

**AGENDA
CITY OF WINDCREST, TEXAS
REGULAR CITY COUNCIL MEETING**

February 27, 2012

**Department Head Reports
6:00 P.M.**

**Regular City Council Meeting
7:00 P.M.**

NOTICE IS HEREBY GIVEN THAT A REGULAR WINDCREST CITY COUNCIL MEETING WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 27th DAY OF FEBRUARY 2012 STARTING AT 6:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COUNCIL MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF FEBRUARY 27, 2012 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, FEBRUARY 28, 2012 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

IT IS ANTICIPATED THAT MEMBERS OF OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY ATTEND THE MEETING IN NUMBERS THAT MAY CONSTITUTE A QUORUM OF SUCH OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES, SO THAT NOTICE IS HEREBY GIVEN THAT THE MEETING IS ALSO A MEETING OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE. THE MEMBERS OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY PARTICIPATE IN DISCUSSIONS WHICH OCCUR AT THE MEETING, BUT NO ACTION WILL BE TAKEN BY THE OTHER BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE.

Ordinance No. 618 (09/20/10), Repealing Ordinance No. 593

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "citizens to be heard" comments, each individual may speak on an agenda item or any other matter affecting the city. In addition to the "citizens to be heard" portion of meetings, a person may make comments on agenda items prior to the vote on the agenda item. A member of the public will have a total of six (6) minutes to be heard during a City Council, City Commission or City Board Meeting. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, the Presiding Officer may direct a City Official to make: a statement of specific factual information in response to an inquiry made by a member of the public or of the City Council, or; a recitation of existing policy in response to an inquiry made by a member of the public or the City Council. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order, Pledge of Allegiance, Invocation and Announcements

II. Monthly Department Reports Month Ending January 31, 2012 For FY 2011 – 2012

1. Fire Department – Dan Reese, Fire Chief will present the monthly Fire Department report for the month of January. The discussion will include Summary of Calls for the Month of January 2012 (FY 2011-2012) including the response times for the City, County and Annexed area. (Att. 1)
2. Police Department/Code Compliance/Animal Control – Police Chief Al Ballew, Asst. Chief Joe O'Brien, Lt. Dale Clark, will present the monthly Police Department/Code Compliance/Animal Control reports for the month of January 2012 and the annual Racial Profiling report for the calendar year 2011. (FY 2011-2012). (Att. 2)
3. Public Works/Landscaping – Chris Gamboa, Interim Director of Public Works will present the monthly Public Works and Landscaping reports for the month of January 2012 (FY 2011-2012). (Att. 3)
4. Court – Rafael Castillo; City Manager, Heather Weidenbach, City Secretary/Assistant Court Administrator; Kelly Rodriguez, Municipal Court Clerk; and will present the Court report for the month of January 2012 (FY 2011-2012). (Att. 4)
5. City Secretary/Building Service/Health – Heather Weidenbach, City Secretary will present the City Secretary, Building Services and Health report for the month of January 2012 (FY 2011-2012) (Att. 5)

III. Citizens to be Heard on Subsequent and Non-Subsequent Agenda Items

1. A member of the public will have three (3) minutes to discuss non-subsequent agenda items.
2. A member of the public will have six (6) minutes to discuss subsequent agenda items.

3. City Council may discuss and respond to current and past agendas on subsequent and non-subsequent agenda items by citizens to be heard.

IV. Presentations

1. Mayor Alan Baxter and Heather Weidenbach, City Secretary will introduce Katie Brought, Public Affairs/PR/Marketing/Events Specialist.
2. Sarah Mangham, Municipal Finance Officer, will present City Council an update on the CPS Street Light Audit and HOT Tax Audit. (Att. 6)

V. Unaudited Financials

City Council may take action if deemed necessary.

1. Sarah Mangham, Municipal Finance Officer, will present City Council the unaudited Balance Sheet year to date comparisons for month ending January 31, 2012 (FY 2011 – 2012). (Att. 7)

VI. Ordinances **"In conjunction with the first reading of an ordinance, a motion should be made to either "reject the proposed ordinance" or "to forward the proposed ordinance to a subsequent City Council meeting for final adoption at its second reading". **

VII. Resolutions

1. City Council will discuss and may take action to adopt Resolution No. 2012-371 (R), a resolution adopting the Annual Investment Policy of the City of Windcrest. (Att. 8) *(Sarah Mangham, Municipal Finance Officer request)*
2. City Council will discuss and may take action to adopt Resolution No. 2012-372 (R), a resolution ratifying and approving an amendment to the Windcrest Fourwinds Drive Agreement and authorizing the City Manager to execute said amendment. (Att. 9) *(Rafael Castillo, City Manager Request)*

VIII. Discuss and Act

1. City Council will discuss and may take action on the proposed Animal Control Fees. (Att. 10) *(Pamela Dodson, Mayor Pro Tem Request)*

XI. General Announcements & Future Agenda Items Requested

Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

XII. Adjournment

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two hours prior to the meeting on February 27, 2012.

By: Heather Weidenbach, City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Heather Weidenbach, City Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ February, 2012.

____ Title: _____



Volunteer Fire Department Report for the month of January 2012

Highlights

- WVFD participating in a live burn training exercise on Saturday, January 21st at the San Antonio Fire Department Training Facility. 18 Firefighters participated in various scenarios. In one scenario the members of WVFD beat the Facility record for time required for a rescue
- On February 6th a no-notice compliance inspection was conducted by the Texas Commission on Fire Protection (TCFP) that inspection reviewed very minor paperwork discrepancies that were corrected by the next day. WVFD holds a regulated TCFP certification, just like any career (paid) department
- Gala preparations are going very well. We are very excited about the support we are receiving from citizens and businesses alike.

Goals

- After the Gala – full speed ahead at working the improved model for the Picnic.
- WVFD will be participating in wildland training “Fire in the Field” – on line training that will involve a field day in June. This training will be funded through the Texas Forest Service

Summary

During the month of January 2012, the Fire Department responded to 150 calls. 102 EMS, 12 fire and 36 other, which included assists to the public, false alarms, hazardous and good intent calls.

Year to Date Totals (October - December)

	Fire	EMS	Other
City (includes Annex)	3	172	49
County Calls	12	146	24
Other Mutual Aid	10	12	40
Sub-total	25	330	113
January 2012	Fire	EMS	Other
City (includes Annex)	2	51	18
County Calls	49	3	8
Other Mutual Aid	2	7	10
November Sub-total	53	61	36
Grand Total	78	391	149

Total all calls: 618

Volunteer Department Report for the month of January 2012

The Windcrest Volunteers provided:

- 1805 hours of scheduled volunteer time for the month of January.
- That equates to an average of 2.7 person staffing 24 hours a day.
- Actual staffing on calls for the month of July
 - 4.26 persons for all calls – EMS and Fire
 - 6.17 persons for Fire only calls

Note: Typical staffing in a paid department is 3 to 4 firefighters per apparatus. Our average staffing on fire calls would equate to an Engine crew and a Quint crew.

The average response times for the City include calls to the new annexation area, and San Antonio mutual aid calls.

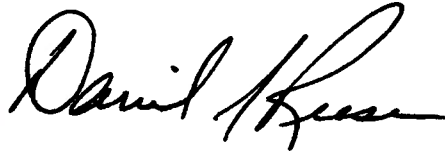
Average response time:

City	59 Calls	03 min. 35 seconds
County	56 Calls	04 min. 38 seconds
Annex	8 Calls	04 min. 00 seconds

▪ Rainfall:

January	4.06 inches
Year-to-date	4.06 inches

Respectively submitted to the City Council through the City Manager



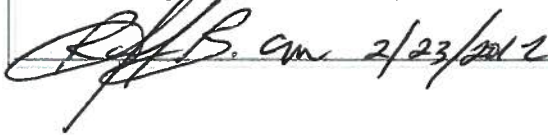
February 23, 2012

SIGNATURE

DATE

Please contact me with any questions concerning this report

This reporting is required by the City of Windcrest Charter § 5.02.3(h).





WINDCREST TEXAS

Police Department Report for the month of January 2012

Highlights

- 1) Officers while on the scene of another investigation at Home Depot, observed a felony theft of copper in progress. Suspect was pursued on foot and by vehicle and was apprehended. All stolen property was recovered.
- 2) Patrolman Douglas Cianchetta has successfully completed the Police Department's Field Training Program and has now assumed a shift as a Probationary Patrolman.

Goals

- 1) Purchase in car computer system to replace outgoing system
- 2) Fill all vacant positions in Patrol and Communications

Summary Patrol

Proactive police activities: 1,275	Year to date total : 1,275
Citizen calls for service: 390	Year to date total :390
Felony arrests: 3	Year to date total :3
Misdemeanor arrests: 31	Year to date total :31
Warrant arrests: 19	Year to date total: 19
Moving traffic violations: 578	Year to date total :578
Other non-traffic violations:25	Year to date total :25
Warning Citations: 187	Year to date total :187
Briefings, escorts & department tours: 0	Year to date total: 0

Summary Criminal Investigation Division

CID	Total Cases	Inv Assigned	Cases per Inv
2012	74	3	25



WINDCREST

TEXAS

Summary Criminal Investigation Division

	January 2012	Year to Date
Cleared by arrest (Felony)	8	8
Cleared by arrest (Misdemeanor)	22	22
Suspended (Felony)	6	6
Suspended (Misdemeanor)	19	19
Cleared by Exceptional means (Felony)	0	0
Cleared by exceptional means (Misdemeanor)	0	0
Cleared no arrest (Felony)	0	0
Cleared no arrest (Misdemeanor)	0	0
Transferred to other Agency (Felony)	0	0
Transferred to other agency (Misdemeanor)	0	0
Unfounded (Felony)	0	0
Unfounded (Misdemeanor)	0	0
Active (Felony)	11	11
Active (Misdemeanor)	8	8
Total Cases Investigated	74	74

Summary Officer Training

Course	Officer	Training Hours
Sex Offender Registration	Arnold, Clark, D.	4
Intellectual Property Crimes	Davila, Purcell	8

Summary Training K9

Training Hours: 22	Year to date training hours: 22
WPD callouts: 2	Year to date WPD callouts: 2
Outside agency callouts: 3	Year to date outside agency callouts: 3
Vehicles searched: 18	Year to date vehicles searched: 18
Arrests: 14	Year to date arrests: 14

Summary Staff Incidents

None

Special Inquiries / Concerns / Safety Tips

The Police Department is proud to announce the following promotions and new personnel hiring's:

January 10, 2012, Valorie Medellin has been hired as a Police Communications Operator in the Police Department's Communication Division

January 16, 2012, Patrolman Benjamin Shepherd has been promoted to the rank of Patrol Corporal and will be assuming supervisor responsibilities of one of the 3 patrol shifts in the department. Cpl Shepherd also is the Police Department's Field Training Coordinator.

January 30, 2012 Patrolman Brandy Hastings has been hired as the Police Department's newest Patrol Officer. Officer Hastings is a recent graduate of the Alamo Area Law Enforcement Academy.

January 31, 2012 Leticia Salinas has been hired as a Police Communications Operator in the Police Department's Communication Division.

Respectively submitted to the City Council through the City Manager

Joseph O'Brien

February 27, 2012

SIGNATURE

DATE

Please contact me with any questions concerning this report
This reporting is required by the City of Windcrest Charter § 5.02.3(h).


2/27/2012

Windcrest Police Department

City of San Antonio
Monthly Area Crime Statistics

2012

**San Antonio	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Arson	0												0
Assault	0												0
Aggravated Assault	4												4
Assault Family Vio	0												0
Burg Building	10												10
Burg Business	16												16
Burg Habitation	56												56
Burg Vehicle	69												69
Deadly Conduct	4												4
Homicide	1												1
Indecency W/Child	1												1
Injury to Child	0												0
Robbery Business	2												2
Robbery Individual	8												8
Sexual Assault	2												2
Theft	6												6
Theft Motor Vehicle	34												34
VPO	0												0
Windcrest	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Arson	0												0
Assault	0												0
Aggravated Assault	0												0
Assault Family Vio	1												1
Burg Building	0												0
Burg Business	1												1
Burg Habitation	2												2
Burg Vehicle	10												10
Deadly Conduct	0												0
Homicide	0												0
Indecency W/Child	0												0
Injury to Child	0												0
Robbery Business	0												0
Robbery Individual	0												0
Sexual Assault	0												0
Theft	26												26
Theft Motor Vehicle	4												4
VPO	0												0

**The San Antonio crime stats pertain to the following districts:

3250, 3260, 3330, 3340, 3350, and 3360

Note: Effective January 1, 2011 SAPD Crime Analysis no longer tracks Misd. and Family Violence Assaults

	2012	P-660	P-711	P-712	P-714	P-816	P-850	P-851	P-221	P-222	U-513	U-601	U-604	U-813	U-814	CP	MONTHLY TOTAL
	JANUARY	1,072	846	501	773	934	572	1,008	2,294	860	2,720	1,007	393	984	0	671	14,635
	FEBRUARY																0
	MARCH																0
	APRIL																0
	MAY																0
	JUNE																0
	JULY																0
	AUGUST																0
	SEPTEMBER																0
	OCTOBER																0
	NOVEMBER																0
	DECEMBER																0
TOTAL MILES		1072	846	501	773	934	572	1008	2,294	860	2720	1007	393	984	0	671	14635
YEAR	2006	2007	2007	207	2007	2008	2008	2008	2012	2012	2005	2006	2006	2008	2008	2005	
MAKE	FORD	FORD	FORD	FORD	FORD	FORD	FORD	FORD	Chev	Chev	FORD	FORD	FORD	FORD	FORD	FORD	
MODEL	Interceptor	Interceptor	Interceptor	Interceptor	Interceptor	Interceptor	Interceptor	Interceptor	Tahoe	Tahoe	Interceptor	Taurus	Taurus	Explorer	Explorer	Taurus	
ASSIGNMENT	Patrol	Patrol	Patrol	Warrants	Patrol	Patrol	Patrol	Patrol	Patrol	Patrol	K-9	Chief	Lieutenant	CID	CID	CID	Patrol

Monthly Mileage		Miles	Mileage	Hours	Avg Speed	Daily Miles
January	P-660	1,072	78,501	5427	15	35
	P-711	846	69,568	5032	14	27
	P-712	501	67,067	1686	39	16
	P-714	773	58,145	5340	10	25
	P-816	934	55,999	Not Available	Not Available	30
	P-850	572	36,877	Not Available	Not Available	18
	P-851	1,008	22,636	1761	13	33
	P-221	2,294	2,294	N/A		74
	P-222	860	860	N/A		27
	U-513	2,720	71,808	N/A		
	U-601	1007	45,808	N/A		
	U-604	393	35,460	N/A		
U-813	984	35330	N/A			
U-814	0	40014	N/A			
Citizen Patrol	671	54,200	N/A			
TOTAL		14,635				

ANIMAL CONTROL STASTICS FOR JAN. 2012.

JAN.

OCT/ YTD

Calls for service	34	141
Business Hours	32	108
Non Business Hours	2	8
Dispatched Calls	27	100
Calls from citizens	1	4
Self initiated	6	37
Number of dogs retrieved	9	38
Number of dogs returned to owners by staff members of the Camelot Animal Hospital	0	9
Number of dogs returned to owner by Animal Control	1	10
Number of dogs taken to Canyon Lake Animal Shelter Society	0	1
Number of dogs taken to Animal Defence League	2	2
Number of dogs taken to Humane Society of San Antonio	0	0
Number of dogs adopted out	2	9
Number of dogs euthanized	1	1
Number of dogs which died from disease or unknown illness	0	1
Number of dogs still remaining at the Camelot Animal Hospital	3	3
Number of carry over of dogs from previous month still at Camelot Animal Hospital:	0	0
Breed of dogs retrieved:		
Poodle	0	3
Beagle	0	1
Chihuahua	1	2
Husky	0	1
Dachshund	1	4
Mixed	6	22
Golden Retriever	0	1
Irish Setter	0	1
Mini Pincher	0	1
Cocker Spaniel	0	1
German Shepherd	1	1


 cm
 2/7/2012

OK
 for
 chief

Number of calls for dogs running at large but were neither	12	33
Number of dogs which had tags	1	4
Number of dogs with microchip	0	3
Number of cats sterilized	6	13

ANIMALS AT HIGH RISK FOR RABIES CONSIST OF:
FOXES, COYOTES, BATS, RACCOONS, SKUNKS

Number of animals euthanized due to injury, illness, or were at high Risk for the rabies virus:	0	2
Raccoon (sick)	0	0
Cat (sick)	0	0
Skunk (high risk)	0	2
Fox (sick and high risk)	0	0
Number of deceased animals disposed of	2	29
Cats	0	6
Opossum	1	3
Raccoon	0	1
Skunks	0	0
Squirrels	0	12
Deer	0	0
Dog	1	1
Duck	1	5
Owl	1	1
Number of citations written for Animal Running At Large	0	1
Number of citations for not having animal vaccinated	0	0
Number of citations for not having animal registered	0	0
Number of Written Warnings issued for Animal Running At Large	1	2
Number of Written Warnings issued for failure to register animal	0	0
Number of Written Warnings issued for not having animal vaccinated	0	0

Total cost for animal care for the month of January: \$1262.00 \$3610.50

W Clark ACO

City of Windcrest Monthly Code Compliance Report

Current Code Compliance Officer in Training

City Code Violations	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	TOTAL
Parking Violation	2	1	6	4									13
Dog's running at large	2	2	1	2									7
Animal Registration	0	0	0	2									2
Animal Waste disposal	0	1	1	0									2
Overgrown Weeds, Grass, Vegetation Front	5	14	8	1									28
Overgrown Weeds, Grass, Vegetation Alleyway	0	11	13	2									26
Vacated Property	0	1	0	0									1
Littering Street	3	0	0	1									4
Littering Alley	1	1	1	0									3
Barking Dog	0	0	0	0									0
No Alarm Permit	4	5	1	0									10
No Building Permit	2	1	0	5									8
Street for storage parking "Veh. On street"	3	2	6	1									12
Junk Vehicle	2	0	2	1									5
Vehicles on grass	5	2	2	4									13
R.V. / Boat / Trailer on Driveway/Street	3	3	6	5									17
Danger to Health	0	0	1	0									1
Overhanging tree limbs "Street"	2	2	0	2									6
Overhanging tree limbs "Alley"	0	1	0	0									1
Bandit Signs	36	29	20	46									131
Stagnant Pool Water	0	0	1	0									1
Emptying pool into street	2	1	1	0									4
Solicitors	1	1	0	2									4
Watering wrong time of day	18	2	0	7									27
Watering wrong day	3	1	0	1									5
Wasting Water " Street/Alley"	0	5	0	1									6
Refusal to pay Solid Waste	0	0	0	19									19
Obstruction of Streets and Roadways	3	1	1	0									5
Unsanitary / Unsanitary Conditions	2	9	5	1									17
No Garage / Estate Permit	0	0	0	0									0
Teen Curfew	0	0	9	4									13
Regulation of Use of Drainage Ditches	0	0	6	0									6
Graffiti	0	0	1	0									1
Noise Nuisance	0	0	0	1									1
Total Issues Addressed	99	96	92	112									399
Written Notice by Code Compliance	16	35	31	27									109
Verbal Warnings by Code Compliance	31	23	22	26									102
MCRT Citation Issued by Code Compliance	0	0	0	0									0
Written Warnings by PD	3	8	3	2									16
MCRT Citation Issued by PD	3	1	16	11									31
Total Enforced	53	67	72	66									258

* 8 HRS / Day in Field

OK / JGB
6/21/12

02-21-12

Since January 1, 2011, the Windcrest Police Department in accordance with the Texas Racial Profiling Law (S.B. No. 1074, Acts 2001, 77th Leg., eff. 09/01/2001 and H.B. No. 3389, Acts 2009, 81st Leg., eff. 09/01/2009), has been collecting police contact data for the purpose of identifying and responding (if necessary) to concerns regarding racial profiling practices. It is my hope that the findings provided in this report will serve as evidence that the Windcrest Police Department continues to strive towards the goal of maintaining strong relations with the community.

In this report, the reader will encounter several sections designed at providing background information on the rationale and objectives of the Texas Racial Profiling Law. Other sections contain information relevant to the institutional policies adopted by the Windcrest Police Department prohibiting the practice of racial profiling among its officers.

The final components of this report provide statistical data relevant to the public contacts made during the period of 1/1/11 and 12/31/11. The analysis of the data and recommendations for future areas of research are also included. It is my sincere hope that the channels of communication between community leaders and the Windcrest Police Department continue to strengthen as we move forward to meet the challenges of the near future.

Sincerely,



Chief of Police

Police Contact Data Annual Report January 1, 2011— December 31, 2011

Table of Contents

(I) Introduction

- a) Opening Statement Outlining Rationale and Objective of Report
- b) Table of Contents
- c) The Texas Law on Racial Profiling
- d) Outline of Requirements Introduced by The Texas Racial Profiling Law

(II) Background

- a) City/County Historical and Demographical Information
- b) Police Department's Background/Demographics
- c) Police Department's General Orders/Procedures (includes organizational chart)
- d) Report on Inventory/Usage of Video/Audio Equipment in Police Vehicles
- e) Police Department's Partnerships with the Local Community

(III) Responding to the Texas Racial Profiling Law

- a) Institutional Policy on Racial Profiling (definition/prohibition of racial profiling)
- b) Implementation of Complaint Process Addressing Allegations of Racial Profiling Practices (includes efforts relevant to the implementation of an educational campaign aimed at informing the public on the complaint process)
- c) Training Administered to Law Enforcement Personnel
- d) Tables Depicting Police Contact Information (1/1/11—12/31/11).
Includes Tier 1 information for all contacts and Comparative Analysis for traffic contacts.
- e) Report on Complaints (if any) Filed Against Officers for Violating Racial Profiling Policy (includes institutional procedures/corrective action used when responding to racial profiling complaints)
- f) Analysis and Interpretation of Data

(IV) Summary of Findings

- a) Summary Statement Regarding Findings
- b) Recommendations Addressing Issues of Concern (if applicable)
- c) Check List/Contact Information

TEXAS CODE OF CRIMINAL PROCEDURE

CHAPTER 2

ARTICLES 2.131 - 2.1385

**Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 25, eff.
September 1, 2009**

Art. 2.131. RACIAL PROFILING PROHIBITED. A peace officer may not engage in racial profiling.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.132. LAW ENFORCEMENT POLICY ON RACIAL PROFILING. (a) In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make motor vehicle stops in the routine performance of the officers' official duties.

(2) "Motor vehicle stop" means an occasion in which a peace officer stops a motor vehicle for an alleged violation of a law or ordinance.

(3) "Race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, Native American, or Middle Eastern descent.

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;

(3) implement a process by which an individual may file a complaint with the agency if the individual

believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provide public education relating to the agency's complaint process;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

(A) the race or ethnicity of the individual detained;

(B) whether a search was conducted and, if so, whether the individual detained consented to the search; and

(C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

(7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:

(A) the Commission on Law Enforcement Officer Standards and Education; and

(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

(c) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of

installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make motor vehicle stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make motor vehicle stops. If a law enforcement agency installs video or audio equipment as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(f) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer.

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b)(7), the commission shall begin disciplinary procedures against the chief administrator.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by:

Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 25, eff. September 1, 2009.

Art. 2.133. REPORTS REQUIRED FOR MOTOR VEHICLE STOPS. (a) In this article, "race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of any person operating the motor vehicle who is detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the initial reason for the stop;

(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband or other evidence was discovered in the course of the search and a description of the contraband or evidence;

(5) the reason for the search, including whether:

(A) any contraband or other evidence was in plain view;

(B) any probable cause or reasonable suspicion existed to perform the search; or

(C) the search was performed as a result of the towing of the motor vehicle or the arrest of any person in the motor vehicle;

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of whether the arrest was based on a violation of the Penal Code, a violation of a traffic law or ordinance, or an outstanding warrant and a statement of the offense charged;

(7) the street address or approximate location of the stop; and

(8) whether the officer issued a written warning or a citation as a result of the stop.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by:

Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 26, eff. September 1, 2009.

Art. 2.134. COMPILATION AND ANALYSIS OF INFORMATION COLLECTED. (a) In this article:

(1) "Motor vehicle stop" has the meaning assigned by Article 2.132(a).

(2) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each law enforcement agency shall submit a report containing the incident-based data compiled during the previous calendar year to the Commission on Law Enforcement Officer Standards and Education and, if the law enforcement agency is a local law enforcement agency, to the governing body of each county or municipality served by the agency.

(c) A report required under Subsection (b) must be submitted by the chief administrator of the law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, and must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

(A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of

persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities; and

(B) examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a motor vehicle stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education, in accordance with Section 1701.162, Occupations Code, shall develop guidelines for compiling and reporting information as required by this article.

(f) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(g) On a finding by the Commission on Law Enforcement Officer Standards and Education that the chief administrator of a law enforcement agency intentionally failed to submit a report required under Subsection (b), the commission shall begin disciplinary procedures against the chief administrator.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by:

Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 27, eff. September 1, 2009.

Art. 2.135. PARTIAL EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT. (a) A peace officer is exempt from the reporting requirement under Article 2.133 and the chief administrator of a law enforcement agency, regardless of whether the administrator is elected, employed, or appointed, is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make motor vehicle stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make motor vehicle stops is equipped with transmitter-activated equipment; and

(B) each motor vehicle stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each motor vehicle stop for at least 90 days after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a motor vehicle stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

(d) In this article, "motor vehicle stop" has the meaning assigned by Article 2.132(a).

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Amended by:

Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 28, eff. September 1, 2009.

Art. 2.136. LIABILITY. A peace officer is not liable for damages arising from an act relating to the collection or reporting of information as required by Article 2.133 or under a policy adopted under Article 2.132.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.137. PROVISION OF FUNDING OR EQUIPMENT. (a) The Department of Public Safety shall adopt rules for providing funds or video and audio equipment to law enforcement agencies for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), including specifying criteria to prioritize funding or

equipment provided to law enforcement agencies. The criteria may include consideration of tax effort, financial hardship, available revenue, and budget surpluses. The criteria must give priority to:

- (1) law enforcement agencies that employ peace officers whose primary duty is traffic enforcement;
- (2) smaller jurisdictions; and
- (3) municipal and county law enforcement agencies.

(b) The Department of Public Safety shall collaborate with an institution of higher education to identify law enforcement agencies that need funds or video and audio equipment for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A). The collaboration may include the use of a survey to assist in developing criteria to prioritize funding or equipment provided to law enforcement agencies.

(c) To receive funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency needs funds or video and audio equipment for that purpose.

(d) On receipt of funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency has installed video and audio equipment as described by Article 2.135(a)(1)(A) and is using the equipment as required by Article 2.135(a)(1).

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.138. RULES. The Department of Public Safety may adopt rules to implement Articles 2.131-2.137.

Added by Acts 2001, 77th Leg., ch. 947, Sec. 1, eff. Sept. 1, 2001.

Art. 2.1385. CIVIL PENALTY. (a) If the chief administrator of a local law enforcement agency intentionally fails to submit the incident-based data as required by Article 2.134, the agency is liable to the state for a civil penalty in the amount of \$1,000 for each violation. The attorney general may sue to collect a civil penalty under this subsection.

(b) From money appropriated to the agency for the administration of the agency, the executive director of a state law enforcement agency that intentionally fails to submit the incident-based data as required by Article 2.134 shall remit to the comptroller the amount of \$1,000 for each violation.

(c) Money collected under this article shall be deposited in the state treasury to the credit of the general revenue fund.

Added by Acts 2009, 81st Leg., R.S., Ch. 1172, Sec. 29, eff. September 1, 2009.

Racial Profiling Reporting To TCLEOSE

House Bill 3389 changed several portions of the Code of Criminal Procedures Article 2.131 – 2.138. The major change that is now in the law is that all agencies must report racial profiling data to TCLEOSE as well as their governing body.

The law changes require reporting beginning in 2011 reporting data collected during calendar year 2010.

The attached documents outline three options. Every law enforcement agency must select the option that applies to their particular situation.

These options are:

1. Law enforcement agencies that do not routinely make motor vehicle stops can be fully exempt from reporting.
2. Law enforcement agencies that routinely perform traffic stops or motor vehicle stops and who have their vehicles that routinely perform these stops equipped with video and audio equipment can report under CCP 2.135. (This is called Tier 1 Reporting)
3. Law enforcement agencies that routinely perform traffic stops or motor vehicle stops and who do not equip their vehicles with video or audio equipment must report under CCP 2.133 and perform a analysis as required by CCP 2.134.

**RACIAL PROFILING REPORTING
AS REQUIRED BY HB 3389
OF THE 81ST LEGISLATURE
STATE OF TEXAS**

As a Chief Administrator of a Law Enforcement Agency you must submit one (1) of the following three (3) documents.

Please read the Code of Criminal Procedures, Articles 2.131 – 2.138 and make a decision about which of the following three categories applies to your department.

Which ONE applies to you?

- Full Exemption from Racial Profiling Reporting – agency does not routinely make traffic stops.

- Tier 1 Partial Exemption from Racial Profiling Report because of video and audio equipment records motor vehicle stops.

- Tier 2 Fully Reporting with no recording video or audio equipment in vehicles performing motor vehicle stops.

By law, one of the above three must be submitted to TCLEOSE each year by March 1st. This will begin with the 2010 year's data submitted by March 1st, 2011.

FULL EXEMPTION

**AGENCY DOES NOT MAKE
MOTOR VEHICLE STOPS**

(Next Page)



Full Exemption Racial Profiling Reporting

(If you claim a full exemption, this information is mandatory)

Department Name

Agency Number

Chief Administrator Name

Reporting Name

Contact Number

E-mail Address

Article 2.132 CCP Law Enforcement Policy on Racial Profiling

(a) In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers' official duties.

I certify it is not the policy of this agency to make traffic stops in the routine performance of the officers' official duties.

Chief Administrator

Date

***This will be completed online and sent electronically
to TCLEOSE***

www.tcleose.state.tx.us

TIER 1 REPORTING

PARTIAL EXEMPTION

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90-days

or

In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment

The following four pages must be completed online and sent electronically to TCLEOSE



Partial Exemption Racial Profiling Reporting (Tier 1)

Department Name _____
Agency Number _____
Chief Administrator Name _____
Reporting Name _____
Contact Number _____
E-mail Address _____

Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) provide public education relating to the agency's complaint process;
- (5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) the race or ethnicity of the individual detained;
 - (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) the Commission on Law Enforcement Officer Standards and Education; and
 - (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

These policies are in
effect

Chief Administrator

Date



**Partial Exemption Racial Profiling Reporting
(Tier 1)**

Video and Audio Equipment Exemption

Partial Exemption Claimed by (2.135(a) CCP):

- ☐ all cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.

OR

- ☐ In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment

I claim this
exemption

Chief Administrator

Date



Partial Exemption Racial Profiling Reporting (Tier 1)

(This is the TCLEOSE recommended form. The form is not mandatory. The information contained in this form, however, is mandatory. You may use your form, but all information must be provided.)

If you claim a partial exemption you must submit a report that contains the following data or use this format to report the data.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14, and 17 Must be equal

2. Total on line 20 Must equal line 15

Number of motor vehicle stops:

Mark only 1 category per vehicle stop

1. _____ citation only
2. _____ arrest only
3. _____ both

4. _____ Total

Race or Ethnicity:

5. _____ African
6. _____ Asian
7. _____ Caucasian
8. _____ Hispanic
9. _____ Middle Eastern
10. _____ Native American

11. _____ Total

Race or Ethnicity known prior to stop?

12. _____ Yes
13. _____ No

14. _____ Total

Search conducted?

15. _____ Yes
16. _____ No

17. _____ Total

Was search consented?

18. _____ Yes
19. _____ No

20. _____ Total Must equal #15



**Partial Exemption Racial Profiling Reporting
(Tier 1)**

Option to submit required data by utilizing agency report

You must submit your report in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

(6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

- (A) the race or ethnicity of the individual detained;
- (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
- (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above
requirements

Chief Administrator

Date

Send entire documents electronically to this website

www.tcleose.state.tx.us

TIER 2 REPORTING

FULL REPORTING

Check One

- ☐ **No motor vehicle or audio equipment**
- ☐ **We choose to fully report even though we qualify for the partial exemption**



Racial Profiling Reporting (Tier 2)

Department Name

Agency Number

Chief Administrator Name

Reporting Name

Contact Number

E-mail Address

Certification to Report 2.132 (Tier 2)

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) provide public education relating to the agency's complaint process;
- (5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) the race or ethnicity of the individual detained;
 - (B) whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) the Commission on Law Enforcement Officer Standards and Education; and
 - (B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

These policies are in
effect

Chief Administrator

Date



**Racial Profiling Reporting
(Tier 2)**

(State of Texas Mandatory Form)

- Instructions: Please fill out all boxes. If zero use 0.**
1. Total on lines 3, 10, 13, 18, 21, 40, and 51 Must be equal
2. Total on lines 27 and 30 Must equal line 19

Gender:

1. _____ Female
2. _____ Male

3. _____ **Total**

Race or Ethnicity:

4. _____ African
5. _____ Asian
6. _____ Caucasian
7. _____ Hispanic
8. _____ Middle Eastern
9. _____ Native American

10. _____ **Total**

Race or Ethnicity known prior to stop?

11. _____ Yes
12. _____ No

13. _____ **Total**

Reason for stop:

14. _____ Violation of law other than traffic
15. _____ Pre-existing knowledge (i.e. warrant)
16. _____ Moving Traffic Violation
17. _____ Vehicle Traffic Violation (Equipment, Inspection or Registration)

18. _____ **Total**



Racial Profiling Reporting (Tier 2)

Search conducted?

