District to a B-1, Local Business/Residential Mixed Use District

A motion was made by Gloria Nix and seconded by Danny Goss to approve the Statutory Consent Agenda Items 5-a – minutes from the December 15, 2011 meeting and 5-b - Ordinance No. O-12-001 on its second reading Amending Appendix A- “Zoning” of the Code of Ordinances of the City of Brenham, Texas; Amending the Official Zoning Map to Change the Zoning of Lot 1 and Lot 2 of the Trinity Care Center Subdivision and also Tract 120 of the Arrabella Harrington Survey from R-2, Mixed Residential District to a B-1, Local Business/Residential Mixed Use District

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

WORK SESSION

6. Discussion on New Policies and Procedures for All City of Brenham Boards and Commissions

Terry Roberts started off by telling Council that staff felt that the draft policies and procedures for the boards and commissions needed to be brought back to Council as a work session item for final clarification before the ordinances for the individual boards are prepared and presented for consideration. He stated that some of the boards are State created such as the Building Standards Commission, Planning & Zoning Commission, Board of Adjustments and Appeals, and the Brenham Community Development Corporation. These boards are mandated to have 2 year terms and some have residency requirements. We will not be changing these boards. We will only be addressing the Advisory Boards. This policy issue arose because of the term limits that were applied back in 2005 without staggering term limits; thereby, several boards would be totally replaced in a 13 month period. Mr. Roberts then turned the item over to Jeana Bellinger who presented it to City Council.

Ms. Bellinger reminded Council that on December 15, 2011 they passed Ordinance No. O-11-026 allowing for the evaluation and possible reorganization of the city's ten (10) boards and commissions. This work session item is to evaluate the changes being recommended by staff and get Council's direction on several issues. She discussed in detail the following items:

(1) Outline of Policies and Procedures for Boards and Commissions: This is a brief outline of a Policies and Procedures document that will be prepared for each board/commission. While all the various items will be discussed to some degree, the items highlighted in yellow are things that specific direction from Council is needed. The language on the outline is just a recommendation and can be amended as needed.

Ms. Bellinger reviewed the highlighted items and asked for feedback. The issues recommended and discussed are as follows:

- a) *Regular, full-time, City Employees are not eligible to serve on a City board unless required by State statute*

Jeana Bellinger stated that the committee discussed whether or not an employee would be able to serve on a board if it does not directly affect their department. Mayor Tate asked for input from Terry Roberts and Kyle Dannhaus. Mr. Dannhaus stated that the potential for problem is there if City employees serve on a City board but it would depend on the individual employee. Cary Bovey stated that Council could establish standards for the boards to deal with any potential problems. Jeana stated that most boards meet during the work day. The City Council was polled as follows:

Andrew Ebel – No – city employees should not be eligible to serve on city boards

Keith Herring – Yes - he would like to give the employees an opportunity to serve if they so choose.

Gloria Nix – Yes – she has no problem with employees serving as long as it did not interfere with their job.

Danny Goss – No - To avoid any question or opposition later, he would advise that city employees not be allowed to serve on city boards.

Mayor Tate - If problems are created, the policy can be changed.

Cary Bovey stated that if an employee creates a problem on a board, he/she can be removed. Mr. Dannhaus stated that it can create problems. Mr. Tate stated that he and Council would recommend not allowing City employees to serve on City boards or commissions.

b) No persons within the third degree by blood or within the second degree by marriage to any member of the City Council are eligible to become a member of a board or commission

This is the nepotism issue – should persons related to the City Council be allowed to serve on a City Board? Mayor Tate stated that since it is an advisory board, the City Council would still have the final vote.

Andrew Ebel – Yes – leave policy as proposed

Keith Herring – Yes – leave policy as proposed

Gloria Nix – No – could potentially be a problem.

Danny Goss – No – he feels that family members of Councilmembers should not be eligible to serve on City Boards to avoid any perception of persuasion

Mayor Tate - Leave policy as proposed

c) Councilmember may not be appointed to a Board/Commission unless by special appointment by the Mayor

Should Councilmembers be able to serve on a City Board/Commission except by special appointment? For example, when the City took over Library operations from the Fortnightly, the Mayor appointed Councilmember Williams and Councilmember Herring to the Library Board to serve in an advisory capacity during the transition. Both Councilmembers are currently serving as full-fledged members of the Library Board.

Andrew Ebel – Only by special appointment

Keith Herring – Agree – by special appointment only. It was good to have the liaison on the Library Board transition

Gloria Nix – Nearly every Councilmember serves on some type of Board

Danny Goss - Ok to have a Councilmember appointment by Mayor to serve as a Liaison but not as a voting member.

Mayor Tate – The City Council ultimately has the final vote and he doesn't see where there would be a great conflict if one or two councilmembers served on a board.

Cary Bovey - It could potentially be an issue if board member has a personal business that would be affected by the decision. Mr. Bovey feels that it is beneficial to have Councilmembers appointed to the various boards.

Terry Roberts clarified that on the Library Board, there is a County Commissioner as a member, two City Councilmembers, and four citizen members. Council may want to consider changing board from seven members to nine members at some point in the future.

d) Applicants can be appointed to more than one board

Andrew Ebel – no issue with policy as proposed

Keith Herring – no issue with policy as proposed

Gloria Nix – no issue with policy as proposed

Danny Goss – feels that this is a very gray area and we need to avoid it to avoid any potential problems.

Mayor Tate –doesn't see a problem if a person serves on more than one board. In some cases, such as Bill Betts serving on the BCDC and the Parks Board, it is very beneficial. He would hate to thwart the enthusiasm of an individual that is interested in serving the community.

e) Board members shall serve a term of three (3) years, staggered; three (3) consecutive term limits

Andrew Ebel – 3 year terms, staggered and no term limits for advisory boards

Keith Herring – 3 year terms, staggered and no term limits for advisory boards

Gloria Nix – 3 year terms, staggered and no term limits for advisory boards

Danny Goss – 3 year terms, staggered and no term limits for advisory boards

Mayor Tate –3 year terms, staggered and no term limits for advisory boards

f) Board members of the Brenham Community Development Corporation (BCDC), Planning and Zoning Commission, and the Board of Adjustments and Appeals shall serve for two years; no term limits

Danny Goss asked that the language “staggered terms” be added for clarification.

g) Three (3) consecutive absences from regular sessions or absence from more than twenty-five percent (25%) of the meetings in any six month period, shall cause the board liaison to report the member's attendance record to the City Manager

Mayor Tate asked about sickness and not being able to attend. Terry Roberts clarified that sickness would be excused. The intent of this language is to address persons just not showing up for board/commission meetings.

Andrew Ebel – ok with policy as proposed

Keith Herring – change “regular sessions” to “meetings”

Gloria Nix – ok with policy as proposed

Danny Goss – ok with policy as proposed

Mayor Tate – ok with policy as proposed

- (2) City of Brenham’s Human Resources Policy Manual, Page 79: In reviewing other city’s requirements for board/commission member eligibility, it seems that most cities have restrictions on family members of the Council serving on boards/commissions. This policy has not been followed in the past; however, staff would like to get Council’s thoughts on enacting a Nepotism Policy, like that found in our HR Policy Manual, for our boards/commissions.

This issue was discussed in item (1) and suggested to have the nepotism policy.

- (3) Board Member Selection Process: The board member selection process needed to be revised. In the past board members and/or staff found people to fill vacant board positions and presented the names to Council. In the new policy, it is staff’s recommendation that people wanting to volunteer submit their name (and credentials) for consideration by the Council. Board members and staff will still be encouraged to find people to apply but the final decision on appointments will be up to the Council.

It is not Administration’s intent to circumvent staff members or board members in the process of selecting replacement board members. Terry and Jeana plan on attending a meeting of each of the various boards and explain the changes. The City Council will vote on the replacements.

- (4) Request for Appointment to City of Brenham Boards and Commissions: This is somewhat of an “application” form that will be required of all persons wishing to serve on a city board. There can be some discussion about whether or not incumbent members would need to submit the entire application prior to their reappointment.

After receiving direction from Council, staff will proceed with finalizing the new policy, meeting with all of the boards/commissions to clarify Council’s wishes and explaining any new procedures. Ms. Bellinger will also begin writing ordinances specific to the set-up and organization of each board.

REGULAR AGENDA

7. Discuss and Possibly Act Upon Ordinance No. O-12-002 on its Second Reading Amending the Rate Tariff Schedule, Section 1005, Related to Residential Customer Deposits for All City-Owned Utilities and Authorize the Mayor to Execute Any Necessary Documentation

Kyle Dannhaus presented this item to City Council. As discussed in the last Council meeting, staff has researched the possibility of establishing a policy regarding refunding residential utility deposits. Per Council's request, staff discussed whether renters should be included or excluded from this policy. Since the eligibility criteria for a refund is determined by payment history, staff would recommend that this policy apply to residential renters as well as homeowners who meet the requirements of no more than two late payments, no disconnects for non-payment or returned checks during their most recent twelve (12) month billing period. The customer's deposit would be credited to their utility bill. If the customer is disconnected for non-payment any time after their deposit is refunded, they will be required to put up a new deposit determined by the policy in effect at that time.

It will take several months to credit the deposits to utility accounts if approved by council because each account will have to be reviewed to see if it meets the criteria. These changes will not apply or effect commercial accounts. Kyle noted that not all customers will receive a refund of \$150.00 or \$250.00. The amount of refund will be the amount of the deposit that is on file. Customers that have been in the system for a while may only have a \$35.00 deposit on file.

A motion was made by Gloria Nix and seconded by Danny Goss to approve Ordinance No. -12-002 on its second reading amending the Rate Tariff Schedule, Section 1005, related to Residential Customer Deposits for all city-owned utilities and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

8. Discuss and Possibly Act Upon a Recommendation from the Parks and Recreation Advisory Board Approving Admission Rates at the Blue Bell Aquatic Center

Jamie Maurer presented this item to City Council. The Blue Bell Aquatic Center (BBAC) has been operating for over 10 years and during that time admission rates have remained the same with the exception of implementing a \$1 charge for children 3 and under. Operating expenses and maintenance continue to increase annually. The Parks and Recreation Advisory Board recommends increasing the admission fees. Ms. Maurer reiterated to Council that the Aquatic is a great benefit to our community and we are blessed to have such a first class facility.

Ms. Maurer handed out a revised page 34 which reflects both the proposed summer and non-summer rates. The proposed daily admission rates are \$4.00 for non-summer and \$5.00 for summer. The outdoor pool is open from Memorial Day through Labor Day, which is considered the summer season. The current rate is \$3 year round. We will also have a daycare rate of \$4 for our local daycares, including Boys & Girls Club, that come weekly. The increased rates would become effective 2/1/2012.

At current time, Aquatic Center revenues are covering a third of operating expenditures. The resulting shortfall requires annual subsidies from BCDC (\$200,000) and City tax payers (\$200,000). BCDC plans to curtail its annual Aquatic Center subsidy so that its' funds can be re-directed to other needed park and recreation projects so their subsidy may be reduced or eliminated entirely.

To minimize the possibility of an O&M tax increase to offset the loss of the BCDC subsidy, City staff has identified several objectives that include raising BBAC revenue through rate adjustments; increasing BBAC patronage, specifically in non-summer months; improving BBAC operating efficiencies leading to a reduction in expenditures; and improving operating efficiencies in other core service departments so that realized saving can be shifted to Aquatic Center support. 2011 summer total daily admission revenue was \$61,251. Using the increased rates with no attendance change the projected 2012 summer daily admission revenue would be \$105,781. Using the increased rates and a 20% decrease in attendance, the projected summer 2012 daily admission revenue is \$84,629. Ms. Maurer told Council that they are looking at ways to attract people to the Aquatic Center during the non-summer months which is when the center is not fully being utilized.

Linda Thomas, who teaches water aerobics at the aquatic center, stated that she and her users were blindsided by this increase. She and most of her users didn't find out about this issue until yesterday in the newspaper. She asked that Council reconsider taking any action today. She stated that she definitely advocated an increase in the summer rate but she urged staff to look closer at the user groups. They come from all surrounding areas and most pay the annual fees.

Ms. Maurer clarified that the increased rates for annual pass users would go into effect when their current contract expires. Kenneth Goessler, Chairman of the Parks and Recreation Advisory Board, stated that the Aquatic Center Master Plan Committee is comprised mainly of seniors and they are in support of this proposal.

A motion was made by Andrew Ebel and seconded by Keith Herring to approve a recommendation from the Parks and Recreation Advisory Board increasing admission rates at the Blue Bell Aquatic Center.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

9. Discuss and Possibly Act Upon Resolution No. R-12-001 Renaming Pickle Circle to Jake Pickle Drive

Doug Baker presented this item to City Council. Congressman Jake Pickle was instrumental in helping to secure grants and funding for the new Southwest Industrial Park that is now home to over a dozen major employers. A street in the SW Industrial Park was named Pickle Circle in honor of Congressman Pickle.

The EDF board requested changing the name of Pickle Circle to Jake Pickle Drive to more properly honor the late Congressman. Pickle Circle is abutted by five separate properties and all of the property owners support the request. This show of support meets the requirements of our street renaming policy.

A motion was made by Gloria Nix and seconded by Andrew Ebel to approve Resolution No. R-12-001 renaming Pickle Circle to Jake Pickle Drive.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

Perry Thomas, who was a personal friend of Jake Pickle, thanked the City Council for making this change to better memorialize Jake Pickle and the contributions that he made to the City of Brenham.

10. Discuss and Possibly Act Upon Resolution No. R-12-002 Authorizing the Acceptance of Public Improvements in the Timber Oaks Subdivision, Section One, and Authorize the Mayor to Execute Any Necessary Documentation

Doug Baker presented this item to City Council. The street, drainage, water, and sewer improvements in Timber Oaks Subdivision, Section One have been constructed by the developer, Gregory A. Appel and John J. Appel, Rental Partnership, in accordance with the City’s standards and specifications. There are no lots in this subdivision. The plat and the improvements extend from Old Mill Creek Road to Blinn’s driveway into their new Ag Building site. The right of way and the improvements will be extended southward as future sections of the subdivision are developed. The developer is responsible for any defects in materials and workmanship that may occur in the above described improvements for a period of one year, beginning on the date of acceptance by the City.

It is staff’s recommendation that you accept these improvements for inclusion into the City’s capital assets and for permanent maintenance by the City, exclusive of defects in materials and workmanship for a period of one year.

A motion was made by Keith Herring and seconded by Andrew Ebel to approve Resolution No. R-12-002 authorizing the acceptance of public improvements in the Timber Oaks Subdivision, Section One, exclusive of defects in materials and workmanship for a period of one (1) year from the date of acceptance by the City, and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

EXECUTIVE SESSION

11. Texas Government Code Section 551.072 – Deliberation Regarding Real Property – Discuss and Consider the Acquisition of Property for the Westwood Lane Improvements Project

RE-OPEN REGULAR AGENDA

12. **Discuss and Possibly Act Upon Resolution No. R-12-003 Approving the Acquisition of Certain Real Property for the Westwood Lane Improvements Project, Authorizing the Mayor to Act on Behalf of the City in All Matters Pertaining Thereto, and Authorizing the Mayor to Execute Any Necessary Documentation**

Doug Baker presented this item to City Council as discussed in Executive Session.

A motion was made by Danny Goss and seconded by Andrew Ebel to approve Resolution No. R-12-003 approving the acquisition of certain real property for the Westwood Lane Improvements Project, authorizing the Mayor to act on behalf of the City in all matters pertaining thereto, and authorizing the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

13. **Administrative/Elected Officials Report**

Terry Roberts reported on the following:

- Washington County Leadership – January 12, 2012 (morning)
- Fire Department Appreciation Social – January 19, 2012 (5-7 pm)
- City Holiday Party – January 27, 2012
- Chamber Banquet – January 31, 2012

Carolyn Miller reported on the following:

- Uptown Swirl – January 14, 2012 (2-7 pm)

Doug Baker reported on the following:

- Detention pond excavation in SWIP

Carey Bovey reported on the following:

- Thank you to all who attended his Christmas Party

Jeana Bellinger reported on the following:

- Early voting

Keith Herring reported on the following:

- Downtown Master Plan Meeting – January 23, 2012 (5-7 pm)

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC
City Secretary



AGENDA ITEM 7

DATE OF MEETING: January 19, 2012		DATE SUBMITTED: January 13, 2012	
DEPT. OF ORIGIN: Finance		SUBMITTED BY: Carolyn D. Miller	
MEETING TYPE:		CLASSIFICATION:	
<input checked="" type="checkbox"/> REGULAR		<input type="checkbox"/> PUBLIC HEARING	
<input type="checkbox"/> SPECIAL		<input type="checkbox"/> CONSENT	
<input type="checkbox"/> EXECUTIVE SESSION		<input type="checkbox"/> REGULAR	
		<input checked="" type="checkbox"/> WORK SESSION	
ORDINANCE:			
<input type="checkbox"/> 1 ST READING			
<input type="checkbox"/> 2 ND READING			
<input type="checkbox"/> RESOLUTION			
AGENDA ITEM DESCRIPTION: Discuss and Review FY2010-11 Fourth Quarter Financial Report			
SUMMARY STATEMENT: See attached Financial Performance Report and Financial Statements for General Fund and Five Utility Funds.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS: FY2010-11 Fourth Quarter Financial Report from CFO; and Financial Performance Reports for General Fund and Five Utility Funds			
FUNDING SOURCE (Where Applicable):			
RECOMMENDED ACTION:			
APPROVALS: Carolyn D. Miller			



MEMORANDUM

To: Mayor, Council and City Manager

From: Carolyn D. Miller
Chief Financial Officer *cm*

Subject: FY2010-11 Fourth Quarter Financial Report

Date: January 10, 2012

The Finance Division is pleased to provide financial performance reports for the quarter and year ended September 30, 2011. The General Fund and the five major utility funds are presented in the format developed by our budget officer, Debbie Gaffey, which includes a comparison of the 4th quarter actual versus the prior year and a comparison to budget. For FY2010-11, the City experienced favorable performance in the General Fund, and with the exception of the Wastewater Fund, posted net revenues over expenditures in the Utility Funds.

