



*Kimberly McGehee Aldrich, Mayor*

Sylvia Apodaca  
Chris Garza  
Janeshia Grider

Mike Martin  
Susan Street  
Vacant

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**CITY COUNCIL AGENDA  
REGULAR MEETING  
THURSDAY, MAY 26, 2022 – 7:00 P.M.  
CITY HALL COUNCIL CHAMBER  
112 BAUMAN, KIRBY, TX 78219**

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This meeting will also be held by videoconference call. The location where a quorum of the governmental body will be physically present is City Hall, City Council Chambers at 112 Bauman Street, Kirby, Texas 78219 and it is the intent to have a quorum present at that location and for the member of the governmental body presiding over the meeting to be physically present at that location. A member of the public may testify from a remote location by videoconference at:

Topic: Regular City Council Meeting

Date and Time: May 26, 2022 at 7:00 p.m. (Central Time)

Join Zoom Meeting:

**Video Participation:** Join Zoom Meeting

<https://zoom.us>

Meeting ID: 956 855 1663 and Passcode: 1955

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1. **Call Meeting to Order**
2. **Invocation and Pledge of Allegiance to the Flag**
3. **Mission Statement**  
  
"The City of Kirby is dedicated to delivering excellent municipal services to our community in a fiscally responsible manner."
4. **Roll Call**
5. **Citizen Participation**

Citizens Participation Is For The City Council To Receive Information On Issues That May Be Of Concern To The Public. Citizens Participation Is Limited To Five (5) Minutes. A

Purpose Of The Open Meetings Act Is To Insure That The Public Is Always Given Notice Of The Items That Will Be Discussed By The Council. Should A Member Of The Public Bring An Item To The Council For Which The Subject Was Not Posted On The Agenda For The Meeting, The Council May Receive The Information, But Cannot Discuss Or Act Upon It At The Meeting.

**6. Presentations**

- a. Police Badge Pinning – Chief Roxanne Cardona
- b. Economic Development Committee Update – Cory Mobley, Chairman

**7. Consent**

- a. Quarterly Financial Report Period Ending March 31, 2022
- b. Quarterly Investment Report Period Ending March 31, 2022

**8. Consideration Of And Action On Minutes**

- a. Regular Minutes – May 12, 2022

**9. Public Hearing**

- a. A Public Hearing On A Zoning Change Request For The Property Located At The West 20,720 Sq. Ft. Of CB 5191, P-19, ABS 883, Otherwise Known As 5510 Seguin Road, Kirby, TX 78219, Which Is Zoned Commercial, Office And Retail (C-1) To Be Rezoned As Multiple Family Dwelling District (R-2) Property.

**10. Discussion And Possible Action**

- a. Discussion And Possible Action On A Zoning Change Request For The Property Located At The West 20,720 Sq. Ft. Of CB 5191, P-19, ABS 883, Otherwise Known As 5510 Seguin Road, Kirby, TX 78219, Which Is Zoned Commercial, Office And Retail (C-1) To Be Rezoned As Multiple Family Dwelling District (R-2) Property.
- b. Recognition Of Outgoing Council Members
- c. Presentation Of Certificates To Newly Elected Officials
- d. Presentation Of Statement Of Officer And Administration Of Oath Of Office To Newly Elected Officials
- e. Discussion And Possible Action On Appointment Of A Person To Fill The Unexpired Council Term Created By Resignation Of Mike Grant

- f. Presentation Of Statement Of Officer And Administration Of Oath Of Office To Newly Appointed Official
- g. Discussion And Possible Action To Establish An Onboarding Process And Schedule For Newly Elected Officials
- h. Discussion And Possible Action To Accept Kari Roberts Resignation From The Crime Control And Prevention District Board
- i. Discussion And Possible Action On Submitting A Letter Of Support For The Redeeming Grace Church Sports Field
- j. Presentation, Discussion And Possible Action On Retail Development Services Proposal – Christopher Bontrager, Retail Strategies
- k. Presentation, Discussion And Possible Action On Asphalt Zipper Machine
- l. Discussion And Possible Action On Sponsoring The Frontline Workers Event To Be Held On June 30, 2022 At Blue Bonnet Palace
- m. Discussion And Possible Action On City Issued Cell Phones For City Council Members
- n. Discussion And Possible Action On Park And Pool Concessions
- o. An Ordinance Repealing And Replacing Ordinance No. O-2018-838; Authorizing The Use Of Parks And Recreation Areas Owned And Controlled By The City Of Kirby; Regulating Possession And Consumption Of Alcoholic Beverages In Such Parks; Stating The Policies And Regulations Governing The Use Of Such Park, Establishing A Curfew For Parks Usage; And Providing A Penalty For Violation Of This Ordinance. This Is The First Reading.
- p. Assignment Of Council Liaisons To Boards, Commissions, And Committees
  - 1. Animal Advisory Committee
  - 2. Beautification And Recycle Committee
  - 3. Building And Standards Commission
  - 4. Crime Control And Prevention District
  - 5. Economic Development Committee
  - 6. Planning And Zoning Commission
  - 7. Senior Center Corporation Board

## **11. City Manager Announcements**

- a. Announcements On City Events And Items Of Community Interest.

**12. Request And Announcements**

- a. Requests By Mayor And Council Members For Items To Be Placed On Future City Council Agendas And Announcements On City Events/Community Interest

**13. Adjournment**

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Monique L. Vernon  
City Manager

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Patty Cox, TRMC  
City Secretary

The City Council reserves the right to adjourn into executive session at any time to discuss any of the matters listed on this agenda if authorized by Texas Government Code Section 551.071, Consultation with Attorney, Texas Government Code Section 551.072, Deliberations about Real Property, Texas Government Code Section 551.074, Personnel Matters, and Texas Government Code Section 551.076, Security Devices or Security Audits.

This meeting is wheelchair parking accessible at the main entrance located at 112 Bauman. Auxiliary services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours prior to the meeting) by calling 210/661-3198 or Relay Texas 800/735-2989 (hearing/speech impaired assistance)

DATE OF POSTING: May 23, 2022

TIME OF POSTING: 6:45 P.M.

DATE REMOVED

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input checked="" type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 6 a.**

**6. Presentation**

Police Badge Pinning – Chief Roxanne Cardona

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input checked="" type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 6. b.**

**6. Presentation**

Economic Development Committee Update – Cory Mobley, Chairman

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input checked="" type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 7. a.**

**7. Consent Agenda**

Quarterly Financial Report Period Ending March 31, 2022



To: Mayor & City Council  
From: Monique Vernon, City Manager  
Date: May 26, 2022  
Subject: Quarterly Financial Report (Ending 3/31/2022)

Attached is a copy of the City of Kirby quarterly financial report for the six months ending March 31, 2022. We are 50% through this year's budget

<b>GENERAL FUND RECAP 3/31/2022</b>	<b>YTD ACTUAL</b>
Revenues	3,726,323
Transfers In from Water Fund	<u>300,000</u>
	4,026,323
<u>Expenditures</u>	
City Council	(8,708)
City Administration	(180,551)
Police Dept.	(740,854)
Municipal Court	(37,087)
Fire Dept.	(578,973)
Animal Services	(58,638)
Parks	(83,661)
Streets	(209,072)
General Operations	<u>(298,566)</u>
	(2,196,110)
Transfer Out to Debt Service	
Excess of Revenues over Expenses	1,830,213

<b>WATER SYSTEM FUND RECAP 3/31/2022</b>	<b>YTD ACTUAL</b>
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Revenues	1,563,046
<u>Expenditures</u>	
Salaries	(156,434)
Supplies	(33,043)
Maintenance	(28,532)
Contractual	(758,788)
Miscellaneous	(79,580)
Capital Outlay	<u>(203,018)</u>
	(1,259,395)
Transfer to General Fund	(300,000)
Excess (Deficit) of Revenues over Expenses	3,651

<b>DEBT SERVICE FUND RECAP 3/31/22</b>	<b>YTD ACTUAL</b>
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Revenues	470,280
<u>Expenditures</u>	
Bond Principal	(270,000)
Bond Interest	(110,662)
Bond Paying Agent	<u>(380,662)</u>
Excess (Deficit) of Revenues over Expenses	89,618

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	2,684,820.00	103,334.14	2,425,338.86	90.34	259,481.14
FRANCHISE FEES	355,500.00	29.63	193,264.31	54.36	162,235.69
LICENSES & FEES	148,825.00	8,055.75	333,797.19	224.29	184,972.19
INTERGOVERNMENTAL	122,856.00	767.98	4,681.27	3.81	118,174.73
FINES & PENALTIES	221,350.00	20,056.05	113,357.84	51.21	107,992.16
CHARGES FOR SERVICES	263,250.00	16,006.51	287,619.58	109.26	24,369.58
GRANTS	392,650.00	0.00	354,282.10	90.23	38,367.90
MISCELLANEOUS	27,902.00	6,218.79	13,981.98	50.11	13,920.02
TOTAL REVENUES	4,217,153.00	154,468.85	3,726,323.13	88.36	490,829.87
<u>EXPENDITURE SUMMARY</u>					
CITY COUNCIL	17,900.00	278.77	8,708.15	48.65	9,191.85
CITY ADMINISTRATION	382,355.00	23,973.97	180,550.96	47.22	201,804.04
POLICE	1,692,745.00	142,507.67	740,853.51	43.77	951,891.49
COURT	95,920.00	2,112.06	37,087.33	38.66	58,832.67
FIRE	1,442,715.00	69,650.49	578,972.65	40.13	863,742.35
ANIMAL SERVICES	169,907.00	9,074.69	58,638.30	34.51	111,268.70
PARKS	237,745.00	25,902.30	83,660.97	35.19	154,084.03
STREETS	920,635.00	83,146.17	209,072.35	22.71	711,562.65
GENERAL OPERATIONS	576,916.00	86,209.49	298,566.20	51.75	278,349.80
TOTAL EXPENDITURES	5,536,838.00	442,855.61	2,196,110.42	39.66	3,340,727.58
REVENUES OVER/(UNDER) EXPENDITURES	( 1,319,685.00)	( 288,386.76)	1,530,212.71		( 2,849,897.71)
OTHER SOURCES	600,000.00	50,000.00	300,000.00	50.00	300,000.00
OTHER USES	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FINANCING SOURCES & USE	600,000.00	50,000.00	300,000.00	50.00	300,000.00

REVENUES &amp; OTHER SOURCES OVER

(UNDER) EXPENDITURES &amp; OTHER USES ( 719,685.00) ( 238,386.76) 1,830,212.71 ( 2,549,897.71)

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

## 10 -GENERAL

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TAXES</u>					
10-4000 PROPERTY TAXES CURRENT	2,423,702.00	53,883.45	2,285,158.63	94.28	138,543.37
10-4001 PROPERTY TAXES CURRENT -COSA (	184,032.00)	0.00	( 184,031.98)	100.00	( 0.02)
10-4005 PROPERTY TAXES DELINQUENT	35,000.00	12,382.30	38,713.10	110.61	( 3,713.10)
10-4010 CITY SALES TAX	320,000.00	28,772.96	223,297.54	69.78	96,702.46
10-4015 CITY SALES TAX - HB445	80,000.00	7,193.29	55,824.64	69.78	24,175.36
10-4018 CITY SALES TAX - COSA	0.00	0.00	0.00	0.00	0.00
10-4020 BEVERAGE TAX	10,000.00	1,102.14	6,376.93	63.77	3,623.07
10-4025 BINGO TAX	150.00	0.00	0.00	0.00	150.00
TOTAL TAXES	2,684,820.00	103,334.14	2,425,338.86	90.34	259,481.14
<u>FRANCHISE FEES</u>					
10-4100 CPS FRANCHISE FEES	275,000.00	0.00	154,311.56	56.11	120,688.44
10-4110 CABLE TV FRANCHISE FEE	70,000.00	0.00	36,720.32	52.46	33,279.68
10-4115 PUC RIGHTS-OF-WAY FEES	10,000.00	0.00	2,145.46	21.45	7,854.54
10-4118 FRANCHISE FEES - COSA	0.00	0.00	0.00	0.00	0.00
10-4120 GARBAGE FRANCHISE TAX	500.00	29.63	86.97	17.39	413.03
TOTAL FRANCHISE FEES	355,500.00	29.63	193,264.31	54.36	162,235.69
<u>LICENSES &amp; FEES</u>					
10-4200 BUILDING PERMITS	75,000.00	5,087.75	35,294.89	47.06	39,705.11
10-4205 ANIMAL CONTROL FEES	10,000.00	455.00	5,333.67	53.34	4,666.33
10-4210 ACS - DONATIONS/LICENSE FEE	1,000.00	0.00	240.00	24.00	760.00
10-4215 PARK & FACILITY RENTALS	10,000.00	450.00	1,505.00	15.05	8,495.00
10-4220 PARK AGREEMENTS	1,125.00	0.00	500.00	44.44	625.00
10-4230 PARK FUNDRAISERS	20,000.00	120.00	120.00	0.60	19,880.00
10-4235 PARK CONCESSIONS	2,500.00	0.00	1.78	0.07	2,498.22
10-4240 POOL USAGE FEES	10,000.00	0.00	0.00	0.00	10,000.00
10-4248 CITY FESTIVAL	0.00	0.00	0.00	0.00	0.00
10-4250 HEALTH PERMITS	11,000.00	1,250.00	9,110.00	82.82	1,890.00
10-4255 ALARM PERMITS	3,000.00	160.00	2,045.00	68.17	955.00
10-4260 FIRE PERMITS	2,000.00	215.00	524.00	26.20	1,476.00
10-4265 GARAGE SALE PERMITS	1,500.00	138.00	345.00	23.00	1,155.00
10-4270 SOLICITING PERMITS	200.00	0.00	50.00	25.00	150.00
10-4275 AMBULANCE SERVICE COST REPORT	0.00	0.00	276,567.85	0.00	( 276,567.85)
10-4280 CERTIFICATE OF OCCUPANCY	1,500.00	180.00	2,160.00	144.00	( 660.00)
TOTAL LICENSES & FEES	148,825.00	8,055.75	333,797.19	224.29	( 184,972.19)
<u>INTERGOVERNMENTAL</u>					
10-4300 SCHOOL CROSSING GUARD REV.	9,800.00	767.98	4,681.27	47.77	5,118.73
10-4305 CARES ACT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
10-4310 AMERICAN RESCUE PLAN ACT FUNDS	113,056.00	0.00	0.00	0.00	113,056.00
TOTAL INTERGOVERNMENTAL	122,856.00	767.98	4,681.27	3.81	118,174.73
<u>FINES &amp; PENALTIES</u>					
10-4400 COURT FINES	185,000.00	16,030.10	93,743.60	50.67	91,256.40
10-4405 WARRANTS	25,000.00	3,219.76	13,316.64	53.27	11,683.36
10-4410 COURT SECURITY FEES	5,000.00	397.41	2,565.09	51.30	2,434.91

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
10-4415 COURT TECHNOLOGY FEES	5,000.00	403.80	2,391.89	47.84	2,608.11
10-4420 ASSET FORFEITURE FUNDS	1,300.00	0.00	1,299.96	100.00	0.04
10-4430 LOCAL MUNICIPAL JURY FUND	50.00	4.98	40.66	81.32	9.34
TOTAL FINES & PENALTIES	221,350.00	20,056.05	113,357.84	51.21	107,992.16
CHARGES FOR SERVICES					
10-4500 ESD #11 CONTRACTUAL	0.00	0.00	162,750.00	0.00	162,750.00
10-4510 EMS FEES	150,000.00	15,536.51	115,434.98	76.96	34,565.02
10-4520 POLICE - COPIES & RECORDS	1,250.00	470.00	1,459.60	116.77	209.60
10-4530 GARBAGE COLLECTION FEE	72,000.00	0.00	0.00	0.00	72,000.00
10-4545 IMPOUND YARD FEES	40,000.00	0.00	7,975.00	19.94	32,025.00
TOTAL CHARGES FOR SERVICES	263,250.00	16,006.51	287,619.58	109.26	24,369.58
GRANTS					
10-4600 CDBG GRANT	300,000.00	0.00	353,000.00	117.67	53,000.00
10-4603 MPO GRANT-HIKE & BIKE TRAIL	0.00	0.00	0.00	0.00	0.00
10-4604 MPO-BINZ ENGLEMAN ROAD	0.00	0.00	0.00	0.00	0.00
10-4609 FEDERAL SURPLUS GRANT	0.00	0.00	0.00	0.00	0.00
10-4616 PETSMART GRANT	250.00	0.00	0.00	0.00	250.00
10-4620 STRACC GRANT	5,000.00	0.00	0.00	0.00	5,000.00
10-4627 SOUTHWEST BORDER GRANT	86,000.00	0.00	0.00	0.00	86,000.00
10-4630 LEOSE GRANT	1,400.00	0.00	1,282.10	91.58	117.90
TOTAL GRANTS	392,650.00	0.00	354,282.10	90.23	38,367.90
MISCELLANEOUS					
10-4700 MISCELLANEOUS REVENUE	7,700.00	5,260.18	8,914.84	115.78	1,214.84
10-4705 INTEREST REVENUE	10,000.00	958.61	5,067.14	50.67	4,932.86
10-4710 SALE OF PROPERTY	10,000.00	0.00	0.00	0.00	10,000.00
10-4715 NSF CHECK FEES	200.00	0.00	0.00	0.00	200.00
10-4718 LEASE PAYMENT-SENIOR CENTER	1.00	0.00	0.00	0.00	1.00
10-4719 LEASE PYMT - BEXAR CO ANIMAL	1.00	0.00	0.00	0.00	1.00
TOTAL MISCELLANEOUS	27,902.00	6,218.79	13,981.98	50.11	13,920.02
TOTAL REVENUES	4,217,153.00	154,468.85	3,726,323.13	88.36	490,829.87

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

CITY COUNCIL

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-510-0000 MAYOR'S EXPENSES	2,400.00	0.00	0.00	0.00	2,400.00
10-510-0001 COUNCIL'S EXPENSES	5,400.00	300.00	1,800.00	33.33	3,600.00
10-510-0020 FICA TAX-COUNCIL	600.00	22.96	137.76	22.96	462.24
10-510-0025 WORKERS COMP-COUNCIL	0.00	( 74.19)	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	8,400.00	248.77	1,937.76	23.07	6,462.24
<u>SUPPLIES</u>					
10-510-1000 AWARDS & MISCELLANEOUS EXP	2,500.00	0.00	1,933.33	77.33	566.67
TOTAL SUPPLIES	2,500.00	0.00	1,933.33	77.33	566.67
<u>MISCELLANEOUS</u>					
10-510-4000 MEETINGS & TRAVEL EXPENSES	7,000.00	30.00	4,837.06	69.10	2,162.94
TOTAL MISCELLANEOUS	7,000.00	30.00	4,837.06	69.10	2,162.94
<hr/>					
TOTAL CITY COUNCIL	17,900.00	278.77	8,708.15	48.65	9,191.85

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

CITY ADMINISTRATION

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-520-0000 SALARIES - ADMIN.	240,800.00	18,606.70	120,751.29	50.15	120,048.71
10-520-0005 ADMIN OVERTIME	0.00	0.00	0.00	0.00	0.00
10-520-0007 ADMIN LONGEVITY	7,200.00	0.00	7,097.22	98.57	102.78
10-520-0008 ADMIN PREMIUM PAY	7,000.00	0.00	7,000.00	100.00	0.00
10-520-0010 INSURANCE ADMIN	25,700.00	2,139.09	12,834.54	49.94	12,865.46
10-520-0015 RETIREMENT-ADMIN	35,200.00	2,713.12	20,115.71	57.15	15,084.29
10-520-0020 FICA TAX ADMIN	3,600.00	388.47	1,893.90	52.61	1,706.10
10-520-0025 WORKERS COMP-ADMIN	0.00	674.41	0.00	0.00	0.00
10-520-0030 TWC TAXES-ADMIN	1,010.00	0.00	0.00	0.00	1,010.00
TOTAL SALARIES & BENEFITS	320,510.00	23,172.97	169,692.66	52.94	150,817.34
<u>MAINTENANCE</u>					
10-520-2400 SOFTWARE MAINTENANCE	15,345.00	0.00	0.00	0.00	15,345.00
TOTAL MAINTENANCE	15,345.00	0.00	0.00	0.00	15,345.00
<u>CONTRACT SERVICES</u>					
10-520-3100 RECRUITING EXPENSE ADMIN.	7,500.00	444.00	1,487.00	19.83	6,013.00
10-520-3110 PUBLICATION EXPENSE ADMIN.	15,000.00	0.00	1,349.25	9.00	13,650.75
10-520-3120 ECONOMIC DEVELOPMENT EXPEN	5,000.00	0.00	0.00	0.00	5,000.00
10-520-3130 RECODIFICATION	4,500.00	0.00	995.00	22.11	3,505.00
10-520-3140 WEB SERVICES	5,500.00	50.00	2,175.00	39.55	3,325.00
TOTAL CONTRACT SERVICES	37,500.00	494.00	6,006.25	16.02	31,493.75
<u>MISCELLANEOUS</u>					
10-520-4000 TRAINING & TRAVEL ADMIN.	7,000.00	5.00	3,895.05	55.64	3,104.95
10-520-4010 MEMBERSHIP EXPENSE ADMIN.	2,000.00	302.00	957.00	47.85	1,043.00
TOTAL MISCELLANEOUS	9,000.00	307.00	4,852.05	53.91	4,147.95
<u>CAPITAL OUTLAY</u>					
10-520-5001 INCODE - PERMITS/CODE	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL CITY ADMINISTRATION	382,355.00	23,973.97	180,550.96	47.22	201,804.04