19. _____ Yes
20. _____ No

21. _____ Total

Reason for search: (choose 1 for each search)

22. _____ Consent
23. _____ Contraband/evidence in plain sight
24. _____ Probable cause or reasonable suspicion
25. _____ Inventory search performed as result of
towing
26. _____ Incident to arrest/warrant

27. _____ Total Must equal #19

Contraband discovered?

28. _____ Yes
29. _____ No

30. _____ Total Must equal #19

Description of Contraband (Chose only One)

31. _____ Illegal drugs/drug paraphernalia
32. _____ Currency
33. _____ Weapons
34. _____ Alcohol
35. _____ Stolen property
36. _____ Other

37. _____ Total Must equal #28

Arrest result of stop or search:

38. _____ Yes
39. _____ No

40. _____ Total



**Racial Profiling Reporting
(Tier 2)**

Arrest based on:

41. _____ Violation of the Penal Code
42. _____ Violation of a Traffic Law
43. _____ Violation of City Ordinance
44. _____ Outstanding Warrant

Street address or approximate location of the stop:

45. _____ City Street
46. _____ US Highway
47. _____ County Road
48. _____ Private Property or Other

Written warning or a citation as a result of the stop:

49. _____ Yes
50. _____ No

51. _____ Total

Please submit electronically the analysis in PDF format required by 2.134 CCP(c) which contains:

- (1) a comparative analysis of the information compiled under Article 2.133 to:
(A) evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities; and
(B) examine the disposition of motor vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction; and
(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

This analysis meets the above requirements

Chief Administrator

Date

All five (5) pages will be entered via a TCLEOSE Web entry form and the analysis is to be uploaded to the website in PDF format

www.tcleose.state.tx.us

History of the City of Windcrest, Texas

The City of Windcrest was incorporated on September 18, 1959 and at that time consisted of approximately 51 residents. Windcrest was a dream come true for Barbee and Murray Winn who turned a cornfield into a City that they and all residents of Windcrest, then, now and in the future, can be proud to call home.

Today, the City of Windcrest has a population of 5,300 plus residents. It is a community-oriented suburban city in which its residents enjoy and take a vast amount of pride in keeping the spirit of Windcrest alive through the City's government, civic organizations, various clubs and the Windcrest Volunteer Fire Department.

The City of Windcrest is a Home Rule city providing its residents with services such as Police, Fire, Emergency Medical, Public Works, Animal Control, Planning and Zoning and Garbage and Recycling collection. The services the City provides for its residents are citizen oriented and were established for a First Class Municipal Complex. Bexar County Water Control and Improvement District No.10 provide the City with its water.

Police Department Background

The Windcrest Police Department was founded in 1959. At the time, the Windcrest Police Department was only made up of one Town Marshall. Today, the Windcrest Police Department has the following staff member positions available: eighteen commissioned officers, six reserve officers and eight staff members.

The Windcrest Police Department is committed to being responsive to the community in the delivery of quality services by providing high quality, community-oriented police service with sensitivity.

With community service as the foundation, the Police Department is driven by the goal of enhancing the quality of life for all citizens through innovative approaches to problem solving, crime prevention, and teamwork. The Police Department nurtures the public trust by holding themselves to the highest standards of performance and ethics. To fulfill this mission, the Windcrest Police Department is dedicated to providing a quality work environment and the development of its members through effective training and leadership.

The department promotes, to all its members, engaging in community-policing practices in order to provide quality service to all residents of the community. In 2002, The Windcrest Police Department adopted a policy, in accordance to the Texas Law on Racial Profiling, banishing racial profiling practices among all Windcrest Police Department officers.

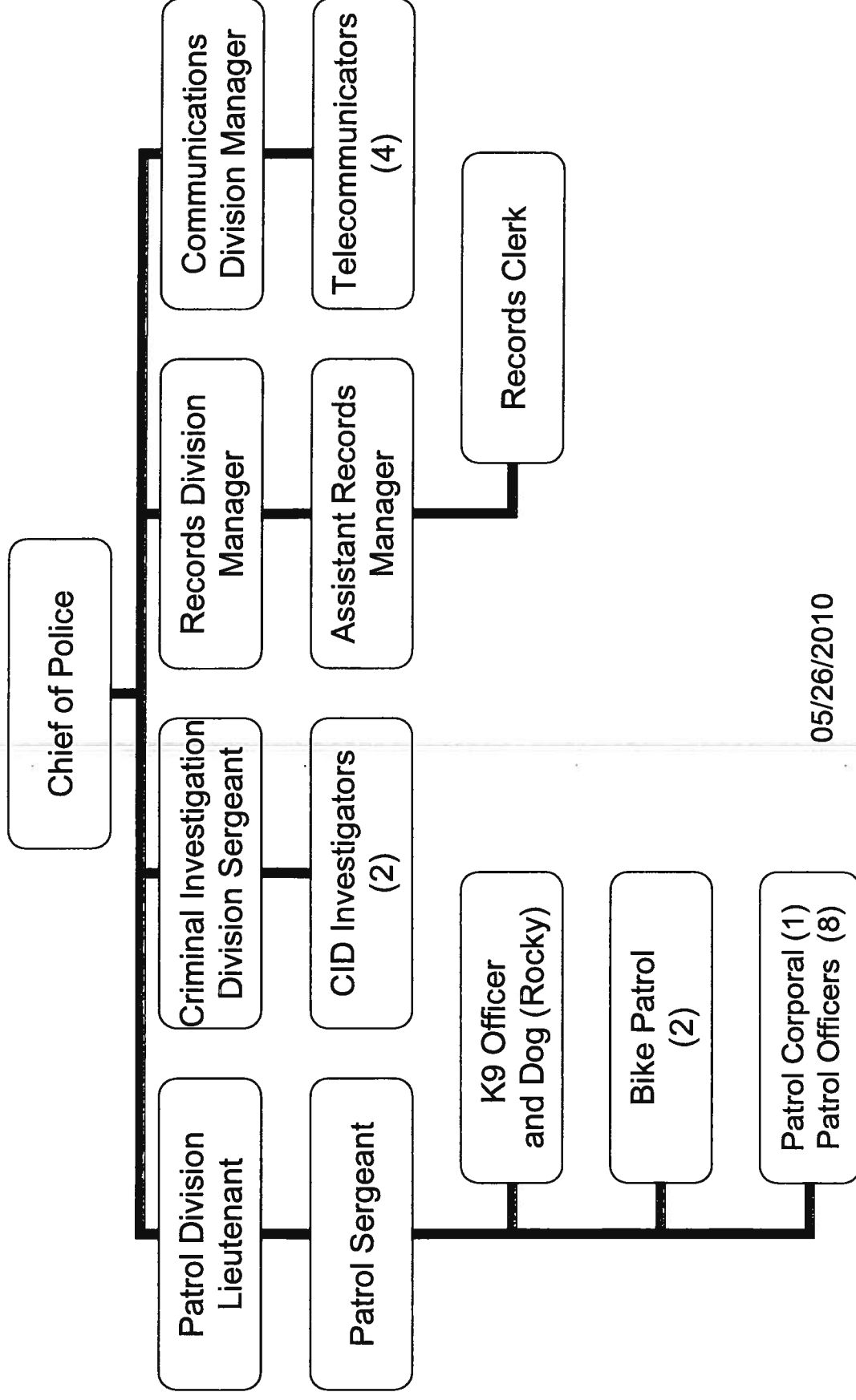
WINDCREST POLICE DEPARTMENT DEMOGRAPHICS

As of Dec 31, 2011

1.	Chief of Police:	1 W/M
2.	Patrol Lieutenant:	1 W/M
3.	Detective Sergeant:	1 W/M
4.	Records Manager:	1 W/F
5.	Communications Manager:	1 W/F
6.	Patrol Sergeant:	1 H/M
7.	Patrol Corporal:	1 W/M 1 H/M
8.	Detective Corporal:	1 W/M
9.	Detective	1 H/M
10.	Patrol Officers:	4 W/M 5 H/M 1 POSITION OPEN
11.	Asst. Records Manager:	1 W/M
12.	Records Clerk:	1 H/F
13.	Dispatchers:	1 W/M 1 H/F 1 H/M 1 POSITION OPEN
14.	Part-Time Reserve:	1 W/M

Windcrest Police Department

Organizational Chart



05/26/2010

Windcrest Police Department General Orders

The following section establishes the mission, vision, values, goals, objectives, oath, ethics, and employment practices of the Windcrest Police Department. Each of these components is reviewed on an annual basis in order to ensure it adequately addresses the emerging needs of the department, the city, and the residents of the Windcrest community.

Mission

It is the mission of the Windcrest Police Department to nurture the public trust by maintaining the highest standards of performance and ethics. To fulfill this mission, the Windcrest police Department is dedicated to providing a quality work environment and the development of its members through effective training and leadership.

Vision

We, the men and women of the Windcrest Police Department, are committed to excellence in leadership, providing progressive and proactive services, developing community partnerships, and building for a better future.

Values

We, the members of the Windcrest Police Department, value the following in our members and our organization:

- Honesty
- Professionalism
- Integrity
- Compassion
- Cultural Diversity

Goals

With community service as its foundation, the Windcrest Police department is driven by the goal of enhancing the quality of life for all citizens through innovative approaches to problem solving, crime prevention and teamwork.

Oath of Office

Each member and volunteer of the Windcrest Police Department shall subscribe to and abide by the Oath of Office:

I _____ do solemnly swear or affirm that I will faithfully execute the duties of a Police Officer of the City of Windcrest, Bexar County, Texas, and will to the best of my ability preserve, protect and defend the Constitution and Laws of the United States, and of this State, and of this City; and I furthermore solemnly swear or affirm that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute, any money or valuable thing to receive my appointment.

So Help Me God.

Upon swearing to the Oath of Office, a signed copy is placed in the employee's personnel file.

Code of Ethics

Each member of the Windcrest Police Department shall subscribe to and abide by the Code of Ethics:

As a Law Enforcement Officer, my fundamental duty is to serve humanity; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional Rights of all people to liberty, equality and justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in obeying the laws of the land and the regulations of my Department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities, or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or violence and never accepting gratuities.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to ethics of Law Enforcement. I will constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession . . . Law Enforcement.

The newly sworn member shall be given one copy of the Code of Ethics.

Equal Opportunity/Affirmative Action

The policy of the Windcrest Police Department is to be fair and impartial in all of its relations with its employees or applicants for employment while adhering to the concept of equal employment opportunity and affirmative action as a necessary element of basic merit system principles. In order to achieve this goal, the Windcrest Police Department hereby reaffirms its official policy that discrimination on the basis of race, sex, color, religion, national origin, age, mental or physical handicap, disabled or veteran status is prohibited by all employees of the Windcrest Police Department. This policy will apply and is not limited to recruitment, promotion, hiring, layoff, termination, demotion, transfer, training, rates of pay, fringe benefits, or other forms of compensation, use of facilities, and other terms, conditions and privileges of employment for all job classifications. The City of Windcrest will take the necessary steps in its employment policies, practices and procedures and make reasonable accommodations in order to assure that appropriate equal employment opportunities are available to all persons.

WPD VIDEO EQUIPMENT

Eight WatchGuard in car video camera systems installed in each of the 8 patrol vehicles in March-May 2007, replacing 7 Mobile Vision video systems installed since 2003.

Video Policy

Beginning January 01, 2003 with the installment of video cameras the following shall apply: Each motor vehicle regularly used by this department to make traffic and pedestrian stops is equipped with a video camera and transmitter-activated equipment; and;

Each traffic and pedestrian stop made by an officer of this department that is capable of being recorded by video and audio, or audio, as appropriate, is recorded.

It is the policy of this department that it is to retain the video and audio discs or the audio discs of each traffic and pedestrian stop for at least ninety (90) days after the date of the stop. If a complaint is filed with this department alleging that one of our officers has engaged in racial profiling with respect to a traffic or pedestrian stop, this department retains the video and audio discs, or the audio disc of the stop until final disposition of the complaint.

Supervisors ensure that officers of this department are recording their traffic and pedestrian stops. A recording of each officer will be reviewed at least once every ninety (90) days.

*If the equipment used to record audio and/or video of traffic or pedestrian stops is malfunctioning or otherwise not operable, the officer making the stop is encouraged to properly record and report the information as required in Standard Operating Procedure (SOP) #01-2002 section .03 Data collection.

Community Partnerships

Although the Windcrest Police Department has always enjoyed the support of the community, since January 1, 2002, it has made extraordinary efforts to reach out to community leaders. This effort has been well received by the Windcrest community; particularly, members of the minority community.

The Windcrest Police Department has kept the public informed of the traffic contact data collection effort. Further, it plans to present the data collected during calendar year 2011 and analyzed, on or before March 1, 2012, to its governing body and the Texas Commission of Law Enforcement Officers Standards and Education. This will be done in an effort to keep community leaders informed on the current practices of the Windcrest Police Department.

The Windcrest Police Department has enjoyed a history regarding community partnerships with various organizations. Some of these include various churches and schools in and around the city, numerous civic organizations, business districts and through the Windcrest Citizen's Patrol.

Racial Profiling Policy

I. PURPOSE

The purpose of the policy is to reaffirm the Windcrest Police Department's commitment to unbiased policing in all its encounters between officer and any person; to reinforce procedures that serve to ensure public confidence and mutual trust through the provision of services in a fair and equitable fashion; and to protect our officers from unwarranted accusations of misconduct when they act within the dictates of departmental policy and the law.

II. POLICY

It is the policy of this department to police in a proactive manner and, to aggressively investigate suspected violations of law. Officers shall actively enforce state and federal laws in a responsible and professional manner, without regard to race, ethnicity or national origin. Officers are strictly prohibited from engaging in racial profiling as defined in this policy. This policy shall be applicable to all persons, whether drivers, passengers or pedestrians.

Officers shall conduct themselves in a dignified and respectful manner at all times when dealing with the public. Two of the fundamental rights guaranteed by both the United States and Texas constitutions are equal protection under the law and freedom from unreasonable searches and seizures by government agents. The right of all persons to be treated equally and to be free from unreasonable searches and seizures must be respected. Racial profiling is an unacceptable patrol tactic and will not be condoned.

This policy shall not preclude officers from offering assistance, such as upon observing a substance leaking from a vehicle, a flat tire, or someone who appears to be ill, lost or confused. Nor does this policy prohibit stopping someone suspected of a crime based upon observed actions and/or information received about the person.

III. DEFINITIONS

Racial Profiling – A law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

Racial profiling pertains to persons who are viewed as suspects or potential suspects of criminal behavior. The term is not relevant as it pertains to witnesses, complainants or other citizen contacts.

The prohibition against racial profiling does not preclude the use of race, ethnicity or national origin as factors in a detention decision. Race, ethnicity or national origin may be legitimate factors in a detention decision when used as part of an actual description of a specific suspect for whom an officer is searching. Detaining an individual and conducting an inquiry into that person's activities simply because of that individual's race, ethnicity or national origin is racial profiling. Examples of racial profiling include but are not limited to the following:

1. Citing a driver who is speeding in a stream of traffic where most other drivers are speeding because of the cited driver's race, ethnicity or national origin.
2. Detaining the driver of a vehicle based on the determination that a person of that race, ethnicity or national origin is unlikely to own or possess that specific make or model of vehicle.
3. Detaining an individual based upon the determination that a person of that race, ethnicity or national origin does not belong in a specific part of town or a specific place.

A law enforcement agency can derive at two principles from the adoption of this definition of racial profiling:

1. Police may not use racial or ethnic stereotypes as factors in selecting whom to stop and search, while police may use race in conjunction with other known factors of the suspect.
2. Law enforcement officers may not use racial or ethnic stereotypes as factors in selecting whom to stop and search. Racial profiling is not relevant as it pertains to witnesses, etc.

Race or Ethnicity -- Of a particular decent, including Caucasian, African, Hispanic, Asian, or Native American.

Pedestrian Stop -- An interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

Traffic Stop -- A peace officer that stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic.

IV. CITATION DATA COLLECTION & REPORTING

An officer is required to collect information relating to traffic or pedestrian stops in which a citation is issued. On the citation officers must include:

1. the violator's race or ethnicity;
2. whether a search was conducted;
3. was the search consensual;
4. arrest for this cited violation or any other violation; and
5. if the officer knew the race/ethnicity of the person detained prior to the contact.

By March, of each year, the department shall submit a report to their governing board and the Texas Commission of Law Enforcement Officers Standards and Education, which includes the information gathered by the citations. The report will include:

1. a breakdown of citations by race or ethnicity;
2. number of citations that resulted in a search;
3. number of searches that were consensual;
4. number of citations that resulted in custodial arrest for this cited violation or any other violation; and
5. if the officer knew the race/ethnicity of the person detained prior to the contact.

Not later than March 1st of each year, this department shall submit a report to our governing body, and the Texas Commission of Law Enforcement Officers Standards and Education, containing this information from the preceding calendar year.

Informing the Public on the Process of Filing a Complaint with the Windcrest Police Department

(I) Educational Campaign:

In accordance to Senate Bill 1704 (2001), and House Bill 3389 (2009), the Windcrest Police Department has made significant efforts to launch an educational campaign aimed at informing the public on issues relevant to the complaint process. Special emphasis has been placed on informing community members on filing a complaint relevant to racial profiling practices.

The command staff of the Windcrest Police Department has spoken at various civic organizations, before city council, and the general public attending these meetings where community members have been informed on efforts being made by the police department to continue banning racial profiling practices among its officers. Information regarding the banning of racial profiling has been posted on the Department's Internet website. In addition, information regarding this ban has been printed in the City of Windcrest monthly Newsletter, which is distributed to members of the community in an effort to reach out to individuals who have difficulty attending public forums of discussion.

(II) Filing a Complaint Based on Violations of the Texas Law on Racial Profiling

The following information has been distributed to residents of the City of Windcrest:

UNDERSTANDING THE PROCESS

Once an individual has filed a complaint regarding racial profiling, he/she should expect the following process to commence as indicated in the Windcrest Police Department policy #596/06 Internal Investigations and General Order #402/42 Racial/Bias Related Profiling section .06 Complaint Investigation:

THE INTERVIEW

A police officer (rank of sergeant or higher) will interview the individual filing the complaint. The officer will ask the alleged victim questions about what happened. It is possible that the officer may be able to explain the officer(s)' actions to your satisfaction.

- Usually, the alleged victim will be interviewed at the Police Department's Main Building. It is possible that he/she may be videotaped during the interview.
- The individual filing the complaint may bring a lawyer, family member or friend to the interview.

- The police officer will ask the individual filing a complaint for the names of witnesses and other police officers that may know facts about the complaint.
- A police photographer may take pictures of any injuries that the alleged victim think are related to the complaint.

THE INVESTIGATION

After the interview, the Windcrest Police Department will investigate the alleged misconduct. Investigators will talk to witnesses and visit the site of the incident.

- The investigators will consist of police officers assigned by the Chief of Police.
- All officers will be interviewed and witnesses whom the alleged victim has named will be contacted and interviewed, if they agree.
- The alleged victim will receive a letter regarding the progress of the investigation. Although it is impossible to estimate how long the investigation will take, the alleged victim will receive periodic reports on its status.
- A report will then be prepared.

THE REVIEW PROCESS

The Police Chief reviews every complaint after the investigation is completed and a report is written.

- If the complaint includes excessive force or charges an officer with a crime, it will also be reviewed by an officer designated by the Chief of Police.
- This designated officer will review your complaint, statements from all witnesses and reports from the investigation. This designated officer may ask for additional information before making its recommendations to the Police Chief.
- The results of investigations that suggest there are no charges that the police officer used excessive force or committed a crime are also reviewed by the Police Chief.
- The Police Chief reviews investigations and makes the final decision on all complaints.

THE FINDINGS

The results of your complaint are called "findings". There are four possible findings:

- **Sustained** - The complaint has been supported: The officer(s) involved acted improperly and may be disciplined.
- **Unfounded** - The investigation found no basis to the complaint filed.
- **Exonerated** - The police officer(s) involved acted properly and will not be disciplined; or
- **Not provable** - There was not enough evidence to prove the complaint true or false so no further action will be taken.

The Police Chief will decide on a finding after the complaint has been reviewed. Further, he/she will inform the alleged victim through an official letter of the final decision.

(III) A COMMITMENT TO RESPOND TO THE NEEDS OF THE COMMUNITY

The Windcrest Police Department has made a commitment to its citizens regarding the following:

1. The department shall accept complaints from any person who believes he or she has been stopped or searched based on racial, ethnic or national origin profiling. No person shall be discouraged, intimidated or coerced from filing a complaint, nor discriminated against because he or she filed such a complaint.
2. Any employee who receives an allegation of racial profiling, including the officer who initiated the stop, shall record the person's name, address and telephone number, and forward the complaint through the appropriate channel or direct the individual(s). Any employee contacted shall provide to that person information regarding the Department's process for filing a complaint. All employees will report any allegation of racial profiling to their superior before the end of their shift.
3. Investigation of a complaint shall be conducted in a thorough and timely manner. All complaints will be acknowledged in writing to the initiator who will receive disposition regarding said complaint within a reasonable period of time. The investigation shall be reduced to writing and any reviewer's comments or conclusions shall be filed with the chief. When applicable, findings and/or suggestions for disciplinary action, retraining, or changes in policy shall be filed with the chief.
4. If a racial profiling complaint is sustained against an officer, it will result in appropriate corrective and/or disciplinary action, up to and including termination.
5. If there is a departmental video or audio recording of the events upon which a complaint of racial profiling is based, upon commencement of an investigation by this department into the complaint and written request of the officer made the subject of the complaint, this department shall promptly provide a copy of the recording to that officer.

Training

In compliance with the Texas Racial Profiling Law, the Windcrest Police Department has asked that all its officers adhere to all Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements as mandated by law.

All officers from the Windcrest Police Department have been asked to complete a TCLEOSE training and education program on racial profiling not later than the second anniversary of the date the officer is licensed under Chapter 1701 of the Texas Occupations Code or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier. A person who on September 1, 2001, held a TCLEOSE intermediate proficiency certificate, or who had held a peace officer license issued by TCLEOSE for at least two years, will complete a TCLEOSE training and education program on racial profiling not later than September 1, 2005.

The Chief of Police, as part of the initial training and continued education for such appointment, attended the LEMIT program on racial profiling. This fulfills the training requirement as specified in the Education Code (96.641) of the Texas Racial Profiling Training law.

Corrective Action

It is the policy of the Windcrest Police Department that any officer who, after an internal investigation, has been found guilty of engaging in racial profiling, that one of the following series of disciplinary measures is taken (as per the recommendation of the Chief of Police):

- 1) Officer is retrained in racial sensitivity issues
- 2) Officer is reprimanded or suspended and as a condition of further involvement with the police department is asked to undergo racial sensitivity training
- 3) Officer is terminated

Data on Corrective Action

The following table contains data regarding officers that have been the subject of a complaint, during the time period of 1/1/11---12/31/11, based on allegations outlining possible violations related to the Texas Racial Profiling Law. The final disposition of the case is also included.

☒

Check above if the Windcrest police department has not received any complaints, on any members of its police force, for having violated the Texas Racial Profiling Law during the time period of 1/1/11 ---- 12/31/11.

Complaints Filed for Possible Violations of the Texas Racial Profiling Law

[illegible]

Additional Comments:

Winchester Police Department
Racial Profiling Statistical Report
January 01, 2011 to December 31, 2011

Table 1: Did The Officer Know the Race/Ethnicity of the Person Detained Prior to the Contact

Knowledge	Contacts
Yes	63
No	4612
	4675
	Total

Table 2: Search by Race

Search	White	% of Race	% of Search	Black	% of Race	% of Search
None	1757	86%	44%	1127	82%	28%
Probable Cause	245	12%	41%	217	16%	36%
Consent	33	2%	33%	35	3%	35%
	2035	100%	44%	1379	100%	29%
	Total	of Race	of all Searches	Total	of Race	of all Searches

Search	Hispanic	% of Race	% of Search	Asian/Pacific Islander	% of Race	% of Search
None	997	86%	25%	94	93%	2%
Probable Cause	131	11%	22%	6	6%	1%
Consent	32	3%	32%	1	1%	1%
	1160	100%	25%	101	100%	2%
	Total	of Race	of all Searches	Total	of Race	of all Searches

Search	Native American	% of Race	% of Search	Middle Eastern/Indian	% of Race	% of Search
None	0	#DIV/0!	0%	0	#DIV/0!	0%
Probable Cause	0	#DIV/0!	0%	0	#DIV/0!	0%
Consent	0	#DIV/0!	0%	0	#DIV/0!	0%
	0	#DIV/0!	0%	0	#DIV/0!	0%
	Total	of Race	of all Searches	Total	of Race	of all Searches

Search	Total %	Number
None	85%	3975
Probable Cause	13%	599
Consent	2%	101
	100%	4675

Table 3: Custodial Arrest by Race

Custodial	White	% of Race	% of Custodial Arrest	Black	% of Race	% of Custodial Arrest
Yes	76	4%	42%	56	4%	31%
No	1959	96%	44%	1323	96%	29%
	2035	100%	44%	1379	100%	29%
	Total	of Race	of all Custodial Arrest	Total	of Race	of all Custodial Arrest

Custodial	Hispanic	% of Race	% of Custodial Arrest	Asian/Pacific Islander	% of Race	% of Custodial Arrest
Yes	45	4%	25%	3	3%	2%
No	1115	96%	25%	98	97%	2%
	1160	100%	25%	101	100%	2%
	Total	of Race	of all Custodial Arrest	Total	of Race	of all Custodial Arrest

Custodial	Native American	% of Race	% of Custodial Arrest	Middle Eastern/Indian	% of Race	% of Custodial Arrest
Yes	0	#DIV/0!	0%	0	#DIV/0!	0%
No	0	#DIV/0!	0%	0	#DIV/0!	0%
	0	#DIV/0!	0%	0	#DIV/0!	0%
	Total	of Race	of all Custodial Arrest	Total	of Race	of all Custodial Arrest

Custodial	Total %	Number
Yes	4%	180
No	96%	4495
	100%	4675

(I) Tier 1 Data

Table 1. General Demographics of Contacts and Searches for 2011

Race/Ethnicity*	Contacts		Probable Cause		Consent	
	N	%	N	%	N	%
Caucasian	2035	44%	245	41%	33	33%
African	1379	29%	217	36%	35	35%
Hispanic	1160	25%	131	22%	32	32%
Asian/Pacific Islander	101	2%	6	1%	1	1%
Native American	0	0%	0	0%	0	0%
Middle Eastern/Indian	0	0%	0	0%	0	0%
Total	4675	100%	599	100%	101	100%

* Race/Ethnicity is defined by Senate Bill 1074 as being of a "particular descent, including Caucasian, African, Hispanic, Asian, or Native American". The Windcrest Police Department has included Middle Eastern/Indian.

(II) Comparative Analysis

Table 1. Comparison of Self-Initiated Stops of all contacts in 2010 and 2011.

Race/Ethnicity*	Contacts 2011		Contacts 2010		Variance	
	N	%	N	%	N	%
Caucasian	2035	44%	2032	42%	3	2%
African	1379	29%	1381	28%	-2	1%
Hispanic	1160	25%	1354	28%	-194	3%
Asian/Pacific Islander	101	2%	84	2%	17	0%
Native American	0	0%	2	0%	-2	0%
Middle Eastern/Indian	0	0%	7	0%	-7	0%
Total	4675	100%	4860	100%		

* Race/Ethnicity are defined by Senate Bill 1074 as being of a "particular descent, including Caucasian, African, Hispanic, Asian, or Native American". The Windcrest Police Department has included Middle Eastern/Indian.

Analysis

The data presented in this report contains valuable information regarding police contacts with the public between 1/1/11 and 12/31/11. The law does not require an agency to compare the numbers of police contacts with any other data. The law requires a comparative analysis of the data collected. Different methodologies used with which to do comparative analysis results in different conclusions as the following reveals.

The Texas Commission of Law Enforcement Officer Standards and Education (TCLEOSE) provided on their web site a spreadsheet with which to record and compare the data collected. Attached are two spreadsheets with data as it pertains to those areas required by law for an agency to collect for tier one data.

This analysis showed the following:

For traffic and pedestrian contacts Caucasians were contacted at a higher percentage rate than any other race calculated. For the search category it was broken down to: Probable Cause, and Consent.

Under Probable Cause African-Americans were searched at 36 %, Hispanics were searched at 22%, Asians at 6%, compared to Caucasians at 41%.

Hispanics gave Consent to a Search at 32%, while African-Americans did so at 35%, Asians at 1%, and Caucasians at 33%.

Summary Statement

The findings suggest that the Windcrest Police Department does not currently experience a problem regarding racial profiling practices. This is supported by the fact that it has not received complaints from community members regarding officers' misconduct associated with racial profiling practices.

The continuing effort to collect police contact data will assure an on-going evaluation of the Windcrest Police Department practices. Thus, allowing for the citizens of the Windcrest community to benefit from professional and courteous service from their police department.

Recommendations

Based on the findings introduced in this report, the Chief of Police, along with command staff, have agreed to adopt the following measures aimed at addressing potential racial profiling problems:

- Continue to provide racial sensitivity training to its police personnel
 - Continue to disseminate information to all officers regarding the guidelines of behavior acceptable under the newly adopted Texas Racial Profiling Law
 - Continue to inform the public regarding any newly adopted measures by the police department
 - Keep City Council and other city officials informed of measures being implemented at the Windcrest Police Department
-

Checklist

(I) The following requirements **must** be met by most law enforcement agencies in the State of Texas:

- ☐ Clearly defined act of actions that constitute racial profiling
- ☐ Statement indicating prohibition of any peace officer employed by the Windcrest Police Department from engaging in racial profiling
- ☐ Implement a process by which an individual may file a complaint regarding racial profiling violations
- ☐ Provide public education related to the complaint process
- ☐ Implement disciplinary guidelines for officer found in violation of the Texas Racial Profiling Law
- ☐ Collect data (Tier 1) that includes information on
 - a) Race and ethnicity of individual detained
 - b) Whether a search was conducted
 - c) If there was a search, whether it was a consent search or a probable cause search
 - d) Whether a custody arrest took place
 - e) If the officer knew the race or ethnicity of the person detained before the contact.
- ☐ Produce an annual report on police contacts (Tier 1) and present this to local governing body by March 1, 2012.
- ☐ Adopt a policy, if video/audio equipment is installed, on standards for reviewing video and audio documentation

(II) For additional questions regarding the information presented in this report, please contact:

Chief Alan O. Ballew
8601 Midcrown Drive
Windcrest, Texas 78239
(210) 655-2666



WINDCREST

TEXAS

Street Report for the month of January 2012

Highlights

1. Sweep streets: 1 man x5 days.
2. Every Monday pick up trash around the city and parks: 2 men.
3. Every Friday wash vehicles (weather permitting): 1 man.
4. Mow, edge and trim ball fields, easement right of ways and islands: 2 men x3 days.
5. Remove fallen tree from private property (storm related): 3 men x4 hours.
6. Remove and replace street signs damaged by vehicle accidents:
Crestway @ Eaglecrest 2 men x 1 day
Eaglecrest @ Balfour 2 men x3 days.
7. Special signs at parks(No Open Flames and No Alcohol in parks) :
Takas Park, 5 sign posts and 10 signs, 4 men x3 days
Autumn Sunset Pond 3 sign posts and 6 signs, 2 men x3 days
Brookfalls Pond 4 sign posts and 8 signs, 2 men x3 days.
8. Alley repairs:
Candleglo, Balfour and Tidecrest 3 men x1 day.
9. Repair pot hole at Midcrown @ Fenwick 5 bags: 3 men x3 hours
10. Crack fills at Takas Park parking lot, 25 boxes: 2 men x1 day
11. Repair sprinklers at ball fields: 2 men x3 days.
12. Remove all gravel washed out from alleys into streets from previous rain: 2 men x2 days.
13. Remove all cabinets from Civic Center kitchen: 4 men x3 days.
14. Remove and replace all light fixtures form Finance office: 2 men x1 day.
15. Remove and store the last of all Christmas lights and decorations from City Hall and Windway Island: 4 men x6 days
16. Remove, replace and stain all boards from park benches at Windy Hollow Pond and Brookfalls Pond: 2 men x3 days
17. Clean up water from leaking roof at City Hall and Dispatch Office: 4 men x1 hour (Roofers will be back to do repairs when weather clears up).

Goals

Crack fill City Hall parking lot before seal coat is done and throughout the city as needed.
Continue to repair alleys as needed.

Summary

Street sweeping will continue to run from 6 A.M. – 8 P.M. Monday through Friday as weather permits.

There was a total of 18 days and nights of fog, drizzle and rain during the month of January.

Windcrest EDC Report for the month of June 2009

Respectively submitted to the City Council through the City Manager

Christopher Gamboa

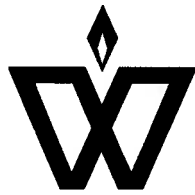


6 February 2012

SIGNATURE

DATE

Please contact me with any questions concerning this report
This reporting is required by the City of Windcrest Charter § 5.02.3(h).



WINDCREST TEXAS

Landscaping Report for the month of January 2012

Highlights

1. Pick up trash around monuments, City Hall and islands: 2 men x4 hours.
2. Water trees, shrubs, and flowers as needed (under water restrictions): 2 men x4 hours.
3. Mow, edge, and trim City Hall, fire dorns, islands, Civic Center, pool, and monuments as needed: 2 men x3 days.
4. Pick up leaves at City Hall, islands, and Civic Center: 2 men x3 days.
5. Plant flowers at Civic Center and monuments: 2 men x 4 days.
6. Remove bug infested bushes and shrubs at fire dorn; 2 men x3 days.
7. Trim trees at pool: 2 men x2 days.
8. Service all equipment used by landscapers.