Please be advised that the days of reserves or working capital, as presented in this executive summary, were calculated using the FY11-12 budget, while the information shown in the financial statements is based on the FY10-11 budget. This is important as we endeavor to manage our available resources (reserves) compared to unexpected or unplanned occurrences or events.

FINANCIAL PERFORMANCE SUMMARY

Fund	4th QTR Actual Performance		
	Revenues	Expenditures	Net Revenues
General Fund	\$ 15,520,547	\$ 14,983,608	\$ 536,939
Electric Fund	28,079,062	27,248,713	830,349
Gas Fund	3,185,925	3,159,133	26,791
Water Fund	5,148,534	4,288,318	860,216
Wastewater Fund	3,701,778	3,748,694	(46,916)
Sanitation Fund	3,384,317	3,368,256	16,061

GENERAL FUND

For FY2010-11, the General Fund revenues exceeded expenditures by \$536,939 which increased the fund balance reserves from \$2.7 million to \$3.3 million.

Beginning Fund Balance	\$ 2,764,850
Net Revenues	536,939
Non-budget/CAFR Adjustments	<u>(1,057)</u>
Ending Fund Balance	\$ 3,300,733

When the FY11-12 budget was prepared, we needed to replenish our 90-day reserves, however, the General Fund exceeded our projections, and our reserve calculation has increased to 99 days. Capital expenditures are shown in Exhibits H, I and J, respectively for the General Fund, the Equipment Fund and the Streets & Drainage Improvement Fund.

ELECTRIC FUND

The Electric Fund had favorable net revenues of \$830,349 for the fourth quarter, however, over 75% of this amount or \$630,745 related to the LCRA rate refund. The remaining 25% net revenues resulted from the timing of a pass-through of favorable LCRA charges. The AMR Meter Project activity is shown in Exhibit G and Capital expenditures for the Electric Fund are shown in Exhibit H.

The working capital for the Electric Fund grew and with an annual operating budget, including wholesale power costs, of \$26.64 million, this represents an 86 day operating reserve. The prior fiscal year we had 75 days of reserves.

Beginning Working Capital	\$ 5,472,961
Net Revenues	<u>830,349</u>
Ending Working Capital	\$ 6,303,310

GAS FUND

The Gas Fund posted favorable net revenues of \$26,791 for the fiscal year, which is mainly attributable to lower franchise costs due to reduced sales to utility customers. The AMR Meter Project activity is shown in Exhibit G and Capital expenditures for the Gas Fund are shown in Exhibit H.

The Gas Fund working capital increased to \$1,044,119 and with an annual operating budget, including gas source costs, of \$3.64 million, this equates to a 104 day operating reserve. We ended the prior fiscal year with 97 days.

Beginning Working Capital	\$ 1,017,327
Net Revenues	<u>26,791</u>
Ending Working Capital	\$ 1,044,118

WATER FUND

Due to the extreme drought, the Water Fund experienced positive net revenues of \$860,216 for FY2010-11. Water consumption totaled 996 million gallons which was 31% or 243 million gallon higher than the previous year. Water sales were ahead of the prior fiscal by approximately the same percentage. The AMR Meter Project activity is shown in Exhibit G and Capital expenditures for the Water Fund are shown in Exhibit H.

As you would expect, the working capital for the Water Fund dramatically increased, and with an annual operating budget of \$4.66 million, the operating reserves grew from 59 days to 120 days.

Beginning Working Capital	\$	671,189
Net Revenues		<u>860,216</u>
Ending Working Capital	\$	1,531,405

WASTEWATER FUND

The FY2010-11 performance for the Wastewater Fund showed a net loss of (\$46,916) which was favorable compared to a budgeted shortfall of (\$368,500). We anticipated using our working capital reserves for capital equipment and projects, however, with stronger wastewater revenues, we were able to fund these improvements within current year operations. To review capital expenditures for this fund, see Exhibit G.

The Wastewater Fund working capital declined slightly, and with an annual operating budget of \$3.90 million, this equals about a 63 day operating reserve. We fell from 72 days in the prior fiscal year.

Beginning Working Capital	\$	736,160
Net Revenues		<u>(46,916)</u>
Ending Working Capital	\$	689,244

SANITATION FUND

The combined operations of the Sanitation Fund posted favorable net revenues of \$16,061 for the year ending September 30, 2011. A continued strong recycling market combined with an increase in transfer and collection station revenues contributed to this result. Capital expenditures for this fund can be found on Exhibit G.

The Sanitation Fund working capital increased to \$716,321 and with an annual operating budget of \$3.38 million the Fund has over 77 days of operating reserves, which increased by 5 days over the prior fiscal year.

Beginning Working Capital	\$	700,260
Net Revenues		<u>16,061</u>
Ending Working Capital	\$	716,321

CONCLUSION

As noted in the opening paragraph, the City experienced favorable performance in all major funds, with the exception of the Wastewater Fund, for FY2010-11 and managed to grow fund balance/working capital reserves even with these challenging economic times. This outstanding performance is due in a large part to the efforts of our division directors and senior management who monitor department expenditures and overall Fund performance and make necessary adjustments throughout the year.

After you have reviewed this quarterly financial performance report, should you have any questions or comments prior to the council meeting, please do not hesitate to contact Terry Roberts, Kyle Dannhaus, Lowell Ogle, Debbie Gaffey or me directly.

NOTE: The financial performance reports for the General Fund and five utility funds are attached to this memorandum, and are an integral part of the quarterly financial performance report.



PERFORMANCE SUMMARY

GENERAL FUND

September 30, 2011

EXHIBIT A

TOTAL OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
3,385,014	3,371,858	(13,156)	REVENUES			
3,678,707	3,774,894	96,187	PROPERTY TAX	3,311,333	3,371,858	60,525
2,558,193	2,801,179	242,986	SALES TAX	3,724,443	3,774,894	50,451
346,090	368,959	22,869	UTILITIES FRANCHISE TAX	2,644,088	2,801,179	157,091
9,968,004	10,316,891	348,886	OTHER TAXES	351,200	368,959	17,759
			SUBTOTAL TAXES	10,031,064	10,316,891	285,827
850,369	917,900	67,531	LICENSES, PERMITS & FEES	901,096	917,900	16,804
591,726	509,039	(82,687)	MISCELLANEOUS	472,310	509,039	36,729
176,315	194,058	17,742	AQUATICS	182,620	194,058	11,438
35,605	32,451	(3,155)	ANIMAL CONTROL	33,400	32,451	(950)
11,622,020	11,970,338	348,318	TOTAL REVENUES	11,620,490	11,970,338	349,848
3,124,139	3,145,908	21,770	TRANSFERS-IN	3,284,708	3,145,908	(138,800)
379,446	404,300	24,855	INTERLOCAL AGREEMENTS	389,521	404,300	14,779
15,125,604	15,520,547	394,942	TOTAL OPERATING RESOURCES	15,294,719	15,520,547	225,828

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES THROUGH SEPTEMBER 30

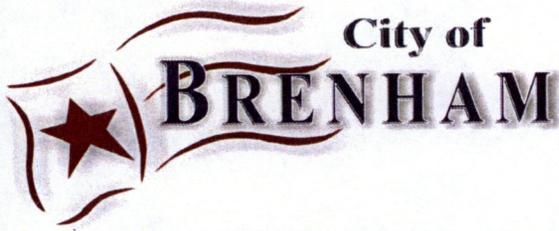
ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
14,157,936	14,436,641	(278,705)	EXPENDITURES			
243,540	215,364	28,176	OPERATING DEPARTMENTS	14,743,964	14,436,641	307,323
(8,021)	5,256	(13,277)	NON-DEPT DIRECT	215,398	215,364	34
14,393,455	14,657,262	(263,806)	NON-DEPT MISC (1)	9,011	5,256	3,755
732,010	326,346	405,664	TOTAL EXPENDITURES	14,968,373	14,657,262	311,111
15,125,465	14,983,608	141,857	TRANSFERS-OUT	326,346	326,346	0
			TOTAL USES OF OPERATING RESOURCES	15,294,719	14,983,608	311,111

(1) Excludes uncollectible accounts.

EXHIBIT C

NET REVENUES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
15,125,604	15,520,547	394,942	TOTAL OPERATING RESOURCES	15,294,719	15,520,547	225,828
15,125,465	14,983,608	141,857	TOTAL USES OF OPERATING RESOURCES	15,294,719	14,983,608	311,111
140	536,939	536,800	NET REVENUES	0	536,939	536,939



PERFORMANCE SUMMARY

GENERAL FUND

SEPTEMBER 30, 2011

EXHIBIT D

DEPARTMENT EXPENDITURES BY EXPENSE CATEGORY THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			EXPENSE CATEGORY	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
9,541,032	9,995,058	(454,026)	PERSONNEL	10,173,709	9,995,058	178,651
935,914	1,011,709	(75,795)	SUPPLIES	1,047,240	1,011,709	35,531
903,449	702,905	200,544	MAINTENANCE	821,760	702,905	118,855
1,814,517	1,841,350	(26,833)	SERVICES	1,844,899	1,841,350	3,549
269,703	236,890	32,813	CAPITAL	101,431	236,890	(135,459)
693,322	648,729	44,592	SUNDRY	754,925	648,729	106,196
14,157,936	14,436,641	(278,705)	TOTAL DEPARTMENT EXPENDITURES	14,743,964	14,436,641	307,323

EXHIBIT E

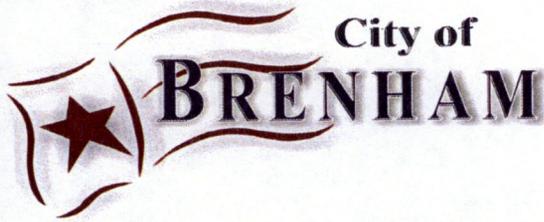
DEPARTMENT EXPENDITURES BY DEPARTMENT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			DEPARTMENT	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
41,083	262,993	(221,910)	DEPT 122 - COMMUNITY SERVICES	268,130	262,993	5,137
282,654	279,696	2,958	DEPT 049 - RECREATION	297,230	279,696	17,534
598,003	615,532	(17,529)	DEPT 149 - AQUATICS	622,538	615,532	7,006
1,188,509	1,163,151	25,358	DEPT 144 - PARKS	1,190,405	1,163,151	27,254
479,392	438,844	40,548	DEPT 146 - LIBRARY	485,064	438,844	46,220
1,018,885	940,240	78,645	DEPT 121 - ADMINISTRATION	995,455	940,240	55,215
0	227,720	(227,720)	DEPT 123 - HR/RISK MANAGEMENT	235,427	227,720	7,707
210,934	132,016	78,918	DEPT 125 - MAIN ST/COMMUNITY DEV	189,000	132,016	56,984
697,612	702,612	(4,999)	DEPT 131 - MAINTENANCE/WHSE	728,702	702,612	26,090
769,534	857,833	(88,299)	DEPT 133 - FINANCE	867,147	857,833	9,314
363,518	0	363,518	DEPT 147 - PUBLIC INFO/GRAPHICS	0	0	0
604,662	599,013	5,649	DEPT 172 - INFORMATION TECHNOLOGY	602,674	599,013	3,661
330,654	354,236	(23,582)	DEPT 155 - MUNICIPAL COURT	354,256	354,236	20
416,684	460,956	(44,272)	DEPT 167 - PUBLIC WORKS	462,854	460,956	1,899
171,711	173,876	(2,165)	DEPT 054 - ANIMAL SHELTER	174,993	173,876	1,117
106,904	103,992	2,911	DEPT 154 - ANIMAL CONTROL	104,821	103,992	829
1,270,423	1,288,539	(18,116)	DEPT 141 - STREETS	1,289,703	1,288,539	1,164
65,602	84,970	(19,368)	DEPT 148 - AIRPORT	87,524	84,970	2,554
976,141	1,013,602	(37,461)	DEPT 150 - CENTRAL COMMUNICATIONS	1,049,289	1,013,602	35,687
3,228,652	3,351,949	(123,297)	DEPT 151 - POLICE	3,352,442	3,351,949	493
1,336,379	1,384,871	(48,493)	DEPT 152 - FIRE	1,386,310	1,384,871	1,439
14,157,936	14,436,641	(278,705)	TOTAL DEPARTMENT EXPENDITURES	14,743,964	14,436,641	307,323

EXHIBIT F

ESTIMATED FUND BALANCE SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
2,764,850	2,764,850	0	BEGINNING BALANCE	2,764,850	2,764,850	0
140	536,939	536,800	NET REVENUES	0	536,939	536,939
(140)	(1,057)	917	NON-BUDGET/CAFR ADJUSTMENTS	0	(1,057)	1,057
2,764,850	3,300,733	537,717	ENDING BALANCE	2,764,850	3,300,733	537,996



PERFORMANCE SUMMARY

GENERAL FUND

SEPTEMBER 30, 2011

EXHIBIT G

DAYS COVERAGE IN RESERVES SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
12,001,466	11,970,338	(31,128)	11,620,490	11,970,338	349,848
32,881	32,795	(85)	31,837	32,795	(958)
2,959,265	2,951,590	(7,675)	2,865,326	2,951,590	86,264
2,764,850	3,300,733	537,717	2,764,850	3,300,733	537,996
(194,416)	349,142	545,392	(100,476)	349,142	451,732
84	101	17	87	101	14

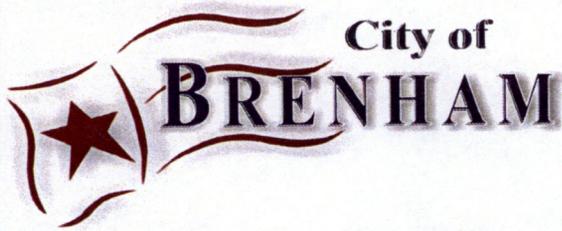
CALCULATION

REVENUES & INTERLOCAL AGREEMENTS	11,620,490
RESOURCES PER DAY (365)	31,837
90-DAY POLICY	2,865,326
ACTUAL RESERVES	2,764,850
EXCESS/(SHORTFALL) OF 90-DAY POLICY	(100,476)
DAYS COVERAGE	87

EXHIBIT H

CAPITAL EXPENDITURES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
3,850	0	3,850	0	0	0
0	2,661	(2,661)	2,500	2,661	(161)
3,852	0	3,852	0	0	0
0	13,107	(13,107)	15,500	13,107	2,393
0	13,625	(13,625)	0	13,625	(13,625)
35,146	0	35,146	0	0	0
0	7,426	(7,426)	0	7,426	(7,426)
5,842	0	5,842	0	0	0
0	7,823	(7,823)	0	7,823	(7,823)
15,028	0	15,028	0	0	0
2,000	0	2,000	0	0	0
0	0	0	2,900	0	2,900
3,123	0	3,123	0	0	0
0	4,825	(4,825)	5,000	4,825	175
0	4,275	(4,275)	4,275	4,275	0
0	3,922	(3,922)	4,125	3,922	203
0	7,853	(7,853)	8,600	7,853	747
4,930	0	4,930	0	0	0
1,596	0	1,596	0	0	0
2,898	0	2,898	0	0	0
15,973	0	15,973	0	0	0
0	0	0	5,436	0	5,436
0	5,436	(5,436)	5,000	5,436	(436)
0	4,806	(4,806)	0	4,806	(4,806)
0	1,646	(1,646)	0	1,646	(1,646)
0	122,549	(122,549)	0	122,549	(122,549)
3,717	0	3,717	0	0	0
14,374	0	14,374	0	0	0
0	4,500	(4,500)	0	4,500	(4,500)
0	0	0	36,500	0	36,500
0	25,822	(25,822)	0	25,822	(25,822)
20,650	0	20,650	0	0	0
31,000	0	31,000	0	0	0
2,190	0	2,190	1,200	0	1,200
103,533	0	103,533	0	0	0
0	4,850	(4,850)	0	4,850	(4,850)
0	0	0	4,995	0	4,995
0	1,764	(1,764)	1,800	1,764	36
0	0	0	3,600	0	3,600
269,703	236,890	32,813	101,431	236,890	(135,459)