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

## 10 -GENERAL

## POLICE

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-530-0000 SALARIES - POLICE DEPT.	862,300.00	50,425.78	340,908.25	39.53	521,391.75
10-530-0005 POLICE OVERTIME	75,000.00	6,604.22	38,848.81	51.80	36,151.19
10-530-0007 POLICE LONGEVITY	11,880.00	0.00	11,875.44	99.96	4.56
10-530-0008 POLICE PREMIUM PAY	31,000.00	0.00	31,000.00	100.00	0.00
10-530-0010 INSURANCE PD	157,900.00	10,884.37	58,161.88	36.83	99,738.12
10-530-0015 RETIREMENT - PD	127,300.00	8,210.81	58,085.41	45.63	69,214.59
10-530-0020 FICA TAX PD	17,010.00	1,438.16	7,305.90	42.95	9,704.10
10-530-0025 WORKERS COMP - PD	0.00	14,491.79	0.00	0.00	0.00
10-530-0030 TWC TAXES - PD	6,100.00	0.00	281.67	4.62	5,818.33
TOTAL SALARIES & BENEFITS	1,288,490.00	63,071.55	546,467.36	42.41	742,022.64
<u>SUPPLIES</u>					
10-530-1000 OPERATIONAL SUPPLIES PD	11,000.00	379.02	3,251.11	29.56	7,748.89
10-530-1003 PD SPECIAL EXPENSES	1,500.00	0.00	0.00	0.00	1,500.00
10-530-1006 CRIME PREVENTION	600.00	0.00	0.00	0.00	600.00
10-530-1100 FUEL & LUBRICANTS PD	30,000.00	2,738.29	14,265.55	47.55	15,734.45
10-530-1200 UNIFORMS PD	12,000.00	75.99	2,584.69	21.54	9,415.31
TOTAL SUPPLIES	55,100.00	3,193.30	20,101.35	36.48	34,998.65
<u>MAINTENANCE</u>					
10-530-2100 BUILDING MAINTENANCE	12,000.00	0.00	10,151.01	84.59	1,848.99
10-530-2200 EQUIPMENT MAINTENANCE PD	4,850.00	473.95	2,748.32	56.67	2,101.68
10-530-2300 VEHICLE MAINTENANCE PD	25,000.00	97.87	7,429.48	29.72	17,570.52
10-530-2400 SOFTWARE MAINTENANCE - PD	21,875.00	0.00	11,686.34	53.42	10,188.66
10-530-2600 RADIO MAINTENANCE PD	3,100.00	0.00	0.00	0.00	3,100.00
10-530-2601 RADIO ACCESS FEE	10,500.00	0.00	3,955.05	37.67	6,544.95
TOTAL MAINTENANCE	77,325.00	571.82	35,970.20	46.52	41,354.80
<u>CONTRACT SERVICES</u>					
10-530-3150 CRIME LAB TESTING	500.00	0.00	500.00	100.00	0.00
10-530-3160 MOBILE AIR TIME	0.00	0.00	0.00	0.00	0.00
10-530-3170 PRISONERS	1,000.00	0.00	0.00	0.00	1,000.00
10-530-3175 EVIDENCE CONSULTING	4,200.00	0.00	0.00	0.00	4,200.00
10-530-3180 FIREARMS QUALIFICATIONS	3,000.00	0.00	111.51	3.72	2,888.49
10-530-3185 RACIAL PROFILING CONSULTAN	8,500.00	0.00	8,500.00	100.00	0.00
10-530-3190 S.W.A.T.	6,500.00	0.00	0.00	0.00	6,500.00
TOTAL CONTRACT SERVICES	23,700.00	0.00	9,111.51	38.45	14,588.49
<u>MISCELLANEOUS</u>					
10-530-4000 TRAINING & TRAVEL PD	6,000.00	0.00	1,216.86	20.28	4,783.14
10-530-4001 TRAINING PD	0.00	0.00	0.00	0.00	0.00
10-530-4010 MEMBERSHIPS PD	800.00	0.00	190.00	23.75	610.00
10-530-4015 K-9 OFFICER	10,330.00	0.00	10,330.23	100.00	(0.23)
TOTAL MISCELLANEOUS	17,130.00	0.00	11,737.09	68.52	5,392.91

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

POLICE

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
10-530-5002 VEHICLES	0.00	0.00	0.00	0.00	0.00
10-530-5003 CAP OUTLAY - ASSET FORFEIT	0.00	0.00	0.00	0.00	0.00
10-530-5005 SYMPHONY CONSOLES	103,000.00	0.00	0.00	0.00	103,000.00
10-530-5006 INCODE - RECORDS MGMT SYST	0.00	0.00	0.00	0.00	0.00
10-530-5010 CAMERA SECURITY SYSTEM	0.00	0.00	0.00	0.00	0.00
10-530-5011 TASERS	0.00	0.00	0.00	0.00	0.00
10-530-5012 VISTACOM RECORDER	42,000.00	0.00	41,795.00	99.51	205.00
10-530-5015 RADAR UNIT REPLACEMENTS	0.00	0.00	0.00	0.00	0.00
10-530-5017 RADIOS	0.00	0.00	0.00	0.00	0.00
10-530-5018 FENCING AT POLICE DEPT YAR	0.00	0.00	0.00	0.00	0.00
10-530-5019 K-9 OFFICER	0.00	0.00	0.00	0.00	0.00
10-530-5020 SOUTHWEST BORDER GRANT	86,000.00	75,671.00	75,671.00	87.99	10,329.00
10-530-5021 EVIDENCE TRACKING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	231,000.00	75,671.00	117,466.00	50.85	113,534.00
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TOTAL POLICE	1,692,745.00	142,507.67	740,853.51	43.77	951,891.49

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

COURT

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-540-0000 SALARIES-COURT	33,175.00	0.00	13,097.14	39.48	20,077.86
10-540-0005 COURT OVERTIME	1,220.00	0.00	162.24	13.30	1,057.76
10-540-0007 COURT LONGEVITY	425.00	0.00	422.40	99.39	2.60
10-540-0008 COURT PREMIUM PAY	2,000.00	0.00	2,000.00	100.00	0.00
10-540-0010 INSURANCE COURT	3,800.00	0.00	1,585.25	41.72	2,214.75
10-540-0015 RETIREMENT-COURT	5,120.00	458.21	2,577.91	50.35	2,542.09
10-540-0020 FICA TAX COURT	510.00	35.02	249.80	48.98	260.20
10-540-0025 WORKERS COMP-COURT	0.00	330.00	0.00	0.00	0.00
10-540-0030 TWC TAXES-COURT	520.00	0.00	0.00	0.00	520.00
TOTAL SALARIES & BENEFITS	46,770.00	163.23	20,094.74	42.97	26,675.26
<u>SUPPLIES</u>					
10-540-1000 COURT SUPPLIES	2,000.00	0.00	122.87	6.14	1,877.13
TOTAL SUPPLIES	2,000.00	0.00	122.87	6.14	1,877.13
<u>MAINTENANCE</u>					
10-540-2400 COMPUTER SOFTWARE COURT	8,150.00	100.00	600.00	7.36	7,550.00
10-540-2405 COMPUTER TECH COURT	800.00	0.00	400.74	50.09	399.26
TOTAL MAINTENANCE	8,950.00	100.00	1,000.74	11.18	7,949.26
<u>CONTRACT SERVICES</u>					
10-540-3190 MUNICIPAL JUDGE	12,600.00	1,050.00	7,050.00	55.95	5,550.00
10-540-3200 PROSECUTOR	6,000.00	500.00	3,500.00	58.33	2,500.00
10-540-3210 TRIAL EXPENSE	1,000.00	0.00	126.00	12.60	874.00
10-540-3220 SECURITY EXPENSE	3,600.00	298.83	1,817.98	50.50	1,782.02
10-540-3230 IMPOUND YARD EXPENSE	15,000.00	0.00	3,375.00	22.50	11,625.00
TOTAL CONTRACT SERVICES	38,200.00	1,848.83	15,868.98	41.54	22,331.02
<u>CAPITAL OUTLAY</u>					
10-540-5001 COMPUTER TECH COURT	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL COURT	95,920.00	2,112.06	37,087.33	38.66	58,832.67

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

FIRE

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-550-0000 SALARIES - FIRE DEPT.	648,000.00	41,601.70	293,844.96	45.35	354,155.04
10-550-0005 FIRE OVERTIME	44,000.00	7,260.64	35,473.98	80.62	8,526.02
10-550-0007 FIRE LONGEVITY	11,500.00	0.00	8,523.00	74.11	2,977.00
10-550-0008 FIRE PREMIUM PAY	29,000.00	0.00	29,000.00	100.00	0.00
10-550-0010 INSURANCE - FD	116,800.00	6,182.61	39,120.76	33.49	77,679.24
10-550-0015 RETIREMENT - FD	95,500.00	6,287.01	47,444.34	49.68	48,055.66
10-550-0020 FICA TAX - FD	12,050.00	1,211.78	8,185.89	67.93	3,864.11
10-550-0025 WORKERS COMP - FD	0.00	19,211.20	0.00	0.00	0.00
10-550-0030 TWC TAXES - FD	<u>4,300.00</u>	<u>0.00</u>	<u>688.18</u>	<u>16.00</u>	<u>3,611.82</u>
TOTAL SALARIES & BENEFITS	961,150.00	43,332.54	462,281.11	48.10	498,868.89
<u>SUPPLIES</u>					
10-550-1000 OPERATIONAL SUPPLIES - FD	10,000.00	27.04	3,885.71	38.86	6,114.29
10-550-1001 MEDICAL SUPPLIES EMS	30,000.00	649.89	8,668.06	28.89	21,331.94
10-550-1002 EMS SERVICE FEES	0.00	0.00	0.00	0.00	0.00
10-550-1100 FUEL & LUBRICANTS - FD	15,000.00	1,376.10	6,580.77	43.87	8,419.23
10-550-1200 UNIFORMS - FD	8,000.00	550.94	1,505.49	18.82	6,494.51
10-550-1250 BUNKER GEAR	<u>10,000.00</u>	<u>0.00</u>	<u>2,185.98</u>	<u>21.86</u>	<u>7,814.02</u>
TOTAL SUPPLIES	73,000.00	1,502.09	22,826.01	31.27	50,173.99
<u>MAINTENANCE</u>					
10-550-2100 BUILDING MAINTENANCE - FD	14,600.00	0.00	3,395.50	23.26	11,204.50
10-550-2200 EQUIPMENT MAINTENANCE - FD	27,550.00	179.69	10,551.80	38.30	16,998.20
10-550-2300 VEHICLE MAINTENANCE - FD	43,810.00	1,659.17	41,464.71	94.65	2,345.29
10-550-2400 SOFTWARE MAINTENANCE - FD	4,000.00	0.00	2,335.00	58.38	1,665.00
10-550-2600 RADIO MAINTENANCE - FD	1,500.00	0.00	840.00	56.00	660.00
10-550-2601 RADIO ACCESS FEE - FD	<u>5,500.00</u>	<u>0.00</u>	<u>2,278.35</u>	<u>41.42</u>	<u>3,221.65</u>
TOTAL MAINTENANCE	96,960.00	1,838.86	60,865.36	62.77	36,094.64
<u>CONTRACT SERVICES</u>					
10-550-3240 MEDICAL WASTE DISPOSAL- FD	3,150.00	0.00	2,646.00	84.00	504.00
10-550-3250 MEDICAL DOCTOR	9,500.00	500.00	3,000.00	31.58	6,500.00
10-550-3260 FIRE PUMPER LEASE PURCHASE	51,740.00	0.00	0.00	0.00	51,740.00
10-550-3261 BREATHING APP LEASE PYMT	0.00	0.00	0.00	0.00	0.00
10-550-3265 INTEREST ON LEASES	<u>4,915.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,915.00</u>
TOTAL CONTRACT SERVICES	69,305.00	500.00	5,646.00	8.15	63,659.00
<u>MISCELLANEOUS</u>					
10-550-4000 TRAINING & TRAVEL - FD	8,000.00	149.00	3,488.00	43.60	4,512.00
10-550-4010 MEMBERSHIPS - FD	5,300.00	0.00	1,538.17	29.02	3,761.83
10-550-4015 AMBULANCE SUPPLEMENTAL	<u>77,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>77,500.00</u>
TOTAL MISCELLANEOUS	90,800.00	149.00	5,026.17	5.54	85,773.83
<u>CAPITAL OUTLAY</u>					
10-550-5001 CHIEF'S TRUCK	48,000.00	0.00	0.00	0.00	48,000.00
10-550-5002 STRACC EQUIPMENT	0.00	0.00	0.00	0.00	0.00
10-550-5003 BUNKER GEAR	0.00	0.00	0.00	0.00	0.00

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

FIRE

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
10-550-5004 HEART MONITOR	0.00	0.00	0.00	0.00	0.00
10-550-5006 HOSES	0.00	0.00	0.00	0.00	0.00
10-550-5007 TOUGHBOOKS	12,000.00	0.00	0.00	0.00	12,000.00
10-550-5008 STRYKER POWER LOADS	68,200.00	0.00	0.00	0.00	68,200.00
10-550-5012 BUNKER GEAR WASHER EXTRACT	0.00	0.00	0.00	0.00	0.00
10-550-5013 STRETCHER	0.00	0.00	0.00	0.00	0.00
10-550-5014 AED CR2	23,300.00	22,328.00	22,328.00	95.83	972.00
10-550-5015 SPECTRA LIGHTS	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	151,500.00	22,328.00	22,328.00	14.74	129,172.00
TOTAL FIRE	1,442,715.00	69,650.49	578,972.65	40.13	863,742.35

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

ANIMAL SERVICES

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-560-0000 SALARIES - ANIMAL SHELTER	72,100.00	3,353.22	22,186.98	30.77	49,913.02
10-560-0005 AN.SHELTER OVERTIME	5,657.00	794.96	3,307.56	58.47	2,349.44
10-560-0007 AN.SHELTER LONGEVITY	1,200.00	0.00	374.40	31.20	825.60
10-560-0008 AS PREMIUM PAY	2,000.00	0.00	2,000.00	100.00	0.00
10-560-0010 INSURANCE - AS	15,200.00	630.84	3,785.04	24.90	11,414.96
10-560-0015 RETIREMENT - AS	9,200.00	408.62	3,461.74	37.63	5,738.26
10-560-0020 FICA TAX - AS	1,900.00	82.23	691.22	36.38	1,208.78
10-560-0025 WORKERS COMP - AS	0.00	3,894.57	0.00	0.00	0.00
10-560-0030 TWC TAXES - AS	800.00	0.00	138.54	17.32	661.46
TOTAL SALARIES & BENEFITS	108,057.00	1,375.30	35,945.48	33.27	72,111.52
<u>SUPPLIES</u>					
10-560-1000 OPERATIONAL SUPPLIES - AS	7,000.00	19.99	2,667.28	38.10	4,332.72
10-560-1001 MEDICAL SUPPLIES - AS	9,000.00	0.00	5,469.68	60.77	3,530.32
10-560-1100 FUEL & LUBRICANTS - AS	1,500.00	179.40	848.86	56.59	651.14
10-560-1200 UNIFORMS - AS	700.00	0.00	20.95	2.99	679.05
TOTAL SUPPLIES	18,200.00	199.39	9,006.77	49.49	9,193.23
<u>MAINTENANCE</u>					
10-560-2100 BUILDING MAINTENANCE - AS	10,000.00	0.00	880.72	8.81	9,119.28
10-560-2300 VEHICLE MAINTENANCE - AS	1,000.00	0.00	480.60	48.06	519.40
10-560-2601 RADIO ACCESS FEE - AS	650.00	0.00	270.00	41.54	380.00
TOTAL MAINTENANCE	11,650.00	0.00	1,631.32	14.00	10,018.68
<u>CONTRACT SERVICES</u>					
10-560-3260 VETERINARY SERVICES	15,000.00	0.00	4,130.59	27.54	10,869.41
10-560-3265 KIRBY-BEXAR A.F. INVOICES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	15,000.00	0.00	4,130.59	27.54	10,869.41
<u>MISCELLANEOUS</u>					
10-560-4000 TRAINING & TRAVEL - AS	2,000.00	0.00	424.14	21.21	1,575.86
TOTAL MISCELLANEOUS	2,000.00	0.00	424.14	21.21	1,575.86
<u>CAPITAL OUTLAY</u>					
10-560-5001 INSULATION IN SHELTER BLDG	15,000.00	7,500.00	7,500.00	50.00	7,500.00
10-560-5004 VEHICLES	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	15,000.00	7,500.00	7,500.00	50.00	7,500.00
TOTAL ANIMAL SERVICES	169,907.00	9,074.69	58,638.30	34.51	111,268.70

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

## 10 -GENERAL

## PARKS

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-570-0000 SALARIES - PARKS	54,100.00	4,156.10	15,633.10	28.90	38,466.90
10-570-0005 PARKS OVERTIME	3,900.00	126.75	264.97	6.79	3,635.03
10-570-0007 PARKS LONGEVITY	1,090.00	0.00	675.96	62.01	414.04
10-570-0008 PARKS PREMIUM PAY	2,000.00	0.00	2,000.00	100.00	0.00
10-570-0010 INSURANCE PARKS	15,200.00	630.84	3,785.04	24.90	11,414.96
10-570-0015 RETIREMENT-PARKS	8,375.00	320.74	2,335.07	27.88	6,039.93
10-570-0020 FICA TAX PARKS	875.00	85.91	268.09	30.64	606.91
10-570-0025 WORKERS COMP-PARKS	0.00	1,757.27	0.00	0.00	0.00
10-570-0030 TWC TAXES-PARKS	510.00	0.00	0.00	0.00	510.00
TOTAL SALARIES & BENEFITS	86,050.00	3,563.07	24,962.23	29.01	61,087.77
<u>SUPPLIES</u>					
10-570-1000 OPERATIONAL SUPPLIES - PAR	9,500.00	1,655.91	2,416.94	25.44	7,083.06
10-570-1001 OPERATIONAL SUPPLIES - POO	5,000.00	0.00	158.82	3.18	4,841.18
10-570-1110 CHEMICALS - POOL & PARKS	0.00	0.00	0.00	0.00	0.00
10-570-1200 UNIFORMS PARKS	1,300.00	41.10	200.90	15.45	1,099.10
10-570-1300 SMALL TOOLS - PARKS	3,000.00	13.33	214.57	7.15	2,785.43
TOTAL SUPPLIES	18,800.00	1,710.34	2,991.23	15.91	15,808.77
<u>MAINTENANCE</u>					
10-570-2200 EQUIPMENT MAINTENANCE	9,000.00	476.89	6,786.06	75.40	2,213.94
10-570-2300 VEHICLE MAINTENANCE	2,000.00	0.00	7.00	0.35	1,993.00
10-570-2500 PARK MAINTENANCE	15,000.00	171.50	1,527.50	10.18	13,472.50
10-570-2510 POOL MAINTENANCE	48,000.00	19,230.50	39,144.95	81.55	8,855.05
10-570-2600 RADIO MAINTENANCE	0.00	0.00	0.00	0.00	0.00
10-570-2601 RADIO ACCESS FEE	0.00	0.00	0.00	0.00	0.00
10-570-2900 EQUIPMENT RENTAL P & P	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MAINTENANCE	75,000.00	19,878.89	47,465.51	63.29	27,534.49
<u>CONTRACT SERVICES</u>					
10-570-3000 POOL MANAGMENT CO	47,770.00	750.00	8,242.00	17.25	39,528.00
TOTAL CONTRACT SERVICES	47,770.00	750.00	8,242.00	17.25	39,528.00
<u>MISCELLANEOUS</u>					
10-570-4000 TRAINING & TRAVEL - PARKS	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL OUTLAY</u>					
10-570-5001 TURF TIGER SCAG	0.00	0.00	0.00	0.00	0.00
10-570-5002 FRIENDSHIP PARK PKG LOT PA	10,125.00	0.00	0.00	0.00	10,125.00
10-570-5004 JOHN STERLING PKG LOT OVER	0.00	0.00	0.00	0.00	0.00
10-570-5010 HIKE & BIKE TRAIL - MPO GR	0.00	0.00	0.00	0.00	0.00
10-570-5014 GATOR	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	10,125.00	0.00	0.00	0.00	10,125.00
TOTAL PARKS	237,745.00	25,902.30	83,660.97	35.19	154,084.03

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

## 10 -GENERAL

STREETS 50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
10-580-0000 SALARIES - STREET	59,900.00	4,620.80	30,143.47	50.32	29,756.53
10-580-0005 STREETS OVERTIME	8,650.00	316.15	2,669.78	30.86	5,980.22
10-580-0007 STREETS LONGEVITY	1,800.00	0.00	1,796.52	99.81	3.48
10-580-0008 STREETS PREMIUM PAY	4,000.00	0.00	4,000.00	100.00	0.00
10-580-0010 INSURANCE STREET	15,200.00	1,261.68	7,570.08	49.80	7,629.92
10-580-0015 RETIREMENT-STREET	9,975.00	733.65	5,682.61	56.97	4,292.39
10-580-0020 FICA TAX STREET	1,025.00	105.06	548.44	53.51	476.56
10-580-0025 WORKERS COMP-STREET	0.00	4,209.83	0.00	0.00	0.00
10-580-0030 TWC TAXES-STREET	510.00	0.00	0.00	0.00	510.00
TOTAL SALARIES & BENEFITS	101,060.00	2,827.51	52,410.90	51.86	48,649.10

SUPPLIES

10-580-1000 OPERATIONAL SUPPLIES - STR	6,000.00	1,058.81	3,460.19	57.67	2,539.81
10-580-1005 STREET SWEEPER SUPPLIES	1,100.00	0.00	312.62	28.42	787.38
10-580-1007 PAINT - STREET	1,500.00	0.00	0.00	0.00	1,500.00
10-580-1100 FUEL & LUBRICANTS - STREET	7,000.00	668.23	4,858.04	69.40	2,141.96
10-580-1200 UNIFORMS STREET	1,300.00	70.20	352.87	27.14	947.13
10-580-1300 SMALL TOOLS - STREET	2,000.00	13.34	151.17	7.56	1,848.83
10-580-1400 BASE/STREET OIL/ASPHALT	15,000.00	2,631.64	4,016.95	26.78	10,983.05
10-580-1401 SAND/GRAVEL/TOP SOIL/CONCR	6,000.00	205.70	1,229.84	20.50	4,770.16
10-580-1402 TRAFFIC CONTROLS/SIGNS	11,385.00	0.00	378.30	3.32	11,006.70
TOTAL SUPPLIES	51,285.00	4,647.92	14,759.98	28.78	36,525.02

MAINTENANCE

10-580-2100 BUILDING MAINTENANCE STREE	0.00	0.00	0.00	0.00	0.00
10-580-2200 EQUIPMENT MAINTENANCE - ST	3,000.00	286.20	1,248.20	41.61	1,751.80
10-580-2300 VEHICLE MAINTENANCE - STRE	2,000.00	195.00	411.50	20.58	1,588.50
10-580-2400 SOFTWARE MAINTENANCE	0.00	0.00	0.00	0.00	0.00
10-580-2600 RADIO MAINTENANCE - STREET	0.00	0.00	0.00	0.00	0.00
10-580-2601 RADIO ACCESS FEE - STREET	0.00	0.00	0.00	0.00	0.00
10-580-2815 SIDEWALK/DRAINAGE REPAIR	10,000.00	0.00	840.06	8.40	9,159.94
10-580-2850 STREET MAINT/REPAIRS	0.00	0.00	0.00	0.00	0.00
10-580-2851 STREET RECONSTRUCTION	40,000.00	0.00	34,400.00	86.00	5,600.00
10-580-2900 EQUIPMENT RENTAL - STREET	1,000.00	0.00	260.43	26.04	739.57
TOTAL MAINTENANCE	56,000.00	481.20	37,160.19	66.36	18,839.81