Goals

Beautify and keep the City clean.
Start monument project at Walzem Rd.@ Midcrown Dr. when weather permits.

Summary

Landscaping projects are designs by landscaper and members of the Windcrest Garden Club. Thank you for your support.

Respectively submitted to the City Council through the City Manager

Christopher Gamboa

8 February 2012

SIGNATURE

DATE

Please contact me with any questions concerning this report
This reporting is required by the City of Windcrest Charter § 5.02.3(h).

CITY OF WINDCREST MUNICIPAL COURT - OFFICIAL MONTHLY REPORT

	Oct. 11	Nov. 11	Dec. 11	Jan. 12	Feb. 12	Mar. 12	Apr. 12	May. 12	Jun. 12	Jul. 12	Aug. 12	Sept. 12	TOTAL	Medium Average
Cases Filed	455	472	479	805										
Fines Paid	52	29	44	61										
Bond Forfeiture	0	0	0	0										
Not Guilty	10	13	15	17										
Guilty	59	58	51	39										
Dismissed	78	59	71	74										
Compliance Dismissals	10	31	28	40										
Defensive Driving	21	19	29	36										
Deferred Disposition	30	39	52	70										
Insurance	26	12	14	15										
Orders for Community Svc.	0	0	0	0										
Appeals	0	0	0	0										
TOTAL CASES HEARD	316	260	306	353										
Failure to Appear/Warrants	290	178	199	275										
Warrant Officer Fine/Fee Collected	13,358	9,248.10	8,404	14,333										
Warrant Officer Activity	31	29	20	33										
Court Fines	22,975.87	20,410.65	24,553.43	22,921.85										
State Fees	12,639.01	10,978.85	13,103.48	14,469.59										
City Share of State Fees (10%)	1,264.00	1,097.89	1,310.00	1,447.00										
Court Technology Fund	720.34	657.24	738.38	811.30										
Court Building Security Fund	540.22	492.91	553.82	608.46										
Fee to Omni/State	1,508.29	1,566.17	1,320.19	1,407.25										
Linebarger Fees	979.50	449.42	1,088.40	1,383.60										
TOTAL CITY REVENUE	24,239.87	21,508.54	25,863.43	24,368.85										24,304.00
PRIOR Years Total Collections	26,354.80	23,096.47	20,308.63	24,356.13	31,594.01	27,069.32	27,631.75	23,550.00	28,227.47	24,319.00	28,296.64	31,528.41	316,332.63	

(October 10-Sept. 11)

Warrant Officer Fine/Fee Collected	7,391	6,475.50	7,069	9,584	15,585	17,622	15,193	18,010	24,188.85	10,943.65	16,723.10	20,726.40	169,511.96
Warrant Officer Activity	34	28	21	26	45	53	47	53	68	41	44	67	527

Persons Arrested (Held in WCPD)	6	11	5	12									28
Persons Incarcerated (HELD IN GC)	0	5	2	3									10
Cost of Incarceration	600	1,300	850	1200									3,950

(October 10 - Sept. 11)

Persons Arrested	0	0	0	0	0	0	2	9	17	16	12	22	78
Persons Incarcerated	0	0	0	0	0	0	1	3	8	5	7	11	35
Cost of Incarceration	0	0	0	0	0	0	50	1250	1400	2200	2450	5100	12,450


 2/29/2012

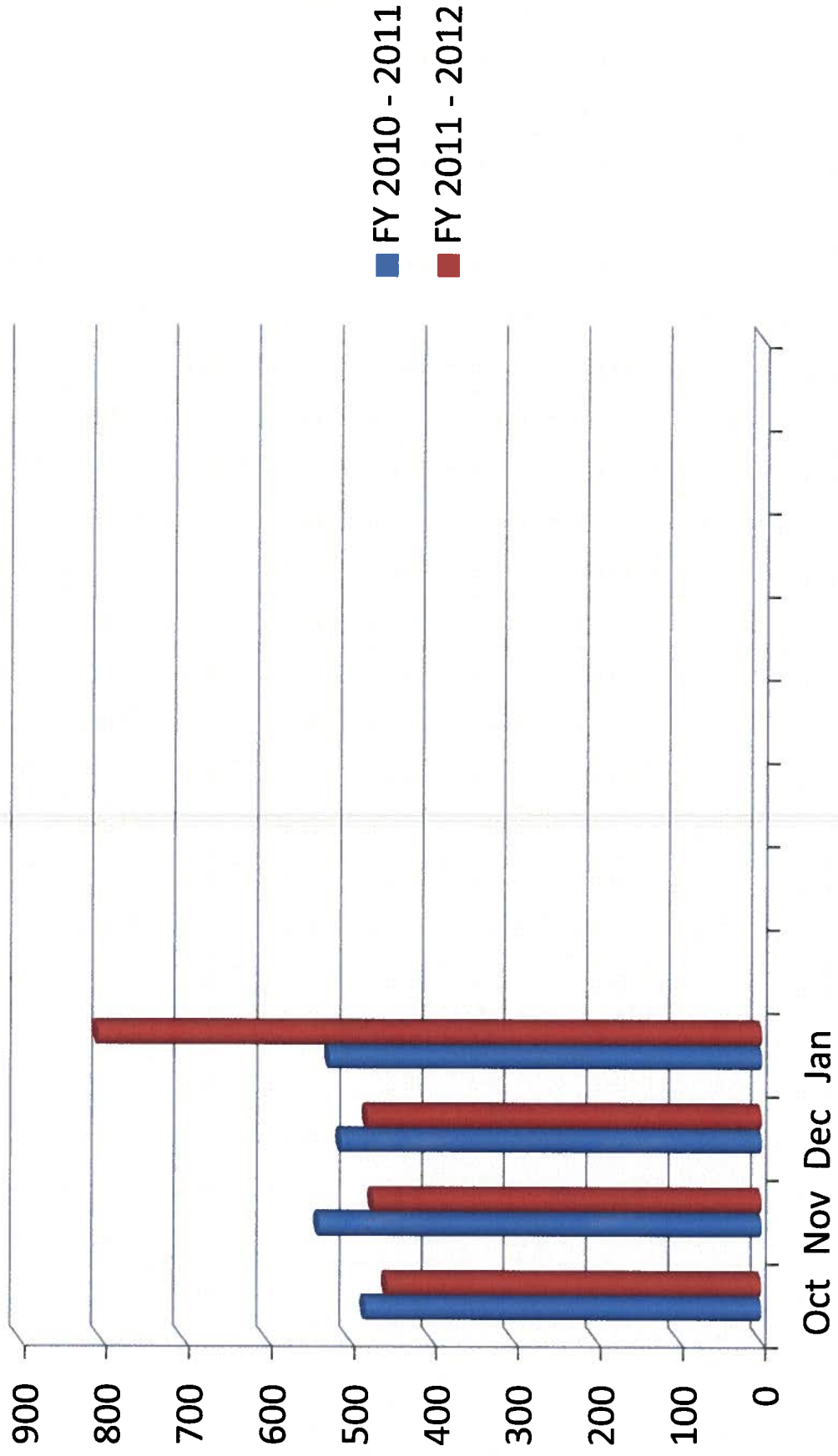
WARRANT OFFICER REPORT FOR THE MONTH OF JANUARY 2012			
Citation No#	Defendant Name	Warrant Officer Comments	ACTION
Page 1 of 2	• DENOTES ARREST	** DENOTES ARREST & MAGISTRATION	
**69312 (2011)	Hernandez, Manuel	Subj Arrested. Processed @ WPD.	JAILED
*59509 (2011)	Longoria, Aaron	Subj Arrested. Processed @ WPD.	Posted Bond \$400
63304 (2011)	Collins, Charles	Went to listed residence address. No ans. Left Red Tag.	Fine/Fees \$126
**62832 (2011)	Winston, Rashaad	Subj Arrested. Processed @ WPD.	\$1138.
**68763 (2011)	Wooten, Kelsey	Subj Arrested. Processed @ WPD	JAILED
54262 (2006)	Cannady, Twilla	Went to listed residence address. No ans. Left Red Tag.	Fine/Fees \$273
64879 (2008)	Diamond, Rick	Went to listed residence address. No ans. Left Red Tag.	Fine/Fees\$530.40
*63640 (2008)	Grimes, Jason	Subj Arrested. Processed @ WPD.	Posted Bond \$300
*69378 (2011)	Roberts, David	Subj Arrested. Processed @ WPD.	Posted Bond \$300
*69380 (2011)	Hall, Jeremy	Subj Arrested. Processed @ WPD.	Fine/Fees \$767
68936 (2011)	Cruz, Jose	Went to listed residence address. No ans. Left Red Tag	Posted Bond \$400
55121 (2011)	Castilleja, Roque	Went to listed residence address. No ans. Left Red Tag.	Fine/Fees \$84.50
55606 (2010)	Stevenson, Tracy	Went to listed residence address. Subj granted Time Served	Fine/Fees \$60
65517 (2010)	Castillo, Randy	Went to listed residence address. No ans. Left Red Tag.	Fine/Fees \$267.90
*68495 (2011)	Gibbs, Candance	Subj Arrested. Processed @ WPD.	Fine/Fees \$1890.
*69356 (2011)	Gallegos, Jorge	Subj Arrested. Processed @ WPD.	Posted Bond \$200
69085 (2011)	Metcalfe, Samantha	Went to listed residence address. Left Red Tag with relative.	Fine/Fees \$536.90
**66206 (2011)	Smith, Joshua	Subj Arrested. Processed @ WPD.	JAILED
69007 (2011)	James, Erica	Went to listed residence address. No ans. Left Red Tag.	Posted Bond \$400
70299 (2011)	Watson, Miranda	Went to listed residence address. No ans. Left Red Tag.	Posted Bond \$200
66257 (2009)	Kyle, Houston	Went to listed residence address. No ans. Left Red Tag	Fine/Fees \$1176.50
59448 (2007)	Jordan, Aaron	Contacted subj thru US Army. Subj will pay fine/fees.	Fine/Fees \$596.70
*69575 (2011)	Mata, Veronica	Subj Arrested. Processed @ WPD	Posted Bond \$300
69601 (2011)	Jourdan, Marius	Went to listed residence address. Left Red Tag w/relative.	Posted Bond \$300
69302 (2011)	Austin, Alexandra	Went to listed residence address. No ans. Left Red Tag	Fine/Fees \$287.90
70148 (2011)	Rivera, Joseph	Went to listed residence address. No ans. Left Red Tag	Posted Bond \$200
61988 (2008)	Fitzgerald, Shelly	Went to listed residence address. Subj granted Time Served.	Fine/Fees \$120
**60499 (2007)	Anugwaede, Regina	Subj Arrested. Processed @ WPD.	JAILED
69532 (2011)	Huerta, Jessica	Went to listed residence address. No ans. Left Red Tag.	Posted Bond \$400
65809 (2008)	Schell, Jonathan	Went to listed residence address. Red Tag w/Relative	Fine/Fees \$1950
69650 (2011)	Coats, Reginal	Went to listed residence address. No ans. Left Red Tag.	Posted Bond \$300

[illegible]

CASES FILED

FY 2010/2011 vs. FY 2011/2012

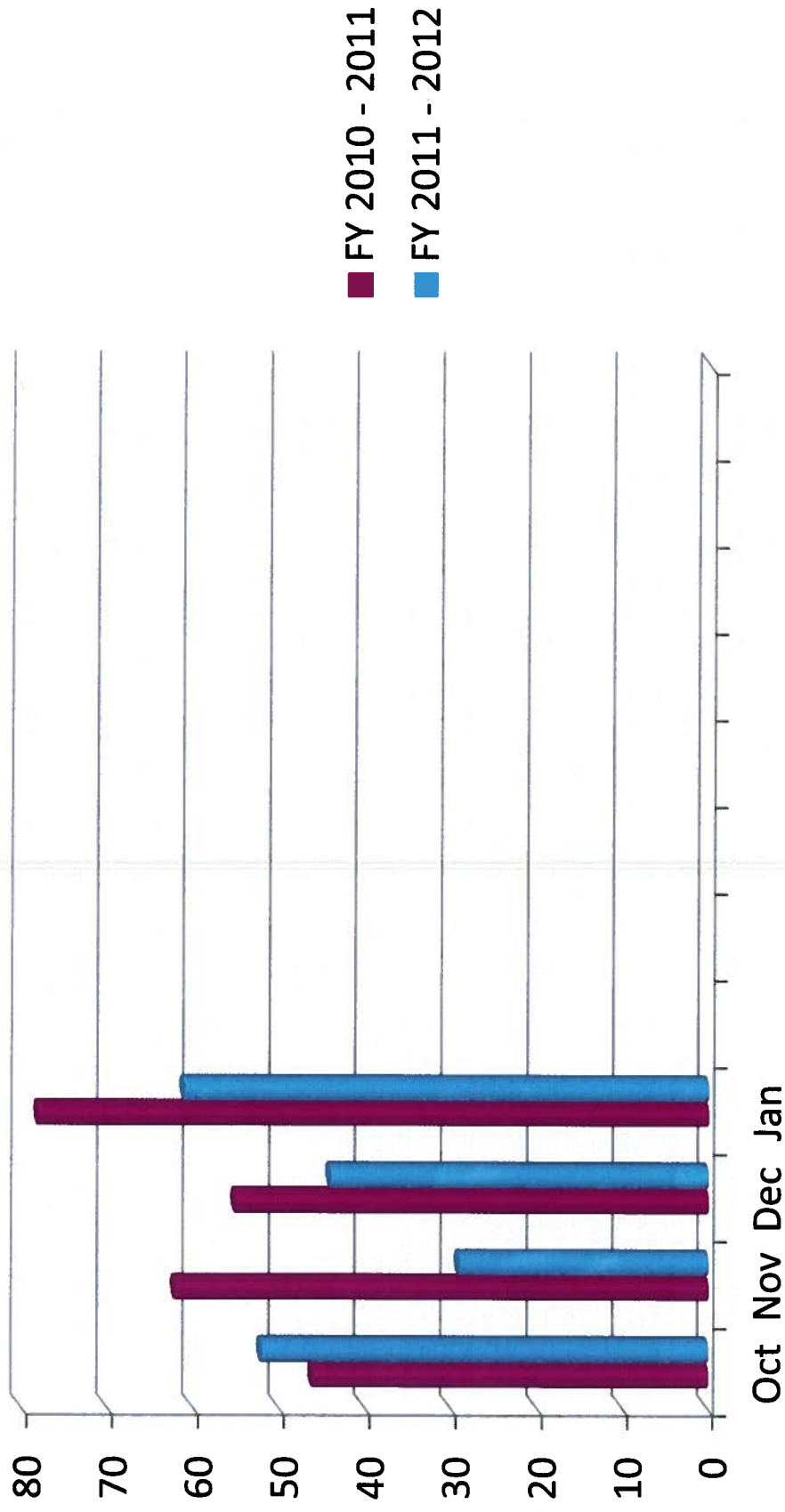
(Citations from Police Department, Code Enforcement, Animal Control)



FINES PAID

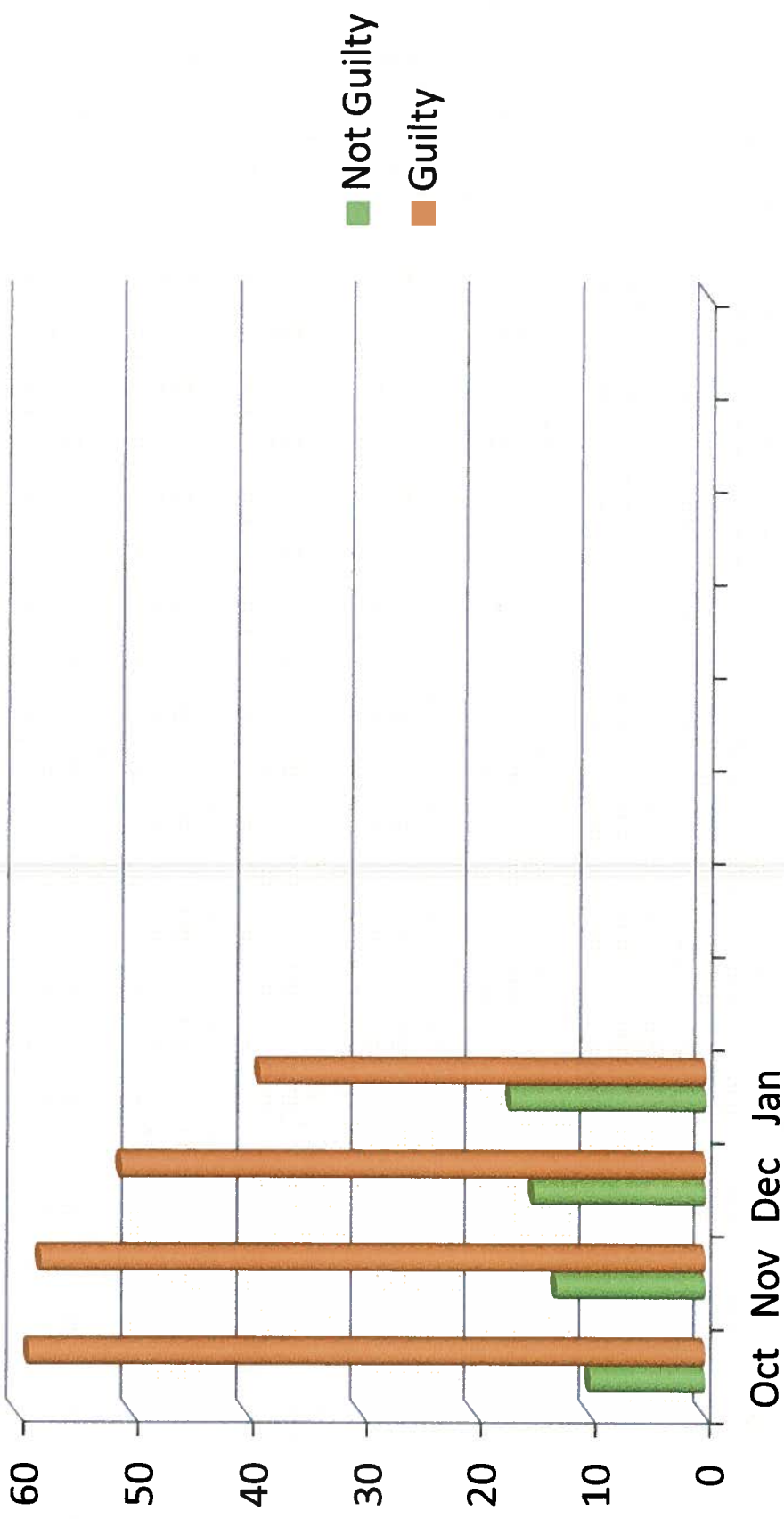
FY 2010/2011 vs. FY 2011/2012

(Number of cases in which defendants came in and paid. Does not include defendants who were granted Deferred Disposition or Defensive Driving)



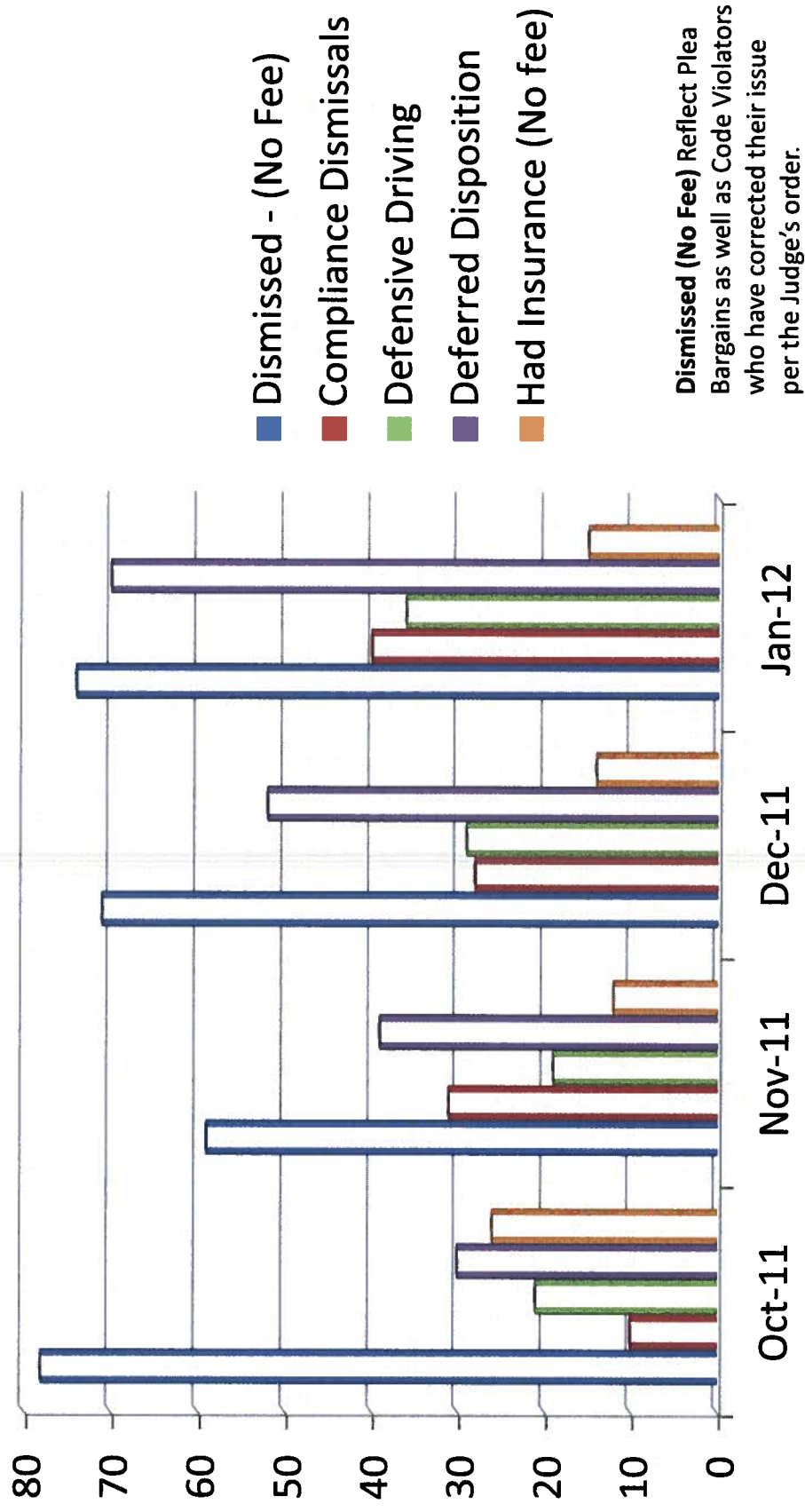
NOT GUILTY / GUILTY

(Numbers only, not \$ amounts. Guilty column correlates with defendants who paid fines in FY 2011 – 2012 from above slide)



DISMISSALS

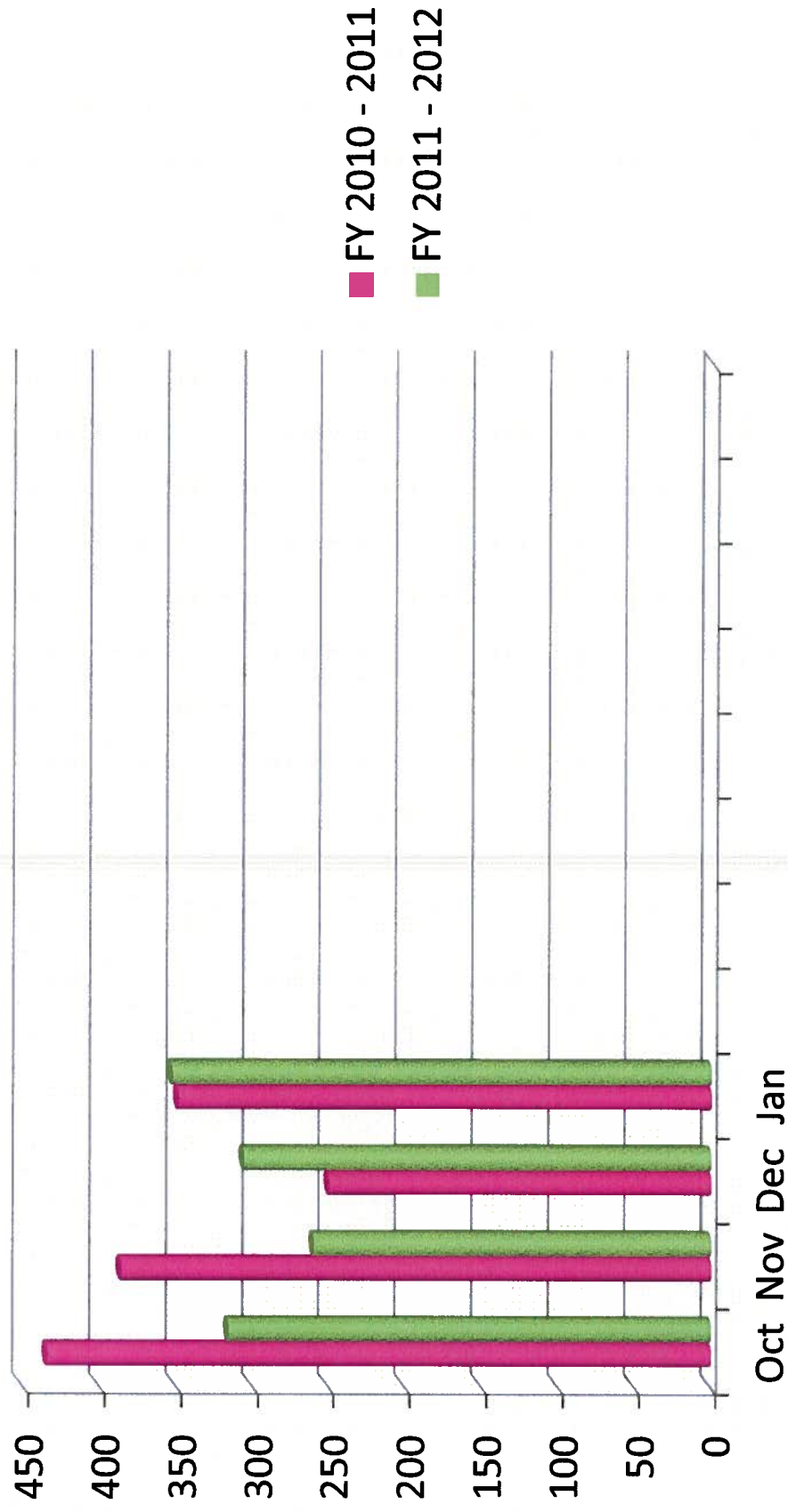
(Numbers only, not \$ amounts)



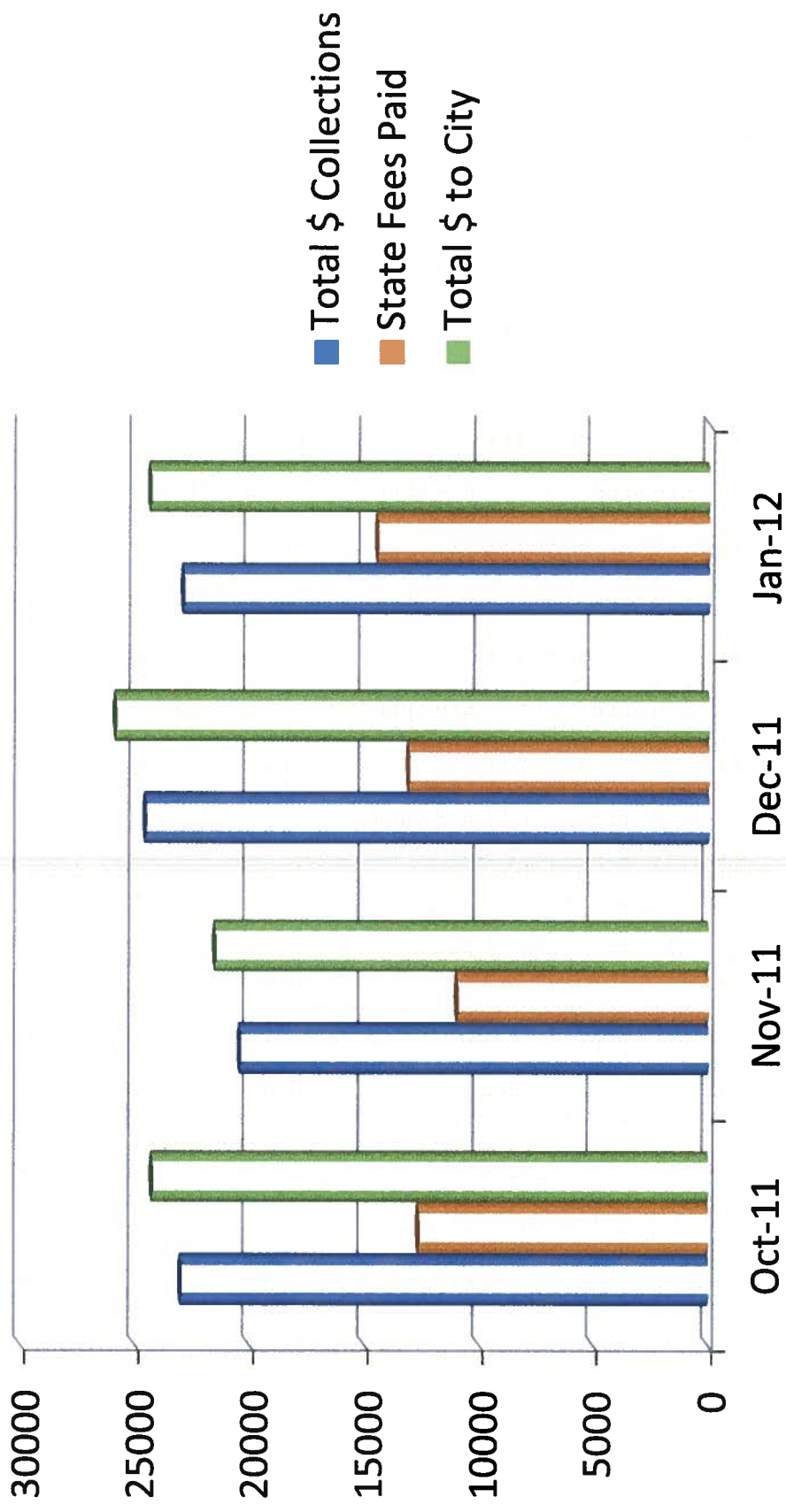
TOTAL CASES HEARD

FY 2010/2011 vs. FY 2011/2012

(Includes...Fines Paid, Not Guilty/Guilty, and Dismissals. Numbers only, not \$ amounts)