PERFORMANCE SUMMARY

GENERAL FUND

SEPTEMBER 30, 2011

EXHIBIT I

FUND 236 - EQUIPMENT FUND (USED FOR GENERAL FUND CAPITAL PURCHASES) THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
9,979	0	9,979
0	17,340	(17,340)
20,716	0	20,716
0	123,806	(123,806)
49,008	32,843	16,165
0	44,891	(44,891)
15,968	16,499	(531)
0	23,496	(23,496)
0	8,960	(8,960)
0	78,500	(78,500)
45,855	0	45,855
0	22,818	(22,818)
20,695	0	20,695
10,454	0	10,454
0	29,310	(29,310)
0	4,051	(4,051)
0	150,102	(150,102)
89,851	0	89,851
0	0	0
262,526	552,615	(290,089)
262,814	453,884	191,070
453,597	338,888	(114,709)
(262,526)	(552,615)	290,089
453,884	240,157	366,450

DEPARTMENT

DEPT 144 - SWEEPER 5200	0	0	0
DEPT 144 - TORO WORKMAN	17,340	17,340	0
DEPT 144 - 3/4 TON FORD TRUCK	0	0	0
DEPT 131 - CITY HALL AC	123,806	123,806	0
DEPT 172 - VMWARE	32,844	32,843	1
DEPT 167 - RAILROAD QUIET ZONE	50,000	44,891	5,109
DEPT 167 - TRUCK REPLACEMENTS	18,000	16,499	1,501
DEPT 154 - ANIMAL CONTROL TRUCK	25,000	23,496	1,504
DEPT 141 - SIGN SHOP ROOF	12,000	8,960	3,040
DEPT 141 - DRUM ROLLER	79,000	78,500	500
DEPT 141 - STREET SWEEPER	0	0	0
DEPT 141 - DODGE RAM 2500	25,000	22,818	2,182
DEPT 141 - CHEVY PICKUP	0	0	0
DEPT 150 - ACCESS CONTROL SYSTEM	0	0	0
DEPT 150 - RADIOS	30,000	29,310	690
DEPT 151 - COMPUTER W/DOCKING	0	4,051	(4,051)
DEPT 151 - 5 POLICE UNITS	148,652	150,102	(1,450)
DEPT 152 - NW FIRE RECORDS SOFTWARE	0	0	0
CONTINGENCY	74,886	0	74,886
TOTAL DEPARTMENT EXPENDITURES	636,528	552,615	83,913

ACTUAL VERSUS BUDGET		
4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
0	0	0
17,340	17,340	0
0	0	0
123,806	123,806	0
32,844	32,843	1
50,000	44,891	5,109
18,000	16,499	1,501
25,000	23,496	1,504
12,000	8,960	3,040
79,000	78,500	500
0	0	0
25,000	22,818	2,182
0	0	0
0	0	0
30,000	29,310	690
0	4,051	(4,051)
148,652	150,102	(1,450)
0	0	0
74,886	0	74,886
636,528	552,615	83,913
453,884	453,884	0
338,888	338,888	0
(636,528)	(552,615)	83,913
156,244	240,157	83,913

FUND BALANCE

BEGINNING BALANCE	453,884	453,884	0
TRANSFERS-IN	338,888	338,888	0
DEPARTMENT EXPENDITURES	(636,528)	(552,615)	83,913
ENDING BALANCE	156,244	240,157	83,913

EXHIBIT J

FUND 237 - STREET/DRAINAGE FUND (USED FOR GENERAL FUND STREET PROJECTS) THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
215,333	89,321	126,012
0	11,005	(11,005)
0	0	0
0	186,439	(186,439)
215,333	286,766	(71,433)
242,245	244,756	2,511
217,844	42,010	(175,834)
(215,333)	(286,766)	71,433
244,756	0	(101,890)

PROJECT

STREET OVERLAY	82,265	89,321	(7,056)
STREET RESTRIPIING	12,000	11,005	995
AUDITS AND CONSULTANTS	19,500	0	19,500
HILLSIDE RECONSTRUCTION	146,089	186,439	(40,350)
TOTAL EXPENDITURES	259,854	286,766	(26,912)
BEGINNING BALANCE	244,756	244,756	0
TRANSFERS-IN	42,010	42,010	0
DEPARTMENT EXPENDITURES	(259,854)	(286,766)	(26,912)
ENDING BALANCE	26,912	0	(26,912)

ACTUAL VERSUS BUDGET		
4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
82,265	89,321	(7,056)
12,000	11,005	995
19,500	0	19,500
146,089	186,439	(40,350)
259,854	286,766	(26,912)
244,756	244,756	0
42,010	42,010	0
(259,854)	(286,766)	(26,912)
26,912	0	(26,912)



PERFORMANCE SUMMARY

ELECTRIC FUND

SEPTEMBER 30, 2011

EXHIBIT A

TOTAL OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			DISTRIBUTION REVENUES			
1,263,370	1,246,045	(17,325)	CUSTOMER CHARGE	1,255,544	1,246,045	(9,499)
4,479,222	4,635,367	156,145	WIRE CHARGE	4,355,496	4,635,367	279,871
490,662	537,296	46,635	ANCILLARY SERVICE REVENUES	438,405	537,296	98,891
35,273	30,072	(5,202)	INTEREST EARNED	30,331	30,072	(259)
31,414	13,600	(17,813)	OTHER REVENUE	17,350	13,600	(3,750)
<u>6,299,940</u>	<u>6,462,380</u>	<u>162,440</u>	SUBTOTAL DISTRIBUTION REVENUES	<u>6,097,126</u>	<u>6,462,380</u>	<u>365,254</u>
			GENERATION REVENUES			
20,327,411	21,762,746	1,435,335	GENERATION CHARGE	18,223,369	21,762,746	3,539,377
(2,130,396)	(1,292,932)	837,464	PCRF	600,514	(1,292,932)	(1,893,446)
596,666	630,745	34,080	LCRA ABNR	0	630,745	630,745
<u>18,793,681</u>	<u>21,100,560</u>	<u>2,306,879</u>	SUBTOTAL GENERATION REVENUES	<u>18,823,883</u>	<u>21,100,560</u>	<u>2,276,677</u>
25,093,621	27,562,940	2,469,319	TOTAL REVENUES	24,921,009	27,562,940	2,641,931
<u>519,866</u>	<u>516,122</u>	<u>(3,744)</u>	TRANSFERS-IN UTILITIES	<u>557,359</u>	<u>516,122</u>	<u>(41,237)</u>
<u>25,613,487</u>	<u>28,079,062</u>	<u>2,465,575</u>	TOTAL OPERATING RESOURCES	<u>25,478,368</u>	<u>28,079,062</u>	<u>2,600,694</u>

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			DISTRIBUTION EXPENDITURES			
2,944,374	3,148,964	(204,590)	OPERATING DEPARTMENTS	3,218,071	3,148,964	69,107
12,249	404,274	(392,025)	AMR METER PROJECT (SEE EXHIBIT G) (1)	404,274	404,274	0
1,666,603	1,844,585	(177,982)	FRANCHISE TAX	1,710,445	1,844,585	(134,140)
3,985	9,564	(5,579)	DEBT SERVICE	9,564	9,564	0
2,400	2,400	0	OTHER DIRECT	2,400	2,400	0
19,920	31,386	(11,466)	MISCELLANEOUS (2)	25,000	31,386	(6,386)
<u>4,649,531</u>	<u>5,441,173</u>	<u>(791,642)</u>	SUBTOTAL DISTRIBUTION EXPENDITURES	<u>5,369,754</u>	<u>5,441,173</u>	<u>(71,419)</u>
			GENERATION EXPENDITURES			
<u>18,331,778</u>	<u>20,185,075</u>	<u>(1,853,297)</u>	ELECTRICITY PURC/BASE COST	18,796,867	20,185,075	(1,388,208)
<u>18,331,778</u>	<u>20,185,075</u>	<u>(1,853,297)</u>	SUBTOTAL GENERATION EXPENDITURES	<u>18,796,867</u>	<u>20,185,075</u>	<u>(1,388,208)</u>
<u>1,616,102</u>	<u>1,622,465</u>	<u>(6,363)</u>	TRANSFERS-OUT GENERAL FUND	<u>1,700,064</u>	<u>1,622,465</u>	<u>77,599</u>
<u>24,597,411</u>	<u>27,248,713</u>	<u>(2,651,302)</u>	TOTAL USES OF OPERATING RESOURCES	<u>25,866,685</u>	<u>27,248,713</u>	<u>(1,382,028)</u>

(1) THIS PROJECT IS MONITORED IN FUND 108 BUT IS AN EXPENDITURE OF THE FUND.

(2) EXCLUDES POST RETIREMENT BENEFITS, UNCOLLECTIBLE ACCOUNTS AND DEPRECIATION.

EXHIBIT C

NET REVENUES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
554,173	(85,136)	(639,309)	DISTRIBUTION NET REVENUES	(415,333)	(85,136)	330,197
461,903	915,485	453,582	GENERATION NET REVENUES	27,016	915,485	888,469
<u>1,016,076</u>	<u>830,349</u>	<u>(185,727)</u>	TOTAL NET REVENUES	<u>(388,317)</u>	<u>830,349</u>	<u>1,218,666</u>



PERFORMANCE SUMMARY

ELECTRIC FUND

SEPTEMBER 30, 2011

EXHIBIT D

DEPARTMENT EXPENDITURES BY EXPENSE CATEGORY THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			EXPENSE CATEGORY	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
1,645,004	1,678,726	(33,722)	PERSONNEL	1,716,393	1,678,726	37,667
149,836	160,103	(10,266)	SUPPLIES	158,777	160,103	(1,326)
105,739	106,691	(952)	MAINTENANCE	108,450	106,691	1,759
328,613	333,889	(5,276)	SERVICES	340,369	333,889	6,480
670,133	821,909	(151,776)	CAPITAL (SEE EXHIBIT H)	846,379	821,909	24,470
45,049	47,647	(2,598)	SUNDRY	47,703	47,647	56
2,944,374	3,148,964	(204,590)	TOTAL DEPARTMENT EXPENDITURES	3,218,071	3,148,964	69,107

EXHIBIT E

DEPARTMENT EXPENDITURES BY DEPARTMENT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			DEPARTMENT	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
589,933	554,853	35,080	DEPT 132 - UTILITY BILLING	579,813	554,853	24,960
523,437	573,489	(50,053)	DEPT 160 - PUBLIC UTILITIES	596,627	573,489	23,138
1,831,004	2,020,622	(189,618)	DEPT 161 - ELECTRIC	2,041,631	2,020,622	21,009
2,944,374	3,148,964	(204,590)	TOTAL DEPARTMENT EXPENDITURES	3,218,071	3,148,964	69,107

EXHIBIT F

ESTIMATED WORKING CAPITAL SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
5,197,486	5,472,961	275,475	BEGINNING BALANCE	5,472,961	5,472,961	0
1,016,076	830,349	(185,727)	NET REVENUES	(388,317)	830,349	1,218,666
(740,601)	0	740,601	CAFR ADJ	0	0	0
5,472,961	6,303,310	830,349	ENDING BALANCE	5,084,644	6,303,310	1,218,666

EXHIBIT G

AMR METER PROJECT SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
101	3,341	3,240	# OF AMR METERS	3,341	3,341	0
6,778	3,576	(3,202)	# OF NON-AMR METERS	3,598	3,576	(22)
6,879	6,917	38	TOTAL # OF METERS	6,939	6,917	(22)
1.47%	48.30%	46.83%	AMR % OF METERS	48.15%	48.30%	0.15%



PERFORMANCE SUMMARY

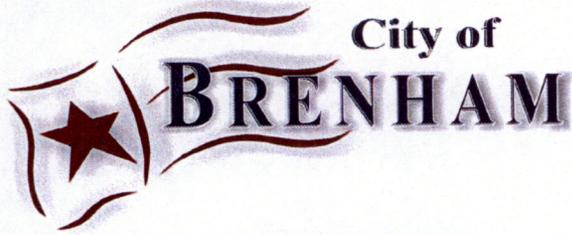
ELECTRIC FUND

SEPTEMBER 30, 2011

EXHIBIT H

CAPITAL EXPENDITURES BY PROJECT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET			
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	PROJECT	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
468	0	468	61-C-10 ACADEMY STREET REHAB	0	0	0
3,675	2,082	1,593	61-C-11 SEALY MATTRESS UPGRADE	5,000	2,082	2,918
2,276	3,639	(1,363)	61-C-14 AUTO CAPACITOR BANKS	5,000	3,639	1,361
5,116	31,002	(25,886)	61-C-15 MAIN FEEDER UPGRADE - BLUE BELL	700	31,002	(30,302)
33,271	74	33,197	61-C-16 DOWNTOWN RESTROOMS	0	74	(74)
4,490	0	4,490	61-C-17 ELECTRIC METERS	0	0	0
79,204	326	78,878	61-C-19 SYSTEM PROTECTION	300	326	(26)
61,336	0	61,336	61-C-20 SYSTEM PROTECTION	0	0	0
20,614	21,196	(582)	61-C-21 POLE CHANGE OUT	29,000	21,196	7,804
65,069	0	65,069	61-C-25 ROTTEN POLE CHGOUT-AIRLINE	0	0	0
75,824	1,254	74,570	61-C-26 TECHLINE POLE CHG OUT 09-10	3,000	1,254	1,746
0	5,084	(5,084)	61-C-27 HWY 290 UTILITY RELOCATION	5,100	5,084	16
21,179	2,726	18,453	61-C-28 UPGRADE PRIMARY SERV-WALNUT HL	4,000	2,726	1,274
5,275	677	4,598	61-C-29 BIG DADDY BBQ	2,000	677	1,323
7,852	77	7,775	61-C-30 NEW SERVICE-RUTH CIRCLE	100	77	23
6,313	0	6,313	61-C-31 LITTLE CAESAR'S	0	0	0
11,662	0	11,662	61-C-32 SIMON THEATER	0	0	0
14,330	161	14,169	61-C-33 TEGELER RETAIL CENTER	200	161	39
2,270	15,621	(13,351)	61-C-34 CHAMPION FELLOWSHIP CHURCH	16,000	15,621	379
2,093	0	2,093	61-C-35 NEW SERVICE - STONE HILL DR	0	0	0
0	529	(529)	61-C-36 CHAMBER/SIMON FIBER EXPANSION	1,317	529	788
0	79,004	(79,004)	61-C-37 ANNUAL SERVICE REPLACEMENTS	75,500	79,004	(3,504)
0	41,787	(41,787)	61-C-38 ANNUAL NEW SERVICE INSTALLS	43,000	41,787	1,213
0	9,369	(9,369)	61-C-39 BLINN AG BUILDING	14,500	9,369	5,131
0	11,164	(11,164)	61-C-40 HENDERSON PARK LIFT STATION	15,500	11,164	4,336
0	75,123	(75,123)	61-C-41 BLINN COLLEGE RECONDUCTOR	82,500	75,123	7,377
0	8,997	(8,997)	61-C-42 NEW STREET LIGHTS	1,300	8,997	(7,697)
0	5,964	(5,964)	61-C-43 REPLACEMENT STREET LIGHTS	0	5,964	(5,964)
0	3,791	(3,791)	61-C-44 HYUNDAI CAR DEALERSHIP	4,000	3,791	209
0	(2,494)	2,494	61-C-45 BLINN BAND HALL	0	(2,494)	2,494
0	28,084	(28,084)	61-C-46 BLUE BELL TRANSFORMER INSTALL	34,000	28,084	5,916
0	2,083	(2,083)	61-C-47 HEB-REPLACE TRANSFORMER	3,000	2,083	917
0	19,459	(19,459)	61-C-48 NEW SERVICE FOR WATER PLANT	21,000	19,459	1,541
0	5,225	(5,225)	61-C-49 MOVE POLE-NIEBUHR ST	5,000	5,225	(225)
0	10,118	(10,118)	61-C-50 BLINN AG CLASS ROOMS	10,500	10,118	382
0	20,692	(20,692)	61-C-51 JOHNSON STREET REHAB	25,000	20,692	4,308
0	80,817	(80,817)	61-C-52 2011 CONTRACTOR POLE CHG OUT	95,000	80,817	14,183
0	4,007	(4,007)	61-C-53 NEW SVC-ALL SPORTS BLDG-HOP	5,000	4,007	993
0	10,988	(10,988)	61-C-54 NEW SERVICE-BLUE BELL	10,700	10,988	(288)
0	5,070	(5,070)	61-C-55 EXT/SERVICE-HOP AMPHITHEATER	5,000	5,070	(70)
0	20,846	(20,846)	61-C-56 WOODBRIDGE SUBDIVISION	28,000	20,846	7,154
17,542	3,852	13,690	MISC METERS AND STREET LIGHTS/SIGNALS	0	3,852	(3,852)
14,117	129,307	(115,190)	VEHICLES	18,000	129,307	(111,307)
83,472	22,437	61,035	SCADA	27,362	22,437	4,925
24,108	98,730	(74,622)	MACHINERY/EQUIPMENT AND BUILDING	209,900	98,730	111,170
49,761	0	49,761	POLE TREATMENT AND MISC UTILITY LINES	0	0	0
58,815	0	58,815	MISC TRANSFORMERS	0	0	0
0	43,039	(43,039)	WIRELESS MESH & FIBER EXPANSION	40,900	43,039	(2,139)
670,133	821,909	(151,776)	TOTAL CAPITAL EXPENDITURES	846,379	821,909	24,470