CONTRACT SERVICES

10-580-3265 INTEREST ON LEASE	0.00	0.00	0.00	0.00	0.00
10-580-3280 BLDG INSPECTION FEES	25,000.00	7,037.27	12,220.25	48.88	12,779.75
10-580-3290 ROLL OFF FEES	3,000.00	0.00	0.00	0.00	3,000.00
10-580-3295 STREET SWEEPER LEASE PYMT	0.00	0.00	0.00	0.00	0.00
10-580-3300 HEALTH INSPECTION FEES	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACT SERVICES	28,000.00	7,037.27	12,220.25	43.64	15,779.75

MISCELLANEOUS

10-580-4000 TRAINING & TRAVEL- STREET	1,000.00	0.00	0.00	0.00	1,000.00
TOTAL MISCELLANEOUS	1,000.00	0.00	0.00	0.00	1,000.00

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

10 -GENERAL

STREETS

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL OUTLAY</u>					
10-580-5001 VEHICLES	0.00	0.00	0.00	0.00	0.00
10-580-5007 CDBG - BORCHERS	35,290.00	20,712.27	35,290.03	100.00	(0.03)
10-580-5011 MPO GRANT BINZ ENGLEMAN	0.00	0.00	0.00	0.00	0.00
10-580-5012 CDBG - ALAN SHEPARD	640,000.00	47,440.00	57,231.00	8.94	582,769.00
10-580-5013 CHARLES CONRAD BUS STOP PA	8,000.00	0.00	0.00	0.00	8,000.00
10-580-5014 CDBG - HICKORY HILL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	683,290.00	68,152.27	92,521.03	13.54	590,768.97
<u>TOTAL STREETS</u>					
TOTAL STREETS	920,635.00	83,146.17	209,072.35	22.71	711,562.65

CITY OF KIRBY  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

## 10 -GENERAL

## GENERAL OPERATIONS

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
10-590-1000 OPERATIONAL EXPENSE	6,000.00	634.24 (	471.20)	7.85-	6,471.20
10-590-1001 OFFICE SUPPLIES	16,000.00	0.00	7,222.08	45.14	8,777.92
10-590-1025 CITY FESTIVAL	20,000.00	0.00	0.00	0.00	20,000.00
10-590-1030 POSTAGE	5,000.00	500.00	2,500.00	50.00	2,500.00
10-590-1050 COMPUTERS	<u>7,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,000.00</u>
TOTAL SUPPLIES	54,000.00	1,134.24	9,250.88	17.13	44,749.12
<u>MAINTENANCE</u>					
10-590-2100 BUILDING MAINTENANCE	6,000.00	0.00	2,295.85	38.26	3,704.15
10-590-2200 EQUIPMENT MAINTENANCE	<u>5,000.00</u>	<u>315.35</u>	<u>1,974.99</u>	<u>39.50</u>	<u>3,025.01</u>
TOTAL MAINTENANCE	11,000.00	315.35	4,270.84	38.83	6,729.16
<u>CONTRACT SERVICES</u>					
10-590-3220 SECURITY SERVICES	1,200.00	63.98	383.88	31.99	816.12
10-590-3310 EMPLOYEE SUPPLEMENTAL BENE	10,000.00	167.76	4,440.40	44.40	5,559.60
10-590-3320 PROFESSIONAL FEES-IT	37,000.00	2,967.50	17,104.22	46.23	19,895.78
10-590-3330 VEHICLE/LIABILITY INSURANC	95,146.00	0.00	95,123.08	99.98	22.92
10-590-3335 WORKMAN'S COMP INSURANCE	62,105.00	48,170.92	48,170.92	77.56	13,934.08
10-590-3340 LEGAL FEES	30,000.00	0.00	10,133.40	33.78	19,866.60
10-590-3350 ENGINEER	20,000.00	0.00	0.00	0.00	20,000.00
10-590-3360 ACCOUNTING/AUDITOR	24,600.00	12,300.00	12,300.00	50.00	12,300.00
10-590-3380 TELEPHONE	41,600.00	3,579.78	17,898.90	43.03	23,701.10
10-590-3385 MOBILES & AIR CARDS	8,700.00	682.87	3,416.83	39.27	5,283.17
10-590-3390 ELECTRICITY & GAS	64,000.00	4,726.47	21,326.90	33.32	42,673.10
10-590-3395 ELECTRICITY - STREET	57,000.00	4,900.81	28,880.68	50.67	28,119.32
10-590-3400 WATER	10,000.00	595.81	2,753.25	27.53	7,246.75
10-590-3410 TAX COLLECTOR FEES	6,165.00	0.00	6,058.02	98.26	106.98
10-590-3420 NON PROFITS	0.00	0.00	0.00	0.00	0.00
10-590-3430 BEXAR APPRAISAL DISTRICT	13,300.00	3,204.00	6,409.00	48.19	6,891.00
10-590-3440 ELECTION EXPENSE	10,000.00	0.00	0.00	0.00	10,000.00
10-590-3450 GIS SYSTEM	3,400.00	3,400.00	3,400.00	100.00	0.00
10-590-3455 HEALTH INSPECTION FEES	<u>13,500.00</u>	<u>0.00</u>	<u>5,500.00</u>	<u>40.74</u>	<u>8,000.00</u>
TOTAL CONTRACT SERVICES	507,716.00	84,759.90	283,299.48	55.80	224,416.52
<u>MISCELLANEOUS</u>					
10-590-4010 MEMBERSHIPS	4,000.00	0.00	1,745.00	43.63	2,255.00
10-590-4020 AMERICAN RESCUE PLAN ACT E	0.00	0.00	0.00	0.00	0.00
10-590-4900 MISCELLANEOUS	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
TOTAL MISCELLANEOUS	4,200.00	0.00	1,745.00	41.55	2,455.00
<u>CAPITAL OUTLAY</u>					
10-590-5003 VEHICLE STORAGE LOT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL OPERATIONS	576,916.00	86,209.49	298,566.20	51.75	278,349.80

CITY OF KIRBY  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

10 -GENERAL

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	5,536,838.00	442,855.61	2,196,110.42	39.66	3,340,727.58
REVENUES OVER/(UNDER) EXPENDITURES	( 1,319,685.00)	( 288,386.76)	1,530,212.71		( 2,849,897.71)
<u>OTHER FINANCING SOURCES &amp; USES</u>					
<u>OTHER SOURCES</u>					
10-4800 TRANSFERS IN LIEU OF TAXES	600,000.00	50,000.00	300,000.00	50.00	300,000.00
TOTAL OTHER SOURCES	600,000.00	50,000.00	300,000.00	50.00	300,000.00
<u>OTHER USES</u>					
10-590-7000 TRANSFERS TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER USES	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SOURCES & USES	600,000.00	50,000.00	300,000.00	50.00	300,000.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	( 719,685.00)	( 238,386.76)	1,830,212.71		( 2,549,897.71)

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

20 -WATER

FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
CHARGES FOR SERVICES	2,992,200.00	267,246.70	1,571,324.38	52.51	1,420,875.62
MISCELLANEOUS	<u>882,549.00</u>	<u>663.71</u>	<u>( 8,278.26)</u>	<u>0.94-</u>	<u>890,827.26</u>
TOTAL REVENUES	3,874,749.00	267,910.41	1,563,046.12	40.34	2,311,702.88
<u>EXPENDITURE SUMMARY</u>					
NONDEPARTMENTAL	<u>2,862,405.00</u>	<u>251,344.83</u>	<u>1,259,395.77</u>	<u>44.00</u>	<u>1,603,009.23</u>
TOTAL EXPENDITURES	2,862,405.00	251,344.83	1,259,395.77	44.00	1,603,009.23
REVENUES OVER/ (UNDER) EXPENDITURES	1,012,344.00	16,565.58	303,650.35		708,693.65
OTHER USES	<u>600,000.00</u>	<u>50,000.00</u>	<u>300,000.00</u>	<u>50.00</u>	<u>300,000.00</u>
TOTAL OTHER FINANCING SOURCES & US (	600,000.00) (	50,000.00) (	300,000.00)	50.00 (	300,000.00)
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	412,344.00 (	33,434.42)	3,650.35		408,693.65

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

20 -WATER

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CHARGES FOR SERVICES</u>					
20-4500 SALE OF WATER	725,000.00	54,096.20	317,059.90	43.73	407,940.10
20-4510 SEWER CHARGES	1,185,000.00	109,238.81	657,504.67	55.49	527,495.33
20-4520 GARBAGE COLLECTION	750,000.00	69,916.40	421,143.85	56.15	328,856.15
20-4530 W/S CAPITAL RESERVE	124,000.00	10,408.00	62,776.00	50.63	61,224.00
20-4540 PENALTIES	72,000.00	8,440.49	39,062.16	54.25	32,937.84
20-4550 EDWARDS AQUIFER FEES	106,000.00	8,846.80	53,352.80	50.33	52,647.20
20-4570 TURN OFF/ON CHARGES	30,000.00	6,300.00	20,350.00	67.83	9,650.00
20-4580 WATER/SEWER CONNECTS	200.00	0.00	75.00	37.50	125.00
TOTAL CHARGES FOR SERVICES	2,992,200.00	267,246.70	1,571,324.38	52.51	1,420,875.62
<u>MISCELLANEOUS</u>					
20-4700 MISCELLANEOUS INCOME	200.00	0.00	140.00	70.00	60.00
20-4705 RECOVERY OF BAD DEBT	0.00	53.35	11,542.13	0.00	11,542.13
20-4720 INTEREST INCOME	8,000.00	610.36	3,123.87	39.05	4,876.13
20-4725 AMERICAN RESCUE PLAN ACT REV	874,349.00	0.00	0.00	0.00	874,349.00
20-4730 CASH SHORT/OVER	0.00	0.00	0.00	0.00	0.00
20-4740 GAIN ON SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	882,549.00	663.71	8,278.26	0.94	890,827.26
TOTAL REVENUES	3,874,749.00	267,910.41	1,563,046.12	40.34	2,311,702.88

CITY OF KIRBY  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

20 -WATER

NONDEPARTMENTAL

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SALARIES &amp; BENEFITS</u>					
20-500-0000 WATER SALARIES	280,500.00	15,193.38	97,732.20	34.84	182,767.80
20-500-0005 WATER OVERTIME	51,500.00	1,433.61	6,871.05	13.34	44,628.95
20-500-0007 WATER LONGEVITY & INCENTIV	5,525.00	0.00	3,502.14	63.39	2,022.86
20-500-0008 WATER PREMIUM PAY	9,000.00	0.00	9,000.00	100.00	0.00
20-500-0010 INSURANCE	60,600.00	3,477.80	20,866.80	34.43	39,733.20
20-500-0015 RETIREMENT	47,800.00	2,246.90	16,808.68	35.16	30,991.32
20-500-0020 FICA TAX	5,200.00	347.85	1,653.68	31.80	3,546.32
20-500-0025 WORKERS COMP	0.00	3,527.66	0.00	0.00	0.00
20-500-0030 TWC UNEMPLOYMENT TAX	2,025.00	0.00	0.00	0.00	2,025.00
20-500-0100 TEMP SERVICES	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	462,150.00	19,171.88	156,434.55	33.85	305,715.45
<u>SUPPLIES</u>					
20-500-1000 OPERATIONAL SUPPLIES	40,000.00	1,731.56	11,929.62	29.82	28,070.38
20-500-1030 OFFICE SUPPLIES/POSTAGE	17,000.00	1,411.27	8,650.60	50.89	8,349.40
20-500-1050 COMPUTER- WATER	1,000.00	0.00	0.00	0.00	1,000.00
20-500-1100 FUEL & LUBRICANTS	13,000.00	1,052.13	5,985.63	46.04	7,014.37
20-500-1110 CHEMICALS	6,000.00	304.76	2,281.94	38.03	3,718.06
20-500-1200 UNIFORMS	3,460.00	99.30	467.10	13.50	2,992.90
20-500-1300 SMALL TOOLS	4,000.00	13.33	1,623.72	40.59	2,376.28
20-500-1400 ASPHALT	7,000.00	0.00	0.00	0.00	7,000.00
20-500-1401 TOPSOIL/BASE/SAND/CONCRETE	6,000.00	0.00	2,104.95	35.08	3,895.05
20-500-1402 TRAFFIC CONTROLS	1,500.00	0.00	0.00	0.00	1,500.00
TOTAL SUPPLIES	98,960.00	4,612.35	33,043.56	33.39	65,916.44
<u>MAINTENANCE</u>					
20-500-2100 BLDG. MAINT.	5,000.00	0.00	1,327.35	26.55	3,672.65
20-500-2200 EQUIPMENT MAINTENANCE	35,100.00	4,298.85	5,200.01	14.81	29,899.99
20-500-2300 VEHICLE MAINTENANCE	5,000.00	250.00	475.50	9.51	4,524.50
20-500-2400 SOFTWARE MAINTENANCE	30,000.00	154.00	5,470.25	18.23	24,529.75
20-500-2600 RADIO MAINTENANCE	0.00	0.00	0.00	0.00	0.00
20-500-2601 RADIO ACCESS FEE	0.00	0.00	0.00	0.00	0.00
20-500-2800 WELLS/PUMPS/MOTORS	20,000.00	0.00	5,259.66	26.30	14,740.34
20-500-2805 SEWER LINES/MANHOLES/LIFT	15,000.00	7,038.46	10,695.38	71.30	4,304.62
20-500-2810 WATER LINES/MAINS	15,000.00	0.00	0.00	0.00	15,000.00
20-500-2815 REPAIRS DRIVEWAY, SIDEWALKS	12,000.00	0.00	0.00	0.00	12,000.00
20-500-2820 DAMAGES	1,000.00	0.00	0.00	0.00	1,000.00
20-500-2900 EQUIPMENT RENTAL	4,500.00	0.00	103.76	2.31	4,396.24
TOTAL MAINTENANCE	142,600.00	11,741.31	28,531.91	20.01	114,068.09
<u>CONTRACT SERVICES</u>					
20-500-3310 GYM - EMPLOYEE SUPPLEMENTA	180.00	0.00	0.00	0.00	180.00
20-500-3350 STORMWATER ENGINEERING FEE	20,000.00	900.00	5,839.05	29.20	14,160.95
20-500-3390 ELECTRIC FOR WELLS	56,000.00	2,999.90	15,802.08	28.22	40,197.92
20-500-3400 WATER PURCHASE/LEASE	13,195.00	0.00	13,195.00	100.00	0.00
20-500-3405 EDWARDS AQUIFER PAYMENTS	108,620.00	0.00	108,611.33	99.99	8.67
20-500-3450 UTILITY BILLING SERVICE	8,000.00	609.20	3,562.60	44.53	4,437.40

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

20 -WATER

NONDEPARTMENTAL

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
20-500-3460 WATER CONSERVATION EDUCATI	2,500.00	0.00	0.00	0.00	2,500.00
20-500-3465 WATER CONSERVATION REBATE	2,500.00	50.00	50.00	2.00	2,450.00
20-500-3480 PERMITS	500.00	0.00	100.00	20.00	400.00
20-500-3500 SEWAGE TREATMENT	643,000.00	51,652.85	264,577.52	41.15	378,422.48
20-500-3520 GARBAGE CONTRACTOR	750,000.00	69,161.17	347,050.45	46.27	402,949.55
20-500-3521 WELL SITE MONITORING	2,000.00	0.00	0.00	0.00	2,000.00
TOTAL CONTRACT SERVICES	1,606,495.00	125,373.12	758,788.03	47.23	847,706.97
<u>MISCELLANEOUS</u>					
20-500-4000 TRAINING & TRAVEL	6,000.00	1,158.00	3,522.87	58.71	2,477.13
20-500-4010 MEMBERSHIP & LICENSE	10,000.00	0.00	6,813.00	68.13	3,187.00
20-500-4020 MOBILE & AIR TIME	1,500.00	109.89	597.27	39.82	902.73
20-500-4100 BAD DEBT EXPENSE	25,000.00	0.00	0.00	0.00	25,000.00
20-500-4101 BAD DEBT EXP COLLECTIONS	500.00	10.67	164.42	32.88	335.58
20-500-4200 DEPRECIATION EXPENSE	250,000.00	0.00	0.00	0.00	250,000.00
20-500-4250 AMERICAN RESCUE PLAN ACT E	0.00	0.00	0.00	0.00	0.00
20-500-4900 MISCELLANEOUS EXP.	200.00	0.00	68,482.55	4,241.28	(68,282.55)
TOTAL MISCELLANEOUS	293,200.00	1,278.56	79,580.11	27.14	213,619.89
<u>CAPITAL OUTLAY</u>					
20-500-5000 PAINT WATER TOWER	0.00	0.00	0.00	0.00	0.00
20-500-5002 WELL #3 REPAIRS	200,000.00	89,167.61	204,517.61	102.26	(4,517.61)
20-500-5003 ASPHALT TRUCK	0.00	0.00	0.00	0.00	0.00
20-500-5004 DRAINAGE ASSESSMENT	45,000.00	0.00	10,000.00	22.22	35,000.00
20-500-5005 GATE & FENCING AT PW YARD	0.00	0.00	0.00	0.00	0.00
20-500-5006 ACKERMAN SEWER	0.00	0.00	0.00	0.00	0.00
20-500-5008 DUMP TRUCK	0.00	0.00	0.00	0.00	0.00
20-500-5010 WELL #2 GENERATOR & BLDG	0.00	0.00	13,500.00	0.00	13,500.00
20-500-5011 WATER PIPE REPL - VINECRES	0.00	0.00	0.00	0.00	0.00
20-500-5012 WATER PIPE REPL - BLUE JAY	0.00	0.00	0.00	0.00	0.00
20-500-5013 SEWER LINE REPL - GAITY	0.00	0.00	0.00	0.00	0.00
20-500-5016 VEHICLE	0.00	0.00	0.00	0.00	0.00
20-500-5019 VALVES REPLACEMENT	0.00	0.00	0.00	0.00	0.00
20-500-5021 AWIA RISK ASSESSMENT PLAN	0.00	0.00	2,000.00	0.00	(2,000.00)
20-500-5023 ASPHALT PUBLIC WORKS YARD	0.00	0.00	0.00	0.00	0.00
20-500-5024 GENERATOR AT WELLSITE #3	0.00	0.00	0.00	0.00	0.00
20-500-5025 GENERATOR & OTHER ACCESSOR	14,000.00	0.00	0.00	0.00	14,000.00
20-500-5026 DIADEM & HAPPINESS ALLEY D	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	259,000.00	89,167.61	203,017.61	78.39	55,982.39
TOTAL NONDEPARTMENTAL	2,862,405.00	251,344.83	1,259,395.77	44.00	1,603,009.23

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

20 -WATER

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	2,862,405.00	251,344.83	1,259,395.77	44.00	1,603,009.23
REVENUES OVER/(UNDER) EXPENDITURES	1,012,344.00	16,565.58	303,650.35		708,693.65
<u>OTHER FINANCING SOURCES &amp; USES</u>					
<u>OTHER USES</u>					
20-500-7000 XFERS IN LIEU OF TAXES	600,000.00	50,000.00	300,000.00	50.00	300,000.00
20-500-7005 XFER TO DEBT SVC	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER USES	600,000.00	50,000.00	300,000.00	50.00	300,000.00
TOTAL OTHER SOURCES & USES	( 600,000.00)	( 50,000.00)	( 300,000.00)	50.00	( 300,000.00)
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	412,344.00	( 33,434.42)	3,650.35		408,693.65

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

30 -DEBT SERVICE  
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	498,663.00	11,086.22	470,158.43	94.28	28,504.57
MISCELLANEOUS	<u>50.00</u>	<u>17.35</u>	<u>121.60</u>	<u>243.20</u>	<u>( 71.60)</u>
TOTAL REVENUES	498,713.00	11,103.57	470,280.03	94.30	28,432.97
<u>EXPENDITURE SUMMARY</u>					
NONDEPARTMENTAL	<u>488,925.00</u>	<u>0.00</u>	<u>380,662.50</u>	<u>77.86</u>	<u>108,262.50</u>
TOTAL EXPENDITURES	488,925.00	0.00	380,662.50	77.86	108,262.50
REVENUES OVER/ (UNDER) EXPENDITURES	9,788.00	11,103.57	89,617.53	(	79,829.53)
OTHER SOURCES	0.00	0.00	0.00	0.00	0.00
OTHER USES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER FINANCING SOURCES & USE	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	9,788.00	11,103.57	89,617.53	(	79,829.53)

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

30 -DEBT SERVICE

50.00% OF YEAR COMP.

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TAXES</u>					
30-4000 PROPERTY TAXES - DEBT SERVICE	498,663.00	11,086.22	470,158.43	94.28	28,504.57
TOTAL TAXES	498,663.00	11,086.22	470,158.43	94.28	28,504.57
<u>MISCELLANEOUS</u>					
30-4705 INTEREST	50.00	17.35	121.60	243.20 (	71.60)
TOTAL MISCELLANEOUS	50.00	17.35	121.60	243.20 (	71.60)
<u>TOTAL REVENUES</u>					
	498,713.00	11,103.57	470,280.03	94.30	28,432.97

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

30 -DEBT SERVICE

NONDEPARTMENTAL

50.00% OF YEAR COMP.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>DEBT SERVICE</u>					
30-500-6000 BOND PRINCIPAL	270,000.00	0.00	270,000.00	100.00	0.00
30-500-6010 BOND INTEREST	215,925.00	0.00	110,662.50	51.25	105,262.50
30-500-6020 BOND PAYING AGENT	3,000.00	0.00	0.00	0.00	3,000.00
TOTAL DEBT SERVICE	488,925.00	0.00	380,662.50	77.86	108,262.50
<u>TOTAL NONDEPARTMENTAL</u>					
TOTAL NONDEPARTMENTAL	488,925.00	0.00	380,662.50	77.86	108,262.50

## REVENUE &amp; EXPENSE REPORT (UNAUDITED)

AS OF: MARCH 31ST, 2022

30 -DEBT SERVICE

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	488,925.00	0.00	380,662.50	77.86	108,262.50
REVENUES OVER/(UNDER) EXPENDITURES	9,788.00	11,103.57	89,617.53	(	79,829.53)
<u>OTHER FINANCING SOURCES &amp; USES</u>					
<u>OTHER SOURCES</u>					
30-4805 GEN FUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00
30-4810 WATER FUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SOURCES & USES	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	9,788.00	11,103.57	89,617.53	(	79,829.53)

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input checked="" type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 7. b.**

**7. Consent Agenda**

Quarterly Investment Report Period Ending March 31, 2022

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input checked="" type="checkbox"/>	CONSIDERATION OF MINUTES
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 8. a.**

**8. Consideration Of And Action On Minutes**

Regular Minutes – May 12, 2022

The minutes are attached for your review. If you see any changes, please send me an email no later than 5:00 P.M. on May 24, 2022, and the minutes will be revised.