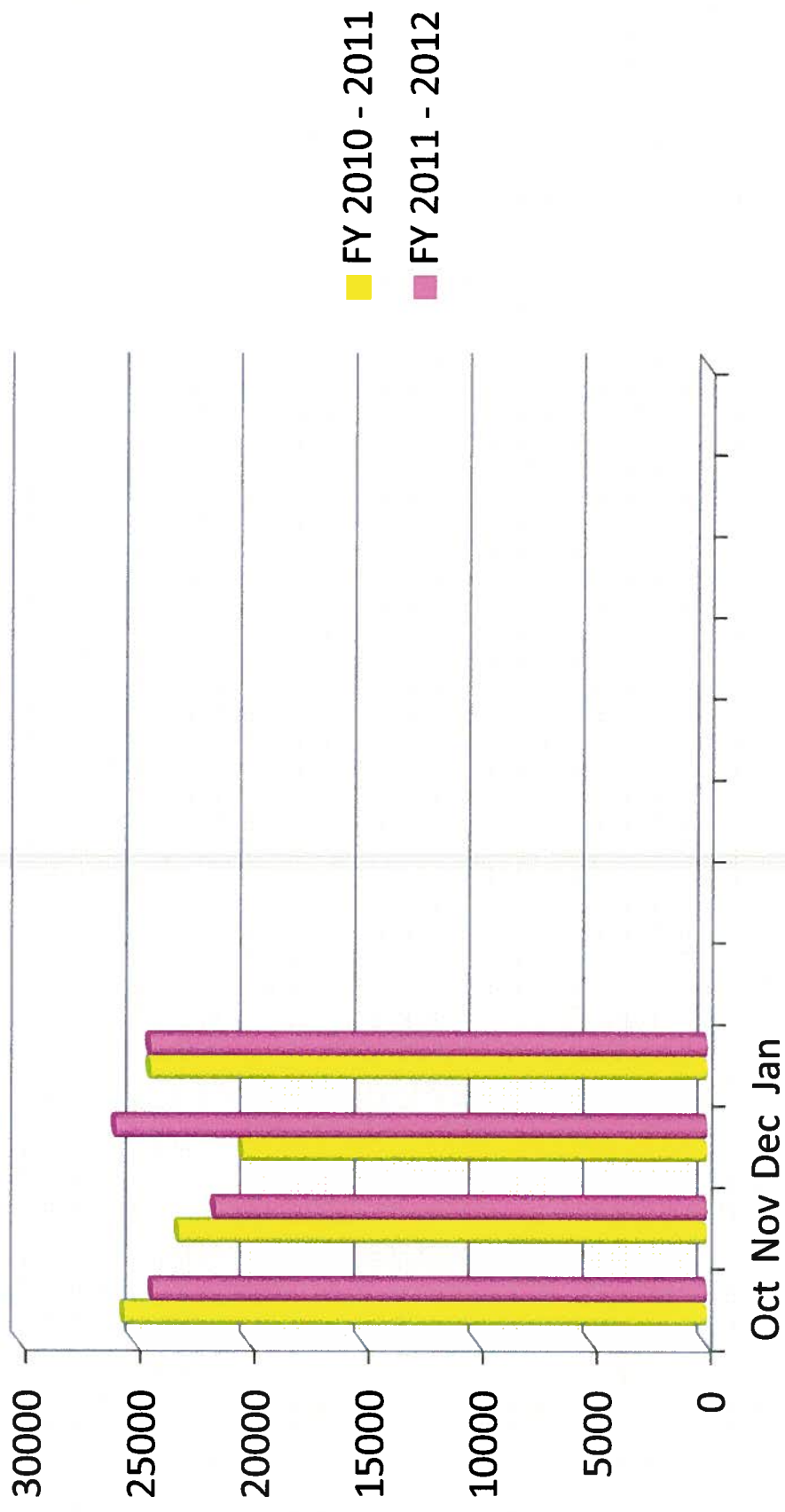


DISTRIBUTION OF TOTAL COURT COLLECTIONS



TOTAL CITY REVENUE

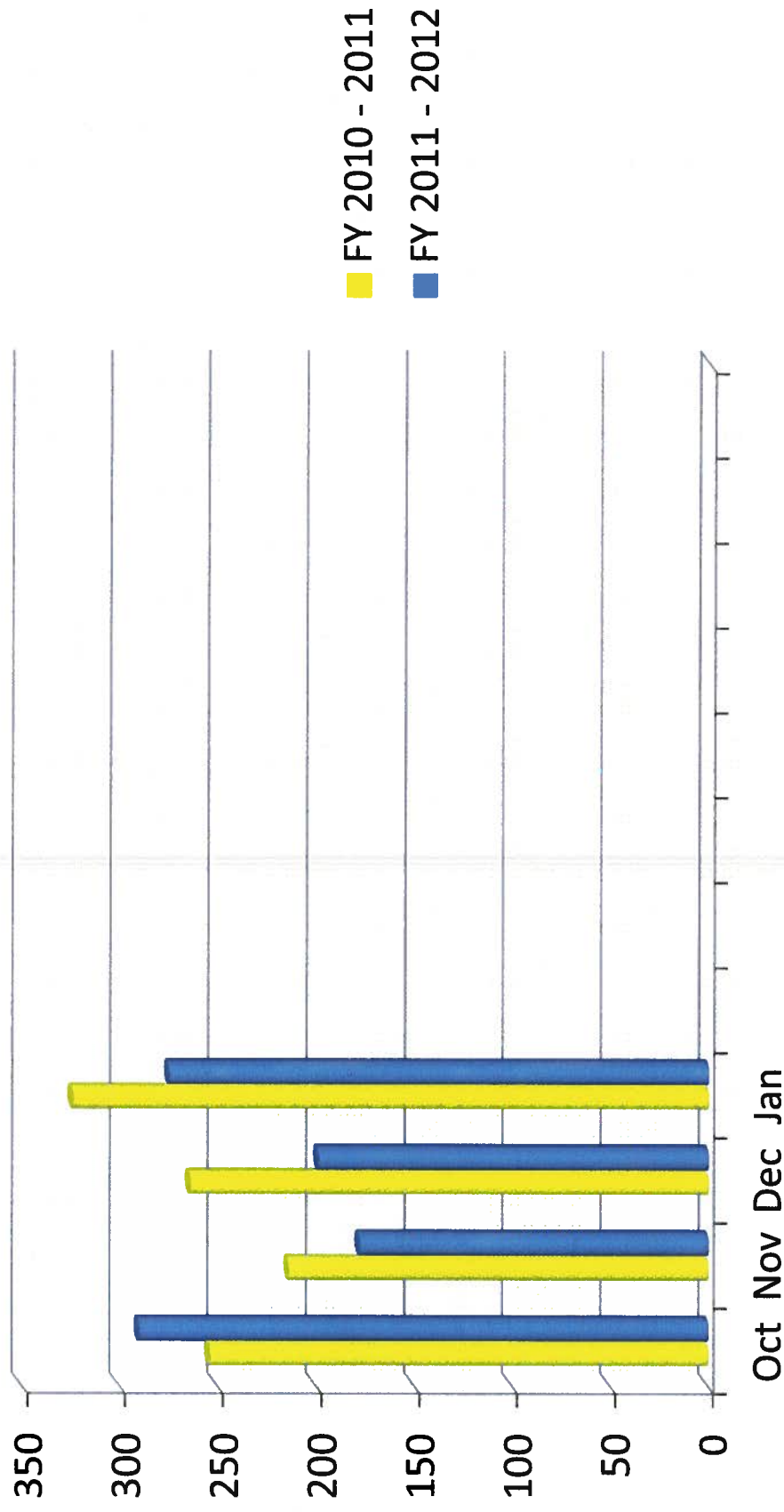
(FY 2010/2011 vs. FY 2011/2012)



FTA WARRANTS ISSUED

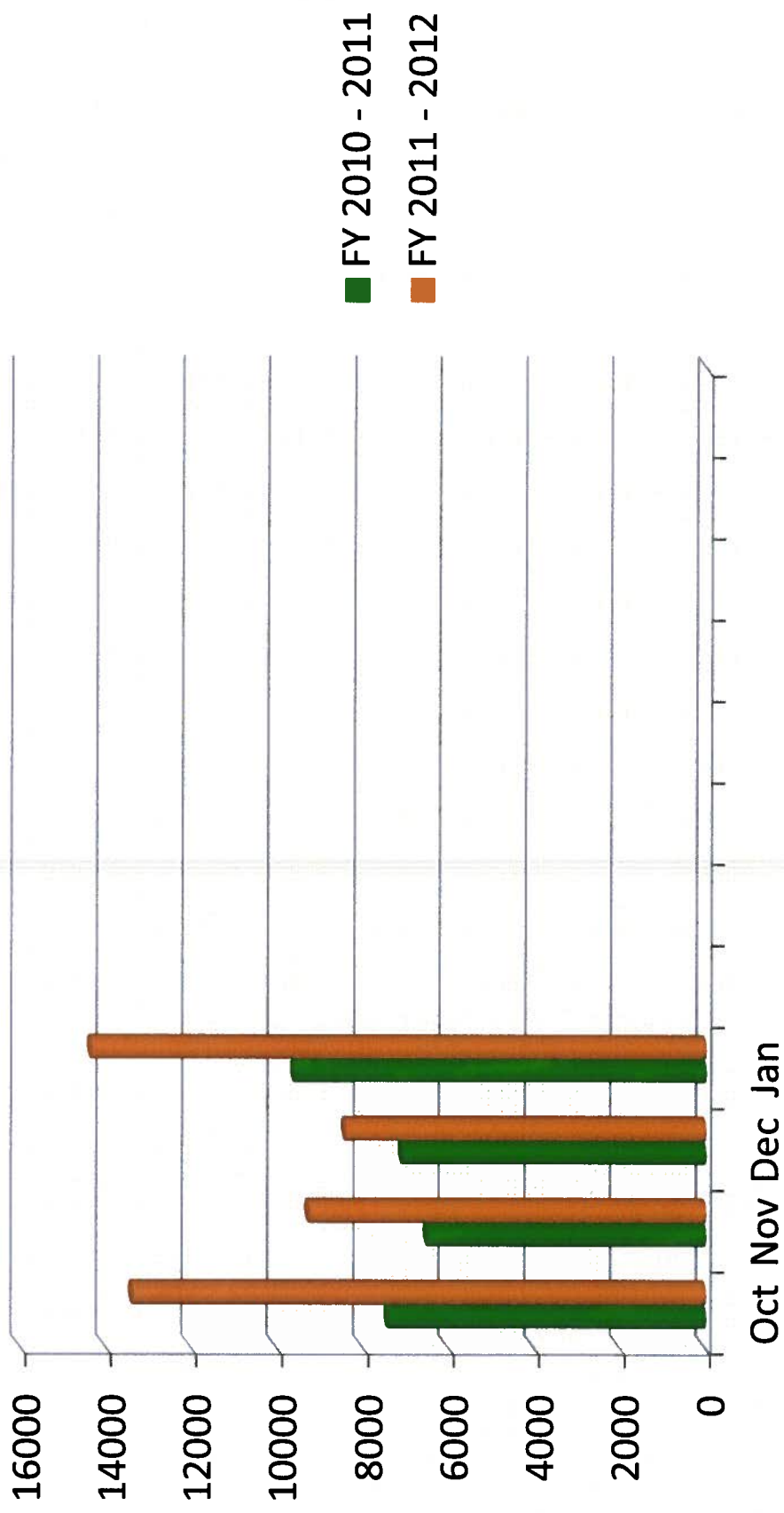
FY 2010 – 2011 vs. FY 2011 - 2012

(Numbers only, not \$ amounts)



WARRANT COMPARISON OF FINES AND FEES COLLECTED

(FY 2010 – 2011 vs FY 2011 – 2012)





WINDCREST

TEXAS

City Secretary Report for the month of January 2012

Highlights

1. Attended Newsletter/Gala committee meeting on January 11th.
2. Prepared/posted agenda and attended Special City Council meetings on January 9th and Town Hall meeting related to Animal Control, Ch.3 on the 17th.
3. Attend Texas Municipal Clerk Certification Program Election Law Seminar in Irving, January 18th-20th, 2012
4. Attended the 1st Quarter Budget workshop, and Regular City Council meeting on January 23rd.
5. Attended a Bexar County Elections entity meeting with Assistant City Secretary at the Elections Warehouse.
6. Prepared/posted agenda and attended EDC meeting on January 26th.
7. Prepared Light Up certificates for the Women's Club light up winner reception.
8. Met with RMI (Reaching Maximum Independent) officials regarding the upcoming Fiesta Especial to be held April 20th-21st at Rackspace.
9. Mailed out Alarm Permit Renewals and started updating Alarm Permit accounts.
10. Data entry all the building permits and inspections for the month and updated registered contractors.

Goals

1. Prepare for General Election.
2. Continue to assist with the planning of Fiesta Especial.
3. Continue updating Alarm Permit accounts.
4. Continue data entry of all building permits and inspections.
5. Continue filling open records request.

Respectfully submitted to City Council, through the City Manager.

Heather Weidenbach

February 15, 2012

SIGNATURE

DATE

Heather Weidenbach, City Secretary

Please contact me with any questions concerning this report 655-0022 ext. 2150

This reporting is required by the City of Windcrest Charter § 5.02.3(h).

[Handwritten signature] on 2/24/2012



WINDCREST TEXAS

Building Services Report for the month of January 2012

Highlights

1. Issued remodel permit for Conn's.
2. Issued remodel permit (new doors) for John Calvin Presbyterian.
3. Issued an interior demolition permit for the TSO building located at 4822 Walzem Rd.
4. Issued a roof permit for 5445 Walzem Rd.

Goals

1. Continue issuing building permits, performing inspections and registering contractors.

Summary

A total of 47 permits were issued for the month with permit fees totaling \$7,612.60, plus \$225.00 in re-inspection fees for a total of \$7,837.60
44 inspections were performed by BB Inspections.

Health Report – See Attached Documents

Respectfully submitted to City Council, through the City Manager.

Heather Weidenbach

February 7, 2012

SIGNATURE

DATE

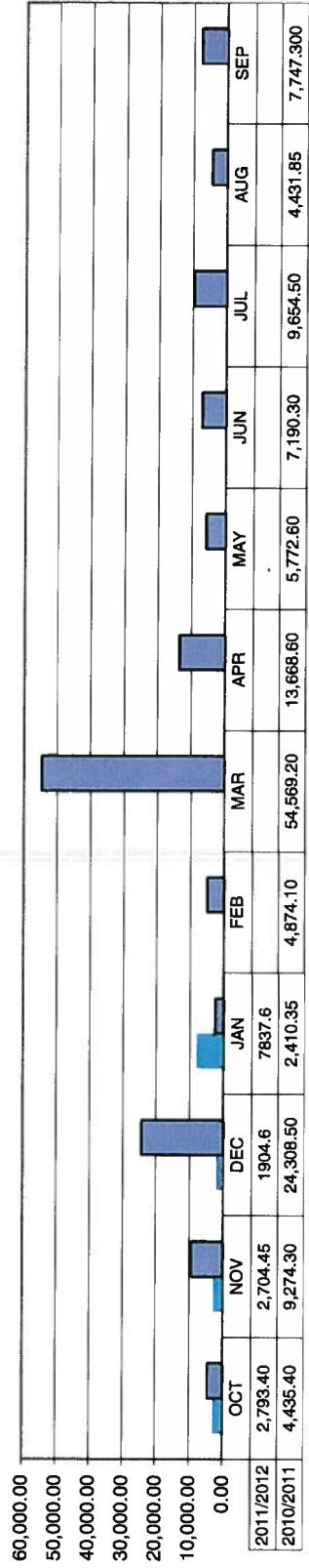
Heather Weidenbach, City Secretary/Permits

Please contact me with any questions concerning this report 655-0022 ext. 2150

This reporting is required by the City of Windcrest Charter § 5.02.3(h).

[Handwritten signature] cm. 2/24/2012

**TOTAL DOLLARS OF BUILDING PERMITS ISSUED
FY 2011/2012 AS OF JANUARY 2012 = \$15,240.05**



■ 2011/2012
■ 2010/2011

TOTAL DOLLAR AMOUNTS BY PERMIT TYPE (FY 2011/2012)

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept
Mechanical	\$980.00	\$1,020	\$1,145.00	\$140.00								
Remodel-Residential	\$50.00	\$50	\$15.00	\$55.00								
Pool	0	0	0	0								
Irrigation	0	\$38.30	\$159.60	\$162.60								
Sprinkler	0	0	0	0								
Residential-New	0	0	0	0								
Electrical	\$213.40	\$142.15	\$145.00	\$300.00								
Plumbing	\$405.00	\$360.00	\$360.00	\$755.00								
Roof	\$20.00	0	\$5.00	\$10.00								
Roof - Commercial	\$0.00	0	\$0.00	\$738								
Fence	\$0.00	\$5.00	0	\$5.00								
Commercial-New	0	0	0	0								
Utility	0	0	0	0								
Commercial Sign	0	\$714.00	0	\$340.00								
Commercial-Remodel	\$100.00	0	0	\$5,107.00								
Cert of Occup	\$200.00	0	0	0								
Reinspection Fees	825	\$375.00	\$75.00	\$225.00								
Total	\$2,793.40	\$2,704	\$1,904.60	\$7,837.60								

TOTAL NUMBER OF PERMITS ISSUED BY MONTH
FY 2011/2012

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept
Mechanical	9	6	9	1								
Remodel-Residential	9	10	3	9								
Pool	0	0	0	0								
Irrigation	0	1	2	2								
Sprinkler	0	0	0	0								
Residential -New	0	0	0	0								
Electrical	2	2	3	6								
Plumbing	8	10	10	18								
Roof	4	0	1	2								
Roof - Commercial	0	0	0	1								
Fence	0	1	0	1								
Commerical - New	0	0	0	0								
Utility	0	0	2	2								
Commercial Sign	0	4	0	2								
Commerical - Remodel	1	0	0	3								
Cert of Occup	2	0	0	0								
TOTAL	35	34	30	47								

**CITY OF WINDCREST
DEPARTMENT OF HEALTH
NARRATIVE REPORT
January 2012**

1. ***Little Jamaica:*** The large reach in cooler was found at 61F. Food products are to be iced down until the unit can maintain 41F or less. This is a repeat discrepancy.
2. ***Resurrection Church:*** This was a state required formal annual inspection. The food establishment permit had not been renewed.
3. ***China Rose:*** All foods stored in the coolers are to be dated for proper rotation. The dishwashing machine drain, and injection tubes need cleaning to remove grease and trash.
4. ***Fishland Fish Market:*** One of the reach in coolers was found at 49F instead of the required 41F or less. The temperature should be taken 3x per day morning noon and before closing for several days to confirm proper range.
5. ***Luby's:*** This was a follow up to the food handler training class. Nine employees registered for the class and seven did not attend. Discussed the issue with the Luby's general manager.

6. ***Rackspace:*** Four mobile food vendors were inspected and approved for operation at Rackspace. A new permanent coffee bar was inspected and approved inside Rackspace.

7. Restaurants are renewing their Food Establishment Permits.

FOOD HANDLER SANITATION TRAINING: One food handler training was conducted in January with 53 attendees.



CPS Street Light Audit Update

- TriStem has received the necessary data to begin the in-depth review. This data included historical usage data, and spreadsheets on the streetlights as well as information from the CPS Energy's GIS system.
- The in-depth review will take between 3 to 6 months to complete. They will be providing periodical updates during the process (Tristem).

HOT Tax Audit

- The first billings were received from the Hotels in February.
 - Report attached.
- The Resource Professional Group will be monitoring the level of exempt rent claimed by the Pear Tree and will be following up with questions as needed.

CITY OF WINDCREST

HOTEL OCCUPANCY TAX
MONTHLY REPORT OF TAX RETURNED AND REMITTED

THE RESOURCE PROFESSIONALS GROUP

PROPERTY	ACCOUNT NO.	MONTH	ROOMS	GROSS RENT	EARNINGS PER ROOM	>30 DAYS NON-TAXABLE	OTHER NON-TAXABLE	TOTAL NON-TAXABLE	% NON-TAXABLE	TAXABLE RENT	TAX	% CHANGE PRIOR YEAR	Occupancy Rate
Drury Inn	7823924540101	01-01-12	81	\$73,151.12	\$903.10		\$0.00	\$7,577.07	10.4	\$65,574.05	\$4,590.18	5.1	42.0
Pear Tree Inn	7823924410101	01-01-12	105	\$73,494.52	\$699.95		\$769.86	\$29,178.38	40.7	\$43,546.28	\$3,048.24	-33.7	43.8
Total:			186	\$146,645.64			\$769.86	\$36,755.45		\$109,120.33	\$7,638.42		
Average:				\$881.53				\$37,525.31					42.9

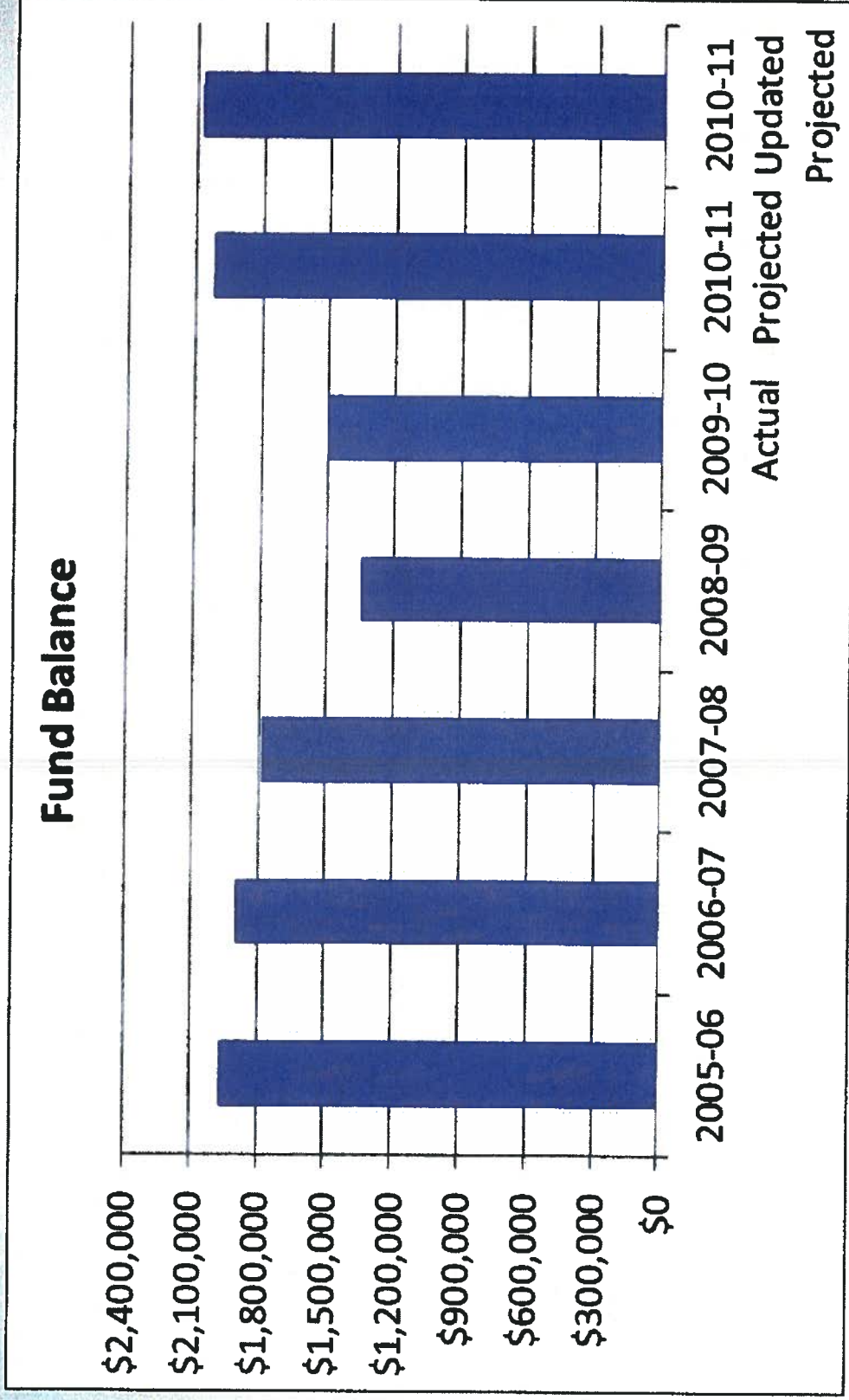


Monthly Finance Report January 2012

● Submitted February 13, 2012

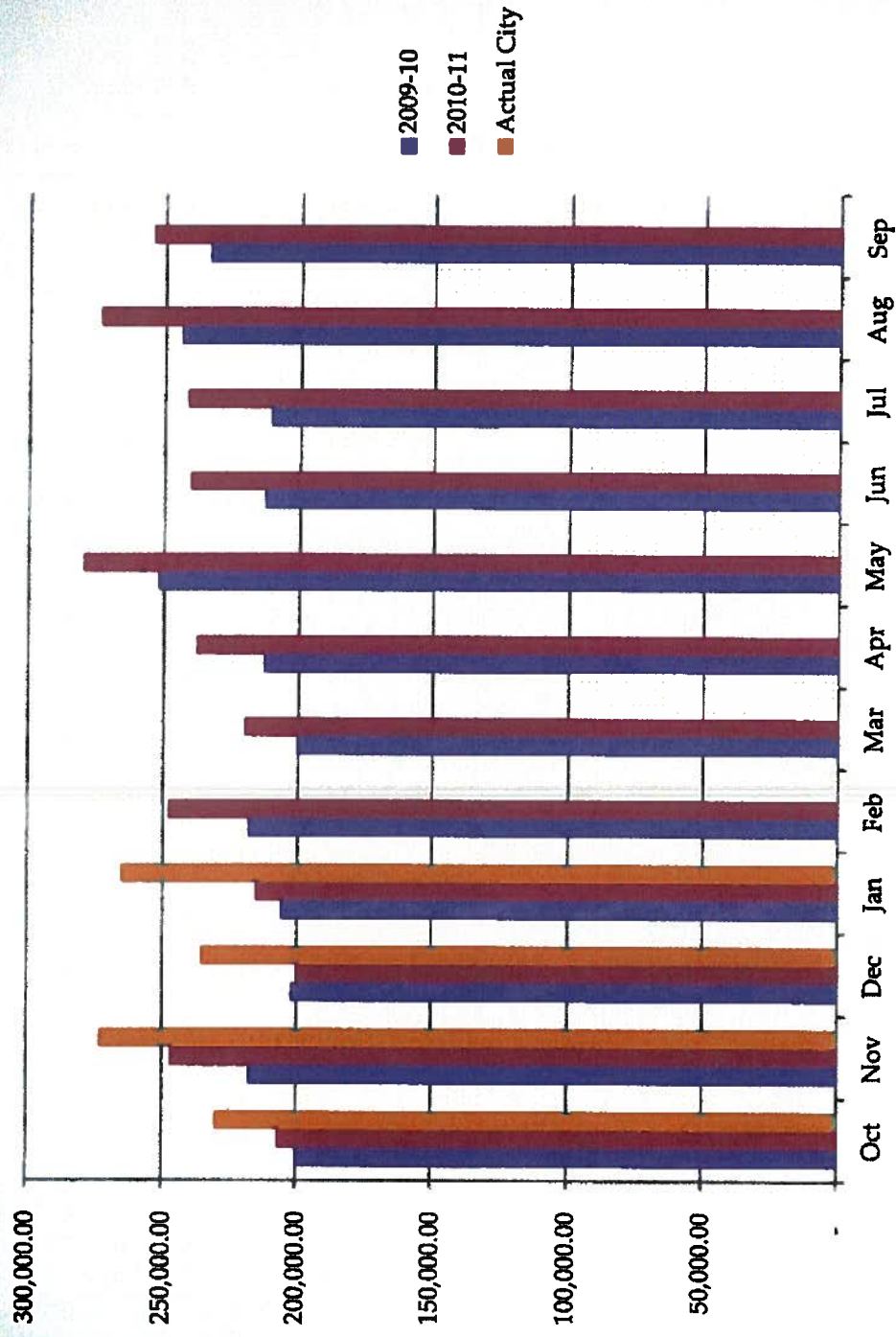
2/13/2012 ● 1

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2/13/2012



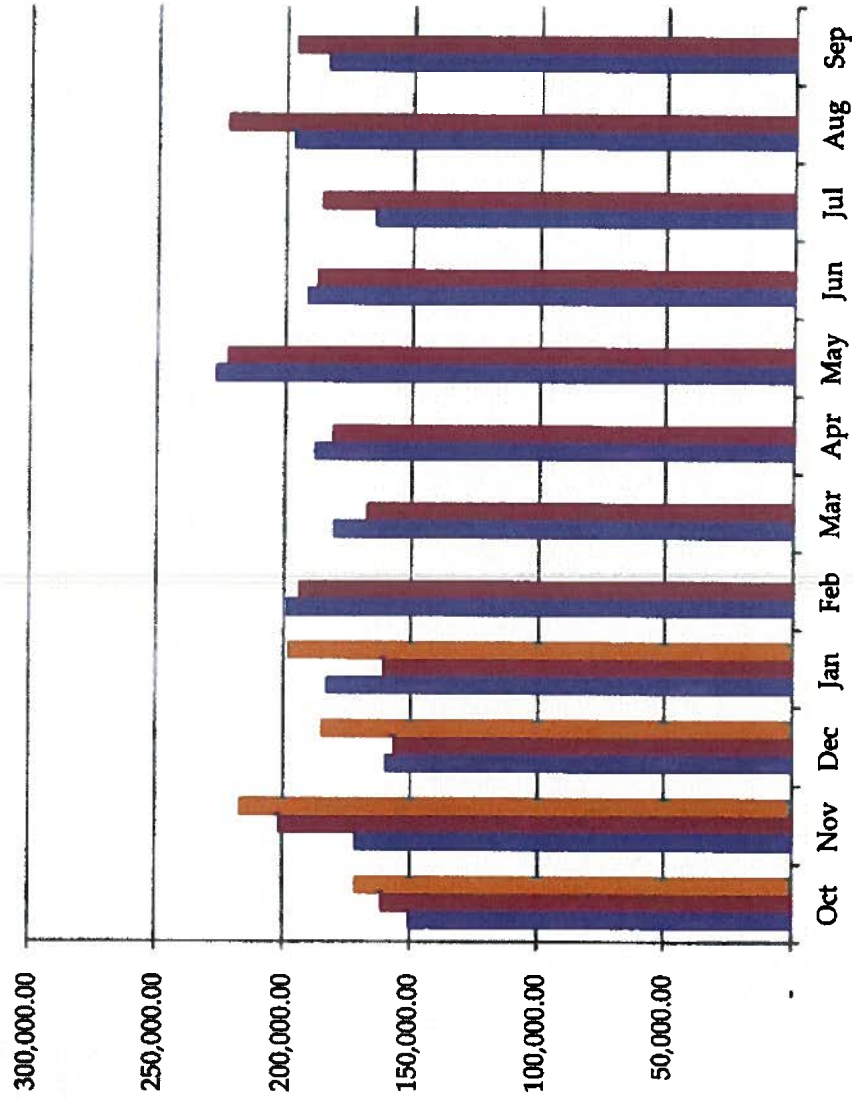
Monthly Finance Report

October 2011



City of Windcrest

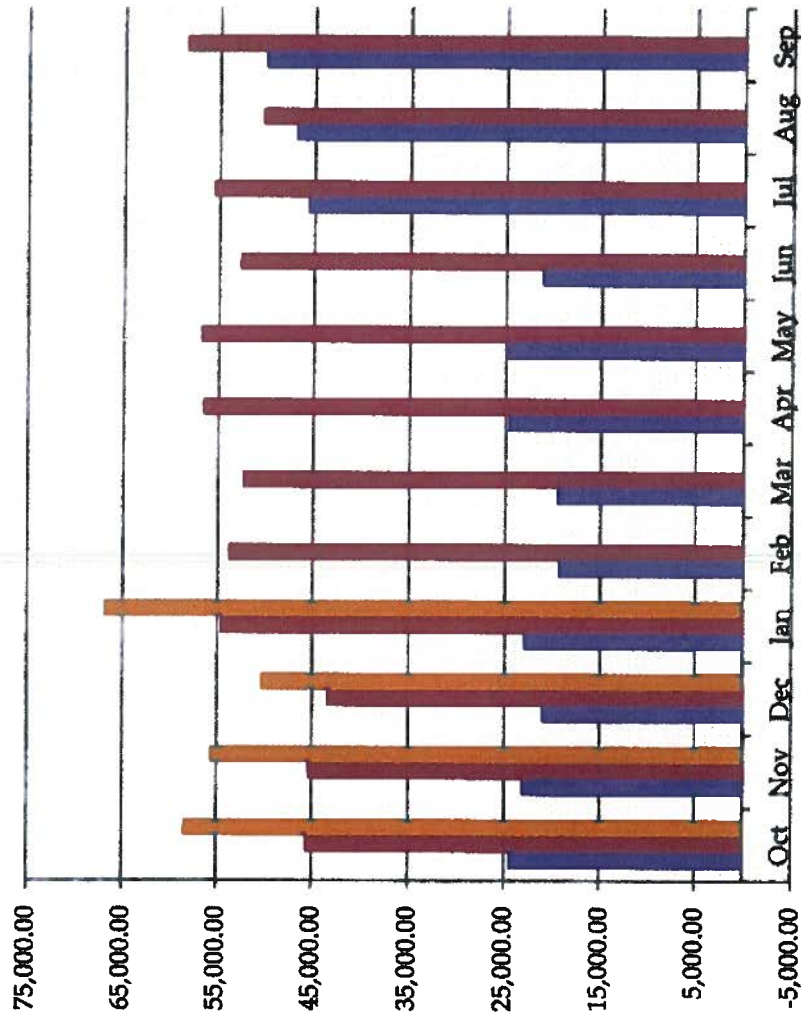
Total Sales Tax



■ 2009-10
 ■ 2010-11
 ■ Actual City

City of Windcrest

Sales Tax less SA Annexation



Series1
Series2
Series3

City of Windcrest

Windcrest's Portion of SA Annexation

Fund	YTD Revenues	YTD Expenditures	Current Cash Balance
General	2,542,313.04	1,348,123.56	4,674,637
Garbage	527,047.18	203,355.20	253,993
Friends to Animal Control	-	-	-
Asset Seizure - Federal	-	-	347
County Fire Contribution	7,026.16	9,317.16	25,427
School Crossing Guard	1,753.28	43.93	39,514
Dare Program	-	-	-
Police Donations	234.08	300.00	4,217
Asset Seizure - State	-	-	18,983
Police Education Training	0.32	-	10,457
Roosevelt Scholarship	0.12	-	4,092
Economic Development Corp	85,896.77	146,851.27	1,755,646
Court Technology	2,970.16	-	20,339
Court Building Security	2,227.50	127.85	12,564
Hotel / Motel Tax	43,396.60	-	111,880
Debt Service	211,209.28	23,295.75	194,583
WCCPD	108,001.96	69,856.45	177,797
Capital Projects - Streets	85,863.97	12,457.57	472,089
Pooled Cash			1,881,065
Total Available Cash			9,657,568

- **Current Projects being Worked**
 - Preparing for the Fiscal Year 2010-2011 Audit
 - Working with ADP on job descriptions and personnel manual
 - Drafting updates to the following policies
 - Fiscal Policy
 - Investment Policy
 - Annual Investment Report presented to Council
 - Working on Resolutions for all Current Contracts
 - Began tracking of the Racker Road Expenses
 - Posted the Public Works Director Position (to close February 29th)
 - Finalizing the CIP Long Range Budget
- **Finance Accomplishments**
 - ADP Payroll system up and running
 - Approved Budget loaded into INCODE and placed on the web
 - Assisted with Chief of Police Interviews
 - Assisted with PR/Marketing Interviews

January 2012

**Monthly Financial Report (MFR) as of
January 31, 2012**

Table of Contents

Treasurer's Report

Bank Account Summary

Sales Tax Graphs

Total City of Windcrest Sales Tax

City of Windcrest Sales Tax - SA Annexation

Sales tax associated with the SA Annexation

General Fund:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Garbage Fund:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Economic Development Corporation:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Hotel Motel Fund:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Debt Service Fund:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Windcrest Crime Control & Prevention District Fund:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Capital Projects Street Fund:

Balance Sheet, Financial Statement Summary and Financial Statement Summary

Summary of Total Assets in Non-Major Funds:

Asset Seizure Fund - Federal	\$	347
County Fire Contribution	\$	19,379
School Crossing Guard	\$	35,600
DARE	\$	-
Police Donations	\$	2,895
Asset Seizure Fund - State	\$	533
Police Education Training Fund	\$	10,457
Roosevelt Scholarship Funds	\$	4,092
Court Technology Fund	\$	16,259
Court Building Security Fund	\$	9,740

Summary of Budget Adjustments to date.