PERFORMANCE SUMMARY

GAS FUND

SEPTEMBER 30, 2011

EXHIBIT A

TOTAL OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
DISTRIBUTION REVENUES					
1,298,531	1,182,260	(116,271)	1,258,578	1,182,260	(76,318)
1,047	913	(134)	800	913	113
16,851	15,969	(882)	16,000	15,969	(31)
<u>1,316,429</u>	<u>1,199,142</u>	<u>(117,288)</u>	<u>1,275,378</u>	<u>1,199,142</u>	<u>(76,236)</u>
COMMODITY REVENUES					
3,635,429	3,243,308	(392,121)	2,697,759	3,243,308	545,549
<u>(1,206,274)</u>	<u>(1,256,525)</u>	<u>(50,251)</u>	<u>(133,894)</u>	<u>(1,256,525)</u>	<u>(1,122,631)</u>
<u>2,429,155</u>	<u>1,986,783</u>	<u>(442,372)</u>	<u>2,563,865</u>	<u>1,986,783</u>	<u>(577,082)</u>
3,745,584	3,185,925	(559,660)	3,839,243	3,185,925	(653,318)
<u>3,745,584</u>	<u>3,185,925</u>	<u>(559,660)</u>	<u>3,839,243</u>	<u>3,185,925</u>	<u>(653,318)</u>
TOTAL OPERATING RESOURCES			3,839,243	3,185,925	(653,318)

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
DISTRIBUTION EXPENDITURES					
472,034	490,893	(18,859)	513,848	490,893	22,955
43,371	131,399	(88,028)	131,399	131,399	(0)
260,406	221,832	38,574	267,571	221,832	45,739
9,027	10,213	(1,186)	2,034	10,213	(8,179)
5,541	8,913	(3,372)	0	8,913	(8,913)
<u>790,379</u>	<u>863,250</u>	<u>(72,871)</u>	<u>914,852</u>	<u>863,250</u>	<u>51,602</u>
COMMODITY EXPENDITURES					
2,341,910	1,818,520	523,390	2,462,536	1,818,520	644,016
<u>2,341,910</u>	<u>1,818,520</u>	<u>523,390</u>	<u>2,462,536</u>	<u>1,818,520</u>	<u>644,016</u>
TRANSFERS-OUT					
510,627	477,363	33,264	500,967	477,363	23,604
<u>3,642,916</u>	<u>3,159,133</u>	<u>483,783</u>	<u>3,878,355</u>	<u>3,159,133</u>	<u>719,222</u>
TOTAL USES OF OPERATING RESOURCES			3,878,355	3,159,133	719,222

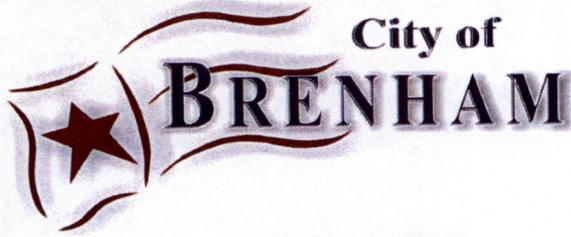
(1) THIS PROJECT IS MONITORED IN FUND 108 BUT IS AN EXPENDITURE OF THE FUND.

(2) EXCLUDES UNCOLLECTIBLE ACCOUNTS, DEPRECIATION AND FIXED ASSET CLEARING ACCOUNT.

EXHIBIT C

NET REVENUES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
DISTRIBUTION NET REVENUES					
15,423	(141,472)	(156,894)	(140,441)	(141,472)	(1,031)
87,245	168,263	81,018	101,329	168,263	66,934
COMMODITY NET REVENUES					
102,668	26,791	(75,877)	(39,112)	26,791	65,903
TOTAL NET REVENUES			(39,112)	26,791	65,903



PERFORMANCE SUMMARY

GAS FUND

SEPTEMBER 30, 2011

EXHIBIT D

DEPARTMENT EXPENDITURES BY EXPENSE CATEGORY THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			EXPENSE CATEGORY	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
301,358	307,546	(6,188)	PERSONNEL	313,272	307,546	5,725
38,150	31,210	6,940	SUPPLIES	29,206	31,210	(2,004)
29,556	25,058	4,498	MAINTENANCE	37,325	25,058	12,267
25,878	25,400	478	SERVICES	23,875	25,400	(1,525)
65,624	91,131	(25,507)	CAPITAL (SEE EXHIBIT H)	100,000	91,131	8,870
11,468	10,548	920	SUNDRY	10,170	10,548	(378)
472,034	490,893	(18,859)	TOTAL DEPARTMENT EXPENDITURES	513,848	490,893	22,955

EXHIBIT E

DEPARTMENT EXPENDITURES BY DEPARTMENT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			DEPARTMENT	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
472,034	490,893	(18,859)	DEPT 162 - GAS DEPARTMENT	513,848	490,893	22,955
472,034	490,893	(18,859)	TOTAL DEPARTMENT EXPENDITURES	513,848	490,893	22,955

EXHIBIT F

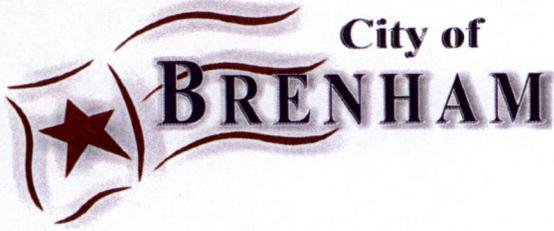
ESTIMATED WORKING CAPITAL SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
890,753	1,017,327	126,574	BEGINNING BALANCE	1,017,327	1,017,327	0
102,668	26,791	(75,877)	NET REVENUES	(39,112)	26,791	65,903
23,906	0	23,906	CAFR ADJUSTMENTS	0	0	0
1,017,327	1,044,118	50,697	ENDING BALANCE	978,215	1,044,118	65,903

EXHIBIT G

AMR METER PROJECT SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
103	1,563	1,460	# OF AMR METERS	1,563	1,563	0
4,148	2,690	(1,458)	# OF NON-AMR METERS	2,737	2,690	(47)
4,251	4,253	2	TOTAL # OF METERS	4,300	4,253	(47)
2.42%	36.75%	34.33%	AMR % OF METERS	36.35%	36.75%	0.40%



PERFORMANCE SUMMARY

GAS FUND

SEPTEMBER 30, 2011

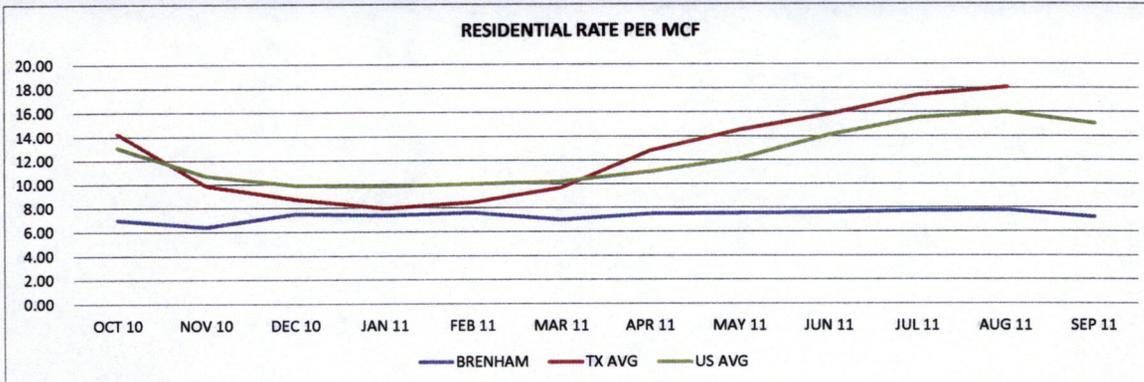
EXHIBIT H

CAPITAL EXPENDITURES BY PROJECT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			PROJECT	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
104	0	104	61-C-16 DOWNTOWN RR CONVERSION	0	0	0
138	0	138	61-C-19 SYSTEM PROTECTION	0	0	0
139	0	139	61-C-20 MAIN FEEDER REHAB	0	0	0
643	0	643	61-C-21 POLE CHANGE OUT	0	0	0
1,868	0	1,868	61-C-23 09-10 AMR METERS	0	0	0
1,770	0	1,770	61-C-30 NEW SVCS RUTH CIRCLE	0	0	0
496	0	496	61-C-32 SIMON THEATER	0	0	0
81	0	81	62-C-05 GAS SERVICES	0	0	0
26,640	0	26,640	62-C-06 GAS METERS	0	0	0
9,648	0	9,648	62-C-07 GAS REGULATORS	0	0	0
2,117	0	2,117	62-C-08 MARK ST/W LUBBOCK EASEMENT	0	0	0
0	5,970	(5,970)	62-C-09 AMR METERS	0	5,970	(5,970)
736	0	736	62-C-011 CANTEY 2" MAIN	0	0	0
1,877	0	1,877	62-C-012 KERR ST MAIN REPLACEMENT	0	0	0
8,877	0	8,877	62-C-013 LAURINE LN BORE/MAIN TO 105	0	0	0
2,043	0	2,043	62-C-014 BROWN/CLAY ST MAIN SERV	0	0	0
177	0	177	62-C-015 ROBINHOOD MAIN EXT	0	0	0
1,551	2,479	(928)	62-C-016 GAS MAINS/TIE-INS HUGHES MTRS	3,000	2,479	521
0	25,304	(25,304)	62-C-017 ANNUAL SERVICE REPLACEMENTS	32,000	25,304	6,696
0	28,704	(28,704)	62-C-018 ANNUAL NEW SERVICE INSTALLS	32,000	28,704	3,296
0	2,334	(2,334)	62-C-019 PRESSURE TIE-IN FOR GAS SYSTEM	3,000	2,334	666
146	3,403	(3,257)	62-C-021 WOODBRIDGE SECTION 2	5,000	3,403	1,597
0	5,490	(5,490)	62-C-022 SW IND PARK EXTENSION	7,000	5,490	1,510
3,971	0	3,971	62-C-027 HWY 290 UTILITY RELOCATION	0	0	0
820	0	820	64-C-04 COMMERCE ST ALLEY	0	0	0
0	16,708	(16,708)	VEHICLES	18,000	16,708	1,292
1,750	0	1,750	GAS MAIN (50 LF)	0	0	0
33	0	33	THREADS/CUTS/PIPE	0	0	0
0	737	(737)	METER INDEX	0	737	(737)
65,624	91,131	(25,506)	TOTAL CAPITAL EXPENDITURES	100,000	91,131	8,869

EXHIBIT I

RESIDENTIAL GAS RATE COMPARISON THROUGH SEPTEMBER 30



* SOURCE: EIA



PERFORMANCE SUMMARY

WATER FUND

SEPTEMBER 30, 2011

EXHIBIT A

TOTAL OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			REVENUES		
3,794,003	5,030,052	1,236,049	4,931,245	5,030,052	98,807
6,556	4,101	(2,455)	7,000	4,101	(2,899)
117,756	114,380	(3,376)	113,200	114,380	1,180
			TOTAL REVENUES		
3,918,315	5,148,534	1,230,219	5,051,445	5,148,534	97,088
			TOTAL OPERATING RESOURCES		
3,918,315	5,148,534	1,230,219	5,051,445	5,148,534	97,088

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			EXPENDITURES		
1,593,216	1,894,913	(301,697)	1,923,179	1,894,913	28,266
121,433	176,061	(54,628)	176,061	176,061	0
263,291	352,104	(88,813)	290,587	352,104	(61,517)
1,123,232	1,123,986	(754)	1,129,503	1,123,986	5,517
257,858	265,650	(7,792)	270,000	265,650	4,350
24,729	10,228	14,501	0	10,228	(10,228)
3,383,759	3,822,942	(439,183)	3,789,330	3,822,942	(33,612)
			TOTAL EXPENDITURES		
			TRANSFERS-OUT		
499,089	465,376	33,713	531,037	465,376	65,661
			TOTAL USES OF OPERATING RESOURCES		
3,882,848	4,288,318	(405,470)	4,320,367	4,288,318	32,050

(1) THIS PROJECT IS MONITORED IN FUND 108 BUT IS AN EXPENDITURE OF THE FUND.

(2) EXCLUDES UNCOLLECTIBLE ACCOUNTS, DEPRECIATION, AMORTIZED BOND COSTS/CHARGES AND FIXED ASSET CLEARING ACCOUNT.

EXHIBIT C

NET REVENUES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE	4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			TOTAL OPERATING RESOURCES		
3,918,315	5,148,534	1,230,219	5,051,445	5,148,534	97,088
			TOTAL USES OF OPERATING RESOURCES		
3,882,848	4,288,318	(405,470)	4,320,367	4,288,318	32,050
			NET REVENUES		
35,467	860,216	824,749	731,078	860,216	129,138



PERFORMANCE SUMMARY

WATER FUND

SEPTEMBER 30, 2011

EXHIBIT D

DEPARTMENT EXPENDITURES THROUGH SEPTEMBER 30,

ACTUAL VERSUS PRIOR YEAR			EXPENDITURE CATEGORY	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
626,011	610,747	15,264	PERSONNEL	597,737	610,747	13,010
274,812	416,044	(141,232)	SUPPLIES	413,594	416,044	2,450
237,526	231,557	5,969	MAINTENANCE	261,400	231,557	(29,843)
297,580	333,233	(35,653)	SERVICES	333,439	333,233	(206)
145,261	284,464	(139,203)	CAPITAL (SEE EXHIBIT H)	300,909	284,464	(16,445)
12,025	18,869	(6,844)	SUNDRY	16,100	18,869	2,769
1,593,215	1,894,913	(301,698)	TOTAL DEPARTMENT EXPENDITURES	1,923,179	1,894,913	(28,266)

EXHIBIT E

DEPARTMENT EXPENDITURES THROUGH SEPTEMBER 30,

ACTUAL VERSUS PRIOR YEAR			DEPARTMENTS	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
1,050,528	1,214,678	(164,150)	DEPT 163 - WATER TREATMENT	1,241,991	1,214,678	27,313
542,687	680,237	(137,549)	DEPT 164 - WATER CONSTRUCTION	681,188	680,237	951
1,593,215	1,894,914	(301,699)	TOTAL DEPARTMENT EXPENDITURES	1,923,179	1,894,914	28,265

EXHIBIT F

ESTIMATED WORKING CAPITAL SEPTEMBER 30,

ACTUAL VERSUS PRIOR YEAR			BEGINNING BALANCE NET REVENUES CAFR ADJ ENDING BALANCE	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
585,779	671,189	85,410		671,189	671,189	0
35,467	860,216	824,749		731,078	860,216	129,138
49,943	0	(49,943)		0	0	0
671,189	1,531,405	860,216		1,402,267	1,531,405	129,138

EXHIBIT G

AMR METER PROJECT THROUGH SEPTEMBER 30,

ACTUAL VERSUS PRIOR YEAR			# OF AMR METERS # OF NON-ARM METERS TOTAL # OF METERS AMR % OF METERS	ACTUAL VERSUS BUDGET		
4TH QTR	4TH QTR	FAV/(UNFAV)		4TH QTR	4TH QTR	FAV/(UNFAV)
ACT FY10	ACT FY11	VARIANCE		BUD FY11	ACT FY11	VARIANCE
500	2,565	2,065		2,565	2,565	0
6,650	4,689	(1,961)		4,654	4,689	35
7,150	7,254	104		7,219	7,254	35
6.99%	35.36%	28.37%		35.53%	35.36%	-0.17%