*Kimberly McGehee Aldrich, Mayor*

Sylvia Apodaca  
Mike Grant  
Mike Martin

Joe Salazar  
Janeshia Grider  
Susan E. Street

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**CITY COUNCIL MINUTES  
REGULAR MEETING  
THURSDAY, MAY 12, 2022 – 7:00 P.M.  
CITY HALL COUNCIL CHAMBER  
112 BAUMAN, KIRBY, TX 78219**

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This meeting will also be held by videoconference call. The location where a quorum of the governmental body will be physically present is City Hall, City Council Chambers at 112 Bauman Street, Kirby, Texas 78219 and it is the intent to have a quorum present at that location and for the member of the governmental body presiding over the meeting to be physically present at that location. A member of the public may testify from a remote location by videoconference at:

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**1. Call Meeting to Order**

Mayor Aldrich called the meeting to order at 7:02 P.M.

**2. Invocation and Pledge of Allegiance to the Flag**

Mayor Aldrich led the invocation and pledge of allegiance to the flag.

**3. Mission Statement**

“The City of Kirby is dedicated to delivering excellent municipal services to our community in a fiscally responsible manner.”

Mayor Aldrich read a letter of resignation submitted by Mayor Pro-Tem Grant effective immediately. He nominated Joe Molina to fill his vacancy because he received the fourth highest votes in the recent election.

**4. Roll Call**

**PRESENT**

Mayor Aldrich  
Council Member Apodaca  
Council Member Salazar  
Council Member Martin  
Council Member Grider  
Council Member Street

**ABSENT**

Mayor Pro-Tem Grant - resigned prior  
to the meeting

**5. Citizen Participation**

1. Maria Lozano – She asked to speak during item 8. h.
2. Jack Miller – He said he lives in Kirby and anyone can speak whether they live in the City or not. Kudos to Council for making the decision to remove the prohibition from the agenda. His reason for being here is because of a comment Council Member Grant made. He spoke about an email sent in by Mr. Garza to be read at a previous Council meeting.
3. Ismael Rincon – Mr. Miller informed Council that Ismael Rincon speaks Spanish only and decided not to speak.
3. Steve Pitman – He asked to speak during item 8. h.
4. BJ Voigt – She spoke about a comment made during a previous meeting. All proceeds from her yard sale will go toward the purchase of flags for various entities.

**6. Presentations**

a. City Of Kirby Anniversary Celebration

City Manager Vernon announced the 67<sup>th</sup> Anniversary Celebration on May 18<sup>th</sup> at 5:30 P.M. Everyone is invited to enjoy the celebration.

b. Emergency Medical Services Week Proclamation

Mayor Aldrich read the proclamation and presented it to Chief Hilburn and all Emergency Medical Services members.

c. Yard Of The Quarter

Chairperson Maria Lozano, Beautification and Recycle Committee and members of the Committee recognized Dee and Dan Guerro as recipients of Yard of the Quarter.

**7. Consideration Of And Action On Minutes**

a. Regular Minutes – April 28, 2022

Council Member Salazar moved to approve the April 28, 2022 minutes; seconded by Council Member Grider. The motion carried with a 5-0-1 vote

AYES: 5      NAYES: 0      ABSTAIN – 1 Council Member Apodaca.

**8. General Discussion And Possible Action**

a. Receipt Of Canvass Of The General Election Returns And Declaring The Results Of The General Election On May 7, 2022; For The Purpose Of Electing Three Council Members For Two Year Terms On The City Council.

This item was postponed to May 16, 2022 because the ballots are currently being cured by Bexar County Elections.

b. Discussion And Possible Action On Resolution No. R-2022-746 Canvassing The Returns And Declaring The Results Of The General Election Held May 7, 2022.

This item was postponed to May 16, 2022 because the ballots are currently being cured by Bexar County Elections.

c. Presentation Of Certificates Of Election To Newly Elected Officials

This item was postponed to May 26, 2022 because the ballots are currently being cured by Bexar County Elections.

d. Administration Of Oath Of Office To Newly Elected Officials And Presentation Of Statement Of Officer

This item was postponed to May 26, 2022 because the ballots are currently being cured by Bexar County Elections.

e. Discussion And Possible Action To Elect A Mayor Pro-Tem For The Term May 2022 – May 2023

Council Member Street moved to appoint Council Member Grider as Mayor Pro-Tem; seconded by Council Member Martin. The motion carried with a 5-1 vote.

AYES: 5                      NAYES: 0                      ABSTAIN: 1 (Council Member Grider)

f. Discussion And Possible Action To Consider Proposed Fence At The Bexar County Animal Facility

Mr. Armando Aranda represented Bexar County and explained the purpose of fence.

After their discussion, Council Member Street moved to allow the fence; seconded by Council Member Martin.

The motion carried with a 6-0 vote.

AYES: 6                      NAYES: 0

g. Discussion And Possible Action On 2022 Pool Season Entry Fee And Passes

Council discussed the fees for the 2022 pool season.

Council Member Street moved to continue charging the \$2 entry fee, and bring back the following fees for the 2022 pool season: pool pass fees \$35 per individual, \$25 per additional and \$70 per family (max 4 members); seconded by Council Member Apodaca.

The motion carried with a 6-0 vote.

AYES: 6                      NAYES: 0

h. Discussion And Possible Action On 2022 Water Fitness Classes

There was an extensive discussion about the water fitness classes offered by Stephanie Faulkner. The discussion encompassed pros and cons for the classes, fees, insurance and a contract. Maria Lozano expressed her experiences with the water fitness classes. Jack Miller offered his thoughts on this item.

Mayor Pro-Tem Grider moved to not charge the instructor a rental fee for the 2022 water fitness classes; seconded by Council Member Salazar. The motion carried with a 4 – 2 vote.

AYES: 4                      NAYES: 2 (Council Members Street and Martin)

i. Discussion And Possible Action On Amazon Delivery Trucks Route

Chief Cardona provided the history on Amazon's delivery truck route.

Mayor Aldrich identified the problem with the delivery trucks entering Kirby and the weight restrictions.

Ms. Jessica Breau, Representative from Amazon participated through ZOOM. She expressed they are discussing solutions for the problem. They discussed GPS, relay navigator that would identify restricted streets, third party apps will be contacted to update the map, and a temporary sign to redirect drivers from using Kirby streets.

Council discussed Amazon placing a sign to deter drivers from using certain streets, time frame for placing the sign, whether drivers should or should not be issued a citation or a warning.

j. Discussion And Possible Action On City Of Kirby Social Media Sites

Mayor Pro-Tem Grider requested this item because residents approached her about the purpose of the two social media sites on Facebook. She suggested one central location for residents to go to.

City Manager Vernon provided history of why there are two group. The City currently has one Facebook Page and one official Facebook Group.

Jack Miller – Mr. Miller contributed to the discussion regarding social media.

Council Member Salazar moved to allow Mr. Pitmon to speak; seconded by Council Member Street. The motion carried with 6-0 vote.

Steve Pitmon - Mr. Pitmon spoke about the social media sites.

Council Member Street moved to eliminate official City of Kirby Group on Facebook and only post on City of Kirby Facebook Page for City business; seconded by Council Member Apodaca. The motion carried with 5-1 vote:

AYES: 5

NAYES: 1 (Mayor Aldrich)

k. Discussion And Possible Action On Appointment Of A Member To The Economic Development Committee

Mayor Aldrich said an application was submitted by Michael Lawrence-Weden.

Council Member Martin moved to appoint Michael Lawrence-Weden to the Economic Development Committee; seconded by Council Member Street. The motion carried with a 6-0 vote.

AYES: 6

NAYES: 0

I. Discussion And Possible Action On Appointment Of A Member To The Crime Control And Prevention District Board

This item was postponed.

m. Discussion And Possible Action On Joining Greater: SATX Regional Economic Partnership

Mayor Pro-Tem Grider asked that this item be postponed until the representative can be in attendance.

n. Discussion And Possible Action On a Memorandum Of Understanding For The Bexar County, Texas Childsafe Multi-Disciplinary Team.

Chief Cardona provided the purpose of the Memorandum of Understanding for the Bexar County, Texas Childsafe Multi-Disciplinary Team.

9. City Manager Announcements

a. Announcements On City Events And Items Of Community Interest.

City Manager Vernon announced the weekend Garage Sale May 13 – 15; May Clean-Up May 16 – 22, and Kirby 67<sup>th</sup> Anniversary May 18.

10. Request And Announcements

a. Requests By Mayor And Council Members For Items To Be Placed On Future City Council Agendas And Announcements On City Events/Community Interest

Council Member Street – She stated on May 19 she will be attending a webinar for information on the infrastructure bill that was passed in November to see how we can use it. To place on the next agenda: pool and park concessions and onboarding for new council members. There is a Frontline workers event on June 30 we should talk about a possible sponsorship by the City, new City web site on the agenda, Zipper machine discussion on the next agenda. She wished everyone a lovely weekend.

Mayor Pro-Tem Grider – She stated May is Mental Health Awareness Month. She attended the funeral service for Tim Hardl a long time resident and friend. She expressed her sincere condolences to his family and friends. She announced upcoming events: Bike event on May 22 2:00 P.M. – 4:00 P.M. at Friendship Park; Semper Four Jujitsu Free Clinic on May 28 & June 25 Noon – 1:00 P.M. at VFW Post 2059. Met with San Antonio District 2 Jaylen McKee Rodriguez and it was a productive meeting. She invited him to the May 21, 2022 Forum. They discussed similar

concerns shared with both of our cities. He is hosting a Crime Prevention Summit on May 26, at 6:00 P.M. at Second Baptist Community Center, 3310 E Commerce Street

Council Member Salazar – He asked Mayor Pro-Tem Grider to cover for him to provide information from Crime Control meetings. He announced an event at Alamo United Methodist Church – On Saturday, Arts/Craft Show 9:00 A.M. – 3:00 P.M.

Council Member Apodaca – She announced an event on March 14, 11:00 A.M. – 2:00 P.M. CPS Energy is hosting a Community Safety Event at CPS Energy Park, 9911 Perrin Beitel Road.

Council Member Martin – He thanked all the City employees for the work they do on a regular basis. Thanked everyone for attending the meeting and sharing their opinions. We want to hear your concerns and issues. For the next agenda he asked to place an item on the agenda to provide feedback from a discussion he had at the recent NEP meeting with a commissioner from Karnes County. He asked for an item to be placed on the next agenda to discuss City phones for Council members. When Council Member Salazar ends his term on Crime Control he would like to be added as the liaison.

Mayor Pro-Tem Grider – She announced an open forum to be held on May 21 at 10:00 A.M.– noon in City Hall to discuss the increase in crime in our city and area cities.

Mayor Aldrich – She reminded everyone the last day to protest your property taxes is May 16. It is getting hotter outside, remember elderly, children & pets. Condolences to Tim Hardl family and son Ethan. Congratulations to 2018 graduate from Wagner High School, played football for UTSA and was drafted by the San Francisco 49ers. She thanked all City staff for the fabulous job they do. Thank you for choosing Kirby. She thanked the citizens who tune in through ZOOM or however they attend and attend in person.

## **11. Adjournment**

Meeting adjourned at 8:52 P.M.

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Monique L. Vernon  
City Manager

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Patty Cox, TRMC  
City Secretary

<input type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input checked="" type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 9. a.**

**9. Public Hearing**

A Public Hearing On A Zoning Change Request For The Property Located At The West 20,720 Sq. Ft. Of CB 5191, P-19, ABS 883, Otherwise Known As 5510 Seguin Road, Kirby, TX 78219, Which Is Zoned Commercial, Office And Retail (C-1) To Be Rezoned As Multiple Family Dwelling District (R-2) Property.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. a.**

**10. Discussion And Possible Action**

Discussion And Possible Action On A Zoning Change Request For The Property Located At The West 20,720 Sq. Ft. Of CB 5191, P-19, ABS 883, Otherwise Known As 5510 Seguin Road, Kirby, TX 78219, Which Is Zoned Commercial, Office And Retail (C-1) To Be Rezoned As Multiple Family Dwelling District (R-2) Property.

The memo prepared for Planning and Zoning is included in your packet. A copy of the application is also included.

The concerns brought forward during their meeting were solid waste management, the number of units on the lot, traffic, rental properties, parking for guests, project not conducive for this parcel.

Planning and Zoning Commission unanimously voted to deny the request.



# CITY OF KIRBY

112 BAUMAN STREET

KIRBY, TEXAS 78219-1098

AREA CODE 210  
661-4671 & 661-3198  
FAX 661-4525

## Memorandum

**To:** Planning and Zoning Commission

**From:** Patty Cox, TRMC, City Secretary

**Date:** May 10, 2022

**Re:** Rezoning Request

### 6. Public Hearing

- a. A Public Hearing On A Zoning Change Request For The Property Located At The West 20,720 Sq. Ft. Of CB 5191, P-19, ABS 883, Otherwise Known As 5510 Seguin Road, Kirby, TX 78219, Which Is Zoned Commercial, Office And Retail (C-1) To Be Rezoned As Multiple Family Dwelling District (R-2) Property.

### 7. Discussion And Possible Action

- a. Discussion And Possible Action On A Zoning Change Request For The Property Located At The West 20,720 Sq. Ft. Of CB 5191, P-19, ABS 883, Otherwise Known As 5510 Seguin Road, Kirby, TX 78219, Which Is Zoned Commercial, Office And Retail (C-1) To Be Rezoned As Multiple Family Dwelling District (R-2) Property.

SAAT Development LLC is coming before you to request rezoning the lot currently zoned C-1 to R-2. There are details in your packet identifying the use of the property.

Chief Hilburn, Fire Department had a couple of questions. Are they going off the main, and have one meter for entire property, or putting down individual meters for each home, and the City would take over the new water line being placed? He inquired about the installation of an electronic gate. Will the gate have siren activation for emergency vehicles?

Another concern from staff is solid waste. Will there be dumpsters or individual garbage carts to be serviced by Republic Service?

The homes are going to be rental properties near Kirby Middle School. Staff has been informed that spot zoning is a challenge. "Spot Zoning" is the process of singling out a small tract of land and treating it differently from similar surrounding land "without any showing of justifiable changes in conditions."

There has been criticism about changing the commercial zones to residential use in areas of the City. The request before you is a permanent zoning change from commercial to residential. My concern is this will draw more criticism for not following the Comprehensive Plan that sets out the growth plan for the City.

CITY OF KIRBY, TEXAS



FORMAL APPLICATION FOR ZONING REQUEST

Date of Application 04-14-22 Case Number: \_\_\_\_\_

Name of Applicant SAAT Development LLC

Address 5510 Old Seguin Rd, Kirby, TX 78219

Home/Cell Phone 757-528-3734 Business Telephone \_\_\_\_\_

Is applicant the owner, lessee, or other of the property proposed for the ZONING Application Owner

Current Zoning: C-1 Proposed Zoning: R-2

Location of property where change is requested, described according to subdivision plat filed at the County Court House or City Tax rolls: See Survey and Metes & Bounds attached.

Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ NCB \_\_\_\_\_

Address of subject property 5510 Old Seguin Rd, Kirby, TX 78219

Property is situated along South side of Old Seguin Road  
N.S.E.W. Street

Approximately 735 feet West of the intersection of  
Ackerman Road N.S.E.W.  
Street with Old Seguin Road Street

What deed restrictions, if any, concerning the type of improvements permitted are in place on the subject property? If there is an expiration date for the deed restrictions, what is the expiration date? You may attach a copy of the original printed deed restrictions in answer to this questions, after underlining the specific text which addresses the uses or improvements restricted thereby.

No deed restriction on property.

**Detailed reasons for requesting change of Zoning (Please list all proposed activities), or attach your reasons for rezoning request:**

We are formally requesting a rezoning of the property located at 5510 Old Seguin Rd, Kirby, TX 78219. Property is currently zoned C-1 (Commercial, Office & Retail) and our zoning request is B-2 (Multi-Family Dwelling District). We believe our proposed multi-family project which includes 6 detached 1,250 square foot homes will act as a transition from a commercial area / major thoroughfare to the single-family homes to the South of the project. Each detached unit will have their own private green space and will be fed by a private road. Homes will be rental units and they will be managed by a professional property management group. Our goal is to provide a great attainable rental community to the City of Kirby.

I, the undersigned owner, lessee, or Jeremy Heath  
hereby request a ZONING from the City of Kirby, Texas, as follows. In addition, I hereby consent to the posting of hearing notices on or adjacent to said property understanding that no undue damage will be incurred.

**Attached are the following (Check List):**

1. A dimensioned map at a scale of 100 or 200 feet to the inch showing the property referred to in this application and all streets, lots, easements, zoning of abutting properties, and parcels of land within 200 feet of said property.
2. A typed list of the property owners and addresses of all property within 200 feet of said property and description of owner's property.
3. A plan site, indicating location, dimensions and uses of existing and proposed structures, easements, water sources, fences, curb cuts, street and alley right-of-way lines on and within one foot of the property proposed for rezoning (on map required by item 1 above, or another map at greater scale).
4. Check for amount required by the City of Kirby, payable to the City of Kirby as fee for the purpose of defraying expenses of mailing notices and hearing before the Zoning Commission.

  
Signature & Date of Applicant

4/15/22

§ 153.019 - "C-1" COMMERCIAL OFFICE AND RETAIL DISTRICT.

- (A) *Use*. Property in a "C-1" Commercial Office and Retail District shall be used only for primary commercial office and retail purposes, except those purposes authorized in a "C-2" Commercial District.
- (B) *Area requirements*.
- (1) Minimum lot area:
    - (a) Internal: 5,000 square feet.
    - (b) Corner: 6,000 square feet.
  - (2) Minimum lot frontage on a public street:
    - (a) Internal: 50 feet.
    - (b) Corner: 60 feet.
  - (3) Minimum lot depth: 100 feet.
  - (4) Minimum depth of front setback: 20 feet.
  - (5) Minimum depth of rear setback shall be 5 feet. There shall be no encroachment or overheads into this required rear yard.
  - (6) Minimum width of side setback:
    - (a) Internal lot: 5 feet.
    - (b) Corner lot (street side): 15 feet.
  - (7) Maximum building coverage as a percentage of lot area: 50%.
  - (8) Maximum accessory building coverage as a percentage of rear yard: 30%.
  - (9) Maximum height of structures: 30 feet or 2½ stories, whichever is less.
- (C) *Acceptable materials*. Materials other than metal or aluminum must be used on the lower one-third of the front and sides of buildings that are visible from public streets or neighboring property.

(Ord. 2001-581, passed 8-16-01)

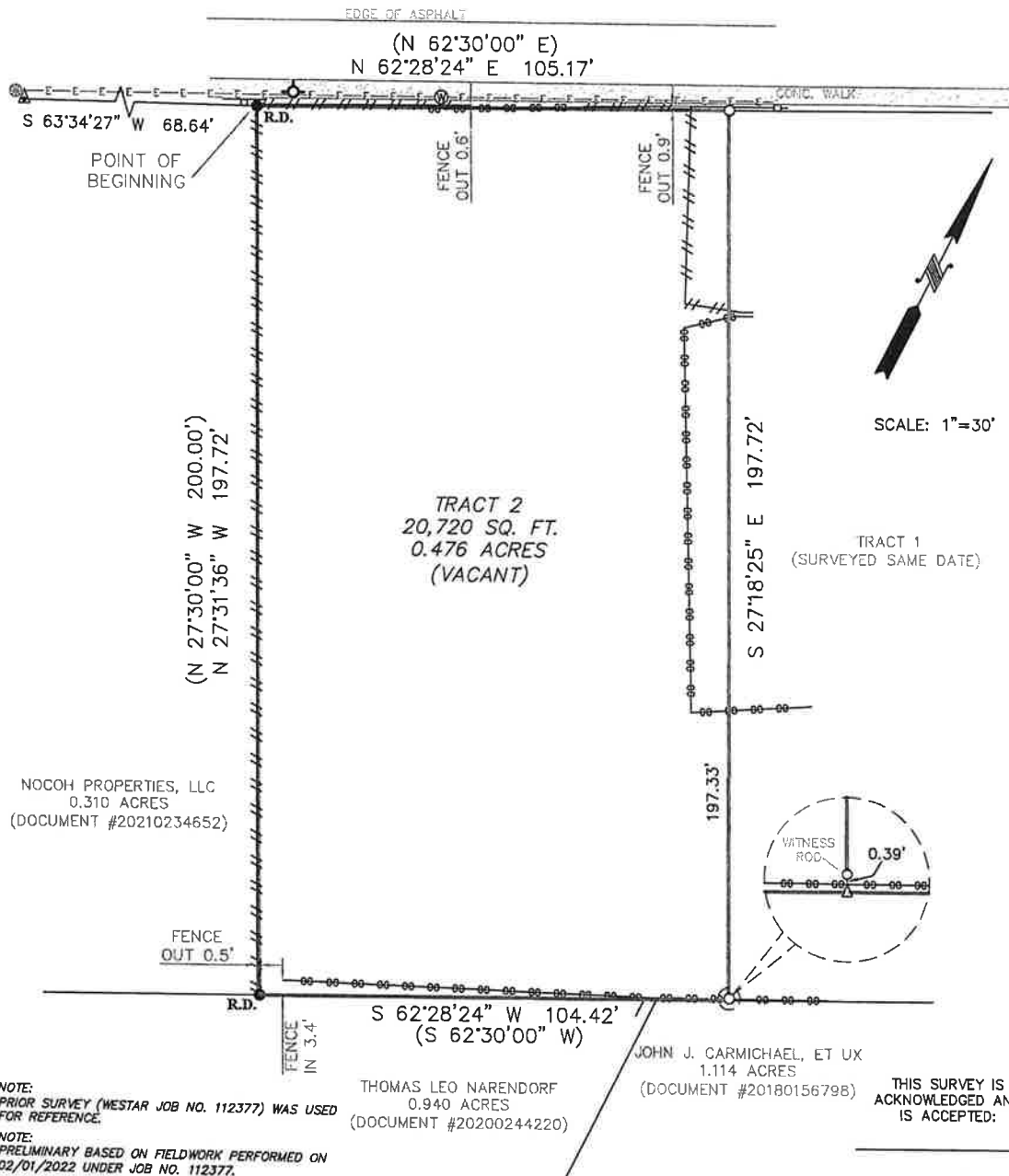
( Ord. No. O-2016-801, § 2, 12-8-2016)

§ 153.017 - "R-2" MULTI FAMILY DWELLING DISTRICT.