January 31, 2012

Treasurer's Report to Council Members:

The following summary and attached report is the monthly financial report for January 2012. This report covers 33.33% of the current fiscal year. If you would like additional detail to support the report, it is available at the City Manager's office.

	Current Month	Prior Year	Current Y.T.D.	Prior Y.T.D.	Y.T.D. % to Budget
General Fund:					
Income	\$881,137	\$812,064	\$2,542,313	\$2,440,540	52.73%
Expenditures	680,941	340,210	1,348,124	\$1,332,122	29.80%
Net	\$200,196	\$471,854	\$1,194,189	\$1,108,418	
Garbage Fund:					
Income	\$193,597	\$73,996	\$527,047	\$298,676	59.70%
Expenditures	-	(12,141)	203,355	289,467	20.69%
Net	\$193,597	\$86,137	\$323,692	\$9,209	
Debt Service Fund:					
Income	\$ 138,874.82	\$ 32,342.00	\$ 211,209	\$ 192,672	58.48%
Transfers In	-	-	-	-	
Expenditures	-	-	23,296	30,538	4.89%
Net	\$ 138,875	\$ 32,342	\$ 187,914	\$ 162,135	
Capital Projects Fund:					
Income	\$28,342	(\$7,811)	\$85,863	\$72,770	
Expenditures	-	4,762	12,458	14,287	
Transfers Out	-	-	-	-	
Net	\$28,342.00	(\$3,049.00)	\$98,320.57	\$87,057.00	
Total Funds:					
Income	\$1,241,951	\$910,591	\$3,366,433	\$3,004,658	
Expenditures	680,941	332,831	1,587,232	1,666,414	
Transfers In / (Out)	\$ -	\$ -	\$ -	\$ -	
Net All Funds	\$561,010	\$577,760	\$1,779,200	\$1,338,245	
Sales Tax Collections:					
Crime Control District	\$ 38,004	\$ 30,829	\$ 140,870	\$ 92,905	
EDC	\$ 37,907	\$ 30,775	\$ 143,500	\$ 111,301	
General Fund	\$ 151,629	\$ 184,647	\$ 573,997	\$ 597,113	
Ad Valorem Tax Offset	\$ 37,907	\$ 30,775	\$ 143,500	\$ 111,301	
For Street Maintenance	\$ 37,907	\$ 30,775	\$ 143,500	\$ 111,301	
Net Sales Tax	\$ 303,354	\$ 307,801	\$ 1,145,367	\$ 1,023,921	
Annexed Area to S.A.	\$ (66,958)	\$ (54,693)	\$ (231,587)	\$ (189,117)	

We recommend that this Treasurer's Report be approved.

Respectfully Submitted,

Sarah Mangham *SM*
Municipal Finance Officer

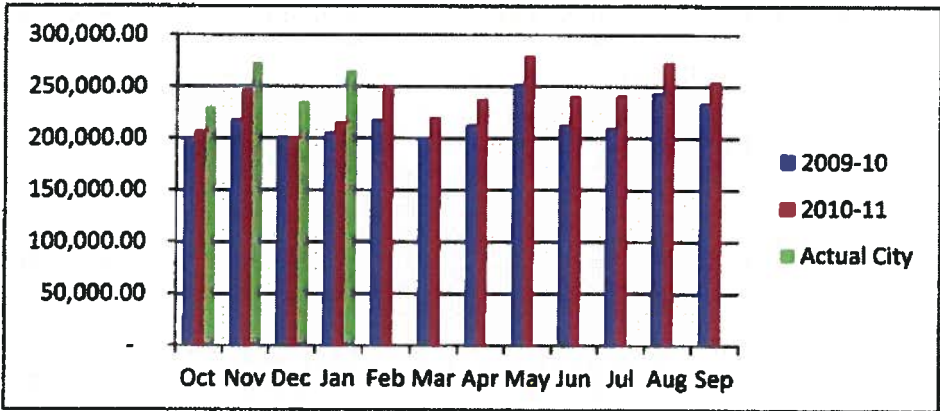
CITY OF WINDCREST FINANCE SUMMARY
For the Period Ending January 31, 2012

	Account	Interest Rate
Frost Bank Accounts:		
Pooled Checking	\$ 1,881,065	0.01%
General Fund Money Market	\$ 498,733	0.01%
General Fund Development Escrow	\$ 1,670,120	0.01%
General Fund Certificate of Deposit	\$ 25,000	0.23%
 Garbage Fund Checking	 \$ 149,430	 0.01%
Garbage Fund Money Market	\$ 16,291	0.01%
 Debt Service Fund	 \$ 30,787	 0.01%
 Capital Projects Street Fund	 \$ 58,266	 0.01%
 Hotel/Motel Occupancy Tax Fund	 \$ 114,465	 0.01%
 Windcrest Crime Control & Prevention Dist. Fund	 \$ 116,228	 0.01%
 Economic Development Corporation	 \$ 155,616	 0.01%
 Economic Development Corporation Escrow	 \$ 1,600,030	 0.01%
 Asset Forfeiture/Seizure Savings (Federal)	 \$ 347	 0.01%
 County Fire Contribution Savings	 \$ 8,433	 0.01%
 School Crossing Guard Savings	 \$ 35,600	 0.01%
 Dare Program Fund Savings	 \$ -	 0.01%
 Police Donation Savings	 \$ 2,895	 0.01%
 Asset Forfeiture/Seizure Savings (State)	 \$ 533	 0.01%
 Police Education/Training Savings	 \$ 10,457	 0.01%
 Roosevelt Scholarship Fund	 \$ 4,092	 0.01%
 Municipal Court Technology Fund	 \$ 16,259	 0.01%
 Municipal Court Building Security Fund	 \$ 9,740	 0.01%
Total - Frost National Bank	\$ 6,404,386	
INVESTMENTS:		
IBC Bank Escrow CD Account	\$ 202,511	0.60%
Texpool (breakout by fund on following page)	\$ 1,239,402	0.1590%
Texpool for Streets	\$ 10,223	0.1590%
Total TexPool	\$ 1,249,625	
 TOTAL ALL FUNDS	 \$ 7,856,522	

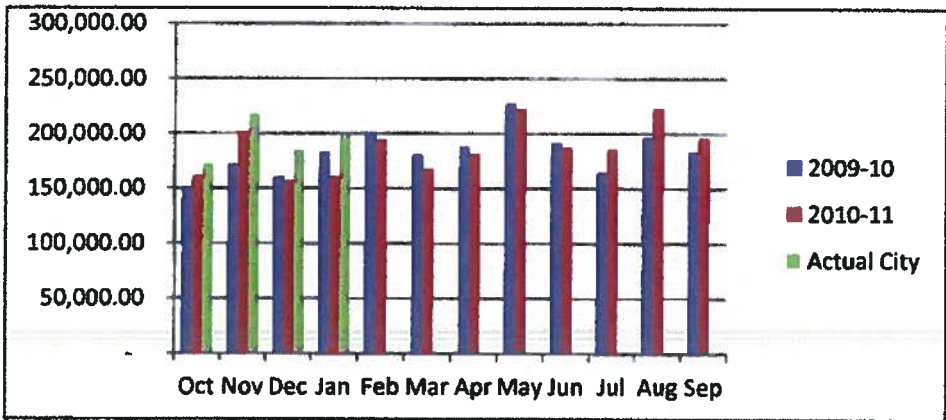
Texpool Breakout by Fund

Fund #	Fund Name	Balance 1/31/2012
1	General Fund	962,203.59
2	Garbage	32,488.11
17	Debt Service	473.46
19	Capital Project Street	215,928.10
13	Economic Dev. Fund	4.54
5	County Fire Contribution	10,946.07
9	Asset Seizure Fund - State	<u>17,357.94</u>
	Total	<u><u>1,239,401.81</u></u>

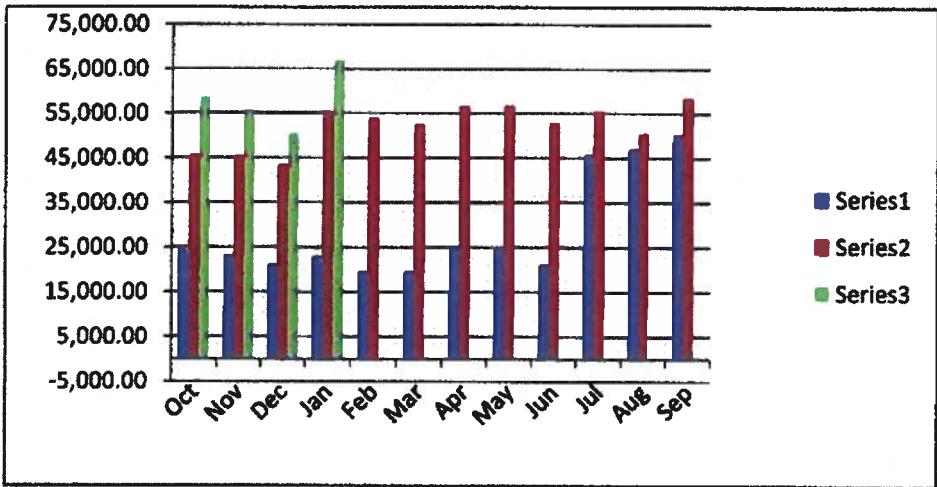
City of Windcrest - Total Sales Tax



City of Windcrest - Sales Tax less SA Annexation



City of Windcrest - Windcrest's portion of SA Annexation



BALANCE SHEET

AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
-----------	---------------------	---------

ASSETS

01-1100	CASH - FROST OPERATING	0.00
01-1102	CLAIM ON CASH	1,341,068.87
01-1105	SAVINGS	490,733.35
01-1110	PETTY CASH	1,200.00
01-1114	INVESTMENT/CERT DEPOSIT	0.00
01-1120	CERT. OF DEPOSIT-RESTRICTED	25,000.00
01-1125	INVESTMENT/TEMPPOOL	962,203.59
01-1126	FROST ESCROW	1,670,120.19
01-1127	IBC BANK ESCROW	202,510.88
01-1201	PREPAID INSURANCE	(1,417.66)
01-1205	PREPAID EMS SERVICE	0.00
01-1210	PREPAID VOLUNTEER PENSION	3,552.00
01-1215	PREPAID MAINTENANCE CONTRACTS	0.00
01-1310	DUE FROM GARBAGE FUND	(7,944.04)
01-1320	DUE FROM ASSET FORT/SE12	0.00
01-1325	DUE FROM S C G FUND	0.00
01-1330	DUE FROM COUNTY FIRE CONT	14,057.88
01-1335	DUE FROM DARE PROGRAM FW	0.00
01-1340	DUE FROM POLICE DONATION ACCT	0.00
01-1345	DUE FROM ASSET SE12/STATE	0.00
01-1350	DUE FROM POLICE TRAINING FUND	0.00
01-1351	DUE FROM ROOSEVELT SCHOLARSHIP	0.00
01-1353	DUE FROM COONT TECH. FUND	(295.21)
01-1354	DUE FROM COUNTY BLDG. SEC. FUND	(5,944.13)
01-1355	DUE FROM EDC	(35,963.88)
01-1356	DUE FROM HOTEL/MOTEL TAX FUND	0.00
01-1357	DUE FROM TX TAX NOTES 2002 FUN	16,400.27
01-1380	DUE FROM WCCPD	15,087.97
01-1381	DUE FROM TX TAX NOTES 2005	51,353.32
01-1501	A/R-ADVALOREM TAXES	32,617.23
01-1505	ALLOW FOR DOUBTFUL ACCTS	(8,727.48)
01-1510	A/R-SALES TAX	134,333.03
01-1515	A/R-LIQUOR TAX	4,403.37
01-1562	A/R - GRANT FUNDS	2,111.78
01-1601	A/R-MISC FEES	1,958.56
01-1605	A/R-FRANCHISE	21,478.20
01-1608	A/R - UNAPPLIED CREDITS	0.00
01-1620	A/R-WATER DISTRICT #10	0.00
01-1635	A/R-MISC. 11	0.00

4,940,698.17

TOTAL ASSETS

4,940,698.17

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
LIABILITIES		
01-2200	WAGES PAYABLE	(7,446.00)
01-2205	FED WITHHOLDING	1,108.65
01-2210	FICA PAYABLE - EMPLOYER	487.86
01-2215	FICA PAYABLE - EMPLOYEE	0.00
01-2220	MEDICARE PAYABLE EMPLOYER	113.52
01-2225	MEDICARE PAYABLE EMPLOYEE	0.00
01-2230	TWRS PAYABLE	45,877.38
01-2235	TWC TAXES PAYABLE	0.00
01-2240	TRUSTEE PAYABLE	2,087.62
01-2242	SEC 457E DEF.COMP. PAYABLE	4,225.71
01-2245	LIFE INSURANCE PAYABLE	(931.65)
01-2250	SUPPLEMENTAL INSURANCE	(9,354.89)
01-2251	DEPENDENT DENTAL INSURANCE	586.59
01-2252	DEPENDENT VISION INSURANCE	172.11
01-2255	DEF HLTH/OPT LIFE PAYABLE	9,462.96
01-2256	A/P FSA Med Ded	2,261.42
01-2257	A/P FSA DEF DED	0.00
01-2258	DUE TO ERNOLD TRACTOR	0.00
01-2259	A/P MISC DED	195.16
01-2310	DUE TO GARBAGE FUND	0.00
01-2320	DUE TO ASSET PORF/SEIZ FW	0.00
01-2325	DUE TO S.C.G. FUND	0.00
01-2330	DUE TO COUNTY FIRE CONTRI	0.00
01-2335	DUE TO DARE PROGRAM FUND	0.00
01-2340	DUE TO POLICE DONATION FUND	0.00
01-2345	DUE TO ASSET SEIZURE/STAT	0.00
01-2350	DUE TO POLICE TRAINING FUND	0.00
01-2351	DUE TO ROOSEVELT SCHOLARSHIP	0.00
01-2353	DUE TO COURT TECHNOLOGY FUND	0.00
01-2354	DUE TO COURT BLDG SECURITY FUN	0.00
01-2355	DUE TO EDC FUND	0.00
01-2356	DUE TO HOTEL/MOTEL TAX FUND	0.00
01-2357	DUE TO TEXAS TAX NOTE FUND	0.00
01-2358	DUE TO WCC4PD FUND	0.00
01-2400	A/P PENDING	(1,508.57)
01-2401	A/P--GENERAL FUND	43,225.43
01-2402	A/P-COMP TO VICTIMS (CVC)	15.00
01-2403	A/P-REHABILITATION (CR)	0.00
01-2404	A/P-CRIMINAL JUSTICE (CJP)	(43,225.63)
01-2405	A/P-PERSONNEL TRAIN (JCPT)	2.00
01-2406	A/P-MANAGEMENT (LEM)	0.00
01-2407	A/P-OFFICERS ADM (LEOA)	0.00
01-2408	A/P-GENERAL REVENUE (GR)	0.00
01-2409	A/P-LIAB INS (OCL)	0.00
01-2410	A/P-SALES TAX	(29,372.02)
01-2411	BOND ESCROW	9,118.00
01-2412	A/P-CONTINUING ED (LEOC)	0.00
01-2413	A/P TIME PAYMENT	281.60

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
01-2414	A/P MUN. BLDG. SECURITY (MCBS)	0.00
01-2415	A/P FUGITIVE APPREHENSION (FA)	5.00
01-2416	A/P CONSOLIDATED CRT COST(OCC)	9,025.33
01-2417	A/P JUVENILE CRIME(JCD)	0.50
01-2418	A/P FTA FEE (FTA)	5,250.26
01-2420	DEPOSITS-CONTRACTORS	3,682.00
01-2421	A/P-RESTITUTION	0.00
01-2422	DEPOSITS-VEHICLE STORAGE	4,811.08
01-2423	AP-CHILD SAFETY SEAT & BELT	389.61
01-2424	A/P CORRECTIONAL MGMT (CMI)	0.50
01-2425	DEPOSITS-CIVIC CENTER	(5,340.00)
01-2426	A/P INDIGENT DEFENSE FEE	444.72
01-2427	DEPOSITS - TACO CADAMA	25,000.00
01-2428	A/P - MUNI SVC BUREAU	347.92
01-2429	A/P - STATE TRAFFIC FEES	4,108.20
01-2430	BOND REFUNDS	(688.00)
01-2431	A/P - STATE JURY FEE (SJRF)	870.08
01-2432	A/P - EXFUNCTION FEE (EXFUNG)	0.00
01-2433	A/P-RESTITUT FEE-STATE (RSTG)	0.00
01-2434	A/P-JUDICIAL FEE-STATE (JPCT)	1,233.70
01-2436	A/P-LINEBARGER COURT COLLECTIO	5,777.63
01-2437	A/P-CIVIL JUSTICE FEE (CJFS)	6.18
01-2440	FROST BANK ESCROW FUNDS	1,625,940.71
01-2470	ACCURED COMPENSATED ABSENCES	0.00
01-2475	ENCUMBRANCES	700.66
01-2476	RESERVE FOR ENCUMBRANCES	(700.66)
01-2477	PRIOR YEAR ENCUMBRANCES	3.00
01-2478	RESERVE PRIOR YEAR ENCUMBRANCE	(3.00)
01-2501	DEFERRED REVENUE-TAXES	34,260.09
01-2502	DEFERRED REVENUE - OTHER	0.00
TOTAL LIABILITIES		1,742,907.74
EQUITY		
=====		
01-3201	FUND BALANCE	1,207,451.43
01-3202	FUND BALANCE-RESTRICTED	0.00
01-3205	FOR ECONOMIC IMPACT	175,000.00
01-3207	FOR CASHFLOW	175,000.00
01-3209	FOR EMERGENCY CONTINGENCY	35,000.00
01-3213	FOR STREET MAINTENANCE	300,000.00
03-3214	FOR STREET SWEEPER	111,559.00
TOTAL BEGINNING EQUITY		2,004,010.43
TOTAL REVENUE		2,542,313.04
TOTAL EXPENSES		1,348,133.04
TOTAL INCREASE/(DECREASE) IN FUND BAL.		1,194,180.00
TOTAL EQUITY & FUND BALANCE		3,198,190.43
TOTAL LIABILITIES, EQUITY & FUND BALANCE		4,940,698.17

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	4,821,749	4,821,749	881,137.15	2,542,313.04	2,440,539.97	0.00	52.73	2,279,435.96
TOTAL REVENUES	4,821,749	4,821,749	881,137.15	2,542,313.04	2,440,539.97	0.00	52.73	2,279,435.96
EXPENDITURE SUMMARY								
01-ADMINISTRATION								
SALARIES & BENEFITS	139,247	139,247	13,199.31	39,242.31	48,349.48	0.00	28.18	100,004.69
OTHER EXPENSES	10,250	10,250	1,380.22	3,171.19	1,155.02	0.00	30.94	7,078.81
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 01-ADMINISTRATION	149,497	149,497	14,579.53	42,413.50	49,504.50	0.00	28.37	107,083.50
02-POLICE DEPARTMENT								
SALARIES & BENEFITS	1,292,027	1,292,027	104,474.29	374,485.62	329,392.93	0.00	28.98	917,541.38
OTHER EXPENSES	90,050	90,050	5,264.51	20,132.95	4,008.73	0.00	22.36	69,917.05
CAPITAL EXPENSES	63,750	63,750	0.00	3,068.50	0.00	0.00	4.81	60,681.50
TOTAL 02-POLICE DEPARTMENT	1,445,827	1,445,827	109,738.80	397,687.07	333,401.66	0.00	27.51	1,048,139.93
03-FIRE DEPARTMENT								
SALARIES & BENEFITS	99,254	99,254	8,690.44	38,782.94	24,039.36	0.00	39.07	60,471.06
OTHER EXPENSES	99,116	99,116	5,777.34	21,273.53	8,329.71	0.00	21.46	77,842.47
CAPITAL EXPENSES	0	0	0.00	19,349.00	0.00	0.00	0.00	19,349.00
TOTAL 03-FIRE DEPARTMENT	198,370	198,370	14,467.78	79,405.47	32,369.07	0.00	40.03	118,964.53
04-SPECIAL SERVICES								
SALARIES & BENEFITS	74,457	74,457	353.36	1,491.44	55.82	0.00	2.00	72,965.56
OTHER EXPENSES	100,150	100,150	3,948.63	40,827.45	19,300.81	0.00	40.77	59,322.55
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 04-SPECIAL SERVICES	174,607	174,607	4,301.99	42,318.89	19,356.63	0.00	24.24	132,288.11
06-PARKS & RECREATION								
SALARIES & BENEFITS	0	0	0.00	0.00	2,132.07	0.00	0.00	0.00
OTHER EXPENSES	58,000	58,000	2,378.77	28,199.97	21,686.19	0.00	48.62	29,800.03
CAPITAL EXPENSES	22,140	22,140	0.00	799.98	58,355.96	0.00	3.61	21,340.02
TOTAL 06-PARKS & RECREATION	80,140	80,140	2,378.77	28,999.95	82,174.22	0.00	36.19	51,140.05
07-FLEET MECHANIC								
SALARIES & BENEFITS	44,104	44,104	4,618.75	13,216.35	11,201.62	0.00	29.97	30,887.65
OTHER EXPENSES	92,050	92,050	7,165.59	42,137.21	164,100.68	0.00	45.38	50,712.79
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 07-FLEET MECHANIC	116,954	116,954	11,784.34	55,353.56	175,302.30	0.00	40.42	81,600.44

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
08-COURT								
SALARIES & BENEFITS	165,304	165,104	16,641.68	62,942.00	39,005.46	0.00	39.08	102,362.00
OTHER EXPENSES	49,169	49,169	940.84	3,330.60	9,025.47	0.00	7.18	45,618.40
CAPITAL EXPENSES	5,000	5,000	0.00	0.00	0.00	0.00	0.00	5,000.00
TOTAL 08-COURT	219,473	219,473	17,482.52	66,472.60	48,030.93	0.00	30.29	153,000.40
10-FACILITY DIVISION								
OTHER EXPENSES	74,000	74,000	3,596.95	23,495.21	37,761.01	0.00	31.75	50,504.79
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 10-FACILITY DIVISION	74,000	74,000	3,596.95	23,495.21	37,761.01	0.00	31.75	50,504.79
11-CIVIC CENTER								
SALARIES & BENEFITS	86,047	86,047	10,272.12	38,736.57	13,513.75	0.00	45.02	47,310.43
OTHER EXPENSES	20,750	20,750	642.46	6,406.60	10,319.39	0.00	30.88	14,343.40
CAPITAL EXPENSES	100,000	100,000	12,556.97	12,556.97	0.00	0.00	12.56	87,443.03
TOTAL 11-CIVIC CENTER	206,797	206,797	23,471.55	57,700.14	23,833.13	0.00	27.90	149,096.86
14-CONTRACT SERVICES								
OTHER EXPENSES	360,140	360,140	91,947.44	113,534.35	137,528.56	0.00	31.53	246,605.65
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 14-CONTRACT SERVICES	360,140	360,140	91,947.44	113,534.35	137,528.56	0.00	31.53	246,605.65
15-TECH SUPPORT								
SALARIES & BENEFITS	0	0	0.00	0.00	25,783.87	0.00	0.00	0.00
OTHER EXPENSES	200,609	200,609	17,337.61	56,893.83	41,947.95	0.00	28.36	143,715.17
CAPITAL EXPENSES	40,000	40,000	0.00	38,099.00	0.00	0.00	95.25	1,901.00
TOTAL 15-TECH SUPPORT	240,609	240,609	17,337.61	94,992.83	67,731.82	0.00	39.48	145,616.17
16-PUBLIC WORKS								
SALARIES & BENEFITS	438,522	438,522	23,724.29	121,583.06	125,399.59	0.00	28.18	314,938.94
OTHER EXPENSES	104,900	104,900	1,799.01	32,015.04	16,466.08	0.00	30.52	72,884.96
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 16-PUBLIC WORKS	543,422	543,422	25,523.30	153,598.10	141,865.67	0.00	28.63	387,821.90
17-ANIMAL CONTROL								
SALARIES & BENEFITS	60,803	60,803	4,307.80	19,474.46	11,157.84	0.00	32.03	41,328.54
OTHER EXPENSES	9,200	9,200	1,262.00	3,877.90	1,473.33	0.00	42.15	5,322.10
CAPITAL EXPENSES	5,000	5,000	6,816.66	6,816.66	0.00	0.00	136.33	1,816.66
TOTAL 17-ANIMAL CONTROL	75,003	75,003	12,666.46	30,169.02	12,631.17	0.00	40.22	44,833.98
18-WCCPD								
SALARIES & BENEFITS	0	0	0.00	0.00	57,297.58	0.00	0.00	0.00
TOTAL 18-WCCPD	0	0	0.00	0.00	57,297.58	0.00	0.00	0.00
19-INSPECTIONS								
SALARIES & BENEFITS	45,209	45,209	3,388.77	12,748.66	34,379.07	0.00	28.20	32,460.34
OTHER EXPENSES	38,474	38,474	125.33	11,989.84	330.94	0.00	31.16	26,484.16
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 19-INSPECTIONS	83,683	83,683	3,514.10	24,738.50	14,710.01	0.00	29.36	58,944.50

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
20-FINANCE								
SALARIES & BENEFITS	100,462	100,462	7,486.00	29,589.15	35,127.06	0.00	29.45	70,872.85
OTHER EXPENSES	94,630	94,630	7,119.40	29,535.83	1,149.24	0.00	31.21	65,094.17
CAPITAL EXPENSES	600	600	0.00	0.00	0.00	0.00	0.00	600.00
TOTAL 20-FINANCE	195,692	195,692	14,605.40	59,124.98	36,276.32	0.00	30.21	136,567.02
21-ECONOMIC DEVELOPMENT (E								
SALARIES & BENEFITS	0	0	0.00	0.00	22,664.54	0.00	0.00	0.00
OTHER EXPENSES	0	0	0.00	0.00	998.89	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 21-ECONOMIC DEVELOPMENT (E	0	0	0.00	0.00	23,663.43	0.00	0.00	0.00
25-CITY MANAGEMENT								
SALARIES & BENEFITS	116,806	116,806	9,509.54	35,057.03	3,276.40	0.00	30.01	81,748.97
OTHER EXPENSES	14,140	14,140	618.16	13,133.70	5,570.75	0.00	92.88	1,006.30
TOTAL 25-CITY MANAGEMENT	130,946	130,946	10,127.70	48,190.73	8,847.15	0.00	36.80	82,755.27
26-POOL								
SALARIES & BENEFITS	60,764	60,764	0.00	2,135.04	0.00	0.00	3.51	58,628.96
OTHER EXPENSES	39,500	39,500	0.00	894.17	0.00	0.00	2.26	38,605.83
CAPITAL EXPENSES	29,250	29,250	0.00	0.00	0.00	0.00	0.00	29,250.00
TOTAL 26-POOL	129,514	129,514	0.00	3,029.21	0.00	0.00	2.34	126,484.79
27-POST OFFICE								
SALARIES & BENEFITS	12,258	12,258	1,517.69	4,283.54	7,514.83	0.00	34.94	7,974.46
OTHER EXPENSES	11,700	11,700	436.42	2,343.16	2,322.22	0.00	20.03	9,356.84
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 27-POST OFFICE	23,958	23,958	1,954.11	6,626.70	9,837.05	0.00	27.66	17,331.30
28-HUMAN RESOURCES								
OTHER EXPENSES	55,700	55,700	4,412.37	18,272.75	0.00	0.00	32.81	37,427.25
TOTAL 28-HUMAN RESOURCES	55,700	55,700	4,412.37	18,272.75	0.00	0.00	32.81	37,427.25
29-MERIT INCREASES								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 29-MERIT INCREASES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	4,524,332	4,524,332	200,195.84	1,348,123.56	1,232,122.21	0.00	29.00	3,176,208.44
REVENUE OVER/(UNDER) EXPENDITURES	297,417	297,417	680,941.31	1,194,189.48	1,108,417.76	0.00	401.52 (	896,772.48)

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
Sales Tax is being reported on the Accrual Method this Fiscal Year								
01-4101 ADVALOREM TAX CURRENT	1,542,055	1,542,055	505,218.08	1,293,308.64	1,277,655.04	0.00	83.87	248,746.36
01-4105 ADVALOREM TAX DELINQUENT	0	0	0.00	0.00	1,045.47	0.00	0.00	0.00
01-4110 ADVALOREM TAX PEN & INT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4115 SALES TAX	1,471,428	1,471,428	113,366.84	343,434.37	419,968.63	0.00	23.34	1,127,991.63
01-4116 SALES TAX AD VALOREM TAX OFFSET	367,857	367,857	28,341.72	85,859.12	101,486.81	0.00	23.38	281,997.88
01-4117 SALES TAX FOR STREET MAINT.	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4118 HOTEL OCC. TAX FUND TRANSFER	232,180	232,180	0.00	58,045.00	24,792.36	0.00	25.00	174,135.00
01-4120 MIXED BEVERAGE GROSS RECEIPTS	18,730	18,730	3,479.88	7,544.02	8,683.81	0.00	40.28	11,185.98
01-4201 CPS ENERGY FRANCHISE FEES	262,008	262,000	0.00	80,121.88	75,283.75	0.00	30.58	181,878.12
01-4205 AT&T TELECOM FRANCHISE FEES	41,705	41,705	0.00	11,217.03	11,517.60	0.00	26.90	30,487.97
01-4210 TIME WARNER CABLE & TEL FEES	95,000	95,000	4,166.67	38,118.87	22,192.01	0.00	40.13	56,881.13
01-4215 OTHER TELECOM FEES	18,831	18,831	620.73	4,068.27	10,445.41	0.00	21.60	14,762.73
01-4230 FRANCHISE FEES -WATER	1,563	1,563	0.00	551.51	142.59	0.00	35.29	1,011.89
01-4301 INTEREST	3,300	3,300	113.72	440.71	1,072.82	0.00	13.35	2,859.29
01-4310 COORF FINES	300,000	300,000	22,921.85	95,366.31	88,363.49	0.00	31.79	294,633.69
01-4352 WINDFEST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4354 FOREST OF ANGELS MEMORIAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4355 LITTLE LEAGUE FEES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4357 Crape Myrtle Donations	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4401 SWIMMING POOL FEES	26,200	26,200	0.00	0.00	0.00	0.00	0.00	26,200.00
01-4408 CONTRACTOR ANNUAL REGISTRATION	3,850	3,850	240.00	960.00	1,255.00	0.00	24.94	2,890.00
01-4409 BUILDING PERMIT FEES	74,000	74,000	8,141.60	20,210.05	44,613.55	0.00	27.31	53,789.95
01-4410 FOOD PERMIT FEES	15,000	15,000	9,587.50	10,112.50	7,697.71	0.00	67.42	4,887.50
01-4420 LIQUOR LICENSE FEES	1,200	1,200	87.50	87.50	925.00	0.00	7.29	1,112.50
01-4425 VEHICLE STORAGE FEES	21,248	21,248	780.50	508.26	1,551.00	0.00	2.39	20,739.74
01-4430 CIVIC CENTER FEES	22,950	22,950	550.00	4,250.00	7,180.00	0.00	18.52	18,700.00
01-4435 DOG TAG & IMPOUNDMENT FEES	1,000	1,000	55.00	220.00	155.00	0.00	22.00	780.00
01-4440 MISCELLANEOUS FEES	7,700	7,700	317.50	3,525.13	1,726.50	0.00	45.78	4,174.87
01-4441 ALARM & PERMIT FEES	10,000	10,000	500.00	500.00	15,990.00	0.00	5.00	9,500.00
01-4442 PLATTING/ROWING/VAR FEES	6,000	6,000	0.00	0.00	500.00	0.00	0.00	6,000.00
01-4444 FOOD HANDLER TRAINING FEES	5,000	5,000	1,008.00	2,323.08	1,530.00	0.00	46.46	2,677.00
01-4450 POST OFFICE SUBSIDY	25,000	25,000	2,083.33	8,333.32	8,333.32	0.00	33.33	16,666.68
01-4451 EDC REIMBURSEMENT	0	0	0.00	0.00	22,624.33	0.00	0.00	0.00
01-4455 WCCPD REIMBURSEMENT	0	0	0.00	0.00	52,655.83	0.00	0.00	0.00
01-4460 MISCELLANEOUS INCOME	48,452	48,452	179,562.73	399,455.55	146,368.77	0.00	824.44	351,001.55
01-4470 LEASE OF LAND	50,000	50,000	0.00	50,000.00	50,000.00	0.00	100.00	0.00
01-4475 INCOME - BAD DEBT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4500 COURT TECHNOLOGY TRANS IN	22,500	22,500	0.00	0.00	0.00	0.00	0.00	22,500.00
01-4501 GARBAGE FUND ADMIN TRANSFER	95,000	95,000	0.00	23,750.00	32,384.17	0.00	25.00	71,250.00
01-4502 FIRE TRUCK REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4503 LASERFICHE RECORD SYS TRANSFER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4504 COURT SECURITY FUND TRANSFER	10,000	10,000	0.00	0.00	0.00	0.00	0.00	10,000.00
01-4507 GRANT PROCEEDS CJD	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4508 GRANT PROCEEDS - AACOG	22,000	22,000	0.00	0.00	0.00	0.00	0.00	22,000.00
01-4509 GRANT PROCEEDS-TP&W	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4510 GRANT PROCEEDS-TCPP	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4511 GRANT PROCEEDS-DOJ	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4512 GRANT PROCEEDS - TMDOT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00

Payments are
received in
June each year.