PERFORMANCE SUMMARY

WATER FUND

SEPTEMBER 30, 2011

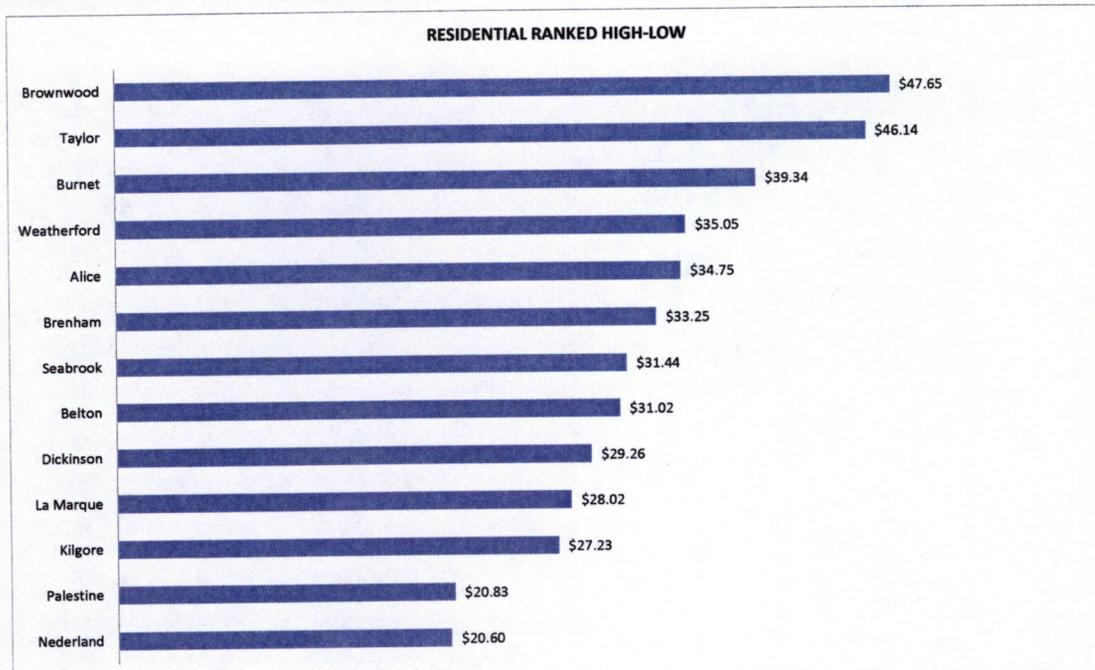
EXHIBIT H

CAPITAL EXPENDITURES BY PROJECT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			PROJECT	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
1,463	0	1,463	62C-09 AMR METERS	0	0	0
35,935	0	35,935	64C-01 HILLSIDE WATER LINE	0	0	0
3,424	0	3,424	64C-04 COMMERCE ST ALLEY	0	0	0
18,605	0	18,605	64C-05 08-09 WATER METERS	0	0	0
20,651	0	20,651	64C-08 08 8" WATER LINE - W ALAMO	0	0	0
5,958	0	5,958	64C-09 S BLUE BELL (DATA STORAGE)	0	0	0
22,567	0	22,567	64C-10 SUPER 8/CIELITO LINDO WTR EXT	0	0	0
6,076	118,742	(112,666)	64C-11 N PARK WATER EXT	116,600	118,742	(2,142)
2,267	1,688	579	64C-12 S DIXIE - REPLACE WATER LINE	1,500	1,688	(188)
0	24,156	(24,156)	64C-13 ANNUAL SERVICE REPLACEMENTS	37,780	24,156	13,624
0	40,571	(40,571)	64C-14 ANNUAL NEW SERVICE INSTALLS	45,280	40,571	4,709
0	1,956	(1,956)	64C-15 S BAYLOR WATER LINE	2,000	1,956	44
(11)	24,221	(24,232)	64C-16 WATER LINE EXT-LOUNGE RD	24,000	24,221	(221)
0	3,599	(3,599)	64C-17 COLLECTION STATION FIRE LINE	3,500	3,599	(99)
0	8,985	(8,985)	64C-18 WATER LINE EXT-OLD MILL CREEK RD	9,000	8,985	15
0	1,036	(1,036)	64C-20 EXT/SERVICE-HOP AMPHITHEATER	1,000	1,036	(36)
4,424	22,084	(17,660)	64C-27 HWY 290 UTILITY RELOCATION	22,000	22,084	(84)
6,033	0	6,033	65C-05 KUHN LN SEWER	0	0	0
71	0	71	PIPE	0	0	0
6,236	0	6,236	AIR COMPRESSOR	0	0	0
3,700	0	3,700	PIERCING TOOLS	0	0	0
0	1,748	(1,748)	TRAILER	1,800	1,748	52
0	5,400	(5,400)	FLOW METER	5,400	5,400	0
0	4,640	(4,640)	CAMERAS	5,000	4,640	360
0	8,779	(8,779)	INTERCOM; FENCE/GATE; CURB/GUTTER	8,049	8,779	(730)
7,863	16,857	(8,994)	VEHICLES	18,000	16,857	1,143
145,261	284,464	(139,202)	TOTAL CAPITAL EXPENDITURES	300,909	284,464	16,445

EXHIBIT I

COMPETITIVE COMPARISON - AVERAGE MONTHLY RESIDENTIAL WATER BILL BASED ON 7,238 GALLONS





PERFORMANCE SUMMARY

WASTEWATER FUND

SEPTEMBER 30, 2011

EXHIBIT A

TOTAL OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			REVENUES			
3,483,370	3,642,326	158,956	UTILITY REVENUES	3,529,283	3,642,326	113,043
39,198	55,028	15,830	WASTEHAULERS	41,000	55,028	14,028
37,740	34,726	(3,014)	ANCILLARY REVENUES	38,600	34,726	(3,874)
3,029	1,777	(1,252)	INTEREST EARNED	3,050	1,777	(1,273)
9,658	(32,079)	(41,737)	OTHER REVENUE	0	(32,079)	(32,079)
			TOTAL REVENUES	3,611,933	3,701,778	89,845
3,572,995	3,701,778	128,783	TOTAL OPERATING RESOURCES	3,611,933	3,701,778	89,845

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			EXPENDITURES			
1,611,505	1,682,211	(70,706)	OPERATING DEPARTMENT	1,841,366	1,682,211	159,155
132	172,370	(172,238)	AMR METER PROJECT (1)	172,370	172,370	(0)
243,446	254,963	(11,517)	FRANCHISE TAX	247,050	254,963	(7,913)
1,166,454	1,169,571	(3,117)	DEBT SERVICE	1,163,276	1,169,571	(6,295)
99	(1,359)	1,458	OTHER DIRECT (2)	0	(1,359)	1,359
3,021,636	3,277,756	(256,120)	SUBTOTAL OTHER DIRECT	3,424,062	3,277,756	146,306
			TRANSFERS-OUT	556,371	470,938	(85,433)
496,503	470,938	25,565	TOTAL USES OF OPERATING RESOURCES	3,980,433	3,748,694	60,873

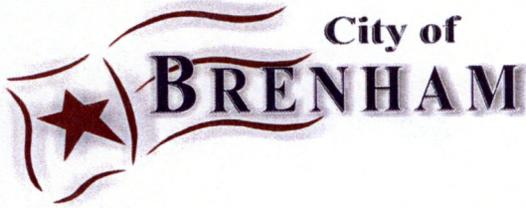
(1) THIS PROJECT IS MONITORED IN FUND 108 BUT IS AN EXPENDITURE OF THE FUND.

(2) INCLUDES INVENTORY ADJUSTMENTS. EXCLUDES UNCOLLECTIBLE ACCOUNTS, DEPRECIATION, POST RETIREMENT BENEFITS, AMORTIZED ISSUANCE COSTS AND AMORTIZED CHARGES.

EXHIBIT C

NET REVENUES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
			TOTAL OPERATING RESOURCES	3,611,933	3,701,778	89,845
			TOTAL USES OF OPERATING RESOURCES	3,980,433	3,748,694	231,739
54,856	(46,916)	359,338	NET REVENUES	(368,500)	(46,916)	(141,894)



PERFORMANCE SUMMARY

WASTEWATER FUND

SEPTEMBER 30, 2011

EXHIBIT D

DEPARTMENT EXPENDITURES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			EXPENSE CATEGORY	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
509,567	513,677	(4,110)	PERSONNEL	531,095	513,677	17,418
114,255	133,253	(18,998)	SUPPLIES	118,776	133,253	(14,477)
151,074	109,779	41,294	MAINTENANCE	133,125	109,779	23,346
558,526	603,368	(44,843)	SERVICES	631,506	603,368	28,137
259,136	302,884	(43,748)	CAPITAL (SEE EXHIBIT G)	397,925	302,884	95,041
18,949	19,249	(300)	SUNDRY	28,940	19,249	9,691
1,611,505	1,682,211	(70,706)	TOTAL DEPARTMENT EXPENDITURES	1,841,366	1,682,211	159,156

EXHIBIT E

DEPARTMENT EXPENDITURES BY DEPARTMENT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			DEPARTMENTS	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
517,465	498,025	19,440	DEPT 165 - WASTEWATER CONSTRUCTION	629,200	498,025	131,175
1,094,040	1,184,186	(90,146)	DEPT 166 - WASTEWATER TREATMENT	1,212,166	1,184,186	27,980
1,611,505	1,682,211	(70,706)	TOTAL DEPARTMENT EXPENDITURES	1,841,366	1,682,211	159,155

EXHIBIT F

WORKING CAPITAL AS OF SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			BEGINNING BALANCE	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
691,429	736,160	44,731	NET REVENUES	736,160	736,160	0
54,856	(46,916)	(101,772)	CAFR ADJ	(368,500)	(46,916)	321,584
(10,125)	0	10,125	ENDING BALANCE	0	0	0
736,160	689,244	(46,916)		367,660	689,244	321,584

EXHIBIT G

CAPITAL EXPENDITURES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			PROJECTS	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
3,497	0	3,497	65-C-03 HILL TOP SUBDIVISION	0	0	0
35,281	0	35,281	65-C-05 KUHN LN	0	0	0
3,400	0	3,400	65-C-06 ALLEY OFF OF COMMERCE ST	0	0	0
3,121	0	3,121	65-C-07 BURLESON ST SEWER EXT	0	0	0
7,534	0	7,534	65-C-09 S BLUE BELL RD. (DATA STORAGE)	0	0	0
2,043	0	2,043	65-C-10 BURLESON ST. SEWER LINE	0	0	0
9,328	0	9,328	65-C-11 ALOIS LN. L/S INFRASTRUCTURE	0	0	0
1,851	0	1,851	65-C-12 HERZOG SEWER EXTENSION	0	0	0
26,232	5,054	21,178	65-C-13 BOECKER SEWER EXTENSION	10,000	5,054	4,946
5,076	102,820	(97,744)	65-C-14 N PARK SEWER EXTENSION	144,375	102,820	41,555
0	1,285	(1,285)	65-C-15 ANNUAL NEW SERVICE INSTALL	5,150	1,285	3,865
0	1,770	(1,770)	65-C-17 ANNUAL SERVICE REPLACEMENTS	5,150	1,770	3,380
0	14,288	(14,288)	65-C-18 SANITARY SEWER EXT-LOUNGE RD	20,000	14,288	5,712
0	11,068	(11,068)	65-C-19 BLINN COLLEGE SEWER LINE	15,000	11,068	3,932
0	6,426	(6,426)	65-C-20 IND PK EXPANSION-SWR LINE EXT	10,000	6,426	3,574
0	4,870	(4,870)	65-C-21 STAN PAC SEWER EXTENSION	5,000	4,870	130
4,424	0	4,424	65-C-27 HWY 290 UTILITY RELOCATION	0	0	0
0	12,687	(12,687)	165 TRENCH BOX	13,925	12,687	1,238
7,863	0	7,863	165 TRUCK	0	0	0
12,018	0	12,018	165 AIR COMPRESSOR/PIERCING TOOL	0	0	0
90,900	0	90,900	66-C-03 BARSCREEN	0	0	0
0	100,241	(100,241)	66-C-04 HP LIFTSTATION REHAB	126,400	100,241	26,159
0	13,421	(13,421)	66-C-05 NON-POTABLE SYSTEM	13,025	13,421	(396)
0	8,117	(8,117)	66-C-06 WW RECLAIMED WATER STATION	10,000	8,117	1,883
9,331	0	9,331	66-C-11 ALOIS LANE LIFTSTATION	0	0	0
0	13,319	(13,319)	166 AUTO CRANE	15,000	13,319	1,681
29,975	4,050	25,925	165/166 CAMERAS	4,900	4,050	850
7,264	3,467	3,797	166 FIBER REPLACEMENT/FENCE/MISC	0	3,467	(3,467)
259,136	302,884	(43,748)	TOTAL CAPITAL EXPENDITURES	397,925	302,884	95,041



PERFORMANCE SUMMARY

SANITATION FUND

SEPTEMBER 30, 2011

EXHIBIT A

TOTAL OPERATING RESOURCES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
700,157	744,897	44,740	REVENUES			
419,217	464,527	45,310	TRANSFER STATION	739,964	744,897	4,933
167,313	262,297	94,984	COLLECTION STATION	456,086	464,527	8,441
1,872,809	1,911,173	38,364	RECYCLING CENTER	248,449	262,297	13,848
7,404	962	(6,442)	RESIDENTIAL COLLECTION	1,920,371	1,911,173	(9,198)
620	460	(160)	INTEREST EARNED/GAIN (LOSS) ON SALE	1,802	962	(840)
			OTHER REVENUE	1,200	460	(740)
3,167,521	3,384,317	216,796	TOTAL REVENUES	3,367,872	3,384,317	16,445
3,167,521	3,384,317	216,796	TOTAL OPERATING RESOURCES	3,367,872	3,384,317	16,445

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES THROUGH SEPTEMBER 30

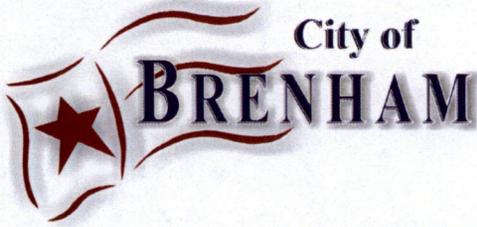
ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
2,730,709	2,867,038	(136,329)	DEPARTMENT EXPENDITURES	2,887,676	2,867,038	20,639
			OTHER DIRECT EXPENDITURES			
92,806	88,043	4,763	DEBT SERVICE	93,342	88,043	5,299
56,068	56,989	(921)	FRANCHISE TAX	56,435	56,989	(554)
1,208	3,254	(2,045)	OTHER (1)	0	3,254	(3,254)
150,082	148,285	1,797	SUBTOTAL OTHER DIRECT	149,777	148,285	1,492
234,111	352,933	(118,822)	TRANSFERS-OUT	368,904	352,933	15,971
3,114,902	3,368,256	(253,354)	TOTAL USES OF OPERATING RESOURCES	3,406,357	3,368,256	38,101

(1) INCLUDES INVENTORY ADJUSTMENTS, EXCLUDES UNCOLLECTIBLE ACCOUNTS AND DEPRECIATION.