- (A) *Use* . Property in an "R-2" Multi-Family Dwelling District shall be used only for structures incorporating multiple dwelling units and incidental accessory uses.
- (B) *Area requirements*.
  - (1) Minimum lot area:
    - (a) The minimum lot area shall be 10,000 square feet for the first 3 dwellings units and each additional dwelling unit shall be a minimum of 3,630 square feet.
    - (b) No MF-2 Development shall exceed a density of more than 12 dwelling units per gross acre.
  - (2) Minimum lot frontage on a public street:
    - (a) Internal: 100 feet.
    - (b) Corner: 100 feet.
  - (3) Minimum lot depth: 100 feet.
  - (4) Minimum depth of front setback: 25 feet.
  - (5) Minimum depth of rear setback shall be 10 feet. There shall be no encroachment or overhangs into this required rear yard.
  - (6) Minimum width of side setback:
    - (a) Internal lot: 10 feet.
    - (b) Corner lot: 15 feet.
  - (7) Maximum building coverage as a percentage of lot area: 50%.
  - (8) Maximum accessory building coverage as a percentage of rear yard: 30%.
  - (9) Maximum height of structures: 45 feet or 3 stories, whichever is less.
  - (10) See §§ 153.050 through 153.060 for further clarification and exceptions and modifications.

(Ord. 2001-581, passed 8-16-01)

# OLD SEGUIN ROAD



FLOOD ZONE INTERPRETATION: IT IS THE RESPONSIBILITY OF ANY INTERESTED PERSONS TO VERIFY THE ACCURACY OF FEMA FLOOD ZONE DESIGNATION OF THIS PROPERTY WITH FEMA AND STATE AND LOCAL OFFICIALS, AND TO DETERMINE THE EFFECT THAT SUCH DESIGNATION MAY HAVE REGARDING THE INTENDED USE OF THE PROPERTY. The property made the subject of this survey appears to be included in a FEMA Flood Insurance Rate Map (FIRM), identified as Community No. 48029C, Panel No. 0407 H, which is Dated 09/29/2010. By scaling from that FIRM, it appears that all or a portion of the property may be in Flood Zone(s) X. Because this is a boundary survey, the survey did not take any actions to determine the Flood Zone status of the surveyed property other than to interpret the information set out on FEMA's FIRM, as described above. THIS SURVEYOR DOES NOT CERTIFY THE ACCURACY OF THIS INTERPRETATION OF THE FLOOD ZONES, which may not agree with the interpretations of FEMA or state or local officials, and which may not agree with the tract's actual conditions. More information concerning FEMA's Special Flood Hazard Areas and Zones may be found at <https://msc.fema.gov/portal>.



**Property Address:**  
5510 OLD SEGUIN ROAD

**Property Description:**  
Being 0.476 acres of land, more or less, out of the Jacob Chappell Survey No. 322.5, Abstract 883, Bexar County, Texas and out of that same property described in Warranty Deed with Vendor's Lien recorded in Volume 2396, Page 1652, Official Public Records, Bexar County, Texas; said 0.476 acres being more particularly described by metes and bounds attached hereto.

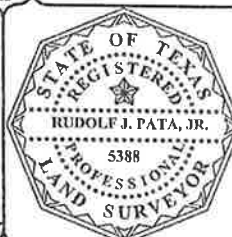
**Owner:**  
T.B.D.

FIRM REGISTRATION NO.  
10111700

**Westar Alamo**

LAND SURVEYORS, LLC.  
P.O. BOX 1645 BOERNE, TEXAS 78006  
PHONE (210) 372-9500 FAX (210) 372-9988

- LEGEND**
- SET 1/2" IRON ROD
  - FND 1" IRON ROD
  - CALCULATED POINT
  - FND 600
  - RECORD INFORMATION
  - RECORD DIGNITY MONUMENT
  - POWER POLE
  - WOOD FENCE
  - OVERHEAD ELECTRIC
  - WATER METER
  - CHAIN LINK FENCE
  - FIRE HYDRANT
  - SIGN
  - METAL FENCE



I, RUDOLF J. PATA, JR., Registered Professional Land Surveyor, State of Texas, do hereby certify that the above plot represents an actual survey made on the ground under my supervision, and there are no discrepancies, conflicts, shortages in area or boundary lines, or any encroachment or overlapping of improvements, to the best of my knowledge and belief, except as shown herein.

RUDOLF J. PATA, JR.  
Registered Professional Land Surveyor  
Texas Registration No. 5388

G.F. NO. N/A

JOB NO. 113809

TITLE COMPANY: N/A

DATE: 04/12/2022

## METES AND BOUNDS

### TRACT 2:

Being 0.476 acres of land, more or less, out of the Jacob Chappell Survey No. 322.5, Abstract 883, Bexar County, Texas and out of that same property described in Warranty Deed with Vendor's Lien recorded in Volume 2396, Page 1652, Official Public Records, Bexar County, Texas; said 0.476 acres being more particularly described by metes and bounds as follows:

**BEGINNING** at a 1-inch iron rod (monument of record dignity) found for the West corner of this 0.476 acres, same being the North corner of the Nocoh Properties, LLC 0.310 acres (Document No. 20210234652), and on the southeast Right-of-Way of Old Seguin Road, same also being the **POINT OF BEGINNING**;

**THENCE** along the southeast Right-of-Way of said Old Seguin Road, North 62 degrees 28 minutes 24 seconds East (called North 62 degrees 30 minutes 00 seconds East), a distance of 105.17 feet to a 1/2-inch iron rod capped "WALS" set for the North corner of this 0.476 acres, same being the West corner of Tract 1 (surveyed this same date);

**THENCE** along the line common to this 0.476 acres and said Tract 1, South 27 degrees 18 minutes 25 seconds East, at a distance of 197.33 feet pass a 1/2-inch iron rod capped "WALS" set for witness, and continuing for a total distance of 197.72 feet to a point for the East corner of this 0.476 acres, same being the South corner of said Tract 1 and on the northwest line of the John J. Carmichael, et ux, 1.114 acres (Document No. 20180156798);

**THENCE** along the line common to this 0.476 acres and said Carmichael 1.114 acres, South 62 degrees 28 minutes 24 seconds West (called South 62 degrees 30 minutes 00 seconds West), a distance of 104.42 feet to a 1-inch iron rod (monument of record dignity) found for the South corner of this 0.476 acres, same being on the northwest line of the Thomas Leo Narendorf 0.940 acres (Document No. 20200244220), and the East corner of said Nocoh Properties, LLC 0.310 acres;

**THENCE** along the line common to this 0.476 acres and said Nocoh Properties, LLC 0.310 acres, North 27 degrees 31 minutes 36 seconds West (called North 27 degrees 30 minutes 00 seconds West), a distance of 197.72 feet (called 200.00 feet) to the **POINT OF BEGINNING**, and containing 0.476 acres of land, more or less.

I hereby certify that these field notes were prepared from an actual survey made on the ground under my supervision and are true and correct to the best of my knowledge and belief. A survey plat of the above described tract prepared this day is hereby attached to and made a part hereof. Bearings Shown hereon are based on actual GPS Observations, Texas State Plane Coordinates, South Central Zone, Grid.

  
\_\_\_\_\_  
Rudolf J. Pata, Jr.  
Registered Professional Land Surveyor  
Texas Registration No. 5388  
April 12, 2022



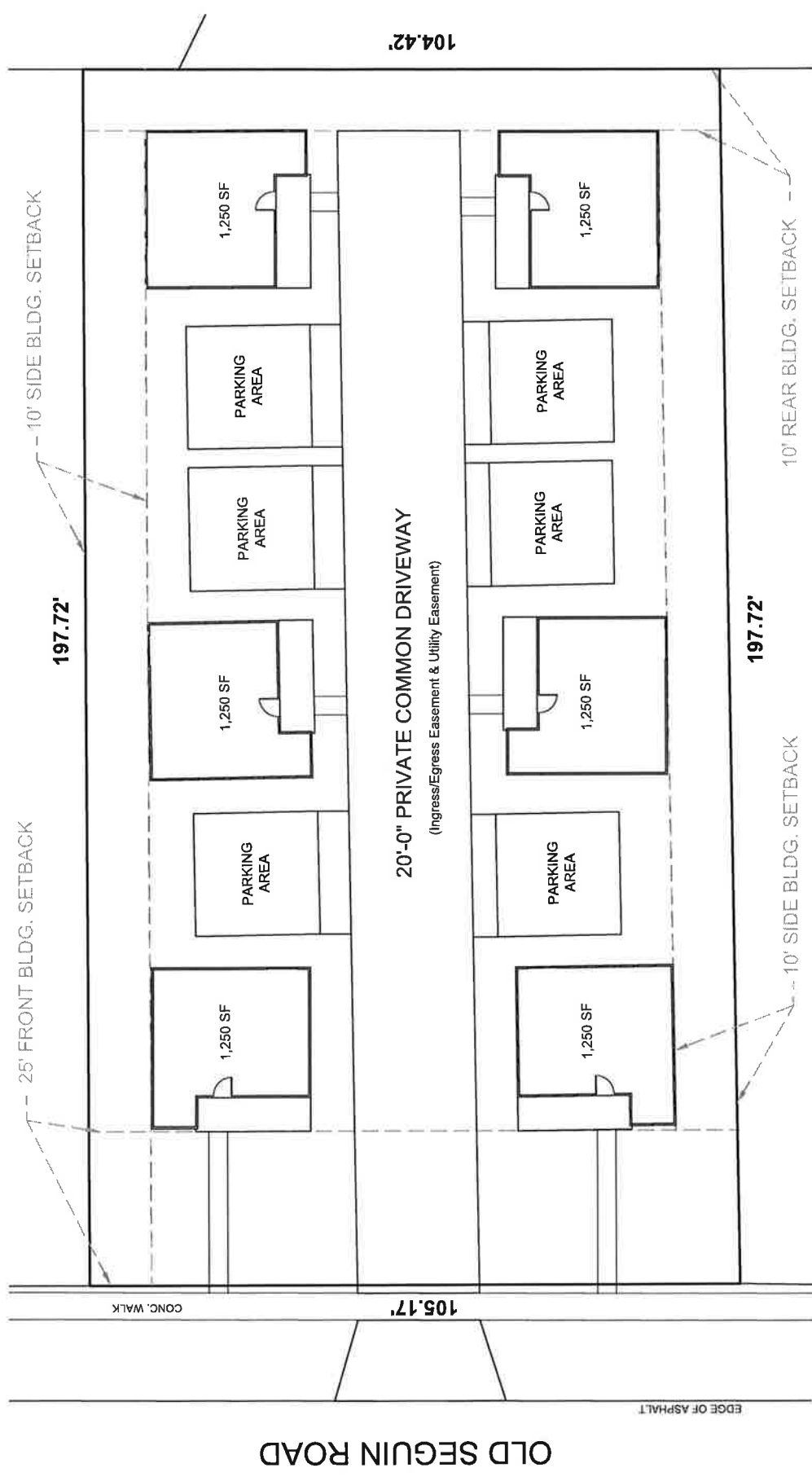
# Zoning Map



**5510 Old Seguin Rd**

**Street View**





Address: 5510 Old Seguin Road - Kirby, Texas  
Size: (0.47 Acres)  
Legal Description: CB 5191 P-19 ABS 883 (Portion)



5510 Old Seguin Road - Kirby, Texas Project Name	04-14-2022 Date	<div>S</div>	Sheet
Site Plan Sheet Name	$\frac{1}{16}" = 1'-0"$ Scale		

S

Sheet

5510 Old Seguin Rd

## Architecture & Landscape Inspiration



<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. b.**

**10.    Discussion And Possible Action**

Recognition Of Outgoing Council Members

City Manager Vernon will recognize outgoing Council Members.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. c.**

**10.    Discussion And Possible Action**

Presentation Of Certificates To Newly Elected Officials

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. d.**

**10.    Discussion And Possible Action**

Presentation Of Statement Of Officer And Administration Of Oath Of Office To  
Newly Elected Officials

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. e.**

**10. Discussion And Possible Action**

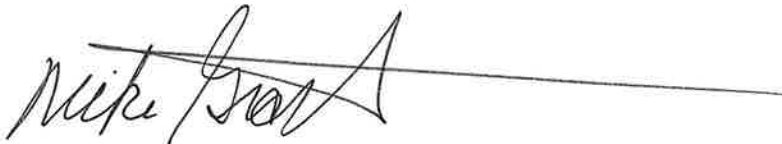
Discussion And Possible Action On Appointment Of A Person To Fill The Unexpired  
Council Term Created By Resignation Of Mike Grant

Mike Grant's resignation letter is included. He nominated Joe Medina to fill his vacancy.

May 12, 2022

Dear Mayor Aldrich,

I am submitting my resignation from the Kirby City Council effective immediately. I wish to nominate Mr. Joe Molina to fill my vacancy since he received the fourth highest number of votes in the recent Election.

A handwritten signature in black ink, appearing to read "Mike Grant", followed by a long horizontal line extending to the right.

Mike Grant



<u>  X  </u>	DISCUSSION AND POSSIBLE ACTION ITEMS
<u>      </u>	SPECIAL CONSIDERATION
<u>      </u>	CONSENT AGENDA
<u>      </u>	PUBLIC HEARING
<u>      </u>	PRESENTATION
<u>      </u>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. f.**

**10.    Discussion And Possible Action**

Presentation Of Statement Of Officer And Administration Of Oath Of Office To  
Newly Appointed Official

If Council appoints a new member under item 10. e., they will be able to take the Oath of Office.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. g.**

**10. Discussion And Possible Action**

Discussion And Possible Action To Establish An Onboarding Process And Schedule  
For Newly Elected Officials

Mayor Pro-Tem Grider requested this item.

<u>  X  </u>	DISCUSSION AND POSSIBLE ACTION ITEMS
<u>      </u>	SPECIAL CONSIDERATION
<u>      </u>	CONSENT AGENDA
<u>      </u>	PUBLIC HEARING
<u>      </u>	PRESENTATION
<u>      </u>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. h.**

**10.    Discussion And Possible Action**

Discussion And Possible Action To Accept Kari Roberts Resignation From The  
Crime Control And Prevention District Board

Ms. Roberts resignation letter is included. The Crime Control and Prevention District Board accepted it in April.

## Monique Vernon

---

**From:** Roxanne Cardona  
**Sent:** Thursday, March 24, 2022 11:07 AM  
**To:** Monique Vernon  
**Cc:** Tina Ynfante; Teresa Wagner  
**Subject:** FW: Resignation from KPDCCP board

**From:** Kari Roberts  
**Sent:** Thursday, March 24, 2022 8:12 AM  
**To:** Roxanne Cardona <[rcardona@cityofkirby.org](mailto:rcardona@cityofkirby.org)>  
**Subject:** Resignation from KPDCCP board

Good morning Chief,

Please accept this letter as my formal letter of resignation from the Kirby Crime Control board effective immediately.

I spoke with John last night so he is aware. It is very bittersweet to have to leave this fantastic and caring group, but my job/industry is finally getting back to some normalcy and I don't have any additional time to devote to the the board anymore. It would not be fair to try and juggle both as I already know my future work schedule is nuts in the month of April alone.

I told John that I'd be happy to continue to assist in any future events/projects that the city may have if I'm available. Don't hesitate to reach out. I greatly appreciate the opportunity I've had to be on this board and will always care about this city and all it's potential.

Kind regards,  
Kari

Kari Wiesner-Roberts

---

### Total Control Panel

[Login](#)

To: [rcardona@cityofkirby.org](mailto:rcardona@cityofkirby.org)  
From: [kwroberts@live.com](mailto:kwroberts@live.com)

Message Score: 10  
My Spam Blocking Level: Custom

[Block](#) this sender  
[Block](#) live.com

High (60): Pass  
Medium (75): Pass  
Low (90): Pass  
Custom (45): Pass

*This message was delivered because the content filter score did not exceed your filter level.*

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y**  
**C I T Y C O U N C I L M E E T I N G**  
**A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

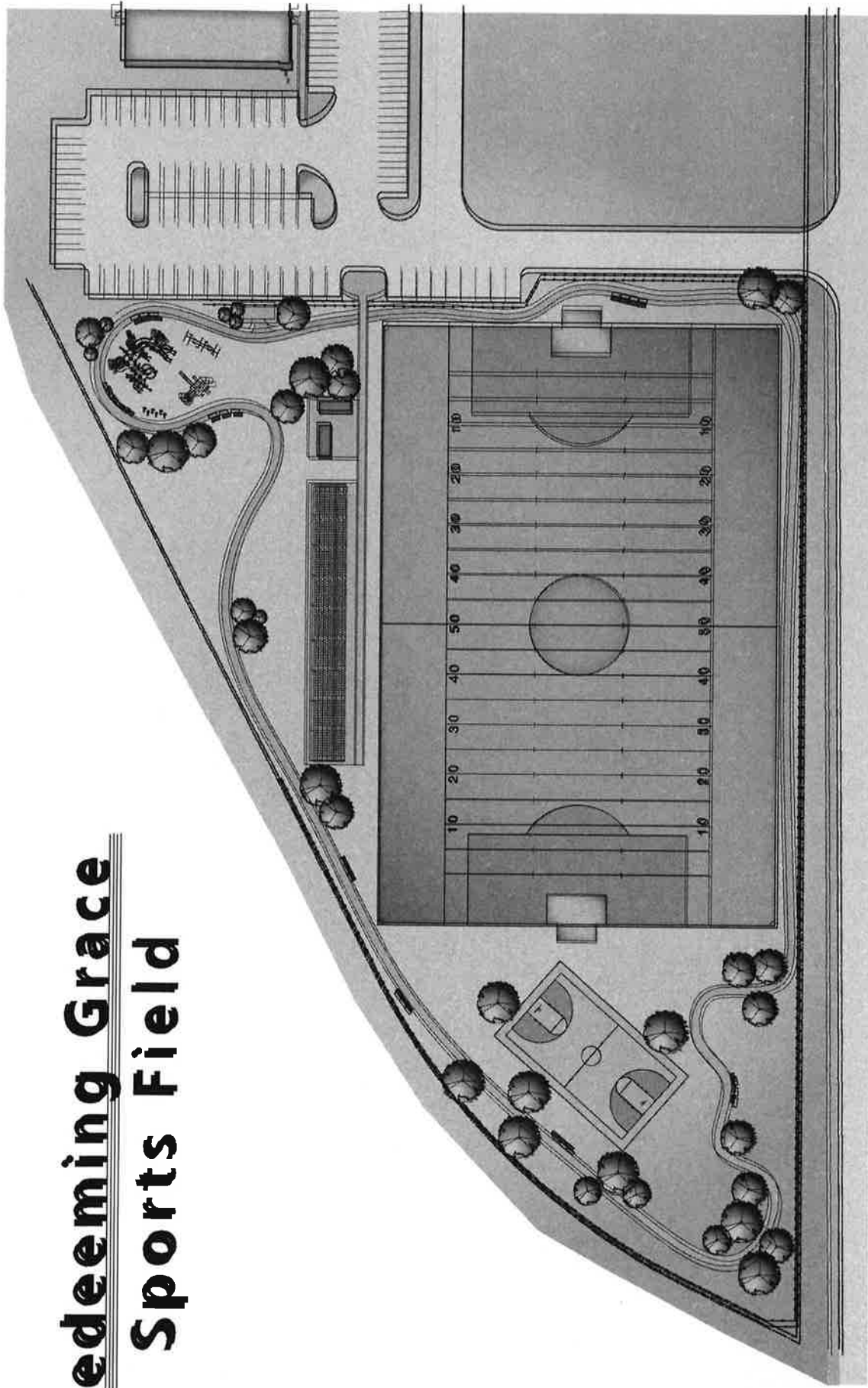
**AGENDA ITEM: 10. i.**

**10. Discussion And Possible Action**

Discussion And Possible Action On Submitting A Letter Of Support For The  
 Redeeming Grace Church Sports Field.

Mayor Pro-Tem Grider requested this item.

# Redeeming Grace Sports Field



**POWERS** *Quality*  
Architecture & Interiors  
1000 S. 10th St., Suite 100  
Tulsa, Oklahoma 74106  
Phone: (918) 438-1234  
Fax: (918) 438-1235  
www.powersarch.com

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y**  
**CITY COUNCIL MEETING**  
**A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. j.**

**10. Discussion And Possible Action**

Presentation, Discussion And Possible Action On Retail Development Services  
Proposal – Christopher Bontrager, Retail Strategies

Mr. Bontrager presented this to the Economic Development Committee a few months ago. The Committee requested this be presented to Council for consideration in the upcoming fiscal year Budget.



# retail strategies

## RETAIL DEVELOPMENT SERVICES

**Kirby, TX**

**11/16/2021**

Strictly Private and Confidential

Pricing Valid for 90 Days



retail strategies .com

info@retailstrategies.com  
(205) 314-0386

2200 Magnolia Ave, Suite 100  
Birmingham, AL



WHO WE ARE

retail strategies

# About Us

Retail Strategies, founded in 2011, is the national expert in recruiting businesses on behalf of communities. Retail Strategies exists to give communities across the United States an advantage in attracting businesses. Our mission is to provide the real estate expertise, tools, and human effort that position deserving towns as alluring locations for national businesses.

With confidence, we pursue this mission by delivering unparalleled customer service as a unified team with unmatched real estate expertise. Attracting new retail to a community is a complex, connection critical, and time-consuming endeavor. We give communities the option to outsource retail recruitment services to well-connected, experienced, and licensed retail real estate professionals. Our activities pay a return in sales taxes, added jobs, and businesses that enhance and add to the unique qualities of your community.

For our Client communities, we identify and aggressively execute a tailored strategy to attract new retailers, restaurants, and hotels. We attend more than ten International Council of Shopping Centers (ICSC) and multiple RetailLive! retail real estate trade shows across the Country to meet with industry professionals to showcase opportunities.

## Industry Leaders

- 150 years of retail real estate experience
- Direct connections to retailers & developers
- Hands-on approach

ICMA

ICSC

NLC

MAIN STREET AMERICA

IDA





# Our Process

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## discover

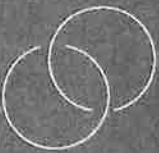


### **We are an investment for your community.**

We believe that every community is unique, so we take time to engage our Client's to understand your story of opportunity to leverage your attributes towards expanding businesses.

Our activities pay a return in sales tax, added jobs, and businesses that enhance and add to the unique qualities of your community.