Includes
some
lawsuit
settlements

Net
26
current
Y.T.D
Legal
exp
have been
Pd.
e

CITY OF WINCHEST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 - GENERAL FUND

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUES								
TOTAL REVENUES	4,821,749	4,821,749	881,137.15	2,542,313.04	1,449,539.97	0.00	32.72	2,279,435.96

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-ADMINISTRATION								
SALARIES & BENEFITS								
01-501-010 ADMIN. SALARIES	103,261	103,261	8,030.69	23,587.34	27,953.78	0.00	22.84	79,673.66
01-501-011 ADMIN. LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-014 STIPEND	1,500	1,500	0.00	1,346.62	0.00	0.00	89.77	153.38
01-501-015 ADMIN INCENTIVE PAY-BILINGUA	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-018 ADMIN. EDUCATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-020 ADMIN. OVERTIME	600	600	34.44	83.67	238.46	0.00	13.95	516.33
01-501-030 SOCIAL SECURITY	8,061	8,061	609.57	2,094.35	2,024.97	0.00	25.98	5,966.65
01-501-040 HEALTH INSURANCE	16,047	16,047	3,136.71	7,278.28	6,180.28	0.00	45.36	8,768.72
01-501-045 INSURANCE - SCWU	0	0	0.00	0.00	9,269.53	0.00	0.00	0.00
01-501-050 RETIREMENT	8,766	8,766	3,407.90	4,397.70	2,256.16	0.00	50.17	4,368.30
01-501-060 WORKERS' COMPENSATION	472	472	0.00	454.35	139.57	0.00	96.26	17.65
01-501-070 UNEMPLOYMENT COMPENSATION	540	540	0.00	0.00	76.73	0.00	0.00	540.00
01-501-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	139,247	139,247	13,199.31	19,242.31	48,349.48	0.00	28.18	100,004.69
OTHER EXPENSES								
01-501-130 BONDS & TRAINING	4,000	4,000	961.40	961.40	553.61	0.00	24.04	3,038.60
01-501-420 OFFICE SUPPLIES	3,000	3,000	16.32	724.39	503.41	0.00	24.15	2,275.61
01-501-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-600 OFFICE EQUIPMENT & MAINT	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-501-650 VEHICLE EXPENSE	750	750	0.00	0.00	98.00	0.00	0.00	750.00
01-501-700 CONTINGENCIES	1,500	1,500	402.90	1,485.40	0.00	0.00	99.03	14.60
TOTAL OTHER EXPENSES	10,250	10,250	1,380.22	3,171.19	1,155.02	0.00	30.94	7,078.81
CAPITAL EXPENSES								
01-501-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 01-ADMINISTRATION	149,497	149,497	14,579.53	42,413.50	49,504.50	0.00	28.37	107,083.50

02-POLICE DEPARTMENT

SALARIES & BENEFITS

01-502-010 POLICE SALARIES	717,297	717,297	52,001.95	165,373.32	197,881.73	0.00	23.06	551,923.68
01-502-011 POLICE LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-012 CIVILIAN SALARIES	197,712	197,712	13,739.12	47,367.87	49,636.71	0.00	23.86	150,344.13
01-502-013 CIVILIAN LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-014 POLICE SPECIAL ASSIGNMENT SA	1,800	1,800	46.16	163.29	524.61	0.00	9.07	1,636.71
01-502-015 POL INCENTIVE PAY-BILLING & S	2,400	2,400	230.80	830.88	1,146.94	0.00	34.62	1,569.12
01-502-016 CIV. INCENTIVE PAY-BILLING & S	0	0	287.95	954.89	206.91	0.00	0.00	954.89
01-502-017 POLICE SALARIES-CERTIFICATIO	13,200	13,200	380.04	1,254.48	3,171.03	0.00	9.50	11,945.52
01-502-018 POLICE EDUCATION PAY	4,200	4,200	138.48	484.68	666.02	0.00	11.54	3,715.32

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-502-019 POLICE TUITION REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-020 POLICE OVERTIME	8,000	8,000	1,330.86	9,003.13	500.53	0.00	112.54 (	1,003.13)
01-502-021 7K HOURS	13,000	13,000	1,772.24	6,079.26	1,296.53	0.00	46.76	6,920.74
01-502-022 CIVILIAN OVERTIME	5,000	5,000	1,059.08	2,569.63	898.72	0.00	51.39	2,430.37
01-502-023 POL INCENTIVE PAY - SDP	1,200	1,200	0.00	0.00	0.00	0.00	0.00	1,200.00
01-502-025 STIPEND (CIVILIAN & POLICE)	11,000	11,000	0.00	10,091.70	0.00	0.00	91.74	908.30
01-502-030 SOCIAL SECURITY	57,521	57,521	4,479.24	17,049.60	18,688.81	0.00	29.64	40,471.40
01-502-030C SOCIAL SECURITY CIVILIAN	15,921	15,921	1,245.79	4,150.40	0.00	0.00	26.07	11,770.60
01-502-040 HEALTH INSURANCE	116,451	116,451	7,125.21	26,534.75	22,003.44	0.00	22.79	89,916.25
01-502-050 RETIREMENT	62,785	62,785	12,048.19	40,199.60	20,722.03	0.00	64.03	22,585.40
01-502-050C RETIREMENT CIVILIAN	17,312	17,312	1,518.90	4,661.67	0.00	0.00	26.93	12,650.33
01-502-060 WORKERS' COMPENSATION	44,258	44,258	0.00	28,127.22	10,048.92	0.00	63.55	16,130.78
01-502-070 UNEMPLOYMENT COMPENSATION	2,970	2,970	0.00	0.00	0.00	0.00	0.00	2,970.00
01-502-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-096 EXEMPT VACATION PAY-OUT	0	0	5,090.28	9,789.25	0.00	0.00	0.00 (	9,789.25)
TOTAL SALARIES & BENEFITS	1,292,027	1,292,027	104,474.29	374,485.62	329,392.93	0.00	28.98	917,541.18
OTHER EXPENSES								
01-502-130 BONDS & TRAINING	4,000	4,000	571.00	1,428.20	600.00	0.00	35.71	2,571.80
01-502-140 EMPLOYMENT SCREENING	0	0	0.00	1,473.00	0.00	0.00	0.00 (	1,473.00)
01-502-420 OFFICE SUPPLIES	4,500	4,500	113.22	620.31	603.94	0.00	13.78	3,879.69
01-502-430 MISCELLANEOUS SUPPLIES	6,000	6,000	595.48	1,067.37	166.31	0.00	17.79	4,932.63
01-502-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-450 LAB FEES/CRIME SCENE SUPP	8,500	8,500	64.00	1,613.00	657.60	0.00	18.98	6,887.00
01-502-480 UNIFORM ALLOWANCE	7,000	7,000	462.95	3,954.24	1,658.50	0.00	56.49	1,045.76
01-502-520 BICYCLE PARTS & MAINTENANCE	1,000	1,000	0.00	0.00	322.38	0.00	0.00	1,000.00
01-502-540 VEHICLE FUEL	55,050	55,050	3,305.36	9,699.33	0.00	0.00	17.62	45,350.67
01-502-550 PRISONER EXPENSE	3,000	3,000	0.00	0.00	0.00	0.00	0.00	3,000.00
01-502-700 CONTINGENCIES	1,000	1,000	152.50	277.50	0.00	0.00	27.75	722.50
TOTAL OTHER EXPENSES	90,050	90,050	5,264.51	20,132.95	4,008.73	0.00	22.36	69,917.05
CAPITAL EXPENSES								
01-502-800 CAPITAL EXPENDITURES	63,750	63,750	0.00	3,068.50	0.00	0.00	4.81	60,681.50
TOTAL CAPITAL EXPENSES	63,750	63,750	0.00	3,068.50	0.00	0.00	4.81	60,681.50
TOTAL 02-POLICE DEPARTMENT	1,445,827	1,445,827	109,738.80	397,647.07	333,401.66	0.00	27.51	1,048,139.93
03-FIRE DEPARTMENT								
SALARIES & BENEFITS								
01-503-010 FIRE DEPT. SALARIES	59,966	59,966	4,742.85	16,454.93	17,507.70	0.00	27.44	43,511.07
01-503-011 FIRE DEPT. LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-012 STIPEND	750	750	0.00	1,309.82	0.00	0.00	174.64 (	559.82)
01-503-015 FIRE INCENTIVE PAY-BILINGUAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-020 FIRE OVERTIME	500	500	0.00	0.00	45.87	0.00	0.00	500.00
01-503-030 SOCIAL SECURITY	4,684	4,684	357.37	1,486.61	1,371.90	0.00	31.74	3,197.39
01-503-040 HEALTH INSURANCE	5,169	5,169	3,192.24	12,598.56	105.18	0.00	243.73 (	7,029.56)
01-503-050 RETIREMENT	2,558	2,558	397.98	1,540.12	576.56	0.00	60.21	1,017.88

Grant for
Health
Insurance for
Volunteer Fire
Fighters, it will
be reimbursed.

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 - GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-503-060 WORKERS' COMPENSATION	3,222	3,222	0.00	1,936.90	921.15	0.00	60.11	1,285.10
01-503-070 UNEMPLOYMENT COMPENSATION	405	405	0.00	0.00	0.00	0.00	0.00	405.00
01-503-080 VOLUNTEER PENSION FUND	22,000	22,000	0.00	3,456.00	2,946.00	0.00	15.71	10,544.00
01-503-095 TERMINATION PAY-OUT	0	0	0.00	0.00	567.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	39,254	39,254	6,690.44	30,782.94	24,039.36	0.00	39.07	60,471.06
OTHER EXPENSES								
01-503-130 TRAINING	4,850	4,850	996.00	1,496.00	1,522.33	0.00	30.85	3,354.00
01-503-140 EMPLOYMENT SCREENING	0	0	150.00	1,272.50	0.00	0.00	0.00	1,272.50
01-503-150 HAZMAT PROGRAM	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-503-215 MOBILE PHONES CONTRACT	4,256	4,256	0.00	0.00	0.00	0.00	0.00	4,256.00
01-503-220 MOBILE PHONES MAINTENANCE	280	280	0.00	0.00	0.00	0.00	0.00	280.00
01-503-221 MOBILE DATA TERMINAL SERVICE	5,500	5,500	0.00	1,140.48	0.00	0.00	20.74	4,359.52
01-503-223 PAGER CONTRACT	1,840	1,840	114.85	114.85	0.00	0.00	17.11	1,525.15
01-503-224 PAGER MAINTENANCE	116	116	0.00	0.00	0.00	0.00	0.00	116.00
01-503-226 PAGER MAINTENANCE - FIRE	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-503-227 RADIO CONTRACT	7,512	7,512	0.00	0.00	0.00	0.00	0.00	7,512.00
01-503-229 RADIO MAINTENANCE	1,372	1,372	0.00	0.00	0.00	0.00	0.00	1,372.00
01-503-396 EOC EQUIPMENT & SUPPLIES	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-503-420 OFFICE SUPPLIES	1,600	1,600	112.43	829.31	167.42	0.00	51.83	770.69
01-503-430 SUPPLIES & EQUIPMENT	5,500	5,500	131.39	1,025.09	1,273.64	0.00	18.64	4,474.91
01-503-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-450 MEDICAL SUPPLIES	1,500	1,500	608.79	1,034.79	15.98	0.00	68.99	465.21
01-503-460 MEDICAL TRAINING	2,700	2,700	0.00	655.00	143.00	0.00	24.26	2,045.00
01-503-480 UNIFORM ALLOWANCE	1,600	1,600	820.19	1,211.79	0.00	0.00	76.99	368.21
01-503-503 VEHICLE PARTS - FIRE	4,500	4,500	0.00	0.00	0.00	0.00	0.00	4,500.00
01-503-540 VEHICLE FUEL	11,650	11,650	3,694.82	4,558.62	0.00	0.00	39.13	7,091.18
01-503-601 VEHICLE OUTSIDE MAINT. FIRE	6,000	6,000	0.00	1,001.03	0.00	0.00	16.68	4,998.97
01-503-610 DORM - TELEPHONE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-620 DORM - UTILITIES & CABLE	10,000	10,000	657.91	3,337.96	2,885.95	0.00	33.38	6,662.04
01-503-630 DORM - REPAIRS & MAINT	7,000	7,000	303.46	2,028.46	77.35	0.00	28.98	4,971.54
01-503-700 CONTINGENCIES	1,500	1,500	27.50	511.41	480.98	0.00	34.09	988.59
01-503-703 LEASE PURCHASE - FIRE DEPT	6,940	6,940	0.00	0.00	0.00	0.00	0.00	6,940.00
01-503-710 TRAVEL	0	0	0.00	0.00	533.60	0.00	0.00	0.00
01-503-730 ANNUAL PUMP TESTS	3,900	3,900	0.00	0.00	163.00	0.00	0.00	1,900.00
01-503-740 MAINTENANCE CONTRACTS	4,000	4,000	0.00	836.24	846.42	0.00	13.94	5,163.76
01-503-750 SCBA TESTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-760 LADDER TESTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	99,116	99,116	5,777.34	21,273.53	8,329.71	0.00	21.46	77,842.47
CAPITAL EXPENSES								
01-503-800 CAPITAL EXPENDITURES	0	0	0.00	19,349.00	0.00	0.00	0.00	19,349.00
TOTAL CAPITAL EXPENSES	0	0	0.00	19,349.00	0.00	0.00	0.00	19,349.00
TOTAL 01-FIRE DEPARTMENT	190,370	190,370	14,467.78	79,405.47	32,369.07	0.00	40.03	110,964.33

04-SPECIAL SERVICES

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
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01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
SALARIES & BENEFITS								
01-504-009 SALARIES	55,000	55,000	0.00	0.00	0.00	0.00	0.00	55,000.00
01-504-010 SALARIES - MAYOR & COUNCIL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-011 SALARIES - PLANNING & ZONING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-012 SALARIES-CITY MANAGER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-013 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-030 SOCIAL SECURITY	4,208	4,208	0.00	0.00	0.00	0.00	0.00	4,208.00
01-504-040 HEALTH INSURANCE	10,462	10,462	353.36	1,491.44	0.00	0.00	14.26	8,970.56
01-504-050 RETIREMENT	4,650	4,650	0.00	0.00	0.00	0.00	0.00	4,650.00
01-504-060 WORKERS COMPENSATION	137	137	0.00	0.00	55.82	0.00	0.00	137.00
01-504-070 UNEMPLOYMENT COMP	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	74,457	74,457	353.36	1,491.44	55.82	0.00	2.00	72,965.56
OTHER EXPENSES								
01-504-110 BANK ACTIVITY CHARGES	0	0	0.00	0.00	1,305.54	0.00	0.00	0.00
01-504-120 DUES & SUBSCRIPTIONS	3,750	3,750	0.00	354.51	1,466.08	0.00	9.45	3,395.49
01-504-135 EMPLOYEE RECOGNITION PROG	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-140 EMPLOYEE APPRECIATION FUND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-145 EMPLOYEE WELLNESS PROGRAM	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-400 CITIZEN'S PATROL	1,500	1,500	0.00	975.52	603.86	0.00	65.03	524.48
01-504-420 COPIER PAPER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-440 ELECTION SUPPLIES/EXPENSES	12,500	12,500	0.00	0.00	8,803.13	0.00	0.00	32,500.00
01-504-460 SPECIAL EVENTS	7,500	7,500	2,615.43	4,562.81	0.00	0.00	60.84	2,937.19
01-504-470 LIGHT UP	2,000	2,000	85.36	15,441.01	1,311.27	0.00	772.05	13,441.01
01-504-475 50th ANNIVERSARY EVENTS	0	0	0.00	0.00	41.75	0.00	0.00	0.00
01-504-480 WINDCREST PROUD	3,000	3,000	0.00	4,118.16	0.00	0.00	137.14	1,118.16
01-504-485 WINDFEST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-486 FIREMAN'S PICNIC & WINDFEST	5,000	5,000	0.00	5,000.00	0.00	0.00	100.00	0.00
01-504-490 WINDCREST YOUTH ACTIVITIES	4,500	4,500	0.00	0.00	0.00	0.00	0.00	4,500.00
01-504-590 POSTAGE	20,000	20,000	1,478.70	5,485.68	4,561.37	0.00	27.41	14,514.32
01-504-609 TRANSFER TO FRIENDS OF ANIMA	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
01-504-610 NEWSLETTER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-630 LEGAL ADVERTISING	4,000	4,000	0.00	93.78	1,291.39	0.00	2.34	3,906.24
01-504-635 ADVERTISING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-645 MAYOR - COUNCIL EXPENSES	14,400	14,400	4,800.00	4,800.00	0.00	0.00	33.33	9,600.00
01-504-650 MILEAGE & ENTERTAINMENT EXPR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	100,150	100,150	1,948.63	40,827.45	19,300.81	0.00	40.77	59,322.55
CAPITAL EXPENSES								
01-504-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 04-SPECIAL SERVICES	174,607	174,607	4,301.99	42,318.89	19,356.63	0.00	24.24	132,289.11

Being paid
out of
01-504-645

06-PARKS & RECREATION

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
SALARIES & BENEFITS								
01-506-010 POOL SALARIES	0	0	0.00	0.00	1,328.57	0.00	0.00	0.00
01-506-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-020 OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-030 SOCIAL SECURITY	0	0	0.00	0.00	250.29	0.00	0.00	0.00
01-506-040 HEALTH INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-050 RETIREMENT	0	0	0.00	0.00	50.76	0.00	0.00	0.00
01-506-060 WORKERS' COMPENSATION	0	0	0.00	0.00	502.45	0.00	0.00	0.00
01-506-070 UNEMPLOYMENT COMP-POOL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	2,132.07	0.00	0.00	0.00

Pool related salaries and benefits as well as pool expenses are being paid for out of 01-526

OTHER EXPENSES

01-506-100 UTILITIES	0	0	1,232.29	5,282.40	5,862.41	0.00	0.00 (	5,282.40)
01-506-130 TRAINING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-240 CONTRACT MAINTENANCE OUTS	3,500	3,500	0.00	190.00	570.00	0.00	5.43	3,310.00
01-506-250 CONTRACT MAINT.-GREEN BEL	32,000	32,000	0.00	4,400.00	7,711.26	0.00	13.75	27,600.00
01-506-255 CONTRACT SERVICES - POOL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-260 GREEN BELT CLEANING	5,000	5,000	0.00	0.00	0.00	0.00	0.00	5,000.00
01-506-430 SUPPLIES	5,000	5,000	226.52	942.63	2,298.02	0.00	18.85	4,057.37
01-506-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	75.00	0.00	0.00	0.00 (	75.00)
01-506-520 EQUIPMENT REPAIR	2,500	2,500	0.00	1,067.91	2,278.30	0.00	42.72	1,432.09
01-506-630 FACILITY MAINTENANCE	2,000	2,000	0.00	376.20	951.20	0.00	18.81	1,623.80
01-506-631 POND MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-635 TREES / SHRUBS/LANDSCAPING	7,500	7,500	919.96	15,865.83	2,015.00	0.00	211.54 (	8,365.83)
01-506-700 CONTINGENCIES	500	500	0.00	0.00	0.00	0.00	0.00	500.00
TOTAL OTHER EXPENSES	58,000	58,000	2,378.77	28,199.97	21,686.19	0.00	48.62	29,800.03

CAPITAL EXPENSES

01-506-800 CAPITAL EXPENDITURE	2,140	2,140	0.00	799.98	13,900.00	0.00	37.38	1,340.02
01-506-810 CAPITAL IMPROVEMENTS	20,000	20,000	0.00	0.00	44,455.96	0.00	0.00	20,000.00
TOTAL CAPITAL EXPENSES	22,140	22,140	0.00	799.98	58,355.96	0.00	1.61	21,340.02

TOTAL 04-PARKS & RECREATION	80,140	80,140	2,378.77	28,999.95	82,174.22	0.00	36.19	51,340.05
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07-FLEET MECHANIC

SALARIES & BENEFITS

01-507-010 MECHANIC SALARIES	30,000	30,000	2,645.92	7,394.29	8,348.85	0.00	24.65	22,605.71
01-507-011 MECHANIC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-012 STIPEND	500	500	0.00	594.25	0.00	0.00	118.85 (	94.25)
01-507-015 MECHANIC INCENTIVE PAY-BILIN	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-020 OVERTIME	600	600	139.06	598.90	0.00	0.00	99.82	1.10
01-507-030 SOCIAL SECURITY	2,880	2,880	192.44	605.40	638.70	0.00	21.02	2,274.60
01-507-040 HEALTH INSURANCE	4,501	4,501	1,153.95	1,248.71	1,071.63	0.00	27.74	3,252.29
01-507-050 RETIREMENT	2,583	2,583	487.38	1,398.80	667.93	0.00	54.15	1,184.20
01-507-060 WORKERS' COMPENSATION	2,905	2,905	0.00	1,376.00	474.51	0.00	47.37	1,529.00
01-507-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	0.00	0.00	0.00	0.00	135.00

CITY OF WINCHEST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-507-090 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	44,104	44,104	4,618.75	13,216.35	11,201.62	0.00	29.97	30,887.65
OTHER EXPENSES								
01-507-120 DUES & SUBSCRIPTIONS	100	100	0.00	0.00	0.00	0.00	0.00	100.00
01-507-130 TRAINING	500	500	0.00	0.00	0.00	0.00	0.00	500.00
01-507-315 VEHICLE DEDUCTIBLE	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
01-507-420 OFFICE SUPPLIES	250	250	0.00	0.00	25.54	0.00	0.00	250.00
01-507-430 FLEET TOOLS & SUPPLIES	7,500	7,500	114.52	818.78	1,924.43	0.00	10.92	6,681.22
01-507-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	75.00	0.00	0.00	0.00	75.00
01-507-450 ENVIRONMENTAL FEES	500	500	206.12	206.12	0.00	0.00	41.22	293.88
01-507-480 UNIFORM ALLOWANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-501 VEHICLE PARTS-ADMIN	500	500	0.00	0.00	0.00	0.00	0.00	500.00
01-507-502 VEHICLE PARTS-POLICE	7,000	7,000	1,885.34	5,385.12	770.06	0.00	76.93	1,614.88
01-507-503 VEHICLE PARTS-FIRE	4,500	4,500	76.62	700.97	554.84	0.00	15.58	3,799.03
01-507-504 VEHICLE PARTS-PARKS & REC	2,000	2,000	0.00	3.50	0.00	0.00	0.18	1,996.50
01-507-508 VEHICLE PARTS-WARRANT OFFICE	500	500	0.00	0.00	0.00	0.00	0.00	500.00
01-507-515 VEHICLE PARTS-EMC/TECH	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-516 VEHICLE PARTS-PUBLIC WORKS	6,000	6,000	123.52	764.55	239.65	0.00	12.74	5,235.45
01-507-519 VEHICLE PARTS-INSPECTION	1,000	1,000	0.00	0.00	7.69	0.00	0.00	1,000.00
01-507-520 EQUIPMENT REPAIR	10,000	10,000	24.95	1,782.31	1,275.77	0.00	17.82	8,217.69
01-507-540 VEHICLE FUEL	29,000	29,000	1,700.19	12,356.99	25,658.51	0.00	42.61	16,643.01
01-507-602 VEHICLE OUTSIDE MAINT-POLICE	9,000	9,000	1,590.00	1,982.15	1,692.16	0.00	22.02	7,017.85
01-507-603 VEHICLE OUTSIDE MAINT-FIRE	6,000	6,000	2,244.33	5,184.95	2,250.27	0.00	86.42	815.05
01-507-606 VEHICLE OUTSIDE MAINT-PARKS	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-507-609 VEHICLE OUTSIDE MAINT-WREST O	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-507-615 VEHICLE OUTSIDE MAINT-EMC/TE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-616 VEHICLE OUTSIDE MAINT-PW	2,000	2,000	0.00	0.00	296.83	0.00	0.00	2,000.00
01-507-619 VEHICLE OUTSIDE MAINT-LESP	500	500	0.00	0.00	0.00	0.00	0.00	500.00
01-507-700 CONTINGENCIES	1,000	1,000	0.00	0.00	15.00	0.00	0.00	1,000.00
01-507-702 LEASE PURCHASE-POLICE VEHICL	0	0	0.00	0.00	7,804.19	0.00	0.00	0.00
01-507-703 LEASE PURCHASE-FIRE DEPT	0	0	0.00	0.00	88,440.79	0.00	0.00	0.00
01-507-706 LEASE PURCHASE-PARKS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-716 LEASE PURCHASE-PUBLIC WORKS	0	0	0.00	12,876.77	36,529.27	0.00	0.00	12,876.77
01-507-719 LEASE PURCHASE-INSPECTION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-721 LEASE PURCHASE-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-725 LEASE PURCHASE - CITY MGMT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-730 VEHICLE/EQUIPMENT TESTING	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
TOTAL OTHER EXPENSES	92,850	92,850	7,165.59	42,137.21	164,100.68	0.00	45.38	50,712.79
CAPITAL EXPENSES								
01-507-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 07-FLEET MECHANIC	136,954	136,954	11,784.34	55,353.56	175,302.30	0.00	40.42	81,600.44

08-COURT

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
SALARIES & BENEFITS								
01-508-010 COURT SALARIES	113,697	113,697	12,973.58	46,280.80	29,943.46	0.00	40.71	67,416.20
01-508-011 COURT LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-012 STIPEND	2,250	2,250	0.00	2,449.07	0.00	0.00	108.85 (	199.07)
01-508-015 COURT INCENTIVE PAY-BILINGUA	0	0	0.00	0.00	28.03	0.00	0.00	0.00
01-508-017 CERTIFICATION PAY - COURT	900	900	69.24	242.34	0.00	0.00	26.93	657.66
01-508-018 COURT EDUCATION PAY	300	300	23.08	80.78	83.25	0.00	26.93	219.22
01-508-020 COURT OVERTIME	10,000	10,000	216.69	424.09	1,645.45	0.00	4.24	9,575.92
01-508-030 SOCIAL SECURITY	9,736	9,736	1,823.93	4,251.49	3,020.94	0.00	43.67	5,484.51
01-508-040 HEALTH INSURANCE	15,868	15,868	374.97	1,499.88	1,167.92	0.00	9.45	34,168.12
01-508-050 RETIREMENT	9,562	9,562	1,818.72	6,968.93	2,289.66	0.00	72.88	2,593.07
01-508-060 WORKER'S COMPENSATION	2,316	2,316	0.00	500.27	725.74	0.00	21.60	1,815.73
01-508-070 UNEMPLOYMENT COMPENSATION	675	675	0.00	0.00	0.00	0.00	0.00	675.00
01-508-095 TERMINATION PAY-OUT	0	0	141.47	244.36	101.01	0.00	0.00 (	244.36)
TOTAL SALARIES & BENEFITS	165,304	165,304	16,641.68	62,942.00	39,005.46	0.00	38.08	102,362.80
OTHER EXPENSES								
01-508-120 DUES & SUBSCRIPTIONS	250	250	27.50	121.56	70.00	0.00	48.62	128.44
01-508-130 BONDS & TRAINING	1,500	1,500	80.00	488.82	521.18	0.00	27.25	1,091.18
01-508-150 JUDGE	19,393	19,393	0.00	0.00	4,132.41	0.00	0.00	19,393.00
01-508-160 PROSECUTOR	13,826	13,826	0.00	0.00	3,836.34	0.00	0.00	13,826.00
01-508-165 WARRANT JAIL COSTS	5,000	5,000	0.00	1,900.00	0.00	0.00	38.00	3,100.00
01-508-170 JURY SERVICE FEES	200	200	0.00	0.00	0.00	0.00	0.00	200.00
01-508-180 COURT OF RECORD/STENOGRAPHER	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-508-420 OFFICE SUPPLIES	3,000	3,000	733.34	1,100.22	465.54	0.00	36.67	1,899.78
01-508-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-480 UNIFORM ALLOWANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-481 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-540 FUEL	5,000	5,000	0.00	0.00	0.00	0.00	0.00	5,000.00
TOTAL OTHER EXPENSES	49,169	49,169	840.84	3,530.60	5,025.47	0.00	7.18	45,638.40
CAPITAL EXPENSES								
01-508-800 CAPITAL EXPENDITURES	5,000	5,000	0.00	0.00	0.00	0.00	0.00	5,000.00
TOTAL CAPITAL EXPENSES	5,000	5,000	0.00	0.00	0.00	0.00	0.00	5,000.00
TOTAL 08-COURT	319,473	319,473	17,482.52	66,472.60	44,030.93	0.00	38.29	153,000.40

10-FACILITY DIVISION

OTHER EXPENSES

01-510-100 UTILITIES	36,500	36,500	2,991.65	10,640.25	10,766.29	0.00	29.17	25,851.75
01-510-115 MOBILE TELEPHONES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-510-170 JANITORIAL SERVICES	20,000	20,000	1,298.83	5,195.32	5,658.49	0.00	25.98	14,804.68
01-510-240 CONTRACT MAINTENANCE	1,000	1,000	0.00	380.00	0.00	0.00	38.00	620.00
01-510-430 SUPPLIES	3,000	3,000	327.06	1,721.47	2,635.30	0.00	57.38	1,278.53
01-510-630 FACILITY MAINTENANCE	10,000	10,000 (	1,020.59)	2,576.57	18,450.93	0.00	25.77	7,423.43
01-510-650 FIRE ALARM & EXT. INSPECTION	2,000	2,000	0.00	2,106.50	250.00	0.00	105.33 (	106.50)

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-510-700 CONTINGENCIES	1,500	1,500	0.00	\$67.10	0.00	0.00	57.81	632.90
TOTAL OTHER EXPENSES	74,000	74,000	3,596.95	23,495.21	37,761.01	0.00	31.75	50,504.79
CAPITAL EXPENSES								
01-510-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 10-FACILITY DIVISION	74,000	74,000	3,596.95	23,495.21	37,761.01	0.00	31.75	50,504.79

11-CIVIC CENTER

SALARIES & BENEFITS

01-511-010 CIVIC CENTER SALARIES	53,938	53,938	6,725.79	21,020.09	7,263.34	0.00	38.97	32,917.91
01-511-011 CIVIC CENTER LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-511-012 STIPEND	1,000	1,000	0.00	1,745.27	0.00	0.00	174.53	745.27
01-511-020 OVERTIME - CIVIC CENTER	4,800	4,800	702.16	3,648.17	2,835.23	0.00	76.00	1,151.83
01-511-030 SOCIAL SECURITY	4,571	4,571	520.85	1,979.83	748.75	0.00	43.31	2,591.17
01-511-040 HEALTH INSURANCE	10,338	10,338	1,078.08	3,826.21	1,071.63	0.00	37.01	6,511.79
01-511-050 RETIREMENT	4,958	4,958	1,245.24	4,267.79	542.00	0.00	86.08	690.21
01-511-060 WORKERS' COMPENSATION	6,172	6,172	0.00	2,249.21	1,032.80	0.00	36.44	3,922.79
01-511-070 UNEMPLOYMENT COMPENSATION	270	270	0.00	0.00	0.00	0.00	0.00	270.00
01-511-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	86,047	86,047	10,272.12	38,736.57	13,513.75	0.00	45.02	47,310.43

OTHER EXPENSES

01-511-100 UTILITIES	7,000	7,000	367.16	2,224.32	1,633.87	0.00	31.78	4,775.68
01-511-430 SUPPLIES	3,000	3,000	21.85	651.67	336.73	0.00	21.72	2,348.33
01-511-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	75.00	0.00	0.00	0.00	75.00
01-511-512 STIPEND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-511-630 FACILITY MAINTENANCE	10,000	10,000	253.45	3,455.61	8,348.78	0.00	34.56	6,544.39
01-511-700 CONTINGENCIES	750	750	0.00	0.00	0.00	0.00	0.00	750.00
TOTAL OTHER EXPENSES	20,750	20,750	642.46	6,406.60	10,319.38	0.00	30.88	14,343.40

CAPITAL EXPENSES

01-511-800 CAPITAL EXPENDITURES	100,000	100,000	12,556.97	12,556.97	0.00	0.00	12.56	87,443.03
TOTAL CAPITAL EXPENSES	100,000	100,000	12,556.97	12,556.97	0.00	0.00	12.56	87,443.03

TOTAL 11-CIVIC CENTER	206,797	206,797	23,471.55	\$7,700.14	23,833.13	0.00	27.90	149,096.86
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14-CONTRACT SERVICES

OTHER EXPENSES

01-514-220 FOOD HEALTH OFFICER FEES	12,000	12,000	0.00	3,600.00	4,400.00	0.00	30.00	8,400.00
01-514-250 LEGAL & CITY ATTORNEY	30,000	30,000	2,500.00	10,000.00	8,000.00	0.00	33.33	20,000.00
01-514-255 SPECIAL LEGAL FEES	100,000	100,000	103,230.15	15,091.35	32,960.98	0.00	15.09	84,908.65
01-514-260 DUES & FEES-BCAD	0	0	0.00	0.00	3,743.00	0.00	0.00	0.00

In January a journal entry was completed moving revenue from one of the law suit settlements to offset the cost of legal fees associated with the lawsuit