EXHIBIT C

NET REVENUES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
3,167,521	3,384,317	216,796	TOTAL REVENUES	3,367,872	3,384,317	16,445
3,114,902	3,368,256	(253,354)	TOTAL EXPENDITURES AND TRANSFERS	3,406,357	3,368,256	38,101
52,619	16,061	(36,558)	NET REVENUES	(38,485)	16,061	54,546



PERFORMANCE SUMMARY

SANITATION FUND

SEPTEMBER 30, 2011

EXHIBIT D

DEPARTMENT EXPENDITURES BY CATEGORY THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			CATEGORY	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
488,750	508,675	(19,924)	PERSONNEL	504,475	508,675	(4,199)
187,167	249,832	(62,665)	SUPPLIES	246,623	249,832	(3,209)
69,381	106,658	(37,277)	MAINTENANCE	108,100	106,658	1,442
1,881,264	1,853,453	27,811	SERVICES	1,862,629	1,853,453	9,177
90,878	138,958	(48,081)	CAPITAL (SEE EXHIBIT G)	150,000	138,958	11,042
13,269	9,462	3,807	SUNDRIES	15,850	9,462	6,388
2,730,709	2,867,038	(136,329)	TOTAL DEPARTMENT EXPENDITURES	2,887,676	2,867,038	20,640

EXHIBIT E

DEPARTMENT EXPENDITURES BY DEPARTMENT THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			DEPARTMENT	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
681,369	735,875	(54,507)	DEPT 042 - TRANSFER STATION	736,983	735,875	1,108
392,036	399,618	(7,582)	DEPT 043 - COLLECTION STATION	417,826	399,618	18,208
153,130	175,834	(22,704)	DEPT 140 - RECYCLING CENTER	175,892	175,834	57
1,504,174	1,555,710	(51,536)	DEPT 142 - SANITATION COLLECTION	1,556,976	1,555,710	1,265
2,730,709	2,867,038	(136,329)	TOTAL DEPARTMENT EXPENDITURES	2,887,676	2,867,038	20,639

EXHIBIT F

WORKING CAPITAL AS OF SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
606,085	700,260	94,175	BEGINNING BALANCE	700,260	700,260	0
52,619	16,061	(36,558)	NET REVENUES	(38,485)	16,061	54,546
41,556	0	(41,556)	CAFR ADJUSTMENTS TO WORKING CAPITAL	0	0	0
700,260	716,321	16,061	ENDING BALANCE	661,775	716,321	54,546

EXHIBIT G

CAPITAL EXPENDITURES THROUGH SEPTEMBER 30

ACTUAL VERSUS PRIOR YEAR			PROJECT	ACTUAL VERSUS BUDGET		
4TH QTR ACT FY10	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE		4TH QTR BUD FY11	4TH QTR ACT FY11	FAV/(UNFAV) VARIANCE
24,995	0	(24,995)	106-01 SPRING CLEAN UP-CITY	0	0	0
12,983	0	(12,983)	106-04 NEW ENTRANCE	0	0	0
6,932	0	(6,932)	106-05 COVERED STORAGE AREA	0	0	0
6,085	0	(6,085)	106-06 SCALE/SETUP	0	0	0
13,992	0	(13,992)	106-07 SCALE HOUSE BUILDING	0	0	0
0	46,260	46,260	106-08 REHAB ROLL-OFF UNLOAD AREA	50,500	46,260	4,240
10,059	78,395	68,336	VEHICLES/EQUIPMENT	80,500	78,395	2,106
8,399	1,325	(7,074)	MACHINERY/LARGE EQUIPMENT	2,500	1,325	1,175
1,701	1,712	11	RADIOS/RADAR/VIDEO CAMERAS	3,500	1,712	1,788
5,732	11,267	5,535	FENCING/OTHER MISC	13,000	11,267	1,733
90,878	138,958	48,081	TOTAL CAPITAL EXPENDITURES	150,000	138,958	(11,042)



AGENDA ITEM 8

DATE OF MEETING: January 19, 2012	DATE SUBMITTED: January 12, 2012	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Jeana Bellinger	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon an Election Services Contract Between the City of Brenham and Washington County Related to Election Responsibilities for the February 25, 2012 Run-Off Election and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: Due to the number of candidates that have filed for the Place 5 – At Large position, it is very likely that there will be a run-off election. A run-off election must be held if one (1) candidate does not get a majority (50% + 1) of the total number of votes. According to our Charter, a run-off election must be held within 30 days from the canvas of the Special Election results. Therefore, a run-off date of February 25, 2012 has already been selected. In preparation for a possible run-off, a new Election Services Contract must be approved by Council. This contract outlines what the City and/or the County will be responsible for during the February 25, 2012 Run-Off Election. This contract is the same that was approved by Council for the Special Election except that the City will be providing our own E-Pollbooks for both Early Voting and Election Day.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS:		
B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Election Services Contract Between the City of Brenham, Texas and Washington County, Texas for the February 25, 2012 Run-Off Election		
FUNDING SOURCE (Where Applicable): N/A		

RECOMMENDED ACTION: Approve the Election Services Contract between the City of Brenham and Washington County related to election responsibilities for the February 25, 2012 Run-Off Election and authorize the Mayor to execute the necessary documentation.

APPROVALS: Terry K. Roberts

**ELECTION SERVICES CONTRACT BETWEEN THE CITY OF
BRENHAM, TEXAS AND WASHINGTON COUNTY, TEXAS
FOR THE FEBRUARY 25, 2012 RUN-OFF ELECTION**

THE STATE OF TEXAS

COUNTY OF WASHINGTON

This Election Services Contract is made the _____ day of _____, 2012, and is entered into by and between the **City of Brenham**, herein called "City" and **Washington County, Texas**, herein called "County", with both parties agreeing to share proportional benefit from and responsibility for this Contract, if an election is held, and is based upon the following terms and conditions, to wit:

PURPOSE OF AGREEMENT AND AUTHORITY:

The County and the City have determined that it is in the public interest and the best use of available resources that this Election Services Contract be made and entered into wherein:

Section 1: As authorized by Section 123.032 of the Texas Election Code, the County shall:

- Lease one (1) AutoMARK v.1.0 Voting System to the City to be used for Early Voting at a cost of \$125.00 per machine for the first day of Early Voting and \$50.00 per machine for each additional day of Early Voting; and
- Lease one (1) AutoMARK v.1.0 Voting System to the City for each polling place on Election Day at a cost of \$125.00 per machine; and

Section 2: The County shall secure and reserve the Washington County Annex Building located at 100 S. Park Street to conduct early voting by personal appearance as follows:

Early voting by personal appearance each weekday from 8:00 a.m. to 5:00 p.m., which shall begin on Wednesday, February 8, 2012 and shall end on Tuesday, February 21, 2012, except as required by §85.005 of the Texas Election Code, early voting by personal appearance shall be conducted from 8:00 a.m. to 8:00 p.m. on Monday, February 13, 2012 and Tuesday, February 14, 2012.

As allowed in §85.001(d) of the Texas Election Code, if it is not possible to conduct Early Voting on the prescribed date of February 8, 2012 due to ballots and/or other election supplies not being completed and received from the vendor, the Early Voting period may begin on the earliest date practicable.

Section 3: The City shall provide one (1) E-Book for Early Voting and four (4) E-Books for Election Day polling places.

Section 4: The City shall secure and use the following polling places on Election Day:

Ward 1: Nancy Carol Roberts Memorial Library
100 West Academy
Brenham, Texas

Ward 2: Alton Elementary School Gymnasium
304 Kerr Street
Brenham, Texas

Ward 3: Brenham Junior High Band Hall
1200 Carlee Drive
Brenham, Texas

Ward 4: Blinn Junior College Student Center
1007 Walter Schwartz Way
Brenham, Texas

Section 5: The City Secretary will name Carol Foster, Washington County Election Services Coordinator as a Deputy Early Voting Clerk.

Section 6: Election Judges will deliver ballot boxes to the Washington County Courthouse on Election night for counting.

TERM

The rental period for the AutoMARK v.1.0 Voting System equipment shall commence on the first day of Early Voting and include any and all legally-required days for Early Voting, and shall terminate upon the completion of the February 18, 2012 Run-Off Election. The City shall return the equipment to the County promptly upon completion of all election-related procedures and duties requiring the use of the voting system equipment.

USE

The City shall use the electronic voting equipment and supplies in a careful and proper manner. The City shall take delivery of the Automark Voting Machines from the County Clerk of Washington County, Texas, and deliver to its polling locations. The City Secretary will arrange for the Brenham Police Department to return the Automark Voting Machines to the Washington County Courthouse on Election night, immediately following the close of the polls.

The City shall comply with the County Clerk's instructions, as well as the manufacturer's manual, as to the use and operation of said equipment and any laws, ordinances, and regulations relating to the possession, use and maintenance of the equipment and limit its use only for the purposes of holding the election described herein.

DUTIES AND SERVICES:

The County shall order:

- The programming for the AutoMARK v.1.0 Voting Systems;
- An appropriate number of AutoMARK v.1.0 Voting System ballots (as determined by the City Secretary and County Clerk);
- All election supplies required for the use of the E-Books; and
- Any required testing materials from ES&S (Election Systems & Software).

The County shall be responsible for programming the ballot into the equipment and paying all programming fees and ballot costs incurred directly to ES&S (Election Systems & Software), 6055 Paysphere Circle, Chicago, IL 60674. The City shall reimburse the County all costs incurred in relation to AutoMARK programming and ballots, E-Book supplies, and testing materials provided by ES&S with regard to the City's election.

The City acknowledges that the equipment requires special programming and shall make no alterations in the leased election equipment without obtaining prior written permission from the County Clerk of Washington County. The City, at its own cost and expense, shall keep the equipment in good repair, condition, and working order and shall see that the equipment is not subject to careless or rough usage or exposure to harsh weather. The County shall provide all election judges and clerks for the City election (as determined by the City Secretary and County Clerk), and will conduct a training session for election poll workers on the proper handling and use of the voting machine(s).

Further, the County will arrange for and publish in the local newspaper timely notice of the public test of all electronic equipment. However, the City shall reimburse the County all costs incurred to publish said notice in the newspaper.

At the conclusion of said election, the County shall submit an itemized invoice to the City for payment of the City's share of election costs. In accordance with Section 31.100(d) of the Election Code, the County shall also include in the itemized invoice an administrative fee of not more than ten percent (10%) of the total cost of the City's election, payable to the County pursuant to this Contract.

The City will order and provide paper ballots for voters desiring to utilize paper ballots in the election.

INSPECTION:

The County Clerk shall at all times during the election have the right to enter into the premises where the election is being held for the purposes of inspecting the voting system equipment and observing its use.

LOSS/DAMAGE:

The City assumes all risk of loss of and damage to the County-owned election equipment caused by the City. In the event of loss or damage to the County-owned election equipment caused by the City, the City at the option of the County shall:

- Repair the election equipment, at its cost and expense, subject however to warranty coverage provided by manufacturer; or
- Replace the property with like property in good repair which property shall then become subject to this Contract.

INDEMNITY:

To the extent allowed by law, the City shall indemnify the County against and hold the County harmless from, all claims, actions, proceedings, costs, damages, and liabilities, including attorneys fees, arising out of, connected with, or resulting from the City's use of the County-owned equipment that is the subject of this Contract, including without limitation the selection, delivery, possession, use, operation, or return of the equipment.

DEFAULT:

Noncompliance with any part of this Contract, after ten (10) days written notice of the default to the non-defaulting party, may result in termination of this Contract. Upon occurrence of a default, the County may, after ten (10) days written notice to the City and opportunity to cure the default, take possession of the County-owned equipment if the default is not cured within said ten (10) day period.

GENERAL CONDITIONS:

Nothing contained in this Contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the election is to be filed, the place at which any function is to be carried out, the officers who conduct the official canvass of the election returns, the officer to serve as custodian of the voted ballots or any other election records, or any other non-transferable functions specified by §31.096, Texas Election Code, as amended.

The County Clerk shall file copies of this Contract with the County Treasurer and the County Auditor of Washington County, Texas.

Nothing contained in this Contract shall be construed to interfere with an election to be conducted in Washington County, Texas.

This Contract cannot be assigned nor may the election equipment be subleased without the written consent of each party. Ownership of the election equipment that is the subject of this Contract is and shall at all times remain the sole property of the County, and the City shall not have a right, title, or interest in said equipment.

This Contract is binding on each party only if a Run-Off Election is necessary, after the official canvas of the results from the January 21, 2012 Special Election. Should a run-off election not be needed, this Contract will cease to be enforceable and binding on either party.

APPLICABLE LAW:

This Contract shall be governed by and construed under the laws of the State of Texas.

Dated this _____ day of _____, 2012.

WASHINGTON COUNTY, TEXAS

Honorable John Brieden, County Judge

ATTEST:

Beth Rothermel, County Clerk

CITY OF BRENHAM

Milton Y. Tate, Jr., Mayor

ATTEST:

Jean Bellinger, TRMC, City Secretary



AGENDA ITEM 9

DATE OF MEETING: 1/19/2012	DATE SUBMITTED: 1/12/2012	
DEPT. OF ORIGIN: Public Utilities	SUBMITTED BY: Dane Rau	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Request to Extend Utilities Outside the City Limits to 1555 HWY 36 North and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: The City of Brenham has received a request to extend utilities to the new facility of Premier Metal Buyers located at 1555 HWY 36 North. The request received was for the extension of water and sewer to serve this development. The closest water main is adjacent to this property but is on the inside of the loop. (See Map #1). The closest sewer line is along Blue Bell Rd. across from the Woodbridge Subdivision. (Map #1). In order to serve this facility with water and sewer, first the sewer line will have to be extended up Blue Bell Rd. towards HWY 36 N approximately 2300 ft. This extension includes six manholes and is estimated at \$10,347.00. This would be required in the future since this portion is already in the city limits and an agreement already exists stating that water and sewer will be extended to serve the Pierre Roberts tracts which are located on each side of Blue Bell Rd at HWY 36. The second step would be to get across HWY 36 N with both water and sewer. This process would include boring the state highway with two parallel bores totaling 680 feet. This facility is only requiring a 4” sewer service and a 1” water service, but in order to plan for the future and while conducting the bores to get across the road we would recommend oversizing the lines to a 6” water line and a 6” sewer line. The estimated cost to conduct the bores for both water and sewer along with the pipe, manhole, fire hydrant, and flush out is estimated at \$68,000. Other costs associated with this extension include a permit from TXDOT, engineered drawings, and surveying which are estimated at \$21,000. Mike Brannon, the owner of this tract has looked at other options such as a private well and septic system which would cost approximately \$11,000. Mr. Brannon indicated that due to their business it would be in their best interest to be served by city utilities. It was explained to the owner that a portion of the utility extensions would be at their costs. At that time the owners agreed that they would help in the funding of the extension. It was also explained to the Brannon’s that they would be required to sign a petition of annexation and therefore will not oppose annexation if the city so chooses. This site is located within the ETJ and is in the City of Brenham water CCN area. It will be subject to city codes.		

Total cost for these utility extensions to the requested tract is estimated between \$90,000 and \$100,000. Since the majority of the sewer main extension is inside city limits and will have to be conducted anyway along with the oversizing of the lines to serve future development a realistic number to serve the Premier Metal Buyers tract is estimated at \$55,000. The extensions will be done in-house by both the water and sewer department. A contractor will be hired to perform the bores for this project. This was included in the total cost.

The owner has agreed to pay for \$11,000 of these extensions in order to be served by utilities. This is the portion in which they would have spent on a well and a septic system for this development. Even though this tract is not within city limits it gives us the opportunity to extend several utilities across HWY 36 North for future development. This area is also part of our water CCN area and cannot be served by another utility unless we waive the right to serve this area. All extensions were sized for future needs.

Attached are two maps. The first map shows the current city limits in relation to the requested property along with each utilities proposed extension. The second map shows the water service area along HWY 36 North.

Currently the City of Brenham has budgeted approximately \$50,000 for unplanned water line extensions and \$80,000 for unplanned sewer line extensions. With this project, water expenditures for unplanned projects will fall right below the budgeted amount and for unplanned sewer projects with this extension it will put us approximately \$12,000 over for the year. These numbers take account for the reimbursements that have been contributed back for extending utilities.

Staff recommends that Council approve the utility extensions to 1555 HWY 36 North. Once this is approved, quotes will be received for materials and bores and an anticipated begin date will be in March of 2012.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

- A. PROS:** Will allow the City of Brenham to extend utilities across Hwy 36 North. Also, a portion of the cost for this extension will be shared with developer.
- B. CONS:** Very expensive to bore HWY 36 North.

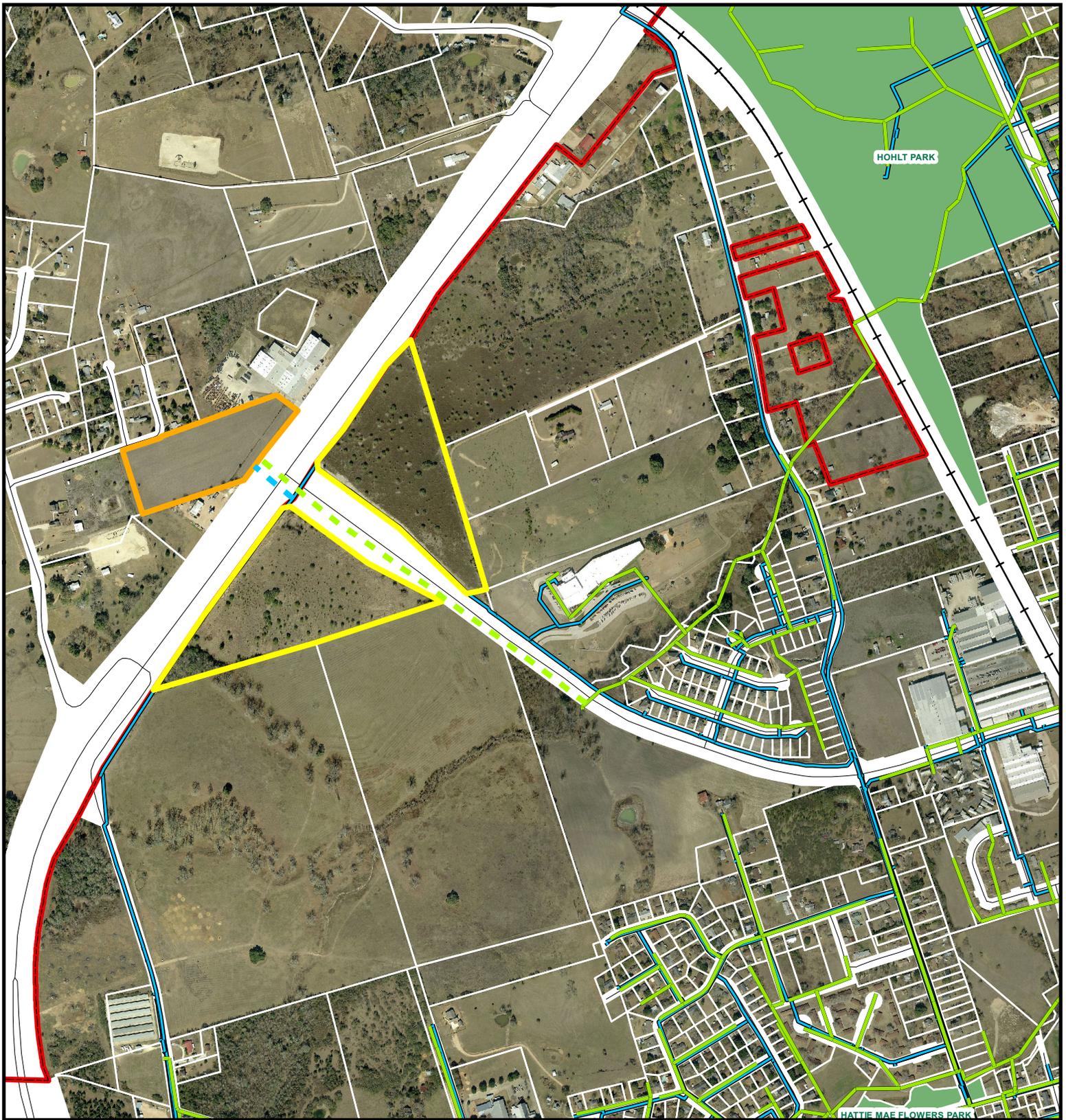
ALTERNATIVES (In Suggested Order of Staff Preference):

ATTACHMENTS: (1) Current City limits Map with proposed utilities; (2) Water Service Area Map; and (3) Site Layout

FUNDING SOURCE (Where Applicable): 104-5-164-804.10 and 105-5-165-804.10

RECOMMENDED ACTION Approve a request from Premier Metal Buyers to extend utilities outside city limits to 1555 Highway 36 North and authorize the Mayor to execute any necessary documentation

APPROVALS: Lowell Ogle Jr.