## connect



### **We make sure your community's story is heard.**

As a conduit between communities and national retailers, we ensure that your stories of opportunity, culture, values and people are perfected to resonate with the right retail audiences.

Aggressively taking your communities story and information to expanding businesses, property owners, brokers, developers, and other industry players to create economic growth in your community.

## advance



### **We multiply and enhance your staff.**

We work as an extension of your staff, adding specific expertise, and amplifying your efforts and visibility many times over.

Being your partner and consistently providing feedback, answering questions, and solving complex problems to position your market for growth.

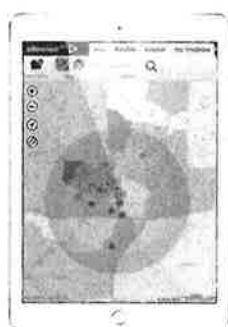


## OUR PROCESS

# Discover: Research



## discover



The cycle begins with market analysis. We take the deep dive in to data, advanced analytics, and proprietary tools developed in house to uncover and define the potential in your community.

After interviewing more than a dozen research firms, Retail Strategies chose STI Popstats (Synergos Technologies) as our primary data source. This data source consistently delivers the highest level of accuracy and allows our team to analyze and deliver over 3,365 individual variables (per geography) providing the deepest, most reliable, information possible to our Clients.

### Trade Area Identification

By utilizing mobile data collection, data and analytics, and real estate acumen, our team will identify shopping patterns within your community that will answer key questions for retailers.

### Business Recruitment Categories

After reviewing key demographic information, we will deliver a list of uses, businesses, and opportunities for your community. These potential businesses will elevate your downtown.

### Mobile Data Collection

An industry leading report which utilizes cell phone data to identify the home and work location of consumers that visit a defined shopping area within the community.

### Psychographic Analysis

Defines the type of consumers in your market by breaking down consumers demographic characteristics, consumer preferences, consumer expenditures, and cultural ideals.

### GAP Analysis

Examining the market supply and market demand within the trade area to uncover the categories of retail being desired by your community.

### Consumer Expenditures

Drilling down in to each retail segment to identify and understand what your consumers spending patterns are.



# Discover: Real Estate Analysis



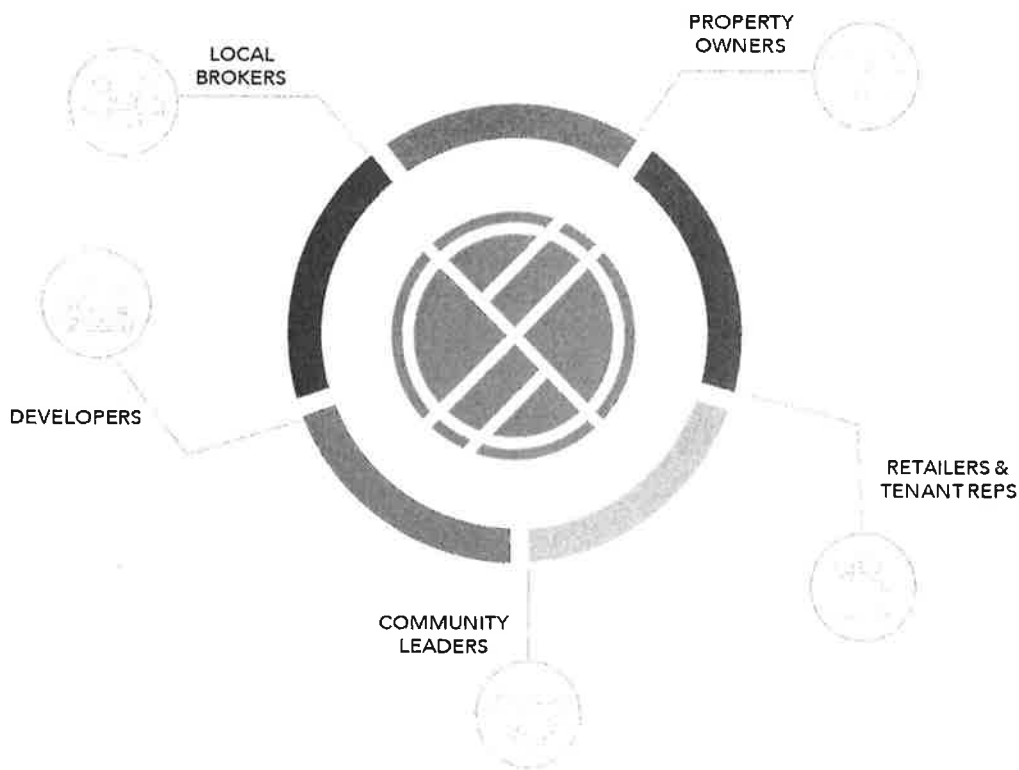
discover

Real Estate is the key to every business expansion. Our team features over 150+ years of retail real estate experience and we utilize our collective experience to provide the most thorough, and creative, assessment of your community.

To accomplish this we bring our team of retail real estate professionals to your community to uncover your strategic and underutilized real estate assets.

The inventory of properties our team believes is viable for new development, redevelopment highest and best use or vacancies that need to be filled are logged and recorded in our custom software program to be used by your team during the recruitment process.

The information we gather is immediately put to work through making outreach to the property owners, developers, and brokers who represent these properties to learn their goals for the property and how Retail Strategies can assist them on behalf of the community leaders.





retail strategies

## OUR PROCESS

# Connect: Retail Recruitment and National Representation



connect

## Connect: Retail Recruitment

This is where the rubber meets the road. This is where we take the information we have collected for your community, package it in the appropriate format, and begin showcasing opportunities in your community. The Benefit of partnering with Retail Strategies is that we do not just hand you fancy gadgets and a CRM tool to conduct recruitment, our Florida management team will conduct every piece of outreach to the appropriate contact on your behalf.



RECON

RETAIL LIVE!

## Recruitment

Your team will be reaching out to property owners, brokers, developers, retailers, restaurants, and all other industry players to connect the dots to your market. We utilize the resources we have gathered and will continue to seek additional information throughout our partnership to further define the opportunities in your market.

## Representation

Each year our team attends more than a dozen retail real estate conferences. At the conferences we will set up and have meetings with targeted retailers, restaurants, brokers, and developers on your behalf. Following the conference you will receive an update on who we met with, what was said, and what our next steps are. During the time of COVID-19 the shows have moved to virtual only however our attendance and participation has not wavered.





# Advance: Reporting & Collaboration



advance

Reporting and Communicating is the key to any partnership. We dedicate multiple points of contact to you so that we ensure 1) effective outreach and 2) that your questions, feedback, and other information can be answered, collected, and utilized.

## Reporting

Through our partnership we will establish regular communication with you. We report to you regularly with updates from our recruitment efforts, industry news, and other information that will allow you to become more of an expert on your market and the industry.

Your team will be reaching out to property owners, brokers, developers, retailers, restaurants, and other industry players on your behalf. These conversations will be summarized and provided to you to keep you in the know on our efforts.

In addition, through our experience we know we can learn as much from a "no" as we can from the "yes". We provide you information on why it is a yes and why it was a no so that your community can better understand how prospective businesses and industry leaders view your community.

## Basecamp

Retail Strategies utilizes Basecamp, a project management and collaboration web platform, to record and store conversations and information shared with our Clients. This platform is username and password protected and keeps our partnership organized.

We understand that your team will adjust and grow overtime and Basecamp allows new members of your team the ability to get up to speed quickly with our efforts.

## Research 24/7

Through our partnership your community has 24/7 access to the best data and analytical tools available. Whether it is a request directly from our Client, or from a local property owner, we are here to provide valuable data and insights to ensure the maximum opportunity for growth to occur.



metrics & progress



**Basecamp**



research subscription



## WHAT WE PROVIDE

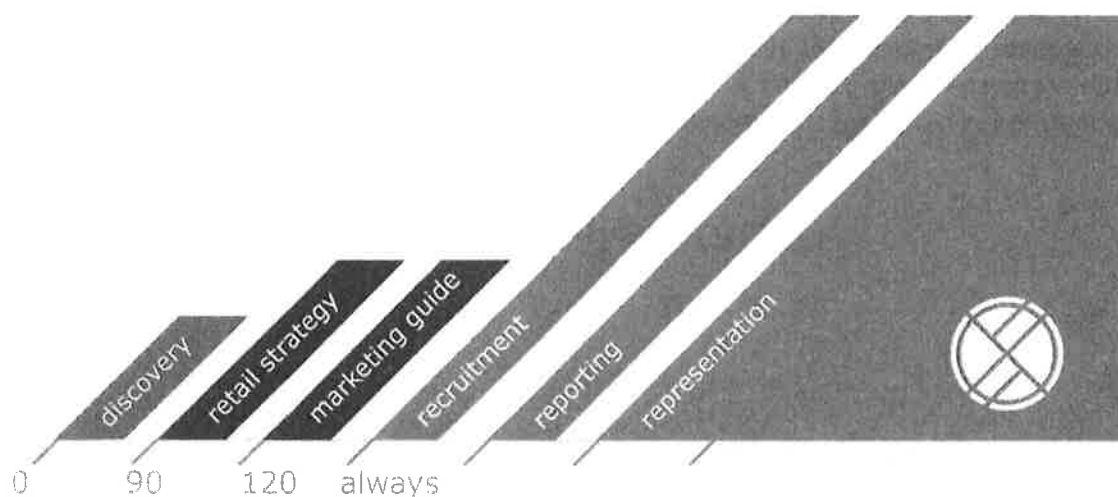
# Scope of Services

DATA & ANALYTICS | REAL ESTATE ANALYSIS | COMMUNITY INPUT | RETAIL STRATEGY

- Retail Real Estate Analysis performed by Licensed Retail Real Estate Professionals
- Identify and Evaluate priority commercial properties for development, re-development and higher and best use opportunities
- Identification of priority business categories for recruitment and/or local expansion
- Target List of Retailers and Restaurants (minimum of 30)
- Customized Marketing Guide (four pages)
- Identify market retail trade area using political boundaries, drive times and radii and custom boundary geographies
- Perform market and retail GAP analysis for trade area (i.e. leakage and surplus)
- Analyze community's growth potential through the peer analysis and GAP analysis
- Analysis of future retail space requirements in relation to the peer markets and retail opportunities
- Conduct retail peer market analysis
- Identify and evaluate competing shopping areas
- Tapestry lifestyles – psychographic profile of trade area / market segmentation analysis
- Consumer Spending Pattern Reports
- Market Outlook Reports
- Aerial imagery of trade area(s)
- Provide updates on retail industry trends
- Custom on-demand demographic research – historical, current, and projected demographics – to include market trade areas by radius/drive time, and custom trade area

RECRUITMENT | REPRESENTATION | OUTREACH | CONNECTIVITY

- Pro-active retail recruitment for targeted zones
- Will contact a minimum of 30 overall retailers, restaurants, brokers and/or developers each year
- Updates on new activity will be provided to Client's designated primary point of contact via Basecamp, telephone, or email on a regular basis
- ICSC and Retail Live conference representation- updates provided according to the yearly conference schedule
- Active outreach to local brokers and landowners





# Investment

---

**Retail Strategies** offers two investment options for our Recruitment service:

## Annual Agreement

An annual contract with pricing defined for three years of service. This partnership includes an annual opt-out with no penalty.

## Three-Year Agreement

A three-year contract that allows Retail Strategies to offer a discount to our service. The lead time on a real estate transaction is typically 18-36 months. We plant a lot of seeds in year one that come to fruition in years two and three. To fully realize the benefits of the investment, three years is suggested to an option.

	Annual Agreement	Three Year Agreement
<b>Total Contract Value</b>	<b>\$125,000</b>	<b>\$120,000</b>
Year 1	\$45,000	\$40,000
Year 2	\$40,000	\$40,000
Year 3	\$40,000	\$40,000

Project fees are due within 30 days of receipt of the invoice.

One trip to the Client is included in pricing. Any additional travel will be approved by the Client (not to exceed \$1,000 per trip).

Should the Client request a special assignment, additional work, and/or additional travel needs not specifically referenced in the contract, we will prepare written authorization to be signed by the Client in advance of commencing any additional work.

## PROFESSIONAL SERVICES AGREEMENT TO PROVIDE CONSULTING SERVICES

This Professional Services Agreement to Provide Consulting Services (this "Agreement") sets forth the mutual understanding of (the "Client") Kirby, TX and Retail Strategies, LLC, an Alabama limited liability company (the "Consultant") on this \_\_\_\_\_ day of \_\_\_\_\_ 2022 (the "Execution Date"), for the provision of professional consulting services as more fully set forth below.

### R E C I T A L S:

The Consultant possesses a high degree of professional skill and experience and is a unique provider of professional consulting services in retail recruitment.

The Client desires to hire the Consultant to provide professional consulting services because of its professional skill and experience.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual covenants and agreements set forth in this Agreement, the Client, and the Consultant, intending to be legally bound, do hereby agree as follows:

**1. CONSULTING SERVICES.** The Consultant agrees to provide the following professional consulting services to the Client (the "Services");

- A. Research.** The Consultant will identify the Client's retail trade area using a blend of demographics, political boundaries, drive times and/or custom boundaries. The Consultant will perform market and retail analysis based on current industry standards at the time such reports are run. The Consultant will map retail locations and analyze opportunities given local and macro retail trends.
- B. In-Market Real Estate Analysis.** The Consultant will analyze existing shopping centers and retail corridors and actively reach out to local brokers and real estate owners. The Consultant will identify, evaluate, and catalogue priority commercial properties for development or redevelopment based on their highest-and-best-use. The Consultant will identify priority business categories to expand locally and to recruit to the area.
- C. Retail Recruitment.** The Consultant will proactively recruit businesses for targeted zones through the contact of a minimum of 30 retailers, restaurants, brokers or developers. The Consultant will regularly update the Client Representative on retail recruitment efforts via email, telephone and the Consultant's client web portal known as "Basecamp." One market visit per calendar year is included in this agreement, additional travel outside of this agreement and requested by the Client shall be approved and paid for by the Client. The Consultant will represent the Client at International Council of Shopping Center conferences and provide updates according to the yearly conference schedule.
- D. Updates.** The Consultant will provide the Client Representative with updates within three business days of receipt of a request from the Client Representative (as defined in Section 4 below).

2. **TERM.** The Consultant's engagement and provision of Services will commence upon the Execution Date as set forth above. The Consultant's engagement and this Agreement will terminate automatically on the third anniversary of the Execution Date (the "Term") unless earlier terminated as provided in Section 6 below. At the end of the Term, the Client, acting by and through the Client Representative, may extend the Term at its option for successive one-year periods on such terms and conditions as the Client Representative, acting for and on behalf of the Client, and the Consultant may agree upon in writing.

3. **CONSULTING FEE.**

A. **Consulting Fee.** In consideration for providing the Services, the Client agrees to pay the Consultant a consulting fee (the "Consulting Fee") in an amount equal to \$120,000.00. The Consulting Fee will be paid in installments of immediately available funds as follows:

Contract Period	Payment Date	Payment Amount
Year One	Upon execution of this agreement	\$40,000
Year Two	On or before the 1st anniversary of the Execution Date	\$40,000
Year Three	On or before the 2 <sup>nd</sup> anniversary of the Execution Date	\$40,000

B. **Payment Default.** If the Client fails to pay any portion of the Consulting Fee on the requisite payment date, the Consultant will immediately cease all Services, including but not limited to: (1) negotiation of incentive agreements; (2) all recruiting and marketing efforts; (3) representation of the Client at trade shows; (4) booking meetings for the Client with prospective retailers; and (5) including the Client in marketing materials.

4. **CLIENT INFORMATION AND ACCESS.**

A. To the extent permitted by law, the Client will provide the Consultant with access to relevant personnel, facilities, records, reports, and other information (including any information specified in the Consultant's proposal to the Client) accessible by the Client that the Consultant may reasonably request from time-to-time during the Term. The Client acknowledges and agrees that the Consultant's scheduled delivery of the Services is dependent upon the timely access to such personnel, facilities, records, reports, and other requested information.

B. To facilitate such access and Consultant's delivery of the Services, the Client designates the City Manager (the "Client Representative"), currently Monique Vernon. The Client Representative will serve as the primary liaison between the Consultant and the Client. The Client Representative will have responsibility for regular communications between the Client and the Consultant, including providing updates in a timely manner through Basecamp. The Client Representative's communications to the Consultant will include information regarding retail growth and development, such as actual and prospective business openings and closings, changes in economic drivers (e.g., significant increases or

decreases in workforce of major employers, school enrollments, housing, or healthcare services) and changes in the ownership of targeted real estate (e.g., transfers of real estate or changes in the finances of ownership). The Client Representative will also be responsible for disseminating updates relative to consultants' activities related to scope of work to members of local stakeholder groups of the Client (e.g., City Council, Economic Development Boards, and Chamber of Commerce etc.).

- C. The Client hereby authorizes the Client Representative (i) to act on behalf of the Client in the day-to-day administration and operation of this Agreement and the arrangements it contemplates and (ii) to execute and deliver on behalf of the Client, such notices, approvals, consents, instruments, amendments, or other documents as may be necessary or desirable to facilitate or assist the Consultant with the provision of the Services.

5. **INTELLECTUAL PROPERTY.** As part of the Services, the Consultant will prepare periodic and final reports including demographic and other research reports that will become the property of the Client upon delivery from the Consultant. Any other reports, memoranda, electronic mail, facsimile transmissions, or other written documents prepared or used by the Consultants in connection with the Services will remain the property of the Consultant. With the Consultant's prior permission, the Client may use other information provided by the Consultant, such as specifics related to retailers, developers, site information or other "confidential information" for internal purposes while taking reasonable steps to so limit the use of such materials and maintain its confidentiality.

6. **TERMINATION.**

- A. **By the Client At-Will.** The Client may terminate this Agreement at any time for any or no reason upon delivery of 30 days' prior written notice to the Consultant. Any portion of the Consulting Fee paid prior to such termination of this Agreement is earned when paid and nonrefundable.
- B. **By the Client Upon the Consultant's Default.** The Client may notify the Consultant within 90 days of the day that the Client knows or should have known that the Consultant breached this Agreement. The Consultant will have 30 days following receipt of such notice to cure any alleged breach. If the Consultant fails to cure any alleged breach within that 30-day period, then the Client may terminate this Agreement. Within 30 days of such termination of this Agreement, the Consultant will refund a pro rata portion of the installment of the Consulting Fee previously paid for the contract period during which such termination occurs based upon the number of days remaining in such contract period.
- C. **By the Consultant At-Will.** The Consultant may terminate this Agreement at any time for any or no reason upon delivery of 30 days' prior written notice to the Client. Within 30 days of such termination of this Agreement, the Consultant will refund a pro rata portion of the installment of the Consulting Fee previously paid for the period during which such termination occurs based upon the number of days remaining in such period.
- D. **By the Consultant Upon the Client's Default.** The Consultant may notify the Client within 90 days of the day that the Consultant knows or should have known that the Client breached this Agreement. The Client will have 30 days following receipt of such notice to cure any alleged breach. If the Client fails to cure any alleged breach within that 30-day

period, then the Consultant may terminate this Agreement. Any portion of the Consulting Fee paid prior to such termination of this Agreement is earned when paid and nonrefundable.

7. **NOTICES.** Any notice or communication in connection with this Agreement will be in writing and either delivered personally, sent by certified or registered mail, postage prepaid, delivered by a recognized overnight courier service, or transmitted via facsimile or other electronic transmission, addressed as follows:

Client: City of Kirby, TX  
112 Bauman  
Kirby, TX 78219  
Email: MVeron@cityofkirby.org  
Attention: Monique Vernon, City Manager

Consultant: Retail Strategies, LLC  
2200 Magnolia Ave. South, Suite 100  
Birmingham, AL 35205  
Email: sleara@retailstrategies.com  
Fax: (205) 313-3677  
Attention: Stephen P. Leara, Esq – EVP | General Counsel

or to such other address as may be furnished in writing by either party in the preceding manner. Notice shall be deemed to have been properly given for all purposes: (i) if sent by a nationally recognized overnight carrier for next business day delivery, on the first business day following deposit of such notice with such carrier, (ii) if personally delivered, on the actual date of delivery, (iii) if sent by certified U.S. Mail, return receipt requested postage prepaid, on the third business day following the date of mailing, or (iv) if sent by facsimile or email of a PDF document (with confirmation of transmission), then on the actual date of delivery if sent prior to 5 p.m. Central Time, and on the next business day if sent after such time.

8. **INDEPENDENT CONTRACTOR.** The Consultant, in its capacity as a professional consultant to the Client, is and will be at all times an independent contractor. The Consultant does not have the express, implied, or apparent authority either (A) to act as the Client's agent or legal representative or (B) to legally bind the Client, its officers, agents, or employees.

9. **STANDARD TERMS.**

- A. **Affiliated Services:** The Client acknowledges that certain affiliates of the Consultant provide real estate brokerage and management services for which they are paid brokerage, development, leasing, management, and similar fees. In connection with the Services and with the prior written permission of the Client, such affiliates may be engaged to provide such services in consideration for the payment of such fees.
- B. **Applicable Laws:** The Consultant will abide by all laws, rules and regulations applicable to the provision of the Services.

- C. **Insurance:** The Consultant will carry all employee insurance necessary to comply with applicable state and federal laws.
- D. **Third Party Beneficiaries:** This Agreement is for the sole benefit of the parties to this Agreement and their permitted successors and assigns. Nothing in this Agreement, whether express or implied, is intended to or will confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.
- E. **Publicity:** The Client agrees that the Consultant may, from time-to-time, use the Client's name, logo, and other identifying information on the Consultant's website and in marketing and sales materials.
- F. **Entire Agreement:** This Agreement, together with any exhibits or amendments hereto, constitutes the entire agreement of the parties, as a complete and final integration thereof with respect to its subject matter. Any prior written or oral understandings and agreements between the parties are merged into this Agreement, which alone fully and completely expresses their understanding. No representation, warranty, or covenant made by any party which is not contained in this Agreement or expressly referred to herein has been relied on by any party in entering into this Agreement.
- G. **Further Assurances:** Each party hereby agrees to perform any further acts and to execute and deliver any documents which may be reasonably necessary to carry out the provisions of this Agreement.
- H. **Force Majeure:** Neither party to this Agreement will hold the other party responsible for damages or delay in performance caused by acts of God, strikes, lockouts or other circumstances beyond the reasonable control of the other or the other party's employees, agents, or contractors.
- I. **Limitation on Liability; Sole Remedy:** Each party's liability to the other party arising out of or related to this Agreement or the Services will not exceed the amount of the Consulting Fee. The Client's sole remedy in the event of any alleged breach of this Agreement by the Consultant will be the notice, cure and refund provisions of Section 6(B) of this Agreement.
- J. **Amendment in Writing:** This Agreement may not be amended, modified, altered, changed, terminated, or waived in any respect whatsoever, except by a further agreement in writing, properly executed by a duly authorized officer of the Consultant and the Client Representative, acting for and on behalf of the Client.
- K. **Binding Effect:** This Agreement will bind the parties and their respective successors and assigns. If any provision in this Agreement will be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired thereby.
- L. **Captions:** The captions of this Agreement are for convenience and reference only, are not a part of this Agreement and in no way define, describe, extend, or limit the scope or intent of this Agreement.