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-514-270 DUES & FEES - BEXAR CO ELECT	10,000	10,000	0.00	0.00	0.00	0.00	0.00	10,000.00
01-514-280 FEES-DELINQUENT COLLECTOR	0	0	0.00	0.00	139.04	0.00	0.00	0.00
01-514-285 Contract Services - MPO	0	0	0.00	0.00	22,092.48	0.00	0.00	0.00
01-514-290 AUDIT	24,000	24,000	0.00	0.00	17,500.00	0.00	0.00	24,000.00
01-514-300 EMS	70,000	70,000	5,833.33	23,333.32	23,333.32	0.00	33.33	46,666.68
01-514-310 MUNICIPAL INSURANCE	63,000	63,000	0.00	56,830.93	19,947.52	0.00	67.99	26,569.07
01-514-320 ENGINEER / ARCHITECT	15,000	15,000	3,608.75	3,608.75	0.00	0.00	24.06	11,191.25
01-514-325 SALES TAX COLLECTION SERVICE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-328 CABLE TV FRANCHISE COMPLIANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-360 MOBILITY IMPAIRED TRANSPORT	12,000	12,000	0.00	0.00	0.00	0.00	0.00	12,000.00
01-514-367 WATER RESOURCES STUDY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-385 SALARY SURVEY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-400 CREDIT CARD TERMINAL	0	0	659.17	0.00	472.22	0.00	0.00	0.00
01-514-405 RECORDS STORAGE RENTAL	2,940	2,940	0.00	1,470.00	2,940.00	0.00	50.00	1,470.00
01-514-410 RECORDS DESTRUCTION	1,200	1,200	0.00	0.00	0.00	0.00	0.00	1,200.00
TOTAL OTHER EXPENSES	360,140	360,140	91,947.44	113,534.35	137,520.56	0.00	31.53	246,605.65
CAPITAL EXPENSES								
01-514-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00

Paid for
the
entire
year in
October

TOTAL 14-CONTRACT SERVICES	360,140	360,140	91,947.44	113,534.35	137,520.56	0.00	31.53	246,605.65
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15-TECH SUPPORT

SALARIES & BENEFITS

01-515-010 EMC/TECH SUPPORT SALARIES	0	0	0.00	0.00	19,922.05	0.00	0.00	0.00
01-515-011 EMC/TECH LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-020 EMC/TECH SUPPORT OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-030 EMC/TECH SOCIAL SECURITY	0	0	0.00	0.00	1,616.26	0.00	0.00	0.00
01-515-040 EMC/TECH HEALTH INSURANCE	0	0	0.00	0.00	1,091.43	0.00	0.00	0.00
01-515-050 EMC/TECH RETIREMENT	0	0	0.00	0.00	1,420.92	0.00	0.00	0.00
01-515-060 WORKER'S COMPENSATION	0	0	0.00	0.00	111.65	0.00	0.00	0.00
01-515-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-090 EMC/TECH TERM. PAY-OUT	0	0	0.00	0.00	1,621.56	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	25,783.87	0.00	0.00	0.00

OTHER EXPENSES

01-515-120 DUES & SUBSCRIPTIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-130 EMC/TECH TRAINING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-200 COMPUTER CONTRACTS	54,750	54,750	15,006.11	23,563.14	17,566.50	0.00	41.03	31,194.86
01-515-201 COMPUTER MAINTENANCE	0	0	558.84	231.07	1,459.59	0.00	0.00	231.07
01-515-205 TELECOMMUNICATIONS CONTRACT	25,000	25,000	414.91	4,072.58	7,503.11	0.00	16.29	20,927.42
01-515-210 TELEPHONE MAINT. CONTRACT	10,260	10,260	2,195.23	7,287.77	1,840.00	0.00	71.03	2,972.23
01-515-215 MOBILE PHONES CONTRACT	4,256	4,256	0.00	1,826.84	3,078.39	0.00	42.92	2,429.16
01-515-220 MOBILE PHONES MAINTENANCE	280	280	0.00	0.00	0.00	0.00	0.00	280.00
01-515-221 MOBILE DATA TERMINAL SERVICE	8,020	8,020	489.89	1,937.36	989.78	0.00	24.41	6,062.64
01-515-223 PAGER CONTRACT	0	0	209.69	105.16	352.91	0.00	0.00	105.16

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-515-225 PAGER MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-226 PAGER MAINTENANCE-FIRE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-227 RADIO CONTRACT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-229 RADIO MAINTENANCE	0	0	0.00	175.00	0.00	0.00	0.00	(175.00)
01-515-286 CONTRACTSERVICES - IT	59,000	59,000	0.00	9,746.50	0.00	0.00	16.52	49,251.50
01-515-330 WEBSITE SUPPORT CONTRACT	6,000	6,000	0.00	4,609.00	3,600.00	0.00	76.80	1,392.00
01-515-332 WEBSITE MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-333 CLOUD HOSTING FRES	15,000	15,000	0.00	330.00	0.00	0.00	2.20	14,670.00
01-515-395 EMERGENCY MGMT SUPPORT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-396 ROC EQUIPMENT & SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-430 TECH SUPPLIES	0	0	0.00	0.00	517.46	0.00	0.00	0.00
01-515-460 COPIER CONTRACT & SUPPLIES	15,500	15,500	0.00	2,990.41	2,809.11	0.00	19.29	12,509.59
01-515-480 UNIFORM ALLOWANCE	0	0	0.00	0.00	99.98	0.00	0.00	0.00
01-515-520 EQUIPMENT REPAIR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-522 AUDIO VISUAL MAINTENANCE	0	0	0.00	0.00	131.12	0.00	0.00	0.00
01-515-525 LEASE PURCHASE-RECORDS MGMT	1,035	1,035	0.00	0.00	0.00	0.00	0.00	1,035.00
01-515-700 CONTINGENCIES	1,500	1,500	0.00	0.00	0.00	0.00	0.00	1,500.00
TOTAL OTHER EXPENSES	200,609	200,609	17,317.61	56,893.83	41,947.95	0.00	28.36	143,715.17
CAPITAL EXPENSES								
01-515-800 CAPITAL EXPENSE	40,000	40,000	0.00	38,099.00	0.00	0.00	95.25	1,901.00
TOTAL CAPITAL EXPENSES	40,000	40,000	0.00	38,099.00	0.00	0.00	95.25	1,901.00
TOTAL 15-TECH SUPPORT	240,609	240,609	17,337.61	94,992.83	67,731.82	0.00	39.48	145,616.17
16-PUBLIC WORKS								
SALARIES & BENEFITS								
01-516-010 PUBLIC WORKS SALARIES	297,214	297,214	16,018.21	61,154.97	86,659.26	0.00	20.58	236,059.03
01-516-011 PUBLIC WORKS LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-012 STIPEND	4,750	4,750	0.00	3,784.84	0.00	0.00	79.68	965.16
01-516-015 P.W. INCENTIVE PAY-BILINGUAL	1,200	1,200	92.32	123.12	499.52	0.00	26.93	876.88
01-516-018 P.W. EDUCATION PAY	300	300	23.08	80.78	83.25	0.00	26.93	219.22
01-516-020 PUBLIC WORKS OVERTIME	2,800	2,800	524.14	3,205.95	1,467.73	0.00	114.50	(405.95)
01-516-030 SOCIAL SECURITY	24,451	24,451	1,261.11	6,645.71	6,748.63	0.00	27.18	17,805.29
01-516-040 HEALTH INSURANCE	49,203	49,203	2,517.72	11,241.51	9,884.38	0.00	22.85	37,961.49
01-516-050 RETIREMENT	26,574	26,574	3,072.88	14,140.90	7,286.93	0.00	53.21	12,431.10
01-516-060 WORKERS' COMPENSATION	28,652	28,652	0.00	15,608.46	10,607.19	0.00	54.48	13,043.54
01-516-070 UNEMPLOYMENT COMPENSATION	1,215	1,215	0.00	0.00	0.00	0.00	0.00	1,215.00
01-516-095 TERMINATION PAY-OUT	2,163	2,163	214.83	7,396.82	2,162.70	0.00	341.97	(5,233.82)
TOTAL SALARIES & BENEFITS	438,522	438,522	23,724.29	123,583.06	125,399.59	0.00	28.18	314,938.94
OTHER EXPENSES								
01-516-100 UTILITIES	42,900	42,900	89.07	14,593.34	11,264.37	0.00	34.02	28,106.66
01-516-130 TRAINING	1,500	1,500	0.00	0.00	3.60	0.00	0.00	1,500.00
01-516-140 EMPLOYMENT SCREENING	0	0	0.00	394.00	0.00	0.00	0.00	(394.00)
01-516-240 CONTRACT OUT MAINTENANCE	1,500	1,500	0.00	261.00	858.89	0.00	17.40	1,239.00
01-516-430 SUPPLIES	11,500	11,500	225.03	726.73	1,453.93	0.00	6.32	10,773.27

Computer purchases were completed in October 2011. Replaced approximately 1/5th of computer inventory

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CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-516-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	75.00	0.00	0.00	0.00 (	75.00)
01-516-480 UNIFORM ALLOWANCE	9,500	9,500	0.00	2,126.79	1,292.44	0.00	22.39	7,373.21
01-516-510 VEHICLE OUTSIDE MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-525 EQUIPMENT RENTAL	7,000	7,000	0.00	638.00	82.26	0.00	9.11	6,362.00
01-516-530 STREET SIGNS & MARKERS	5,000	5,000	1,075.50	5,774.13	587.84	0.00	115.48 (	774.13)
01-516-630 FACILITIES MAINTENANCE	2,500	2,500	0.00	5,813.30	0.00	0.00	232.53 (	3,313.10)
01-516-700 CONTINGENCIES	500	500	27.50	27.50	100.00	0.00	5.50	472.50
01-516-710 STREET CRACK FILLING MATERIAL	8,000	8,000	0.00	30.00	0.00	0.00	0.38	7,970.00
01-516-720 ALLEY/CURB/SIDEWALK REPAIR	15,000	15,000	381.91	1,555.25	822.75	0.00	10.37	13,444.75
TOTAL OTHER EXPENSES	104,900	104,900	1,799.01	32,015.04	16,466.08	0.00	30.52	72,884.96
CAPITAL EXPENSES								
01-516-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-810 STREET CAPITAL REPAIRS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 16-PUBLIC WORKS	343,422	343,422	29,523.30	155,398.10	141,865.67	0.00	28.63	307,823.90

17-ANIMAL CONTROL

SALARIES & BENEFITS

01-517-010 SALARIES-ANIMAL CONTROL	41,658	41,658	3,281.92	11,538.47	7,489.85	0.00	27.70	30,119.53
01-517-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-517-012 STIPEND	750	750	0.00	877.93	0.00	0.00	117.06 (	127.93)
01-517-013 Salaries - Animal on call	0	0	200.00	700.00	0.00	0.00	0.00 (	700.00)
01-517-020 OVERTIME-ANIMAL CONTROL	1,500	1,500	0.00	342.61	742.61	0.00	22.84	1,157.39
01-517-030 SOCIAL SECURITY	3,360	3,360	257.40	1,880.68	644.20	0.00	32.16	2,279.32
01-517-040 HEALTH INSURANCE	7,753	7,753	359.36	1,437.44	1,071.63	0.00	18.54	6,115.56
01-517-050 RETIREMENT	3,643	3,643	489.12	1,864.34	674.57	0.00	51.18	1,778.66
01-517-060 WORKER'S COMPENSATION	2,004	2,004	0.00	1,632.99	334.98	0.00	81.49	371.01
01-517-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	0.00	0.00	0.00	0.00	135.00
TOTAL SALARIES & BENEFITS	60,803	60,803	4,587.80	19,474.46	11,157.84	0.00	12.03	41,328.54

OTHER EXPENSES

01-517-230 VET/IMPOUNDING/SHELTER	7,000	7,000	1,262.00	3,877.90	1,285.00	0.00	55.40	3,122.10
01-517-240 TRAINING & CERTIFICATION	1,500	1,500	0.00	0.00	29.75	0.00	0.00	3,500.00
01-517-420 EQUIPMENT & SUPPLIES	700	700	0.00	0.00	158.58	0.00	0.00	700.00
TOTAL OTHER EXPENSES	9,200	9,200	1,262.00	3,877.90	1,473.33	0.00	42.15	5,322.10

CAPITAL EXPENSES

01-517-800 CAPITAL EXPENDITURES	5,000	5,000	6,816.66	6,816.66	0.00	0.00	136.33 (	1,816.66)
TOTAL CAPITAL EXPENSES	5,000	5,000	6,816.66	6,816.66	0.00	0.00	136.33 (	1,816.66)

TOTAL 17-ANIMAL CONTROL	75,003	75,003	12,666.46	30,169.02	12,631.17	0.00	40.21	44,837.98
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CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

D1 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
18-WCCPD								
SALARIES & BENEFITS								
01-518-D1D WCCPD SALARIES	D	D	D.DD	0.00	40,779.24	0.00	D.DD	0.00
D1-518-D11 WCCPD LONGEVITY	D	D	D.DD	0.00	D.00	0.00	D.DD	0.00
D1-518-D14 WCCPD SPECIAL ASSIGN PAY-K-9	D	0	D.DD	0.00	832.38	D.DD	D.DD	D.DD
01-518-D15 WCCPD INCEN PAY-BILLING & SHI	0	D	0.DD	D.DD	416.41	D.DD	D.DD	D.DD
D1-518-D17 WCCPD CERTIFICATION PAY	0	0	D.DD	D.DD	416.26	D.DD	0.DD	D.DD
D1-518-D20 WCCPD OVERTIME	D	0	D.DD	D.00	1,109.14	D.DD	D.DD	0.DD
D1-518-D21 WCCPD-7K HOURS	D	0	D.DD	D.DD	533.74	D.DD	D.DD	0.00
D1-518-D3D WCCPD SOCIAL SECURITY	D	D	D.DD	D.DD	1,299.31	D.DD	D.DD	0.00
D1-518-D4D WCCPD HEALTH INSURANCE	D	D	0.DD	D.DD	4,359.28	D.DD	D.DD	D.DD
D1-518-D5D WCCPD RETIREMENT	D	D	D.DD	D.DD	3,541.82	D.DD	0.DD	0.DD
D1-518-D6D WCCPD WORKERS COMP	D	D	D.DD	D.00	2,009.80	D.DD	0.00	D.DD
01-518-D7D UNEMPLOYMENT COMPENSATION	D	D	D.DD	D.DD	D.00	0.00	0.DD	D.DD
D1-518-D95 WCCPD TERM.PAYOUT	D	D	D.DD	D.DD	D.DD	D.DD	D.DD	0.DD
TOTAL SALARIES & BENEFITS	0	0	0.DD	D.DD	57,297.58	D.DD	D.DD	D.DD

TOTAL 18-WCCPD	0	0	0.00	0.00	57,297.58	0.00	0.00	0.00
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19-INSPECTIONS**SALARIES & BENEFITS**

D1-519-D1D INSPECTION SALARIES	14,092	34,092	2,394.65	\$,392.DD	27,104.70	0.00	24.62	25,700.DD
D1-519-D11 INSPECTIONS LONGEVITY	0	0	D.DD	D.DD	D.DD	0.00	D.DD	D.DD
01-519-D12 STIPEND	500	500	D.DD	\$94.26	D.DD	0.00	118.05 (	94.26)
D1-519-D15 INSP.INCENTIVE PAY-BILINGUAL	0	0	0.DD	D.DD	133.D1	0.00	D.DD	D.DD
D1-519-D18 INSPECTION EDUCATION PAY	0	0	D.DD	D.DD	166.51	0.00	D.DD	0.DD
D1-519-D20 OVERTIME	0	0	25.96	77.65	D.DD	0.00	0.DD (	77.65)
D1-519-D3D SOCIAL SECURITY	2,648	2,648	185.18	790.10	2,118.76	0.00	29.84	1,857.90
D1-519-D4D HEALTH INSURANCE	5,419	5,419	359.36	957.47	2,161.26	0.00	17.67	4,461.51
D1-519-D5D RETIREMENT	1,878	1,878	423.62	1,592.85	2,215.68	0.00	84.82	285.15
01-519-D6D WORKER'S COMPENSATION	402	402	0.00	144.31	279.15	0.00	85.65	57.67
D1-519-D7D UNEMPLOYMENT COMPENSATION	270	270	0.00	D.DD	0.00	0.00	0.DD	270.DD
TOTAL SALARIES & BENEFITS	45,209	45,209	3,388.77	12,740.66	34,379.07	0.00	28.20	32,460.34

OTHER EXPENSES

01-519-12D DUES & SUBSCRIPTIONS	500	500	0.00	D.DD	30.00	0.00	0.00	500.DD
01-519-125 CONTRACT INSPECTION SVCS	32,000	32,000	1,700.DD	11,150.DD	0.00	0.00	34.04	20,850.DD
D1-519-13D BONDS & TRAINING	2,000	2,000	D.DD	50.DD	285.00	0.00	2.90	1,350.DD
D1-519-140 EMPLOYMENT SCREENING	0	0	D.DD	0.00	0.00	0.00	0.00	0.DD
D1-519-150 CONTRACT SERVICES - INSPECT1	0	0 (	1,700.DD)	0.DD	0.00	0.00	0.00	D.DD
D1-519-420 OFFICE SUPPLIES	750	750	D.DD	105.63	15.94	0.00	14.08	644.17
D1-519-410 SUPPLIES & EQUIPMENT	500	500	0.DD	179.00	0.00	0.00	35.00	121.00
D1-519-480 UNIFORMS	500	500	0.00	99.99	0.00	0.00	20.00	400.D1
D1-519-540 VEHICLE FUEL	2,224	2,224	125.13	405.22	0.00	0.00	18.22	1,818.78

CITY OF WINCHESTER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-519-700 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	38,474	38,474	125.13	11,989.84	339.94	0.00	31.16	26,484.16
CAPITAL EXPENSES								
01-519-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 19-INSPECTIONS	83,603	83,603	3,514.10	24,730.50	34,710.01	0.00	29.56	58,944.50
20-FINANCE								
SALARIES & BENEFITS								
01-520-010 FINANCE SALARIES	81,616	81,616	6,141.06	21,771.79	21,791.72	0.00	26.68	59,844.21
01-520-011 FINANCE LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-520-012 STIPEND	1,000	1,000	0.00	1,131.08	0.00	0.00	113.11 (	131.08)
01-520-015 FINANCE BILINGUAL PAY	600	600	46.16	161.56	166.51	0.00	26.93	438.44
01-520-018 FINANCE EDUCATION PAY	0	0	0.00	0.00	67.59	0.00	0.00	0.00
01-520-020 FINANCE OVERTIME	900	900	0.00	203.90	320.74	0.00	22.66	696.10
01-520-030 FINANCE SOCIAL SECURITY	6,391	6,391	472.38	1,992.18	2,355.63	0.00	31.17	4,398.82
01-520-040 FINANCE HEALTH INSURANCE	5,193	5,193	361.36	1,445.44	1,199.95	0.00	27.83	3,747.56
01-520-050 FINANCE RETIREMENT	4,164	4,164	665.04	2,524.09	2,037.22	0.00	60.62	1,639.91
01-520-060 WORKER'S COMPENSATION	328	328	0.00	359.11	195.40	0.00	109.48 (	31.11)
01-520-070 UNEMPLOYMENT COMPENSATION	270	270	0.00	0.00	0.00	0.00	0.00	270.00
01-520-095 TERMINATION PAY-OUT - FINANC	0	0	0.00	0.00	6,992.32	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	100,462	100,462	7,686.00	29,889.15	35,127.08	0.00	29.45	70,872.85
OTHER EXPENSES								
01-520-120 DUES & SUBSCRIPTIONS	600	600	27.50	27.50	0.00	0.00	4.58	572.50
01-520-130 BONDS & TRAINING	2,500	2,500	71.00	71.00	0.00	0.00	2.84	2,429.00
01-520-140 EMPLOYMENT SCREENING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-520-260 DUES & FEES- HEAD	10,816	10,816	0.00	2,703.00	0.00	0.00	24.99	8,113.00
01-520-280 FEES-DELINQUENT COLLECTOR	139	139	0.00	0.00	0.00	0.00	0.00	139.00
01-520-285 CONTRACT SERVICES - MPO	70,560	70,560	6,055.00	23,180.00	0.00	0.00	32.85	47,380.00
01-520-400 BANK/CREDIT CARD TERMINAL CH	4,242	4,242	659.37	659.37	0.00	0.00	15.54	3,582.63
01-520-420 OFFICE SUPPLIES	4,273	4,273	306.53	1,994.96	1,035.58	0.00	46.69	2,278.04
01-520-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	900.00	0.00	0.00	0.00 (	900.00)
01-520-600 OFFICE EQUIP. & MAINT	900	900	0.00	0.00	0.00	0.00	0.00	900.00
01-520-700 CONTINGENCIES	600	600	0.00	0.00	113.66	0.00	0.00	600.00
TOTAL OTHER EXPENSES	94,630	94,630	7,119.40	29,535.83	1,149.24	0.00	31.21	65,094.17
CAPITAL EXPENSES								
01-520-800 CAPITAL EXPENDITURES	600	600	0.00	0.00	0.00	0.00	0.00	600.00
TOTAL CAPITAL EXPENSES	600	600	0.00	0.00	0.00	0.00	0.00	600.00
TOTAL 20-FINANCE	195,692	195,692	14,805.40	59,124.98	36,276.32	0.00	30.21	136,567.01

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 31.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
21-ECONOMIC DEVELOPMENT (E								
SALARIES & BENEFITS								
01-521-010 EDC SALARIES	0	0	0.00	0.00	27,092.43	0.00	0.00	0.00
01-521-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-521-018 EDC EDUCATION PAY	0	0	0.00	0.00	249.76	0.00	0.00	0.00
01-521-020 EDC OVERTIME	0	0	0.00	0.00	6.60	0.00	0.00	0.00
01-521-030 SOCIAL SECURITY	0	0	0.00	0.00	2,256.31	0.00	0.00	0.00
01-521-040 HEALTH INSURANCE	0	0	0.00	0.00	1,164.29	0.00	0.00	0.00
01-521-050 RETIREMENT	0	0	0.00	0.00	9,525.54	0.00	0.00	0.00
01-521-060 WORKERS COMPENSATION	0	0	0.00	0.00	279.15	0.00	0.00	0.00
01-521-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-521-095 TERMINATION PAY-OUT	0	0	0.00	0.00	341.54	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	22,664.54	0.00	0.00	0.00
OTHER EXPENSES								
01-521-430 SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-521-510 VEHICLE ALLOWANCE-DIRECTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-521-515 HEALTH INS. ALLOWANCE-DIRECT	0	0	0.00	0.00	998.89	0.00	0.00	0.00
01-521-590 POSTAGE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0	0	0.00	0.00	998.89	0.00	0.00	0.00
OTHER INCOME/EXPENSES								
01-521-900 TRANSFER TO EDC FUND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 21-ECONOMIC DEVELOPMENT (E	0	0	0.00	0.00	23,663.43	0.00	0.00	0.00

25-CITY MANAGEMENT

SALARIES & BENEFITS

01-525-010 CITY MANAGEMENT SALARIES	95,000	95,000	7,307.70	29,576.95	1,059.52	0.00	26.92	69,423.05
01-525-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-012 STIPEND	500	500	0.00	829.93	0.00	0.00	105.99	29.93
01-525-017 CERTIFICATION PAY	0	0	0.00	0.00	7.42	0.00	0.00	0.00
01-525-018 EDUCATION PAY	0	0	0.00	0.00	7.42	0.00	0.00	0.00
01-525-019 TUITION REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-020 CITY MANAGEMENT OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-030 SOCIAL SECURITY	7,417	7,417	530.24	2,165.79	307.70	0.00	29.20	5,251.21
01-525-040 HEALTH INSURANCE	5,231	5,231	373.36	1,497.98	60.00	0.00	28.64	3,733.02
01-525-050 RETIREMENT	9,140	9,140	1,298.24	4,868.38	205.12	0.00	59.81	3,271.62
01-525-060 WORKER'S COMPENSATION	383	383	0.00	418.00	139.58	0.00	109.14	35.00
01-525-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	0.00	0.00	0.00	0.00	115.00
01-525-080 CONTRACT LABOR - HR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-095 TERMINATION PAYOUT	0	0	0.00	0.00	1,489.64	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	116,006	116,006	9,509.54	35,057.03	3,276.40	0.00	30.01	81,748.97

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

† OF YEAR COMPLETED: 13.13

	ORIGINAL	AMENDED	CURRENT	YEAR TO DATE	PRIOR YEAR	TOTAL	% OF	BUDGET
DEPARTMENTAL EXPENDITURES	BUDGET	BUDGET	PERIOD	BALANCE	YTD BALANCE	EXPENDED	BUDGET	BALANCE
OTHER EXPENSES								
01-525-120 DUES & SUBSCRIPTIONS	1,000	1,000	480.00	480.00	0.00	0.00	48.00	520.00
01-525-121 ADP Contract	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-130 BONDS & TRAINING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-140 EMPLOY. SCREENING & RECRUITM	0	0	0.00	0.00	5,570.75	0.00	0.00	0.00
01-525-150 MOVING EXPENSE - CITY MGR	10,000	10,000	0.00	10,000.00	0.00	0.00	100.00	0.00
01-525-420 OFFICE SUPPLIES	1,200	1,200	27.38	1,113.97	0.00	0.00	93.00	84.03
01-525-430 HR SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-640 EMPLOYEE RECOGNITION	0	0	0.00	900.00	0.00	0.00	0.00	900.00
01-525-645 MEALS & ENTERTAINMENT	500	500	0.00	250.00	0.00	0.00	50.00	250.00
01-525-650 VEHICLE EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-655 Cell Phone Allowance	1,440	1,440	110.78	387.73	0.00	0.00	26.93	1,052.27
TOTAL OTHER EXPENSES	14,140	14,140	618.16	13,133.70	5,570.75	0.00	92.00	1,006.30
TOTAL 25-CITY MANAGEMENT								
	130,946	130,946	10,127.70	48,190.73	8,847.13	0.00	36.80	82,755.37

26-POOL

SALARIES & BENEFITS

01-526-010 SALARIES	\$1,200	\$1,200	0.00	0.00	0.00	0.00	0.00	51,200.00
01-526-020 OVERTIME	2,800	2,800	0.00	0.00	0.00	0.00	0.00	2,800.00
01-526-030 SOCIAL SECURITY	4,131	4,131	0.00	0.00	0.00	0.00	0.00	4,131.00
01-526-040 HEALTH INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-050 RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-060 WORKER'S COMPENSATION	203	203	0.00	2,125.04	0.00	0.00	1,051.74	1,932.04
01-526-070 UNEMPLOYMENT COMPENSATION	2,430	2,430	0.00	0.00	0.00	0.00	0.00	2,430.00
TOTAL SALARIES & BENEFITS	60,764	60,764	0.00	2,135.04	0.00	0.00	3.51	50,628.96

OTHER EXPENSES

01-526-100 UTILITIES	17,000	17,000	0.00	0.00	0.00	0.00	0.00	17,000.00
01-526-130 BONDS & TRAINING	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
01-526-140 EMPLOYMENT SCREENING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-210 EQUIPMENT LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-255 CONTRACT SERVICES - POOL	4,500	4,500	0.00	0.00	0.00	0.00	0.00	4,500.00
01-526-420 OFFICE SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-430 MISCELLANEOUS SUPPLIES	10,000	10,000	0.00	894.17	0.00	0.00	8.94	9,105.83
01-526-480 UNIFORM ALLOWANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-500 VEHICLE PARTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-510 VEHICLE OUTSIDE MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-520 EQUIPMENT REPAIR	3,500	3,500	0.00	0.00	0.00	0.00	0.00	3,500.00
01-526-630 FACILITY MAINTENANCE	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
01-526-700 CONTINGENCIES	500	500	0.00	0.00	0.00	0.00	0.00	500.00
TOTAL OTHER EXPENSES	39,500	39,500	0.00	894.17	0.00	0.00	2.26	38,605.83

CAPITAL EXPENSES

01-526-000 CAPITAL EXPENDITURES	29,250	29,250	0.00	0.00	0.00	0.00	0.00	29,250.00
TOTAL CAPITAL EXPENSES	29,250	29,250	0.00	0.00	0.00	0.00	0.00	29,250.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXTENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
TOTAL 26-POOL	129,514	129,514	0.00	3,029.21	0.00	0.00	2.34	126,484.79
27-POST OFFICE								
SALARIES & BENEFITS								
01-527-010 POST OFFICE SALARIES	10,296	10,296	766.84	2,608.18	7,847.32	0.00	26.11	7,407.82
01-527-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-527-012 STIPEND	250	250	0.00	536.88	0.00	0.00	214.74 (	206.84)
01-527-015 P. O. INCENTIVE PAY-BILINGUA	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-527-020 OVERTIME - POST OFFICE	675	675	0.00	0.00	0.70	0.00	0.00	675.00
01-527-030 SOCIAL SECURITY	858	858	54.22	258.59	539.76	0.00	30.14	599.41
01-527-040 HEALTH INSURANCE	0	0	754.63	754.63	0.00	0.00	0.00 (	754.63)
01-527-050 RETIREMENT	0	0	0.00	0.00 (	136.77)	0.00	0.00	0.00
01-527-060 WORKER'S COMPENSATION	44	44	0.00	45.30	55.82	0.00	102.95 (	1.30)
01-527-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	0.00	0.00	0.00	0.00	135.00
01-527-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	12,258	12,258	1,517.69	4,293.54	7,514.83	0.00	34.94	7,974.46
OTHER EXPENSES								
01-527-120 DUES & SUBSCRIPTIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-527-130 BONDS & TRAINING	300	300	0.00	0.00	0.00	0.00	0.00	300.00
01-527-420 OFFICE SUPPLIES - POST OFFIC	2,500	2,500	173.42	970.52	980.92	0.00	38.82	1,529.48
01-527-421 CONTRACT / SEASONAL HELP	5,000	5,000	0.00	120.64	0.00	0.00	6.41	4,679.36
01-527-590 POSTAGE - POST OFFICE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-527-600 OFFICE EQUIPMENT & MAINTENAN	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-527-610 OFFICE EQUIPMENT LEASE	3,200	3,200	263.00	1,052.00	1,343.30	0.00	32.88	2,148.00
01-527-700 CONTINGENCIES	300	300	0.00	0.00	0.00	0.00	0.00	300.00
01-527-710 INVENTORY ADJUSTMENTS	400	400	0.00	0.00	0.00	0.00	0.00	400.00
TOTAL OTHER EXPENSES	11,780	11,780	436.42	2,143.16	2,322.22	0.00	20.03	9,356.64
CAPITAL EXPENSES								
01-527-800 CAPITAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 27-POST OFFICE	23,958	23,958	1,954.11	6,426.70	9,837.05	0.00	27.66	17,331.30
28-HUMAN RESOURCES								
OTHER EXPENSES								
01-528-121 ADP Contract	0	0 (	3,640.43)	0.00	0.00	0.00	0.00	0.00
01-528-140 EMPLOYMENT SCREENING/RECRUIT	13,500	13,500	672.00	1,307.96	0.00	0.00	24.50	10,192.04
01-528-141 ADP SERVICES	38,000	38,000	7,380.80	14,964.79	0.00	0.00	39.38	23,035.21
01-528-142 RECOGNITION PROGRAM	2,200	2,200	0.00	0.00	0.00	0.00	0.00	2,200.00
01-528-143 EMPLOYEE WELLNESS PROGRAM	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
TOTAL OTHER EXPENSES	55,700	55,700	4,412.37	18,272.75	0.00	0.00	32.81	37,427.25

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

01 -GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
TOTAL 28-HUMAN RESOURCES	34,700	55,700	4,412.37	18,272.75	0.00	0.00	32.81	37,487.25
29-MERIT INCREASES								
SALARIES & BENEFITS								
01-529-010 MERIT INCREASE SALARIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-529-010 SOCIAL SECURITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-529-050 RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-529-060 WORKERS COMP	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 29-MERIT INCREASES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS								
01-500-030 SOCIAL SECURITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-500-050 RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	4,524,332	4,524,332	200,195.84	1,348,123.56	1,332,122.21	0.00	29.80	3,176,208.44
REVENUE OVER/(UNDER) EXPENDITURES	297,417	297,417	488,941.31	1,194,189.48	1,106,417.76	0.00	401.52	896,772.68

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

02 -GARBAGE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
02-1100	CASH	149,429.68
02-1102	CLAIM ON CASH	55,723.65
02-1105	SAVINGS	16,291.19
02-1115	INVESTMENT - TEXPOOL	32,488.11
02-1315	DUE FROM GENERAL FUND	0.00
02-1601	A/R-COMMERCIAL GARBAGE	30,311.19
02-1605	A/R-RESIDENTIAL GARBAGE	(229,686.17)
02-1606	ALLOW FOR DOUBTFUL ACCTS	(2,389.96)
02-1607	A/R-RECYCLING INCOME	0.00
02-1608	A/R - UNAPPLIED CREDITS	(2,904.90)
02-1610	A/R-ACCRUED INTEREST	0.00
		49,262.79
TOTAL ASSETS		49,262.79
LIABILITIES		
02-2315	DUE TO GENERAL FUND	(8,863.23)
02-2400	A/P PENDING	0.00
02-2410	A/P-SALES TAX	28,011.62
02-2415	A/P-GARBAGE CONTRACTOR	64,809.15
02-2420	DEFERRED REVENUE-RESIDENT	(444,535.75)
TOTAL LIABILITIES		(360,578.21)
EQUITY		
02-3201	FUND BALANCE	86,149.02
TOTAL BEGINNING EQUITY		86,149.02
TOTAL REVENUE		527,047.18
TOTAL EXPENSES		203,355.20
TOTAL INCREASE/(DECREASE) IN FUND BAL.		323,691.98
TOTAL EQUITY & FUND BALANCE		409,841.00
TOTAL LIABILITIES, EQUITY & FUND BALANCE		49,262.79