Map #1

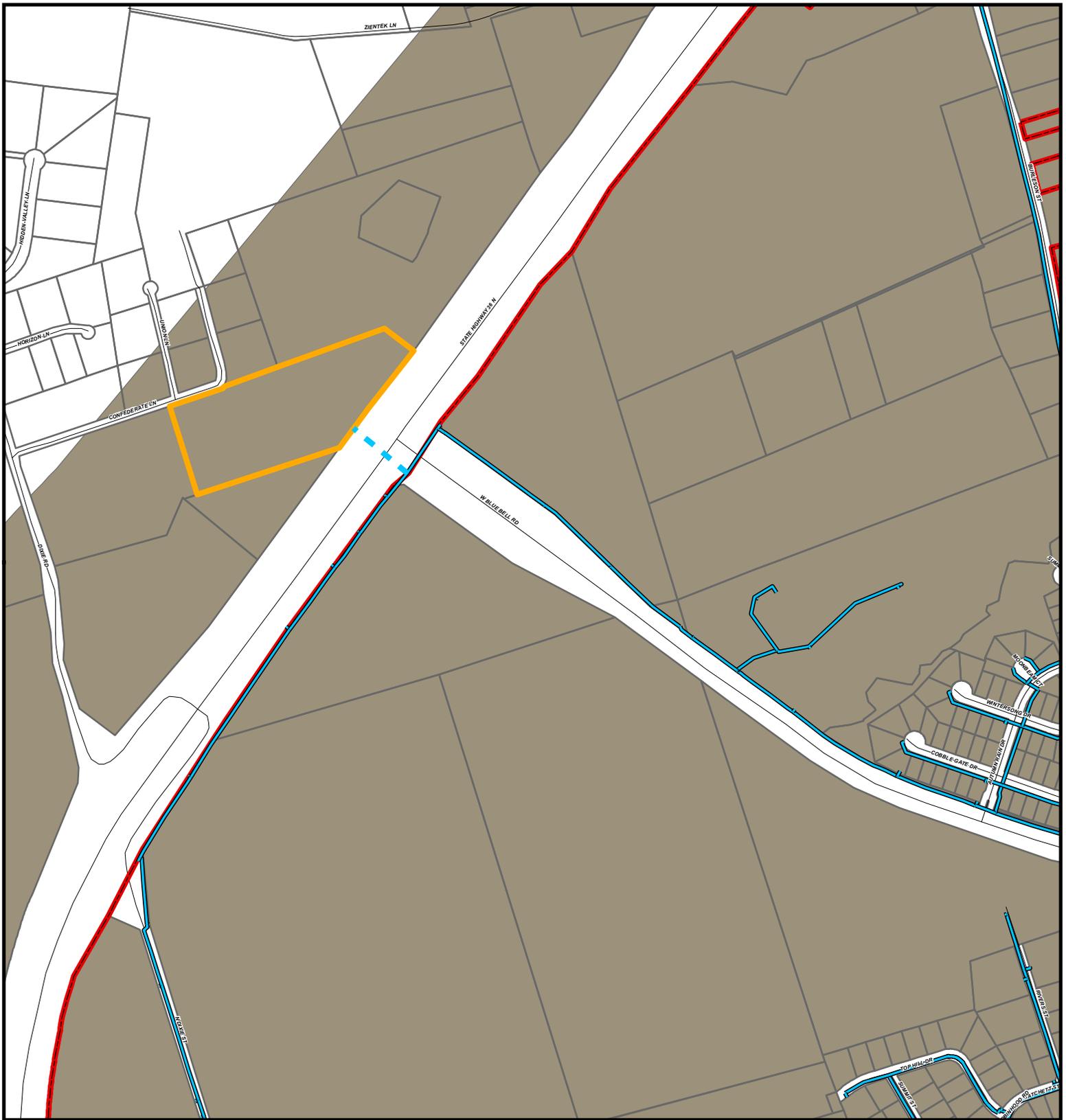
Legend

1 inch = 838 feet



- Existing Sewer Lines
- Premier Metal Tract
- Proposed 6" Sewer Line
- Roberts_Tracts
- Proposed 6" Water Line
- City Limits
- Existing Water Mains





Map #2

Legend

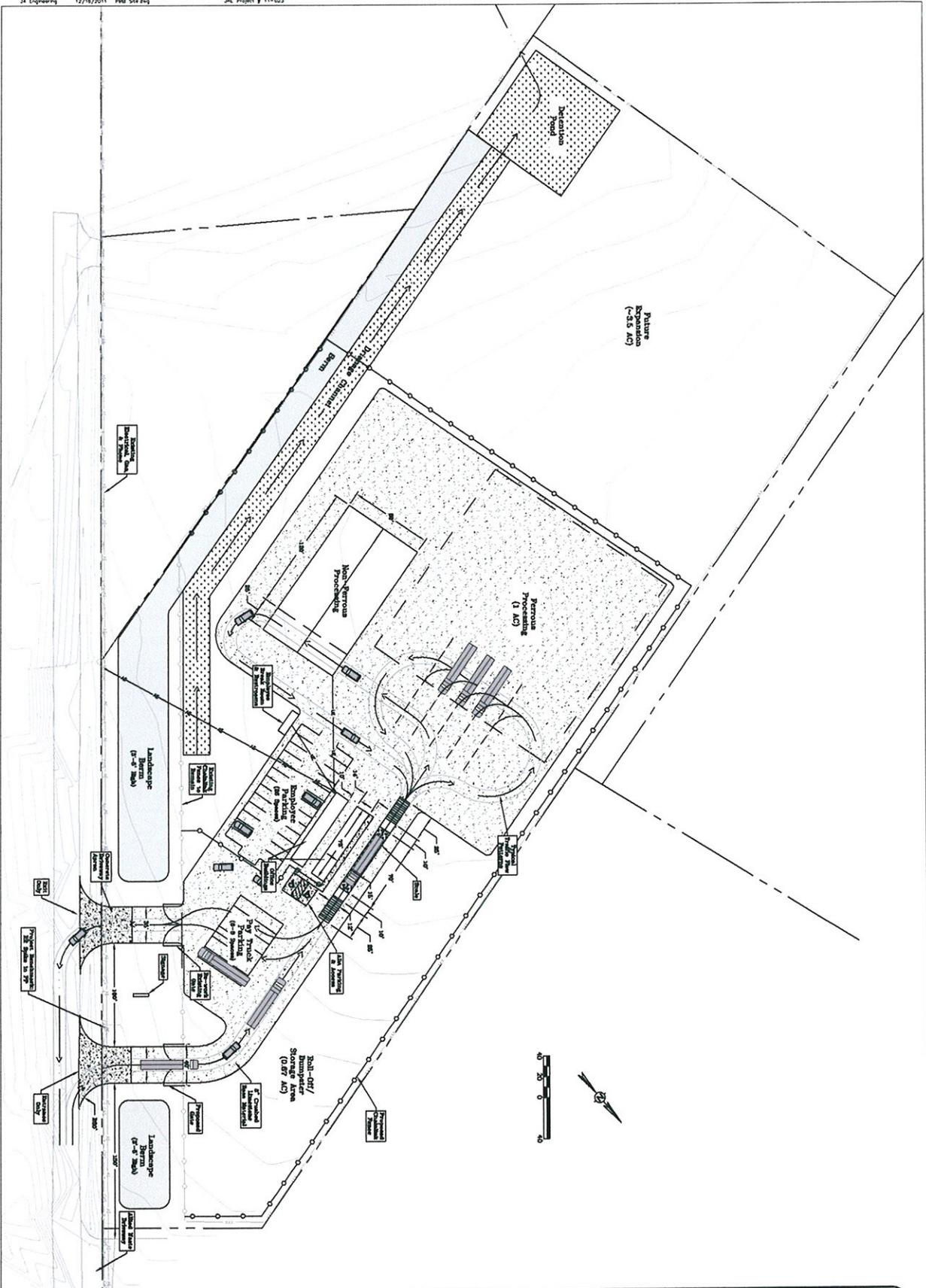
1 inch = 600 feet



- - - Proposed 6" Water Line
- Existing Water Mains
- City Limits
- Brenham_CCN
- Premier Metal Tract



Date: 01/10/2012
49



Concept Plan	
General Notes:	
Preliminary Plans Only Not for Construction	
<p>JAE Engineering P.O. Box 5121 - Baytown, Texas 77528 281-262-8877 www.jaeengineering.com</p>	<p>Premier Metal Buyer Metal Co. Supply, L.P. Rembrandt, Wallingford County, Texas</p>
<p>Rev: Dec 2011 Drawn: JAE/MK/CD Title: FI</p>	



AGENDA ITEM 10

DATE OF MEETING: January 19, 2012		DATE SUBMITTED: January 11, 2012
DEPT. OF ORIGIN: Fire		SUBMITTED BY: Ricky Boeker
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Approval of a Proposal from Mike Pietsch, P.E., for Professional Consulting Services to Prepare the I.S.O. Pre-Survey Packet—Phase II, and Authorize the Mayor to Execute any Necessary Documentation.		
SUMMARY STATEMENT: The Fire Department was contacted by ISO in mid-year of 2011 informing me of their intention to survey the City of Brenham to determine the Public Protection Classification for the City. ISO asked to survey the City of Brenham immediately, but because of activities occurring at the time, among them being the severe wildfire season and City budget preparation process, I requested that the survey be postponed until 2012. The ISO representative agreed to postpone the survey until March of 2012.		
<p>Because of the potential impact to the community of this ISO survey it is very important that the best possible score be achieved. In order to do so, I propose employment of Mike Pietsch Consulting Services to assist the City through this process. Mr. Pietsch, a professional fire protection engineer, is very familiar with the community, having performed the mock-ISO grading and fire sub-station location project for the City in 2005. This was considered “Phase 1” of the overall ISO project begun at that time. Phase 2 is the preparation of the ISO pre-survey packet, and Phase 3 will be assisting the ISO Field Representative during the actual site visit. Mr. Pietsch is available to assist the City with both remaining phases, which are tentatively scheduled for February 7th and March 7th, respectively.</p> <p>The ISO survey will look at such items as the needed fire flows on certain commercial buildings, fire alarm and communication capability, Fire Department equipment, staffing, and apparatus along with water production and distribution capability. The ISO survey will also look at items under the Texas Addendum which allows extra credit for fire prevention, fire investigation and code enforcement activities. A more detailed description of these areas can be found in the proposal showing what ISO looks for in each category.</p> <p>Phase II proposal is to help us prepare the ISO Pre-Survey Packet for which the total cost to the City of Brenham will not exceed \$8,000.</p>		

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS: The services of an experienced fire protection engineer who is familiar with the ISO grading process will insure that Brenham achieves the best possible score in the ISO survey.

B. CONS: None.

ALTERNATIVES (In Suggested Order of Staff Preference): To undergo the ISO rating survey without the assistance of a knowledgeable and experienced fire protection engineer. This option is not recommended.

ATTACHMENTS: Pre-Survey Packet Proposal

FUNDING SOURCE (Where Applicable): City Manager's Contingency

RECOMMENDED ACTION: Approve the proposal from Mike Pietsch, P.E., for Professional Consulting Services to prepare the I.S.O. Pre-Survey Packet—Phase II, and authorize the Mayor to execute any necessary documentation.

APPROVALS: Terry K. Roberts



Assisting Communities
With Their I.S.O. Rating

Mike Pietsch, P.E. Consulting Services, Inc.

3101 S. Country Club Rd.
Garland, TX 75043-1311
972.271.3292 Phone
214.728.6507 Cell
972.840.6665 Fax
michaelpietsch@tx.rr.com

July 23, 2011

Mr. Ricky Boeker
Fire Chief
City of Brenham
200 W. Vulcan St.
Brenham, TX 77833

Dear Chief Boeker:

Attached is a proposal for Mike Pietsch, P.E. Consulting Services, Inc. to perform their consulting services in conjunction with the City of Brenham's I.S.O. rating. The services outlined below would be required to **Prepare the I.S.O. Pre-Survey Packet (Phase II)** for the City of Brenham.

I designed this pre-survey packet in 1997 for all the I.S.O. Field Representatives throughout the United States. This packet requires an extensive amount of support data to document the answers the City of Brenham will provide via this packet. It will save the City Officials representing the City of Brenham a considerable amount of time and effort if my services are obtained to assist in filling out this packet.

The total of time and costs reflect actual consultant fee expenses. If you have any questions or need other information, please let me know.

This proposal includes 1 site visit.

Sincerely yours,

Mike Pietsch, P.E.
Civil Engineer

MP/sp

PROPOSAL

TO
PROVIDE
CONSULTING SERVICES

TO

THE CITY OF BRENHAM

**To Prepare the I.S.O. Pre-Survey Packet
(Phase II)**

BY

MIKE PIETSCH, P.E. CONSULTING SERVICES, INC.

OF

GARLAND, TEXAS

July 23, 2011

The following is a proposed estimate of the time and costs that would be associated with a consulting project with **Mike Pietsch, P.E. Consulting Services, Inc.** for the **City of Brenham.** The consulting team will consist of Mike Pietsch, P.E.

SCOPE OF CONSULTING SERVICES

Document the answers to the questions presented in I.S.O.'s pre-survey packet. The questions will cover the areas described below:

- **Needed Fire Flows:** ISO's Needed Fire Flows (Batch Report)

- **Fire Service Communications**
 - Number of telephone lines
 - Number of operators
 - Dispatch circuits
 - Emergency power
 - Supervision of circuits
 - Method of dispatch

- **Fire Department:**
 - Apparatus Inventories
 - Pump Tests
 - Staffing
 - Training
 - Fire Station Locations
 - Locating apparatus to maximize the grading
 - Distribution of companies

- **Water Department:**
 - Supply Facilities
 - Hydrant Distribution
 - Hydrant Inspection
 - Flow Testing

- **Texas Addendum:**
 - Fire Marshal
 - Codes
 - Staffing
 - Certifications
 - Training

- Building Official
 - Codes
 - Staffing
 - Certifications
 - Training
- Attendance at Fireman's Training School

COST REQUIREMENTS

- Completing ISO Pre-Survey Packet \$ 7,200
 - Expenses (hotel, meals & transportation) \$ 800
- Total \$ 8,000**

The total cost to the City of Brenham will not exceed \$8,000 to complete the ISO Pre-Survey Packet prior to an ISO survey.

This proposal includes just 1 site visit.

PAYMENT AGREEMENT:

The City of Brenham agrees to pay Mike Pietsch, P.E. Consulting Services, Inc. upon the conclusion of the consulting project (Phase II).