- M. **Construction:** This Agreement will be construed in its entirety according to its plain meaning and will not be construed against the party who provided or drafted it.
- N. **Prohibition on Assignment:** No party to this Agreement may assign its interests or obligations hereunder without the written consent of the other party obtained in advance of any such assignment. No such assignment will in any manner whatsoever relieve any party from its obligations and duties hereunder and such assigning party will in all respects remain liable hereunder irrespective of such assignment.
- O. **Waiver:** Non-enforcement of any provision of this Agreement by either party will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remaining terms and conditions of this Agreement.
- P. **Survival:** Section 5 and Section 9(H) will survive termination of this Agreement.
- Q. **Counterparts; Electronic Transmission:** This Agreement may be executed in counterparts, each of which will be deemed to be an original, and such counterparts will, together, constitute and be one and the same instrument. A signed copy of this Agreement delivered by telecopy, electronic transmission or other similar means will be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the Client and the Consultant have caused this Agreement to be executed by their duly authorized officers to be effective as of the Effective Date.

**CLIENT:**

CITY OF KIRBY, TX

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

**CONSULTANT:**

RETAIL STRATEGIES, LLC

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

## **EXHIBIT A**

### **I. CONSULTANT AGREEMENT**

*This section outlines what Retail Strategies (the "consultant") will provide to Kirby, TX (the "client").*

#### **A. Research**

1. Identify market retail trade area using political boundaries, drive times and radii and custom boundary geographies
2. Perform market and retail GAP analysis for trade area (i.e., leakage and surplus)
3. Conduct retail peer market analysis
4. Competition analysis of identified target zones trade area(s)
5. Tapestry lifestyles – psychographic profile of trade area / market segmentation analysis
6. Customized retail market guide including aerial map with existing national retailer brands and traffic counts
7. Retail competitor mapping/analysis
8. Analysis of future retail space requirements in relation to the retail market analysis, the market's growth potential and trends in the retail industry
9. Identification of at minimum 30 retail prospects to be targeted for recruitment over three-year engagement
10. Updates provided on retail industry trends
11. Custom on-demand demographic research – historical, current, and projected demographics – to include market trade areas by radius/drive time, and custom trade area

#### **B. Boots on the Ground Analysis**

1. Identify/Evaluate/Catalog priority commercial properties for development, re-development, and higher and best use opportunities
2. Identification of priority business categories for recruitment and/or local expansion
3. Perform competitive analysis of existing shopping centers and retail corridors
4. Active outreach to local brokers and landowners

#### **C. Retail Recruitment**

1. Pro-active retail recruitment for targeted zones
2. Will contact a minimum of 30 retailers, restaurants, brokers and/or developers
3. Updates on new activity will be provided to Client's designated primary point of contact (Sec. II-A) via Basecamp, telephone, or email on a monthly and/or as needed basis
4. One market visit per calendar year included in agreement, any travel outside of the agreement shall be approved and paid for by the contracting entity
5. ICSC conference representation- updates provided according to the yearly conference schedule

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. k .**

**10. Discussion And Possible Action**

Presentation, Discussion And Possible Action On Asphalt Zipper Machine

Council Members Martin and Street requested this item. They have invited representatives from Asphalt Zipper and the City of Seguin Public Works Department to share information.

## Monique Vernon

---

**From:** noreply@salesforce.com on behalf of Dave Fokken <davef@asphaltzipper.com>  
**Sent:** Monday, May 16, 2022 11:03 AM  
**To:** Susan Street; Monique Vernon  
**Subject:** Asphalt Zipper updated Quote  
**Attachments:** 420X Wheel Assist (2-page).pdf; City of Kirby TX AZ420X-173H WA 5.16.22.pdf; City of Kirby tx(5-16-22)zipper.docx

Hello Susan,

It was good talking with your last week.

Attached is a quote for the AZ420X 173H Wheel Assist unit that will work great with your backhoe. This is the same unit that we have been talking to you about getting the whole time.

Right now we are about 4-5 months out on delivery. As soon as your purchase is approved and you can get me a purchase order, I will lock in your delivery date immediately.

5-Year Annual Payment Option: I also attached a 5-year annual payment bank quote from Welch State Bank. You do not have to use this bank. If I was you, I would take this quote to your local bank and see if they can match the terms but at a lower interest rate. Again, this is for the option that breaks the cost into 5 annual payments with your first payment not due until 1 year after delivery.

Thank you and please don't hesitate to contact me if you need anything.

Dave

cc: Monique Vernon



**Dave Fokken**

Regional Manager - Over 22 years Road / FDR / Underground Utility Experience

Toll-Free: 888-947-7378 ext. 220

Direct: (801) 847-3220

Mobile: (951) 501-9328

Email: [davef@asphaltzipper.com](mailto:davef@asphaltzipper.com)

Asphalt Zipper® . . World Leader in Portable Reclamation & Stabilization Equipment

[www.asphaltzipper.com/](http://www.asphaltzipper.com/) | [Open Municipal Brochure](#)



# Asphalt Zipper

# 420X

WITH ACCU-TRAK™ WHEEL ASSIST



Shown with optional 150-gallon  
Wheel Assist Mount water supply system

## 3½' Cutting Width Reclaimer/Stabilizer and Utility Trencher with PATENTED ZipTec™ Enhanced Pulverizing System and Accu-Trak™ Wheel Assist

BACKHOE MOUNT

SMALLER LOADER MOUNT



Packed with technology, yet surprisingly simple to operate, the 420X WA harnesses the power and productivity of much larger, self-propelled reclaimers into a very powerful, versatile, and affordable loader attachment. Powered by either a Cummins intercooled turbo-diesel **Tier 4 Final** engine or the latest Cummins intercooled turbo-diesel **Tier 4 (Gen 2) Performance** engine, the 420X WA will pulverize up to 10-inch-thick asphalt in a single pass. The innovative upgrades and improvements throughout this new-generation Asphalt Zipper dramatically improve production in thicker asphalt, reliability and longevity of the machine, and ease of use. Full road repairs, street patches, base stabilization, and opening utility trenches in asphalt are just a few of its many uses.



**Custom tandem-axle trailer** (optional) with quick-load guiding system, low center of gravity, convenient working deck and built-in custom toolbox, enables the 420X WA to be hauled behind a 1-ton pickup truck.

## Specifications

NEW FOR  
2021

Model	420X-120E WA	420X-173H WA
Engine	 Cummins <b>120 hp</b> Turbo-Diesel <b>Tier 4 Final</b>	 Cummins <b>173 hp</b> <b>HOT-ROD</b> Turbo-Diesel <b>Tier 4 (Gen 2) Performance</b>
Torque	360 ft·lb 488 N·m	457 ft·lb 620 N·m
Weight	7050 lbs 3198 kg	7100 lbs 3221 kg
Cutting Width	42 in (30" available) 1067 mm (762 mm available)	
Cutting Depth	0 to 10 in 0 to 254 mm	

## Standard Features

Cutter Head	420X/300X
Cutting Bits	Double-carbide, bullet-head
Containment System	ZipTec™ Enhanced Pulverizing System
Planetary	Fairfield Magnum-duty
Depth Control	Hydraulic (infinitely adjustable)
Rear Baffle	5-position, adjustable
Bit Hatch	EZ-Lift™ manually opening
Mounting System	Versa-Mount™ hydraulic, bottom-clamping Universal Coupler
Controls and Monitoring	<ul style="list-style-type: none"> <li>Control Panel (on machine)</li> <li>Control Box (for host vehicle)</li> <li>Wireless Remote (for groundsman)</li> </ul>
Transport	Tows behind 1-ton pickup on tandem-axle trailer.
Additional Features	<ul style="list-style-type: none"> <li>Built-in spray system</li> <li>Hydraulic belt tensioning</li> <li>Planetary cooling jacket</li> <li>Push fan under-hood cooling</li> </ul>

## Available Options

### Side Shift and Tilt

#### Optional Mounting Systems:

- Quick Coupler
- Versa-Mount™ Quick Coupler

#### Water Supply Systems:

- Wheel Assist Mount (150-gallon)

#### Custom Trailer

Asphalt Zipper reserves the right to change specifications at any time. U.S. Patent nos. 7036252, 7066555, 7144087, 8177456, 10086867. Other U.S. and international patents pending.

# Asphalt Zipper

World Leader in Portable Reclaimers/Stabilizers and Utility Trenchers



**Toll-free: 888-ZIPPER-8 (947-7378)**

310 West 700 South, Pleasant Grove, UT 84062

Main: 801-847-3200 • Fax: 801-847-3250

[www.asphaltzipper.com](http://www.asphaltzipper.com)

June 2021



## Proposal

#

### The Most Economical Way to Repair Roads Long Term

831 East 340 South, American Fork, Utah 84003 tel: (801) 847-3200 fax: (801) 847-3250

Today's Date: **5/16/2022**

City of Kirby  
112 Bauman St.  
Kirby Tx 78219

Expires: **8/14/2022**

Proposal good for 90 Days

Factory Rep: Dave Fokken

Field Rep: Barry Dill

Machine Description	Qty	Price	Total +
<b>2022 420X-173H Reclaimer / Stabilizer (42-inch / 1066 mm) "Hot Rod"</b> <ul style="list-style-type: none"> <li>Cummins® 173 HP Intercooled Turbo Diesel Engine - Tier 4 Final (Performance Seri</li> <li>Magnum Duty Fairfield® Planetary Gear Box</li> <li>Pulverize up to 10-inch (250 mm) thick asphalt</li> <li>EZ-Lift™ Top-Hatch and On-board Active Hydraulic Depth Control</li> <li>Spray System with Interchangeable Nozzles</li> <li>ZipTec™ Enhanced Pulverizing System (PATENTED) - Integrated</li> <li>Wireless Remote Control, Extra Bits, Blocks &amp; Service Tools</li> <li>Includes Operation Manuals and Training at Your Location</li> </ul>	1	\$ 205,300.00	\$ <b>205,300.00</b>
			HGAC Pricing
<ul style="list-style-type: none"> <li>• 420 X 42-inch (1 m) Cutter Head . . . . . <b>INSTALLED</b></li> <li>• VersaMount™ Universal Bucket Mount w/Active Hydraulic Clamps</li> <li>• Accu-Trak™ Wheel Assist with Power Steering</li> <li>• Wheel Assist Custom Trailer (US) . . . . . 2- 5/16" Ball Hitch</li> <li>• WA150 Gallon (Wheel Assist Mount) Water Supply System</li> <li>• 2-YEAR WARRANTY (Includes upgraded 1-Year extension) - Unlimited Hours</li> </ul>		Included Included Included Included Included	
		\$ 4,495.00	\$ <b>4,495.00</b>
Options	Qty		
• Starter Kit with extra full set of bits, planetary fluid and a grease gun	1	\$ 1,705.00	\$ <b>1,705.00</b>
		Subtotal:	\$ <b>211,500.00</b>
2022 Special Municipal Road Rescue (Infrastructure) Machine Discount		\$ (4,210.00)	\$ <b>(4,210.00)</b>
2022 Special Municipal Road Rescue (Infrastructure) 2X Warranty & FREE Starter Package Credit		\$ (6,200.00)	\$ <b>(6,200.00)</b>
		Total Credits:	\$ <b>(10,410.00)</b>
Proposal notes		Freight:	\$ -
		Subtotal:	\$ <b>201,090.00</b>
		Plus Applicable Sales Tax:	TBD
		<b>TOTAL:</b>	\$ <b>201,090.00</b>

\*Order Deposit:

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature indicates acceptance of this Proposal/Invoice based on satisfactory performance of the Asphalt Zipper Machine

Terms and Conditions: This proposal is a preliminary estimate; all prices are in US Dollars. Final sales price subject to approval by Asphalt Zipper accounting. Price does NOT include sales tax or GST(Canada); applicable sales tax or GST will be added to final invoice. Machine availability and specifications are subject to change at anytime by Asphalt Zipper. \*A Deposit is required for all Orders. All returns and cancelled custom orders are subject to a 20% restocking fee plus any freight charges.

# WELCH STATE BANK



Member F D I C

P.O. Box 129  
396 S. Commercial  
Welch, Ok 74369  
PH. 918-788-3373  
FAX 918-788-3364

---

DATE: May 16, 2022  
TO: Dave, Asphalt Zipper  
FROM: Sherri, Welch State Bank  
REF: City of Kirby, Tx  
EQUIP: Asphalt Zipper 420X-173H Reclaimer

COST	#PMTs	PAYMENT	RATE
\$201,090.00	5 annual	\$45,494.78	4.19%

This quote is good for 30 days.  
First payment due in one year.  
Quote is subject to credit approval.  
\$300.00 doc fee is included in proposal.  
Simple interest with no prepayment penalties.

*This quote is given for a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, if this is not a "qualified tax-exempt obligation" rate(s) will be higher.*

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. I.**

**10. Discussion And Possible Action**

Discussion And Possible Action On Sponsoring The Frontline Workers Event To Be  
Held On June 30, 2022 At Blue Bonnet Palace

Council Member Street requested this item.

## Monique Vernon

---

**From:** Susan Street  
**Sent:** Thursday, May 12, 2022 2:00 PM  
**To:** Monique Vernon  
**Subject:** 2022 Frontline Workers Recognized event

Monique, I think Council should consider sponsoring this event. The flyer was on the table today at the NEP Luncheon, and I have a copy. The event is Thursday, June 30, 2022 from 6-9 pm at the Blue Bonnet Palace. Sponsorships go from \$100 to \$1000.

<http://www.randolphmetrocomrotary.org>

1-956-530-5104

Please put this on the agenda for the next council meeting.

Thanks,

Susan E. Street, PhD.

City Council Member

City of Kirby

112 Bauman

Kirby, TX 78219

210-661-3198 x334

210-313-7131 (cell)

[ssstreet@cityofkirby.org](mailto:ssstreet@cityofkirby.org)

PLATINUM



YES - We would like to sponsor this amazing event in support of our local first responders and The Randolph Metrocom Rotary Club.

Company or Individuals Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### PLEASE CHOOSE YOUR SPONSOR LEVEL

- ☐ **PLATINUM SPONSOR \$1000**  
PLATINUM SIZED LOGO DISPLAYED THROUGHOUT THE EVENT  
Recognized as a table sponsor on all 5 casino tables - Recognized as a Gift Sponsor - Plus \$10K in casino chips
- ☐ **GOLD SPONSOR \$500**  
GOLD SIZED LOGO DISPLAYED THROUGHOUT THE EVENT - Plus \$5000 in casino chips
- ☐ **SILVER SPONSOR \$400**  
SILVER SIZED LOGO DISPLAYED THROUGHOUT THE EVENT - Plus \$4000 in casino chips
- ☐ **BRONZE SPONSOR \$300**  
BRONZE SIZED LOGO DISPLAYED THROUGHOUT THE EVENT - Plus \$3000 in casino chip
- ☐ **CASINO TABLE SPONSOR \$200**  
LOGO DISPLAYED ON ALL CASINO TABLES - Plus \$2000 in casino chips
- ☐ **GIFT SPONSOR \$100**  
LOGO DISPLAYED AT THE GIFT SPONSOR TABLES - Plus \$1000 in casino chips

### PLEASE USE THIS FORM AS YOUR INVOICE

**COMPLETED FORM AND PAYMENT SHOULD BE MADE PAYABLE/MAILED TO:**

THE RANDOLPH METROCOM ROTARY CLUB

PO BOX 2381

UNIVERSAL CITY, TEXAS 78148

**PAYMENT SHOULD BE RECEIVED BEFORE JUNE 17TH**

**PLEASE SEND YOUR HIGH RESOLUTION OR VECTOR LOGO TO**

### QUESTIONS?

CONTACT Ruby Midkiff at 956-530-5104 or 3musketeers2016@gmail.com

**THANK YOU!**

Email Camera Ready Vector Artwork  
to: [randolphmetrocom@gmail.com](mailto:randolphmetrocom@gmail.com)  
Register Online at  
[www.randolphmetrocomrotary.org](http://www.randolphmetrocomrotary.org)  
Questions: Call-956-530-5104

# 2022

## FRONTLINE WORKERS RECOGNIZED

# LET'S GATHER TO RECOGNIZE OUR FRONTLINE WORKERS



### THANK YOU TO OUR SPONSORS

### AVAILABLE SPONSORSHIPS

PLATINUM  
GOLD



#### PLATINUM SPONSORS \$1000

PLATINUM SIZED LOGO  
DISPLAYED THROUGHOUT THE EVENT  
Recognized as a table sponsor on all 5 casino tables  
Recognized as a Gift Sponsor  
Plus \$10K in casino chips

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GOLD SIZED LOGO  
DISPLAYED THROUGHOUT THE EVENT  
Plus \$5000 in casino chips

#### SILVER SPONSORS \$400

SILVER SIZED LOGO  
DISPLAYED THROUGHOUT THE EVENT  
Plus \$4000 in casino chips

#### BRONZE SPONSORS \$300

BRONZE SIZED LOGO  
DISPLAYED THROUGHOUT THE EVENT  
Plus \$3000 in casino chip

#### CASINO TABLE SPONSORS \$200

LOGO DISPLAYED ON ALL CASINO TABLES  
Plus \$2000 in casino chips

#### GIFT SPONSORS \$100

LOGO DISPLAYED AT THE GIFT SPONSOR TABLES  
Plus \$1000 in casino chips

#### YOUR HOST

Randolph Metrocom  
**Rotary**  
Club



#### ENTERTAINMENT BY



**CASINO FUN INC.**  
VEGAS STYLE PARTIES - FUNDRAISERS - SPECIAL EVENTS

**THURSDAY, JUNE 30, 2022 FROM 6PM-9PM AT  
BLUE BONNET PALACE - 17630 LOOKOUT ROAD IN SELMA**

**NO COVER CHARGE FOR ANYONE! FREE APPETIZERS FOR EVERYONE!  
FRONTLINE WORKERS WILL RECEIVE \$1000 IN CASINO CHIPS AT NO COST!  
NON FRONTLINE WORKERS CAN PURCHASE \$1000 IN CASINO CHIPS FOR ONLY \$20!**

**HELP US RECOGNIZE OUR FRONTLINE WORKERS**  
Medical • Police • Fire • EMS • City Employees • Frontline Workers

THANK YOU

THANK YOU

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**CITY OF KIRBY  
CITY COUNCIL MEETING  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. m.**

**10. Discussion And Possible Action**

Discussion And Possible Action On City Issued Cell Phone For City Council Members

Council Member Martin requested this item.

The City currently pays \$30.77 per month for flip phones with talk and text only. The City pays \$49.13 per month for Smart phones with data.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. n.**

**10. Discussion And Possible Action**

Discussion And Possible Action On Park And Pool Concessions

Council Member Street requested this item.

<input checked="" type="checkbox"/>	DISCUSSION AND POSSIBLE ACTION ITEMS
<input type="checkbox"/>	SPECIAL CONSIDERATION
<input type="checkbox"/>	CONSENT AGENDA
<input type="checkbox"/>	PUBLIC HEARING
<input type="checkbox"/>	PRESENTATION
<input type="checkbox"/>	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. o.**

**10. Discussion And Possible Action**

An Ordinance Repealing And Replacing Ordinance No. O-2018-838; Authorizing The Use Of Parks And Recreation Areas Owned And Controlled By The City Of Kirby; Regulating Possession And Consumption Of Alcoholic Beverages In Such Parks; Stating The Policies And Regulations Governing The Use Of Such Parks, Establishing A Curfew For Parks Usage; And Providing A Penalty For Violation Of This Ordinance. This Is The First Reading.

Council voted to add pool passes to this Ordinance.

AN ORDINANCE REPEALING AND  
ORDINANCE NO. O-2018-838;  
AUTHORIZING THE USE OF PARKS AND  
RECREATION AREAS OWNED AND  
CONTROLLED BY THE CITY OF KIRBY;  
REGULATING POSSESSION AND  
CONSUMPTION OF ALCOHOLIC  
BEVERAGES IN SUCH PARKS; STATING  
THE POLICIES AND REGULATIONS  
GOVERNING THE USE OF SUCH PARK,  
ESTABLISHING A CURFEW FOR PARK  
USAGE; AND PROVIDING A PENALTY FOR  
VIOLATION OF THIS ORDINANCE

WHEREAS, the City Council of the City of Kirby, Texas, finds a need for guidelines concerning the use of public parks and recreational areas, the swimming pool, ball fields and picnic areas; and

WHEREAS, it is hereby declared to be the policy of the City of Kirby to provide, improve and maintain together with suitable recreational facilities therein, city parks, for the use and benefit of the public, and in connection therewith to fix and collect such reasonable charges as the governing body shall deem fit for the use of such facilities by members of the public; and

WHEREAS, there is a need to establish that no alcoholic beverages be permitted in or consumed within the pool area, except it may be consumed elsewhere in city parks or facilities during normal hours; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Kirby that:

SECTION 1. HOURS OF CLOSING

All City Parks will be closed between the hours of 11:00PM and 8:00AM with the exception of the John Sterling Building which must be vacated by 12:00AM. It shall be unlawful for any person or persons to occupy or use any parts of the parks or facilities therein during said closed hours. Provided however, it shall be unlawful for any person or persons to use the parks or facilities therein during said hours without prior written permission, said permission to be considered only for the following uses:

1. For large groups, special use activities, such as fairs, etc, when approved by the City Manager.
2. For special activities, i.e. scouting groups, when approved by the City Manager.
3. For other presently unforeseen special events, when approved by the City

Manager and only when such permission would not constitute a nuisance to residences adjacent to any park and recreational area.

## SECTION 2. REGULATIONS AND FEES FOR OBTAINING RESERVATIONS

### A. REGULATIONS:

1. Lease agreements will be made with a minimum of 72 hours notice by adults only and in person.
2. Renters will be responsible for the clean-up of the park area or facility used.
3. Reservation must be made with the City of Kirby if party exceeds 25 people under the large pavilion area at Friendship Park and Hugo Lentz Park.
4. City Administration will notify the Police Department and the Public Works Department of date, time, and type of reservation.
5. Gambling. The only games permitted are those which have merchandise prizes. (Absolutely no gambling permitted.)
6. Renters will be required to engage at their expense duly sworn peace officers (arrangement for officers will be appointed by the Chief of Police or his/her designee) to maintain order and help with parking. The number of peace officers required shall be in accordance with the schedule in Exhibit "A" attached hereto and incorporated herein for all purposes.
7. Rules, policies, and fees for utilization of the baseball/softball areas are outlined in Exhibit "B".
8. Any activity where alcoholic beverages are to be sold must have a permit from the Texas Alcohol and Beverage Commission (TABC) and said permit shall be visibly displayed at the location where the alcoholic beverages are sold. No alcoholic beverages will be sold to, consumed by or in the possession of minors.

### B. FEES:

A deposit will be required from all renters at the time said agreement is granted. Said deposit will be refunded if the City Manager's office determines that the area is left in a clean and orderly manner. The amount of the deposit is as outlined in Exhibit "C". A non-refundable usage fee will be charged in accordance with Exhibit "C".

SECTION 3. In consideration of neighboring residents, volume from musical instruments or PA systems must be kept reasonable. All activity, music and PA systems must be turned off at 11:00PM and the park vacated by 12:00AM. Exceptions to this rule must be approved by the City Manager.

SECTION 4. No motorized vehicles, with the exception of maintenance or emergency

vehicles, will be allowed in any part of the park, except in designated parking areas. Bicycles and skateboards are hereby prohibited from park pavilions and ballfields. Dirt motorcycles, four wheelers, go-carts and other recreational vehicles are prohibited in city parks; any exceptions to this rule must be approved by the City Manager.

SECTION 5. Horses and other livestock are hereby prohibited in the park, unless in conjunction with a special function approved by the City Manager. The City of Kirby has an animal control ordinance that will be enforced. Pets should be on a leash at all times. In addition, all pet owners will be responsible for clean-up of their pet.

SECTION 6. Each facility should be used only for the purpose it was intended, unless prior approval is granted by the City Manager. Ex. The ballfields should be used for ballgames and practices. The pavilion should be used for picnics, birthday parties and other similar uses.

SECTION 7. Glass containers are hereby prohibited from city parks and the swimming pool.

SECTION 8. *Littering.* No person shall litter in any city park. Littering as used in this ordinance means the discarding of garbage, paper, cans and other forms of refuse in any place other than officially designated refuse containers or disposal units.

SECTION 9. All groups under the age of 17 must have proper adult supervision in attendance at all times during the gathering at the discretion of officer on duty or the Chief of Police.

SECTION 10. Any person, firm, or corporation violating the terms and provisions of this ordinance shall be deemed guilty of a misdemeanor, and upon conviction, shall be fined in a sum not to exceed Five Hundred Dollars (\$500.00).

SECTION 11. If for any reason any section, paragraph, subdivision, clause, phrase or provision of this or any other ordinance shall be held invalid, it shall not affect any valid provisions of this or any other ordinance of the City of Kirby to which these rules and regulations relate. This ordinance repeals Ordinance No. O-2014-749.

PASSED AND APPROVED for the first reading this the 26<sup>th</sup> day of May 2022.

PASSED AND APPROVED for the second reading this the 9<sup>th</sup> day of June 2022.

---

Kimberly Aldrich, Mayor

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Patty Cox, TRMC  
City Secretary

EXHIBIT "A"

SECURITY

**NO ALCOHOLIC BEVERAGES CONSUMED**

**NUMBER OF PEOPLE**

**NUMBER OF OFFICERS**

1-49	No officer required
50-100	1 officer required
101 and above	Discretion of Chief of Police and City Manager

**ALCOHOLIC BEVERAGES CONSUMED**

**NUMBER OF PEOPLE**

**NUMBER OF OFFICERS**

1-49	1 officer required
50-100	2 officers required
101 and above	Discretion of Chief of Police and City Manager

## EXHIBIT "B"

### REGULATIONS APPLICABLE FOR THE UTILIZATION OF THE BASEBALL/SOFTBALL AREAS IN FRIENDSHIP PARK

#### 1. RESERVATION OF FIELDS:

Baseball/softball areas, hereafter referred to as ballfields, will be available to the public on a "first come" basis except as follows:

a. Two types of agreements may be entered into under these regulations:

- Annual – One year agreement approved by the City Council for use of the ballfields on specific days/times.
- Tournament – Agreement approved by the City Manager for the purpose of conducting a tournament on specific days/times.

b. Organized leagues sponsored by organizations from Kirby will have first priority on the use of ballfields as outlined by schedules approved by and on file with the City Manager or the City Manager's designee.

c. Organizations desiring use of a field or fields will be required to submit game and practice schedules to the City Manager or the City Manager's designee for review and approval.

d. Whenever league schedules conflict (e.g. different local organizations request use of fields for the same time period), the City Manager or the City Manager's designee will contact the affected organizations and work out a mutual agreement.

e. Organizations or individuals without proper documentation may be asked to vacate the ballfields.

f. When fields are not reserved, they are open to the public except when City personnel are working or preparing to work on the fields.

g. Persons or organizations not holding field reservations must relinquish to reservation holders.

#### 2. FIELD CHARGES FOR ORGANIZED LOCAL LEAGUES

Groups, leagues, individuals and organizations will be assessed an Annual fee of \$500.00 to defray cost of field equipment, pre-season field preparation and season field maintenance.

Groups, leagues, individuals and organizations will be assessed a Tournament fee of

\$25.00 per day.

Groups, leagues, individuals and organizations must:

- provide necessary field equipment (i.e. home plate, pitching plate, chalk, chalker, etc.)
- Leagues provide daily conditioning of playing area (i.e. keep infield smooth and clean, etc).
- Leagues maintain parking area and field complex, to be cleaned after each day's use.

### 3. RESERVATION REQUEST PROCEDURES

All groups, leagues, individuals, or organizations wishing to use the fields for individual practice or play, league play, or tournament play, must submit a written request to the City Manager or the City Manager's designee outlining prescribed times listed within this ordinance. The following information must also be provided:

- a. Individual, group, organization, and type of agreement requested (Annual or Tournament).
- b. Name of League (if applicable).
- c. Name, address, phone numbers of all league representatives.
- d. Number of teams and players in league.
- e. Date of season or tournament.
- f. Number and type of games that will be played on each field.
- g. Number of fields required.
- h. Schedule of dates and time of games.
- i. Leagues must provide the City Manager or the City Manager's designee a copy of their liability insurance policy before an agreement will be considered.

### 4. PAYMENT PROCEDURES

Payment in full is due to the City of Kirby for Annual agreements upon approval by the City Council. Payment for Tournament agreements is due upon approval by the City Manager. The deadline for canceling Tournament reservations without forfeiture of the reservation fee is 48 hours prior to reserved day or time. Team or tournament representative must

have a copy of the agreement "in hand" during reservation. If games are rained out, the fee will be refunded on a pro-rated basis for games that have not been played, provided that the City Manager or the City Manager's designee is notified the next business day.

#### 5. ADVERTISING SIGNS

Local leagues may install commercial advertising signs on the outfield fence during the scheduled league season. However, signs must be secured in such a manner as not to endanger players or create a condition harmful to users of fields. In addition, when signs become damaged or unsuitable (as determined by the City Manager or the City Manager's designee) for their advertisement value because of weather or other conditions, they shall be replaced or removed. Signs must be removed from the fence at the end of each season.

#### 6. RESERVED RIGHTS

The City of Kirby reserves the right to adjust schedules submitted for approval to provide equal participation of and use of ballfields. (i.e. Reserving one field one night for an adult league, etc)

#### 8. INSURANCE REQUIREMENTS

Insurance and Indemnification: As a condition precedent to the use of the permission granted, Renter agrees to indemnify and hold harmless City, its officials, employees, and agents from and against any and all costs, claims, and damages (including attorney's fees) that may be caused by the use of said property, and shall protect and indemnify City from any and all claims costs, expenses, judgments, and causes of action arising out of the use of said property, and shall defend any litigation arising in connection with such use at its own cost and expense. In addition, Renter agrees to obtain an insurance policy protecting City from any liability and to have City named as co-insured in said policy. Such policy shall be for not less than \$500,000.00 per person for bodily injuries and \$1,000,000.00 per occurrence and \$50,000.00 for property damages and proof of payment of premium for said policy (or said policy) shall be delivered to and kept by the City Manager or the City Manager's designee and such insurance policy shall be maintained in full force so long as this agreement is in effect.

## EXHIBIT "C"

### FEES

#### DEPOSIT FEES

A deposit of \$150.00 will be required from all Park and Facility renters at the time said application is granted. Said deposit will be refunded if the City Manager's office determines that the area is left in a clean and orderly condition. Deposits not picked up 60 days after an event will be forfeited by the renter. A non-refundable usage fee will be charged as listed below.

#### USAGE FEE

##### Friendship Park

(Resident of Kirby Rate)

\$75.00 for the first hour

\$10.00 for each additional hour

(Non-Resident of Kirby Rate)

\$75.00 for the first hour

\$15.00 for each additional hour

##### Hugo Lentz Park

\$30.00 for the first hour

\$5.00 for each additional hour

##### John Sterling Hall

(Resident of Kirby Rate)

\$75.00 for the first hour

\$10.00 for each additional hour

(Non-Resident of Kirby Rate)

\$75.00 for the first hour

\$15.00 for each additional hour

##### John Sterling Pool

\$40.00 per hour up to 50 people

(Minimum 2 hours)

\$15.00 per hour will be assessed for each additional 25 people

Pool Season – Memorial Day Weekend until Labor Day

Daily entry fee – \$2.00 per person

Baby to 2 years old – no charge

Season passes – \$35.00 per individual

\$25.00 for each additional

\$70.00 per family (maximum 4, additional pay additional \$25.00 ea)

Season passes for second half of season after July 15<sup>th</sup> shall be half of the regular charge.

Lifeguards – Minimum of two (2) lifeguards

More may be required based on Red Cross requirements

Cost is \$25 per lifeguard

All fees must be paid up front in order to lock in a reservation. The City is not able to "hold" dates and times for renters.

## PARKS AND FACILITIES CLEANING GUIDELINES

Renters will be responsible for the following:

**Litter:** All paper products, food, etc. must be picked up and placed in a trash receptacle.

**Tables, Chairs and Benches:** Must be cleaned of litter and wiped off to rid them of spilled drinks and food.

**Restrooms:** All paper products must be placed in a trash receptacle.

**Kitchen:** Countertops and appliances must be wiped off to rid them of spillage.

**Air/Heat:** Must be turned off before vacating the building.

**Keys:** Must be returned to City Hall by 5:00PM the next business day.

AN ORDINANCE REPEALING AND  
ORDINANCE NO. O-2018-838;  
AUTHORIZING THE USE OF PARKS AND  
RECREATION AREAS OWNED AND  
CONTROLLED BY THE CITY OF KIRBY;  
REGULATING POSSESSION AND  
CONSUMPTION OF ALCOHOLIC  
BEVERAGES IN SUCH PARKS; STATING  
THE POLICIES AND REGULATIONS  
GOVERNING THE USE OF SUCH PARK,  
ESTABLISHING A CURFEW FOR PARK  
USAGE; AND PROVIDING A PENALTY FOR  
VIOLATION OF THIS ORDINANCE

WHEREAS, the City Council of the City of Kirby, Texas, finds a need for guidelines concerning the use of public parks and recreational areas, the swimming pool, ball fields and picnic areas; and

WHEREAS, it is hereby declared to be the policy of the City of Kirby to provide, improve and maintain together with suitable recreational facilities therein, city parks, for the use and benefit of the public, and in connection therewith to fix and collect such reasonable charges as the governing body shall deem fit for the use of such facilities by members of the public; and

WHEREAS, there is a need to establish that no alcoholic beverages be permitted in or consumed within the pool area, except it may be consumed elsewhere in city parks or facilities during normal hours; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Kirby that:

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### A. REGULATIONS:

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6. Renters will be required to engage at their expense duly sworn peace officers (arrangement for officers will be appointed by the Chief of Police or his/her designee) to maintain order and help with parking. The number of peace officers required shall be in accordance with the schedule in Exhibit "A" attached hereto and incorporated herein for all purposes.
7. Rules, policies, and fees for utilization of the baseball/softball areas are outlined in Exhibit "B".
8. Any activity where alcoholic beverages are to be sold must have a permit from the Texas Alcohol and Beverage Commission (TABC) and said permit shall be visibly displayed at the location where the alcoholic beverages are sold. No alcoholic beverages will be sold to, consumed by or in the possession of minors.

### B. FEES:

A deposit will be required from all renters at the time said agreement is granted. Said deposit will be refunded if the City Manager's office determines that the area is left in a clean and orderly manner. The amount of the deposit is as outlined in Exhibit "C". A non-refundable usage fee will be charged in accordance with Exhibit "C".

SECTION 3. In consideration of neighboring residents, volume from musical instruments or PA systems must be kept reasonable. All activity, music and PA systems must be turned off at 11:00PM and the park vacated by 12:00AM. Exceptions to this rule must be approved by the City Manager.

SECTION 4. No motorized vehicles, with the exception of maintenance or emergency

vehicles, will be allowed in any part of the park, except in designated parking areas. Bicycles and skateboards are hereby prohibited from park pavilions and ballfields. Dirt motorcycles, four wheelers, go-carts and other recreational vehicles are prohibited in city parks; any exceptions to this rule must be approved by the City Manager.

SECTION 5. Horses and other livestock are hereby prohibited in the park, unless in conjunction with a special function approved by the City Manager. The City of Kirby has an animal control ordinance that will be enforced. Pets should be on a leash at all times. In addition, all pet owners will be responsible for clean-up of their pet.

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SECTION 7. Glass containers are hereby prohibited from city parks and the swimming pool.

SECTION 8. *Littering.* No person shall litter in any city park. Littering as used in this ordinance means the discarding of garbage, paper, cans and other forms of refuse in any place other than officially designated refuse containers or disposal units.

SECTION 9. All groups under the age of 17 must have proper adult supervision in attendance at all times during the gathering at the discretion of officer on duty or the Chief of Police.

SECTION 10. Any person, firm, or corporation violating the terms and provisions of this ordinance shall be deemed guilty of a misdemeanor, and upon conviction, shall be fined in a sum not to exceed Five Hundred Dollars (\$500.00).

SECTION 11. If for any reason any section, paragraph, subdivision, clause, phrase or provision of this or any other ordinance shall be held invalid, it shall not affect any valid provisions of this or any other ordinance of the City of Kirby to which these rules and regulations relate. This ordinance repeals Ordinance No. O-2014-749.

PASSED AND APPROVED for the first reading this the 26<sup>th</sup> day of May 2022.

PASSED AND APPROVED for the second reading this the 9<sup>th</sup> day of June 2022.

---

Kimberly Aldrich, Mayor

---

Patty Cox, TRMC  
City Secretary

EXHIBIT "A"

SECURITY

**NO ALCOHOLIC BEVERAGES CONSUMED**

**NUMBER OF PEOPLE**

**NUMBER OF OFFICERS**

1-49	No officer required
50-100	1 officer required
101 and above	Discretion of Chief of Police and City Manager

**ALCOHOLIC BEVERAGES CONSUMED**

**NUMBER OF PEOPLE**

**NUMBER OF OFFICERS**

1-49	1 officer required
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## EXHIBIT "B"

### REGULATIONS APPLICABLE FOR THE UTILIZATION OF THE BASEBALL/SOFTBALL AREAS IN FRIENDSHIP PARK

#### 1. RESERVATION OF FIELDS:

Baseball/softball areas, hereafter referred to as ballfields, will be available to the public on a "first come" basis except as follows:

- a. Two types of agreements may be entered into under these regulations:
  - Annual – One year agreement approved by the City Council for use of the ballfields on specific days/times.
  - Tournament – Agreement approved by the City Manager for the purpose of conducting a tournament on specific days/times.
- b. Organized leagues sponsored by organizations from Kirby will have first priority on the use of ballfields as outlined by schedules approved by and on file with the City Manager or the City Manager's designee.
- c. Organizations desiring use of a field or fields will be required to submit game and practice schedules to the City Manager or the City Manager's designee for review and approval.
- d. Whenever league schedules conflict (e.g. different local organizations request use of fields for the same time period), the City Manager or the City Manager's designee will contact the affected organizations and work out a mutual agreement.
- e. Organizations or individuals without proper documentation may be asked to vacate the ballfields.
- f. When fields are not reserved, they are open to the public except when City personnel are working or preparing to work on the fields.
- g. Persons or organizations not holding field reservations must relinquish to reservation holders.

#### 2. FIELD CHARGES FOR ORGANIZED LOCAL LEAGUES

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Groups, leagues, individuals and organizations will be assessed a Tournament fee of

\$25.00 per day.

Groups, leagues, individuals and organizations must:

- provide necessary field equipment (i.e. home plate, pitching plate, chalk, chalker, etc.)
- Leagues provide daily conditioning of playing area (i.e. keep infield smooth and clean, etc).
- Leagues maintain parking area and field complex, to be cleaned after each day's use.

### 3. RESERVATION REQUEST PROCEDURES

All groups, leagues, individuals, or organizations wishing to use the fields for individual practice or play, league play, or tournament play, must submit a written request to the City Manager or the City Manager's designee outlining prescribed times listed within this ordinance. The following information must also be provided:

- a. Individual, group, organization, and type of agreement requested (Annual or Tournament).
- b. Name of League (if applicable).
- c. Name, address, phone numbers of all league representatives.
- d. Number of teams and players in league.
- e. Date of season or tournament.
- f. Number and type of games that will be played on each field.
- g. Number of fields required.
- h. Schedule of dates and time of games.
- i. Leagues must provide the City Manager or the City Manager's designee a copy of their liability insurance policy before an agreement will be considered.

### 4. PAYMENT PROCEDURES

Payment in full is due to the City of Kirby for Annual agreements upon approval by the City Council. Payment for Tournament agreements is due upon approval by the City Manager. The deadline for canceling Tournament reservations without forfeiture of the reservation fee is 48 hours prior to reserved day or time. Team or tournament representative must

have a copy of the agreement "in hand" during reservation. If games are rained out, the fee will be refunded on a pro-rated basis for games that have not been played, provided that the City Manager or the City Manager's designee is notified the next business day.

## 5. ADVERTISING SIGNS

Local leagues may install commercial advertising signs on the outfield fence during the scheduled league season. However, signs must be secured in such a manner as not to endanger players or create a condition harmful to users of fields. In addition, when signs become damaged or unsuitable (as determined by the City Manager or the City Manager's designee) for their advertisement value because of weather or other conditions, they shall be replaced or removed. Signs must be removed from the fence at the end of each season.

## 6. RESERVED RIGHTS

The City of Kirby reserves the right to adjust schedules submitted for approval to provide equal participation of and use of ballfields. (i.e. Reserving one field one night for an adult league, etc)

## 8. INSURANCE REQUIREMENTS

Insurance and Indemnification: As a condition precedent to the use of the permission granted, Renter agrees to indemnify and hold harmless City, its officials, employees, and agents from and against any and all costs, claims, and damages (including attorney's fees) that may be caused by the use of said property, and shall protect and indemnify City from any and all claims costs, expenses, judgments, and causes of action arising out of the use of said property, and shall defend any litigation arising in connection with such use at its own cost and expense. In addition, Renter agrees to obtain an insurance policy protecting City from any liability and to have City named as co-insured in said policy. Such policy shall be for not less than \$500,000.00 per person for bodily injuries and \$1,000,000.00 per occurrence and \$50,000.00 for property damages and proof of payment of premium for said policy (or said policy) shall be delivered to and kept by the City Manager or the City Manager's designee and such insurance policy shall be maintained in full force so long as this agreement is in effect.

## EXHIBIT "C"

### FEES

#### DEPOSIT FEES

A deposit of \$150.00 will be required from all Park and Facility renters at the time said application is granted. Said deposit will be refunded if the City Manager's office determines that the area is left in a clean and orderly condition. Deposits not picked up 60 days after an event will be forfeited by the renter. A non-refundable usage fee will be charged as listed below.

#### USAGE FEE

##### Friendship Park

(Resident of Kirby Rate)

\$75.00 for the first hour

\$10.00 for each additional hour

(Non-Resident of Kirby Rate)

\$75.00 for the first hour

\$15.00 for each additional hour

##### Hugo Lentz Park

\$30.00 for the first hour

\$5.00 for each additional hour

##### John Sterling Hall

(Resident of Kirby Rate)

\$75.00 for the first hour

\$10.00 for each additional hour

(Non-Resident of Kirby Rate)

\$75.00 for the first hour

\$15.00 for each additional hour

##### John Sterling Pool

\$40.00 per hour up to 50 people

(Minimum 2 hours)

\$15.00 per hour will be assessed for each additional 25 people

Pool Season – Memorial Day Weekend until Labor Day

Daily entry fee – \$2.00 per person

Baby to 2 years old – no charge

Season passes – \$35.00 per individual

\$25.00 for each additional

\$70.00 per family (maximum 4, additional pay additional \$25.00 ea)

Season passes for second half of season after July 15<sup>th</sup> shall be half of the regular charge.

Lifeguards – Minimum of two (2) lifeguards

More may be required based on Red Cross requirements

Cost is \$25 per lifeguard

All fees must be paid up front in order to lock in a reservation. The City is not able to "hold" dates and times for renters.

## PARKS AND FACILITIES CLEANING GUIDELINES

Renters will be responsible for the following:

Litter: All paper products, food, etc. must be picked up and placed in a trash receptacle.

Tables, Chairs and Benches: Must be cleaned of litter and wiped off to rid them of spilled drinks and food.

Restrooms: All paper products must be placed in a trash receptacle.

Kitchen: Countertops and appliances must be wiped off to rid them of spillage.

Air/Heat: Must be turned off before vacating the building.

Keys: Must be returned to City Hall by 5:00PM the next business day.

_____	DISCUSSION AND POSSIBLE ACTION ITEMS
_____	SPECIAL CONSIDERATION
_____	CONSENT AGENDA
_____	PUBLIC HEARING
_____	PRESENTATION
_____	WORKSHOP

**C I T Y O F K I R B Y  
C I T Y C O U N C I L M E E T I N G  
A G E N D A I T E M S U M M A R Y**

**DATE: MAY 26, 2022**

**AGENDA ITEM: 10. p.**

**10. Discussion And Possible Action**

Assignment Of Council Liaisons To Boards, Commissions, And Committees

1. Animal Advisory Committee
2. Beautification And Recycle Committee
3. Building And Standards Commission
4. Crime Control And Prevention District
5. Economic Development Committee
6. Planning And Zoning Commission
7. Senior Center Corporation Board