Submitted by:

*Mike Pietsch, P.E.
Civil Engineer*

**Mike Pietsch, P.E. Consulting Services, Inc.
3101 S. Country Club Rd.
Garland, TX 75043-1311
Phone: 972-271-3292 Cell: 214-728-6507
Fax: 972-840-6665
Email: michaelpietsch@tx.rr.com**



AGENDA ITEM 11

DATE OF MEETING: January 19, 2012	DATE SUBMITTED: January 11, 2012	
DEPT. OF ORIGIN: Fire	SUBMITTED BY: Ricky Boeker	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Approval of a Proposal from Mike Pietsch, P.E., for Professional Consulting Services to Assist the I.S.O. Field Representative During the I.S.O. Survey-- Phase III, and Authorize the Mayor to Execute any Necessary Documentation.		
SUMMARY STATEMENT: Because of the potential impact to the community of this ISO survey it is very important that the best possible score be achieved. In order to do so, I propose employment of Mike Pietsch Consulting Services to assist the City through this process. Mr. Pietsch, a professional fire protection engineer, is very familiar with the community, having performed the mock-ISO grading and fire sub-station location project for the City in 2005. This was considered "Phase 1" of the overall ISO project begun at that time. Phase 2 is the preparation of the ISO pre-survey packet, and Phase 3 will be assisting the ISO Field Representative during the actual site visit. The ISO survey will look at such items as the needed fire flows on certain commercial buildings, fire alarm and communication capability, Fire Department equipment, staffing, and apparatus along with water production and distribution capability. The ISO survey will also look at items under the Texas Addendum which allows extra credit for fire prevention, fire investigation and code enforcement activities. A more detailed description of these areas can be found in the proposal showing what ISO looks for in each category. The second phase is to assist the ISO Field Representative during his survey of the City of Brenham. The total cost of the second phase is not to exceed \$5,000. ISO is proposing changes to the existing grading schedule and in several trial runs across Texas, all of the cities surveyed have had their ratings increased by a minimum of two points under the new rating schedule. The results of the upcoming ISO rating survey are expected to lock Brenham's rate for at least 10 years. The assistance of an experienced fire protection engineer will serve to insure the best possible rating for the City.		

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS: The services of an experienced fire protection engineer who is familiar with the ISO grading process will insure that Brenham achieves the best possible score in the ISO survey.

B. CONS: None.

ALTERNATIVES (In Suggested Order of Staff Preference): To undergo the ISO rating survey without the assistance of a knowledgeable and experienced fire protection engineer. This option is not recommended.

ATTACHMENTS: Assist ISO Field Representative Proposal

FUNDING SOURCE (Where Applicable): City Manager's Contingency

RECOMMENDED ACTION: Approve the proposal from Mike Pietsch, P.E., for Professional Consulting Services to assist the I.S.O. Field Representative during the I.S.O. Survey--Phase III, and authorize the Mayor to execute any necessary documentation

APPROVALS: Terry K. Roberts



Assisting Communities
With Their I.S.O. Rating

Mike Pietsch, P.E. Consulting Services, Inc.

3101 S. Country Club Rd.
Garland, TX 75043-1311
972.271.3292 Phone
214.728.6507 Cell
972.840.6665 Fax
michaelpietsch@tx.rr.com

July 23, 2011

Mr. Ricky Boeker
Fire Chief
City of Brenham
200 W. Vulcan St.
Brenham, TX 77833

Dear Chief Boeker:

Attached is a proposal for Mike Pietsch, P.E. Consulting Services, Inc. to perform their consulting services in conjunction with the City of Brenham's I.S.O. rating. The services outlined below would be required to: **Assist the I.S.O. Field Representative (Phase III)** during his survey of the City of Brenham.

After 27+ years of performing Public Protection Classification surveys for I.S.O. and 8+ years of assisting communities improve their ISO rating as a consultant I know exactly how to present the City of Brenham's ISO data to maximize the grading point total which establishes the City's ISO rating. I will be with the Field Representative during his entire survey. This will eliminate any confusion between the City of Brenham and the I.S.O. Field Representative. The information transfer will proceed effortlessly if I am involved. My involvement will save the City Officials of the City of Brenham countless staff-hours and allow them to concentrate on their normal daily activities.

The total of time and costs reflect actual consultant fee expenses. If you have any questions or need other information, please call my cell phone.

This proposal includes just 1 site visit.

Sincerely yours,

Mike Pietsch, P.E.
Civil Engineer

MP/spp

PROPOSAL

TO
PROVIDE
CONSULTING SERVICES

TO

THE CITY OF BRENHAM

**Assist the I.S.O. Field Representative
(Phase III)**

BY

MIKE PIETSCH, P.E. CONSULTING SERVICES, INC.

OF

GARLAND, TEXAS

July 23, 2011

The following is a proposed estimate of the time and costs that would be associated with a consulting project with **Mike Pietsch, P.E. Consulting Services, Inc.** for the **City of Brenham**. The consulting team will consist of Mike Pietsch, P.E.

SCOPE OF CONSULTING SERVICES

Represent the City of Brenham during the I.S.O. field survey. Areas covered by the I.S.O. Field Representative are shown below:

- **Needed Fire Flows:** ISO's Needed Fire Flows (Batch Report)

- **Fire Service Communications**
 - Number of telephone lines
 - Number of operators
 - Dispatch circuits
 - Emergency power
 - Supervision of circuits
 - Method of dispatch

- **Fire Department:**
 - Apparatus Inventories
 - Pump Tests
 - Staffing
 - Training
 - Fire Station Locations
 - Locating apparatus to maximize the grading
 - Distribution of companies

- **Water Department:**
 - Supply Facilities
 - Hydrant Distribution
 - Hydrant Inspection
 - Flow Testing

- **Texas Addendum:**
 - Fire Marshal
 - Codes
 - Staffing
 - Certifications
 - Training
 - Building Official
 - Codes
 - Staffing
 - Certifications
 - Training
 - Attendance at Fireman's Training School

COST REQUIREMENTS

If I Assist with the Completion of the Pre-Survey Packet for the City of Brenham:

- Time with the I.S.O. Field Representative \$ 4,400
- Expenses (hotel, meals & transportation) \$ 600

Total \$ 5,000

The total cost to the City of Brenham to Assist the I.S.O. Field Representative will not exceed \$5,000, if my services are obtained to prepare the Pre-Survey Packet. This proposal includes only 1 site visit. Additional site visits to discuss the results of the ISO survey are beyond the scope of this proposal.

PAYMENT AGREEMENT:

The City of Brenham agrees to pay Mike Pietsch, P.E. Consulting Services, Inc. upon the conclusion of the consulting project (Phase III).

Submitted by:

*Mike Pietsch, P.E.
Civil Engineer*

***Mike Pietsch, P.E. Consulting Services, Inc.
3101 S. Country Club Rd.
Garland, TX 75043-1311
Phone: 972-271-3292 Cell: 214-728-6507
Fax: 972-840-6665
E-mail: michaelpietsch@tx.rr.com***



AGENDA ITEM 12

DATE OF MEETING: 1-19-12		DATE SUBMITTED: 1-11-12	
DEPT. OF ORIGIN: Public Works		SUBMITTED BY: Doug Baker	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING	
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING	
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input checked="" type="checkbox"/> RESOLUTION	
<input type="checkbox"/> WORK SESSION			
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon the Adoption of Resolution No. R-12-004 Declaring Support for the Bluebonnet Square Apartments, Ltd, Joint Housing Tax Credit and Home Program Funds Application to the Texas Department of Community Affairs for the Year 2012 and Authorize the Mayor to Execute Any Necessary Documentation.			
SUMMARY STATEMENT: It is the intent of Bluebonnet Square Apartments, Ltd. (Emanuel Glockzin) to submit an application for HOME Program funds from TDHCA for an affordable rental housing development to be located at the intersection of S. Saeger Street and Old Mill Creek Road. Fifty six units will be constructed, and most of them will be rented to individuals or families whose incomes are within TDHCA’s prescribed guidelines. The Overlook Estates Subdivision project had similar income guidelines, but that project involved the sale of homes rather than rental. Mr. Glockzin said that rental rates will depend on the tenant’s income, but this is not part of the voucher program. The City’s support of this project helps Mr. Glockzin in the scoring process. He is not asking for financial support. He will be at the meeting to answer any questions you may have about his project. The property is already zoned for multi-family development. I think this is a good use of this property and a good location for rental units.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS: (1) Resolution No. R-12-004; and (2) Bluebonnet Square Apartments site plan			

FUNDING SOURCE (Where Applicable):

RECOMMENDED ACTION: Approve Resolution No. R-12-004 declaring support for the Bluebonnet Square Apartments, Ltd, joint housing tax credit and home program funds application to the Texas Department of Community Affairs for the year 2012 and authorize the Mayor to execute any necessary documentation.

APPROVALS: Terry K. Roberts

RESOLUTION NO. R-12-004

A RESOLUTION OF THE CITY OF BRENHAM, TEXAS DECLARING SUPPORT FOR THE BLUEBONNET SQUARE APARTMENTS, LTD JOINT HOUSING TAX CREDIT AND HOME PROGRAM FUNDS APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR THE YEAR 2012

WHEREAS, Bluebonnet Square Apartments, Ltd. has proposed a development for affordable rental housing at S. Saeger & Old Mill Creek Road named Bluebonnet Square Apartments in the City of Brenham; and

WHEREAS, Bluebonnet Square Apartments, Ltd. intends to submit a joint application to the Texas Department of Housing and Community Affairs (TDHCA) for 2012 Housing Tax Credits and HOME Investment Partnership Program funds for Bluebonnet Square Apartments; and

WHEREAS, Section 50.9(b)(5), Texas Administrative Code, which gives Housing Tax Credit points for the commitment of development funding by the Unit of General Local Government, states that the TDHCA HOME program funds will not qualify for points in this category “unless a resolution is submitted with the application from the Governing Body of the Unit of General Local Government authorizing that the Applicant act on behalf of the Unit of Local Government in applying for HOME Program funds from TDHCA for the particular application”.

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

The City of Brenham hereby declares support of the application of Bluebonnet Square Apartments, Ltd. to TDHCA, and that the City of Brenham appoints Bluebonnet Square Apartments, Ltd. to act on its behalf in applying for TDHCA HOME funds for Bluebonnet Square Apartments. This Resolution shall take effect immediately from and after its passage.

PASSED, APPROVED AND ADOPTED this 19th day of January, 2012, at a regular meeting of the City Council of the City of Brenham, Texas which meeting was held in compliance with the *Open Meetings Act, Tex. Gov’t Code Section 551.001, et Seq.*, at which meeting a quorum was present and voting.

Milton Y. Tate, Jr., Mayor

Cary Bovey, City Attorney

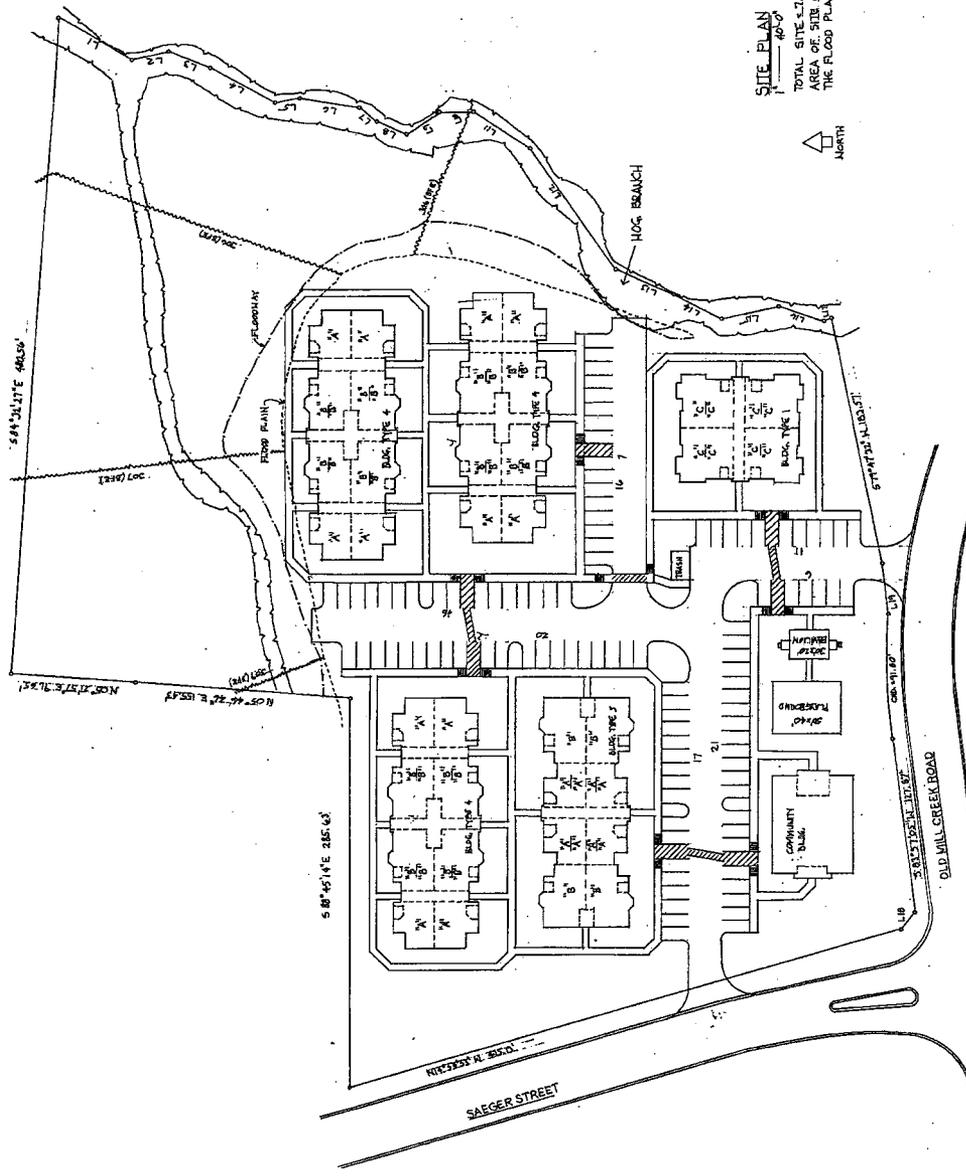
ATTEST:

Jeana Bellinger, TRMC
City Secretary

LINE TABLE

L1	= 210°42'10" N 44.51'
L2	= 211°05'11" E 22.71'
L3	= 202°37'07" W 33.80'
L4	= 225°31'57" W 23.55'
L5	= 209°41'44" E 30.21'
L6	= 207°25'24" W 30.21'
L7	= 212°04'23" W 23.91'
L8	= 233°04'23" W 23.91'
L9	= 230°17'10" W 24.45'
L10	= 209°23'10" W 24.45'
L11	= 231°52'10" W 41.65'
L12	= 232°21'20" W 106.40'
L13	= 232°47'52" W 66.85'
L14	= 232°21'20" W 41.65'
L15	= 230°17'10" W 24.45'
L16	= 233°04'23" W 23.91'
L17	= 209°23'10" W 24.45'
L18	= 207°25'24" W 30.21'
L19	= 209°41'44" E 30.21'
L20	= 211°05'11" E 22.71'
L21	= 210°42'10" N 44.51'

PARKING REQUIREMENTS
 1 BDRM. UNIT = 1 1/2 SPACES / UNIT
 2 BDRM. UNIT = 2 SPACES / UNIT
 3 BDRM. UNIT = 2 1/2 SPACES / UNIT
 1 BDRM. + 20 UNITS x 1/2 = 30 SPACES
 2 BDRM. + 20 UNITS x 2 = 40 SPACES
 3 BDRM. + 20 UNITS x 2 1/2 = 50 SPACES
TOTAL 104 SPACES REQUIRED
 107 SPACES SHOWN



SITE PLAN

TOTAL SITE 4.1482 AC.
 AREA OF SITE OUTSIDE THE FLOOD PLAN = 2.614 AC.

DATE:	APPROVED NEW APARTMENT PROJECT
SHEET:	BLUEBONNET SQUARE APARTMENTS
	BEAUFORT, TEXAS



AGENDA ITEM 13

DATE OF MEETING: January 19, 2012		DATE SUBMITTED: January 12, 2012	
DEPT. OF ORIGIN: Administration		SUBMITTED BY: Jeana Bellinger	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
<input type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING	
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING	
<input checked="" type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION	
	<input type="checkbox"/> WORK SESSION		
AGENDA ITEM DESCRIPTION: Texas Government Code Section 551.074 – Personnel Matters – Discuss and Consider City Manager’s Employment Agreement and Related Issues			
SUMMARY STATEMENT: Executive Session discussion. The City Manager will provide a memorandum on this topic prior to the Council meeting. It will not be a part of the regular packet.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS:			
FUNDING SOURCE (Where Applicable):			
RECOMMENDED ACTION: Discussion only			
APPROVALS: Terry Roberts			



AGENDA ITEM 14

DATE OF MEETING: January 19, 2012	DATE SUBMITTED: January 12, 2012	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Jeana Bellinger	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon City Manager's Employment Agreement and Related Issues		
SUMMARY STATEMENT: As discussed in Executive Session.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS:		
B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS:		
FUNDING SOURCE (Where Applicable): N/A		
RECOMMENDED ACTION:		
APPROVALS: Milton Y. Tate, Jr.		