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

02 -GARBAGE FUND

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	882,815	882,815	193,597.01	527,047.18	298,676.15	0.00	59.70	355,767.90
TOTAL REVENUES	882,815	882,815	193,597.01	527,047.18	298,676.15	0.00	59.70	355,767.90
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	882,815	882,815	0.00	179,605.20	288,749.33	0.00	20.34	703,210.13
OTHER EXPENSES	100,000	100,000	0.00	0.00	0.00	0.00	0.00	100,000.00
OTHER INCOME/EXPENSES	0	0	0.00	23,750.00	717.49	0.00	0.00 (	23,750.00)
TOTAL 00-GENERAL EXPENDITURES	982,815	982,815	0.00	203,355.20	289,466.82	0.00	20.69	779,460.13
TOTAL EXPENDITURES	982,815	982,815	0.00	203,355.20	289,466.82	0.00	20.69	779,460.13
REVENUE OVER/(UNDER) EXPENDITURES	(100,000) (	100,000)	193,597.01	323,691.98	9,209.33	0.00	323.69- (	423,692.23)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

02 -GARBAGE FUND

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
02-4101 INCOME-COMMERCIAL	373,476	373,476	28,376.52	113,674.51	130,428.99	0.00	30.44	259,801.49
02-4105 INCOME-RESIDENTIAL	492,812	492,812	164,962.59	407,486.26	162,511.35	0.00	82.69	85,325.74
02-4107 INCOME-RECYCLING	248	248	43.65	83.38	129.93	0.00	33.56	165.04
02-4110 INCOME-LATE CHARGE	16,268	16,268	213.04	5,778.96	5,451.95	0.00	35.52	10,489.04
02-4115 INCOME-INTEREST	11	11	1.21	3.51	5.41	0.00	32.93	7.15
02-4130 INCOME - MISCELLANEOUS	0	0	0.00	20.56	148.52	0.00	0.00 (	20.56)
TOTAL REVENUES	882,815	882,815	193,597.01	527,047.18	298,676.15	0.00	59.70	355,767.90

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

02 -GARBAGE FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS								
02-500-010 EXPENSES-COMMERCIAL	365,651	365,651	0.00	75,195.58	127,002.61	0.00	20.56	290,455.85
02-500-020 EXPENSES-RESIDENTIAL	420,656	420,656	0.00	104,409.62	71,740.22	0.00	24.82	316,246.38
02-500-030 EXPENSES-ADMINISTRATIVE	95,000	95,000	0.00	0.00	90,006.50	0.00	0.00	95,000.00
02-500-040 EXPENSES-BAD DEBT	1,508	1,508	0.00	0.00	0.00	0.00	0.00	1,507.90
02-500-050 EXPENSES-MED.WASTE & CLEAN U	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	882,815	882,815	0.00	179,605.20	288,749.33	0.00	20.34	703,210.13
OTHER EXPENSES								
02-500-591 EXPENSE - ALLY REPAIR	90,000	90,000	0.00	0.00	0.00	0.00	0.00	90,000.00
02-500-592 EXPENSES - ADDITIONAL CITY S	10,000	10,000	0.00	0.00	0.00	0.00	0.00	10,000.00
TOTAL OTHER EXPENSES	100,000	100,000	0.00	0.00	0.00	0.00	0.00	100,000.00
OTHER INCOME/EXPENSES								
02-500-900 EXPENSES-TRANSFER GENERAL FU	0	0	0.00	23,750.00	717.49	0.00	0.00 (	23,750.00)
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	23,750.00	717.49	0.00	0.00 (	23,750.00)
TOTAL 00-GENERAL EXPENDITURES	982,815	982,815	0.00	203,355.20	289,466.82	0.00	20.69	779,460.13
TOTAL EXPENDITURES	982,815	982,815	0.00	203,355.20	289,466.82	0.00	20.69	779,460.13
REVENUE OVER/(UNDER) EXPENDITURES	(100,000) (	100,000)	193,597.01	323,691.98	9,209.33	0.00	323.69-(	423,692.23)

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
13-1102	CLAIM ON CASH	55,013.79	
13-1105	CASH - CHECKING	100,596.99	
13-1106	Savings - TLF Proceeds	1,600,030.35	
13-1115	INVESTMENTS-TEXPOOL#15900001	4.54	
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00	
13-1315	DUE FROM GENERAL FUND	0.00	
13-1375	DUE FROM HOT FUND	0.00	
13-1510	A/R SALES TAX	28,486.76	
		1,784,132.43	
TOTAL ASSETS			1,784,132.43
LIABILITIES			
13-2315	DUE TO GENERAL FUND	10,600.44	
13-2320	DUE TO TAXING ENTITIES	0.00	
13-2400	A/P PENDING	0.00	
13-2401	ACCOUNTS PAYABLE	0.00	
13-2402	ALAMO TITLE ESCROW FUNDS	0.00	
13-2410	A/P - SALES TAX	(6,199.13)	
TOTAL LIABILITIES			4,401.31
EQUITY			
13-3201	FUND BALANCE	1,840,685.62	
TOTAL BEGINNING EQUITY		1,840,685.62	
TOTAL REVENUE		85,896.77	
TOTAL EXPENSES		146,851.27	
TOTAL INCREASE/(DECREASE) IN FUND BAL. (		60,954.50)	
TOTAL EQUITY & FUND BALANCE		1,779,731.12	
TOTAL LIABILITIES, EQUITY & FUND BALANCE		1,784,132.43	

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	411,811	411,811	28,355.08	85,896.77	103,490.17	0.00	20.86	325,914.23
TOTAL REVENUES	411,811	411,811	28,355.08	85,896.77	103,490.17	0.00	20.86	325,914.23
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	87,445	87,445	0.00	0.00	44,660.89	0.00	0.00	87,445.00
OTHER EXPENSES	52,018	52,018	10,885.73	19,618.84	11,301.28	0.00	37.72	32,399.16
CAPITAL EXPENSES	1,667,126	1,667,126	65,177.21	127,232.43	3,725.00	0.00	7.63	1,539,893.57
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	1,806,589	1,806,589	76,062.94	146,851.27	59,687.17	0.00	8.13	1,659,737.73
TOTAL EXPENDITURES	1,806,589	1,806,589	76,062.94	146,851.27	59,687.17	0.00	8.13	1,659,737.73
REVENUE OVER/(UNDER) EXPENDITURES	(1,394,778)	(1,394,778)	(47,707.86)	(60,954.50)	43,803.00	0.00	4.37	(1,333,823.50)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4110 INCOME - OTHER (HOT)	43,454	43,454	0.00	0.00	0.00	0.00	0.00	43,454.00
13-4111 INCOME - OTHER (GEN.FUND)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4112 INCOME-WALZEM RD GRANT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4113 INCOME-CORPORATE DONATIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4115 SALES TAX (.25)	367,857	367,857	28,341.72	85,859.12	103,486.81	0.00	23.34	281,997.88
13-4301 INTEREST	500	500	13.36	37.65	3.36	0.00	7.53	462.35
13-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	411,811	411,811	28,355.08	85,896.77	103,490.17	0.00	20.86	325,914.23

AS OF: JANUARY 31ST, 2012

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS								
13-500-009 SALARIES - EDC	70,000	70,000	0.00	0.00	38,033.60	0.00	0.00	70,000.00
13-500-010 ADMINISTRATIVE EXPENSES	0	0	0.00	0.00	61.00	0.00	0.00	0.00
13-500-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-013 STIPEND	500	500	0.00	0.00	0.00	0.00	0.00	500.00
13-500-018 EDC EDUCATION PAY	5,393	5,393	0.00	0.00	173.10	0.00	0.00	5,393.00
13-500-020 EDC OVERTIME	0	0	0.00	0.00	56.06	0.00	0.00	0.00
13-500-030 SOCIAL SECURITY-EDC	0	0	0.00	0.00	2,082.82	0.00	0.00	0.00
13-500-040 HEALTH INSURANCE-EDC	5,231	5,231	0.00	0.00	351.21	0.00	0.00	5,231.00
13-500-050 RETIREMENT-EDC	5,908	5,908	0.00	0.00	2,181.91	0.00	0.00	5,908.00
13-500-060 WORKERS COMPENSATION-EDC	278	278	0.00	0.00	127.32	0.00	0.00	278.00
13-500-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	0.00	0.00	0.00	0.00	135.00
13-500-080 CONTRACT LABOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-095 TERMINATION PAYOUT	0	0	0.00	0.00	1,593.87	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	87,445	87,445	0.00	0.00	44,660.89	0.00	0.00	87,445.00
OTHER EXPENSES								
13-500-100 PUBLIC RELATION FEES-GENERAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-115 MOBILE TELEPHONE	1,889	1,889	0.00	0.00	0.00	0.00	0.00	1,889.00
13-500-120 DUES & SUBSCRIPTIONS	1,305	1,305	0.00	0.00	345.00	0.00	0.00	1,305.00
13-500-130 TRAINING	2,454	2,454	0.00	0.00	1,150.00	0.00	0.00	2,454.00
13-500-132 TRAVEL	2,231	2,231	0.00	0.00	270.80	0.00	0.00	2,231.00
13-500-135 MEALS & ENTERTAINMENT	2,189	2,189	0.00	0.00	35.50	0.00	0.00	2,189.00
13-500-200 COMPUTER MAINTENANCE	0	0	0.00	0.00	41.71	0.00	0.00	0.00
13-500-201 WEBSITE MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-250 LEGAL EXPENSES	30,000	30,000	10,800.00	18,300.00	10,000.00	0.00	61.00	11,700.00
13-500-290 AUDIT	4,000	4,000	0.00	0.00	0.00	0.00	0.00	4,000.00
13-500-430 SUPPLIES	1,952	1,952	85.73	85.73	102.92	0.00	4.39	1,866.27
13-500-440 ELECTION EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-510 VEHICLE EXPENSE-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-515 HEALTH EXPENSE ALLOW-DIRECTO	0	0	0.00	0.00	692.30	0.00	0.00	0.00
13-500-520 MOVING EXPENSE-DIRECTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-540 VEHICLE FUEL	146	146	0.00	0.00	26.00	0.00	0.00	146.00
13-500-590 POSTAGE	145	145	0.00	0.00	0.00	0.00	0.00	145.00
13-500-630 LEGAL ADVERTISING	0	0	0.00	276.28	0.00	0.00	0.00	276.28
13-500-640 COPIER USAGE	833	833	0.00	956.83	0.00	0.00	114.87	123.83
13-500-650 WALZEM RD GRANT EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-700 CONTINGENCIES	4,874	4,874	0.00	0.00	937.05	0.00	0.00	4,874.00
TOTAL OTHER EXPENSES	52,018	52,018	10,885.73	19,618.84	11,301.28	0.00	37.72	32,399.16
CAPITAL EXPENSES								
13-500-800 EDC PROJECTS	46,170	46,170	1,733.81	1,733.81	3,725.00	0.00	3.76	44,436.19
13-500-801 PROMOTING WINCREST	35,980	35,980	0.00	0.00	0.00	0.00	0.00	35,980.00
13-500-810 CAPITAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-890 TLF LOAN PAYMENTS	134,976	134,976	22,493.40	67,480.20	0.00	0.00	49.99	67,495.80

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-500-891 RACKER ROAD PROJECT	1,450,000	1,450,000	40,950.00	58,018.42	0.00	0.00	4.00	1,391,981.58
TOTAL CAPITAL EXPENSES	1,667,126	1,667,126	65,177.21	127,232.43	3,725.00	0.00	7.63	1,539,893.57
OTHER INCOME/EXPENSES								
13-500-900 PRIOR PERIOD ADJUSTMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	1,806,589	1,806,589	76,062.94	146,851.27	59,687.17	0.00	8.13	1,659,737.73
TOTAL EXPENDITURES	1,806,589	1,806,589	76,062.94	146,851.27	59,687.17	0.00	8.13	1,659,737.73
REVENUE OVER/(UNDER) EXPENDITURES	(1,394,778)	(1,394,778)	(47,707.86)	(60,954.50)	43,803.00	0.00	4.37	(1,333,823.50)

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

16 -HOTEL/MOTEL TAX FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
16-1102	CLAIM ON CASH	(2,584.55)
16-1105	SAVINGS	114,464.92
16-1115	INVESTMENTS	0.00
16-1315	DUE FROM GENERAL FUND	0.00
16-1357	DUE FROM TEXAS TAX NOTE FUND	0.00
16-1515	A/R - ACCRUED INTEREST	0.00
16-1550	A/R - MISCELLANEOUS	0.00
		111,880.37
TOTAL ASSETS		111,880.37
LIABILITIES		
16-2315	DUE TO GENERAL FUND	0.00
16-2357	DUE TO TEXAS TAX NOTES FUND	0.00
16-2375	DUE TO EDC FUND	0.00
16-2400	A/P PENDING	0.00
TOTAL LIABILITIES		0.00
EQUITY		
16-3201	FUND BALANCE	126,528.77
TOTAL BEGINNING EQUITY		126,528.77
TOTAL REVENUE		43,396.60
TOTAL EXPENSES		58,045.00
TOTAL INCREASE/(DECREASE) IN FUND BAL. (		14,648.40)
TOTAL EQUITY & FUND BALANCE		111,880.37
TOTAL LIABILITIES, EQUITY & FUND BALANCE		111,880.37

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

16 -HOTEL/MOTEL TAX FUND

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	162,009	162,009	10,685.94	43,396.60	44,489.17	0.00	26.79	118,612.40
TOTAL REVENUES	162,009	162,009	10,685.94	43,396.60	44,489.17	0.00	26.79	118,612.40
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	162,009	162,009	10,685.94	43,396.60	44,489.17	0.00	26.79	118,612.40

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

16 -HOTEL/MOTEL TAX FUND

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
16-4101 INCOME-HOT	162,000	162,000	10,684.97	43,392.75	44,487.25	0.00	26.79	118,607.25
16-4105 INCOME-OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
16-4115 INCOME-INTEREST	9	9	0.97	3.85	1.92	0.00	42.78	5.15
TOTAL REVENUES	162,009	162,009	10,685.94	43,396.60	44,489.17	0.00	26.79	118,612.40

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

16 -HOTEL/MOTEL TAX FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS								
16-500-040 ADVERTISING & PROMOTION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
16-500-050 MISCELLANEOUS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENSES								
16-500-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	162,009	162,009	10,685.94	43,396.60	44,489.17	0.00	26.79	118,612.40

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

17 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
17-1102	CLAIM ON CASH	163,322.50
17-1105	SAVINGS	30,787.05
17-1115	INVESTMENTS	473.46
17-1315	DUE FROM GENERAL FUND	0.00
17-1356	DUE FROM HOTEL/MOTEL TAX FND	0.00
17-1515	A/R - ACCRUED INTEREST	0.00
17-1550	A/R - MISCELLANEOUS	0.00
		194,583.01
TOTAL ASSETS		194,583.01
LIABILITIES		
17-2315	DUE TO GENERAL FUND	94,130.27
17-2356	DUE TO HOTEL/MOTEL TAX FUND	0.00
17-2400	A/P PENDING	0.00
TOTAL LIABILITIES		94,130.27
EQUITY		
17-3201	FUND BALANCE	(87,460.79)
TOTAL BEGINNING EQUITY		(87,460.79)
TOTAL REVENUE		211,209.28
TOTAL EXPENSES		23,295.75
TOTAL INCREASE/(DECREASE) IN FUND BAL.		187,913.53
TOTAL EQUITY & FUND BALANCE		100,452.74
TOTAL LIABILITIES, EQUITY & FUND BALANCE		194,583.01

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

17 -DEBT SERVICE

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	361,157	361,157	138,874.82	211,209.28	192,672.26	0.00	58.48	149,947.69
TOTAL REVENUES	361,157	361,157	138,874.82	211,209.28	192,672.26	0.00	58.48	149,947.69
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
OTHER EXPENSES	476,592	476,592	0.00	23,295.75	30,537.50	0.00	4.89	453,296.25
TOTAL 00-GENERAL EXPENDITURES	476,592	476,592	0.00	23,295.75	30,537.50	0.00	4.89	453,296.25
TOTAL EXPENDITURES	476,592	476,592	0.00	23,295.75	30,537.50	0.00	4.89	453,296.25
REVENUE OVER/(UNDER) EXPENDITURES	(115,435)	(115,435)	138,874.82	187,913.53	162,134.76	0.00	162.79-	(303,348.56)

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

17 -DEBT SERVICE

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
17-4101 INCOME - TAX NOTES PROCEEDS	0	0	0.00	48,922.88	0.00	0.00	0.00 (	48,922.88)
17-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
17-4115 INCOME - INTEREST	1	1	0.23	0.94	0.00	0.00	78.33	0.26
17-4116 INCOME - SALES TAX (.25)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
17-4117 AD VALOREM TAX (I&S .073841)	361,156	361,156	138,874.59	162,285.46	192,672.26	0.00	44.94	198,870.31
TOTAL REVENUES	361,157	361,157	138,874.82	211,209.28	192,672.26	0.00	58.48	149,947.69

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

17 -DEBT SERVICE

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES								
OTHER EXPENSES								
17-500-200 TAX NOTE PRINCIPAL EXPENSE	430,000	430,000	0.00	0.00	0.00	0.00	0.00	430,000.00
17-500-210 TAX NOTE INTEREST EXPENSE	46,592	46,592	0.00	23,295.75	30,537.50	0.00	50.00	23,296.25
17-500-350 NOTE ISSUANCE COSTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
17-500-400 PAY AGENT/REGISTRAR FEES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	476,592	476,592	0.00	23,295.75	30,537.50	0.00	4.89	453,296.25
TOTAL 00-GENERAL EXPENDITURES	476,592	476,592	0.00	23,295.75	30,537.50	0.00	4.89	453,296.25
TOTAL EXPENDITURES	476,592	476,592	0.00	23,295.75	30,537.50	0.00	4.89	453,296.25
REVENUE OVER/(UNDER) EXPENDITURES	(115,435)	(115,435)	138,874.82	187,913.53	162,134.76	0.00	162.79-	(303,348.56)

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

18 -WCC&PD FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
18-1102 CLAIM ON CASH		
18-1102	CLAIM ON CASH	61,568.75
18-1105	CASH - SAVINGS	116,227.78
18-1210	PREPAID MAINTENANCE	0.00
18-1315	DUE FROM GENERAL FUND	0.00
18-1510	A/R-SALES TAX	31,517.01
18-1515	A/R - MISC.	0.00
		209,313.54
TOTAL ASSETS		209,313.54
LIABILITIES		
18-2315	DUE TO GENERAL FUND	62,845.28
18-2400	A/P PENDING	(1,465.84)
18-2410	A/P - SALES TAX	(6,199.13)
TOTAL LIABILITIES		55,180.31
EQUITY		
18-3201	FUND BALANCE	180,039.62
TOTAL BEGINNING EQUITY		180,039.62
TOTAL REVENUE		108,001.96
TOTAL EXPENSES		133,908.35
TOTAL INCREASE/(DECREASE) IN FUND BAL. (		25,906.39)
TOTAL EQUITY & FUND BALANCE		154,133.23
TOTAL LIABILITIES, EQUITY & FUND BALANCE		209,313.54

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

18 -WCC&PD FUND

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	378,265	378,265	38,005.47	108,001.96	121,625.59	0.00	28.55	270,263.04
TOTAL REVENUES	378,265	378,265	38,005.47	108,001.96	121,625.59	0.00	28.55	270,263.04
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	207,712	207,712	20,358.50	69,856.45	37,237.01	0.00	33.63	137,855.55
OTHER EXPENSES	136,556	136,556	155.00	63,869.40	72,657.22	0.00	46.77	72,686.60
CAPITAL EXPENSES	82,250	82,250	0.00	182.50	0.00	0.00	0.22	82,067.50
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	426,518	426,518	20,513.50	133,908.35	109,894.23	0.00	31.40	292,609.65
TOTAL EXPENDITURES	426,518	426,518	20,513.50	133,908.35	109,894.23	0.00	31.40	292,609.65
REVENUE OVER/(UNDER) EXPENDITURES	{ 48,253}	{ 48,253}	17,491.97	{ 25,906.39}	11,731.36	0.00	53.69	{ 22,346.61}

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

18 -WCC&PD FUND

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
18-4101 INCOME - SALES TAX	378,250	378,250	38,004.58	107,995.14	121,621.27	0.00	28.55	270,254.86
18-4102 INCOME-K9 DONATIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-4115 INCOME - INTEREST	15	15	0.89	6.82	4.32	0.00	45.47	8.18
18-4120 PROCEEDS FROM GUN SALES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	378,265	378,265	38,005.47	108,001.96	121,625.59	0.00	28.55	270,263.04

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JANUARY 31ST, 2012

18 -WCC&PD FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS								
18-500-009 SALARIES	140,156	140,156	12,523.63	41,204.72	27,773.23	0.00	29.40	98,951.28
18-500-010 ADMINISTRATIVE EXPENSE	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
18-500-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-013 STIPEND	2,000	2,000	0.00	2,332.22	0.00	0.00	116.61 (	332.22)
18-500-014 SPECIAL ASSIGNMENT PAY K-9	4,500	4,500	230.78	807.73	576.90	0.00	17.95	3,692.27
18-500-015 INCENTIVE PAY-BILING & SHIFT	2,200	2,200	46.16	230.80	258.35	0.00	10.49	1,969.20
18-500-017 CERTIFICATION PAY	900	900	115.40	357.74	288.50	0.00	39.75	542.26
18-500-018 EDUCATION PAY	300	300	0.00	0.00	0.00	0.00	0.00	300.00
18-500-019 TUITION REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-020 OVERTIME	5,600	5,600	1,803.44	4,644.79	958.32	0.00	82.94	955.21
18-500-021 7K HOURS	0	0	357.31	989.20	352.04	0.00	0.00 (	989.20)
18-500-030 SOCIAL SECURITY	11,793	11,793	1,150.87	4,381.84	2,276.77	0.00	37.16	7,411.16
18-500-040 HEALTH INSURANCE	21,347	21,347	1,477.44	5,838.59	1,404.84	0.00	27.35	15,508.41
18-500-050 RETIREMENT	13,011	13,011	2,653.47	9,068.82	2,431.42	0.00	69.70	3,942.18
18-500-060 WORKERS COMPENSATION	3,365	3,365	0.00	0.00	916.64	0.00	0.00	3,365.00
18-500-070 UNEMPLOYMENT COMPENSATION	540	540	0.00	0.00	0.00	0.00	0.00	540.00
TOTAL SALARIES & BENEFITS	207,712	207,712	20,358.50	69,856.45	37,237.01	0.00	33.63	137,855.55
OTHER EXPENSES								
18-500-130 BONDS & TRAINING	6,075	6,075	100.00	100.00	600.00	0.00	1.65	5,975.00
18-500-250 LEGAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-290 AUDIT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-420 OFFICE SUPPLIES	500	500	0.00	0.00	0.00	0.00	0.00	500.00
18-500-430 JUVENILE PROG.FEES & SUPPLIE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-435 K-9 PROGRAM EXPENSES	5,000	5,000	55.00	574.53	1,101.67	0.00	11.49	4,425.47
18-500-440 ELECTION EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-450 SYSTEM ACCESS FEE	10,072	10,072	0.00	0.00	0.00	0.00	0.00	10,072.00
18-500-480 UNIFORMS	2,000	2,000	0.00	471.25	151.02	0.00	23.56	1,528.75
18-500-500 MISC. CRIME PREVENTION	5,000	5,000	0.00	0.00	0.00	0.00	0.00	5,000.00
18-500-515 VEHICLE LEASE	0	0	0.00	0.00	7,804.20	0.00	0.00	0.00
18-500-516 EQUIP.LEASE-DISPATCH & POL.R	62,625	62,625	0.00	62,623.74	62,622.74	0.00	100.00	1.26
18-500-517 MAINTENANCE ON EQUIPMENT	45,284	45,284	0.00	99.88	377.59	0.00	0.22	45,184.12
TOTAL OTHER EXPENSES	136,556	136,556	155.00	63,869.40	72,657.22	0.00	46.77	72,686.60
CAPITAL EXPENSES								
18-500-800 CAPITAL EXPENDITURES	82,250	82,250	0.00	182.50	0.00	0.00	0.22	82,067.50
TOTAL CAPITAL EXPENSES	82,250	82,250	0.00	182.50	0.00	0.00	0.22	82,067.50
OTHER INCOME/EXPENSES								
18-500-900 PRIOR PERIOD ADJUSTMENTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	426,518	426,518	20,513.50	133,908.35	109,894.23	0.00	31.40	292,609.65

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

18 -WCC&PD FUND

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
DEPARTMENTAL EXPENDITURES								
TOTAL EXPENDITURES	426,518	426,518	20,513.50	133,908.35	109,894.23	0.00	31.40	292,609.65
REVENUE OVER/(UNDER) EXPENDITURES	(48,253)	(48,253)	17,491.97	(25,906.39)	11,731.36	0.00	53.69	(22,346.61)

BALANCE SHEET

AS OF: JANUARY 31ST, 2012

19 -CAPITAL PROJECTS STREETS

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
19-1102	CLAIM ON CASH	187,671.11
19-1105	CASH - SAVINGS	58,266.34
19-1115	INVESTMENTS-TEXPOOL #159000002	10,223.04
19-1116	INVESTMENTS-TEXPOOL#159000001	215,928.10
19-1315	DUE FROM GENERAL FUND	0.00
19-1510	A/R-SALES TAX	28,486.76
		500,575.35
TOTAL ASSETS		500,575.35
LIABILITIES		
19-2315	DUE TO GENERAL FUND	(26,376.68)
19-2400	A/P PENDING	0.00
19-2410	A/P - SALES TAX	0.00
TOTAL LIABILITIES		(26,376.68)
EQUITY		
19-3201	FUND BALANCE	453,545.63
TOTAL BEGINNING EQUITY		453,545.63
TOTAL REVENUE		85,863.97
TOTAL EXPENSES		12,457.57
TOTAL INCREASE/(DECREASE) IN FUND BAL.		73,406.40
TOTAL EQUITY & FUND BALANCE		526,952.03
TOTAL LIABILITIES, EQUITY & FUND BALANCE		500,575.35

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

19 -CAPITAL PROJECTS STREETS

% OF YEAR COMPLETED: 33.33

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY								
ALL REVENUES	367,859	367,859	28,342.91	85,863.97	103,544.10	0.00	23.34	281,995.03
TOTAL REVENUES	367,859	367,859	28,342.91	85,863.97	103,544.10	0.00	23.34	281,995.03
EXPENDITURE SUMMARY								
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS	0	0	0.00	12,457.57	0.00	0.00	0.00 (	12,457.57)
CAPITAL EXPENSES	240,000	240,000	0.00	0.00	14,287.06	0.00	0.00	240,000.00
TOTAL 00-GENERAL EXPENDITURES	240,000	240,000	0.00	12,457.57	14,287.06	0.00	5.19	227,542.43
TOTAL EXPENDITURES	240,000	240,000	0.00	12,457.57	14,287.06	0.00	5.19	227,542.43
REVENUE OVER/(UNDER) EXPENDITURES	127,859	127,859	28,342.91	73,406.40	89,257.04	0.00	57.41	54,452.60

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

19 -CAPITAL PROJECTS STREETS

% OF YEAR COMPLETED: 33.33

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
19-4101 INCOME - TAX NOTES PROCEEDS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
19-4105 INCOME - OTHER	0	0	0.00	0.00	0.10	0.00	0.00	0.00
19-4115 INCOME - INTEREST	2	2	1.19	4.85	57.19	0.00	242.50 (	2.85)
19-4116 INCOME-SALES TAX (.25)	367,857	367,857	28,341.72	85,859.12	103,486.81	0.00	23.34	281,997.88
TOTAL REVENUES	367,859	367,859	28,342.91	85,863.97	103,544.10	0.00	23.34	281,995.03

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2012

19 -CAPITAL PROJECTS STREETS

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES								
SALARIES & BENEFITS								
19-500-050 MISCELLANEOUS EXPENSE	0	0	0.00	12,457.57	0.00	0.00	0.00 (	12,457.57)
TOTAL SALARIES & BENEFITS	0	0	0.00	12,457.57	0.00	0.00	0.00 (	12,457.57)
CAPITAL EXPENSES								
19-500-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
19-500-810 STREET MAINTENANCE	240,000	240,000	0.00	0.00	14,287.06	0.00	0.00	240,000.00
TOTAL CAPITAL EXPENSES	240,000	240,000	0.00	0.00	14,287.06	0.00	0.00	240,000.00
TOTAL 00-GENERAL EXPENDITURES	240,000	240,000	0.00	12,457.57	14,287.06	0.00	5.19	227,542.43
TOTAL EXPENDITURES	240,000	240,000	0.00	12,457.57	14,287.06	0.00	5.19	227,542.43
REVENUE OVER/(UNDER) EXPENDITURES	127,859	127,859	28,342.91	73,406.40	89,257.04	0.00	57.41	54,452.60

RESOLUTION NO. 2012-371 (R)

**A RESOLUTION ADOPTING THE ANNUAL INVESTMENT POLICY OF THE CITY OF
WINDCREST, TEXAS**

WHEREAS, the City of Windcrest is adopting an Investment Policy in accordance with Chapter 2256 of the Government Code, commonly known as the "Public Funds Investment Act",

NOW, THEREFORE, BE IT RESOLVED BY THE City Council of the City of Windcrest.

The CITY OF WINDCREST, TEXAS has complied with the requirements of the Public Funds Investment Act, and the Investment Policy, as amended, attached hereto February 27, 2012.

PASSED, APPROVED, AND ADOPTED this 27th day of February, 2012.

APPROVED:

Alan Baxter, Mayor

ATTEST:

Heather Weidenbach, City Secretary

City of Windcrest

Investment Policy

I. Policy Statement

It is the policy of the City that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the City and conforming to all applicable state statutes governing the investment of public funds.

The receipt of a market rate of return will be secondary to the requirements for safety of principal and liquidity. It is the intent of the city to be in complete compliance with local law and the Texas Public Funds Investment Act (the "Act"). The earnings from investments will be used in a manner that best serves the interests of the City.

II. Scope

This investment policy applies to all the financial assets and funds of the City. The City commingles its funds into one pooled investment fund for investment purposes for efficiency and maximum investment opportunity. These funds are defined in the City's Annual Financial Report and include:

- General Funds
- Garbage Funds
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Proprietary Funds
- All Other Funds

And any new funds created by the City unless specifically exempted by the City Council and this policy.

III. Objectives and Strategy

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety of principal, liquidity, diversification, and yield. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high-grade government investments and high-grade, money market instruments are designed to assure the marketability of those investments should liquidity needs arise. To match anticipated cash flow requirements the maximum weighted average maturity of the overall portfolio may not exceed six months.

Safety of Principal

Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Liquidity

The City's investment portfolio will be based on a cash flow analysis of needs and will remain sufficiently liquid to enable it to meet all operating requirements which might be reasonably anticipated.

City of Windcrest

Investment Policy

Diversification

Diversification of the portfolio will include diversification by maturity and market sector and will include the use of a number of broker/dealers for diversification and market coverage. Competitive bidding will be used on each sale and purchase.

Yield

The City's Investment portfolio shall be designed with the objective of attaining a market rate of return, taking into account the City's risk constraints and the cash flow needs of the portfolio. "Market rate of return" may be defined as the average yield of the current six month U.S. Treasury bill.

Effective cash management is recognized as essential to good fiscal management. Cash management is defined as the process of managing monies in order to ensure maximum cash availability. The City shall maintain a comprehensive cash management program which includes collection of accounts receivable, prudent investment of its available cash, disbursement of payments in accordance with invoice terms and the management of banking services.

IV. Legal Limitations, Responsibilities and Authority

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). The Act is attached as Exhibit A. The Public Funds collateral Act, Chapter 2257, Texas Government Code, specifies collateral requirements of all public funds deposits. All investments will be made in accordance with these statutes.

V. Delegation of Investment Authority

The Municipal Finance Officer, acting on behalf of the City, is designated as the Investment Officer of the City and is responsible for investment management decisions and activities. The Municipal Finance Officer is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust and in accordance with this policy.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with the Investment Policy. Procedures will include reference to safekeeping, require and include the "Bond market master Repurchase Agreements" (as applicable), wire transfer agreements, banking service contracts, and other investment related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

City of Windcrest Investment Policy

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established herein.

Authorization Resolution

A Trading Resolution is established with this investment policy and attached hereto, authorizing the Investment Officer to engage in investment transactions on behalf of the City. The persons authorized by the Trading Resolution to transact business for the City are also authorized to approve wire transfers used in the process of investing.

VI. Prudence

The standard of prudence to be used in the investment function shall be the “prudent investor” rule and shall be applied in the context of managing the overall portfolio. This standard states:

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived.”

Limitation of Personal Liability

The Investment Officer and those delegated with investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accordance with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio provided that deviations from expectations for a specific security’s credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

VII. Internal Controls

The Investment Officer shall establish a system of written internal controls which will be reviewed annually with the independent auditor of the City. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees of the City.

Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes.

VIII. Authorized Investments

Acceptable investments under this policy shall be limited to the instruments listed below and as further described by the Public Funds Investment Act.

- A. Obligations of the United State Government, its agencies and instrumentalities, and government sponsoring enterprises, not to exceed two years to stated maturity, excluding collateralized mortgage obligations (CMOs);

City of Windcrest Investment Policy

- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas and under the terms of a written depository agreement with that bank, not to exceed one year to stated maturity;
- C. No-load, SEC registered money market funds, each approved specifically before use by the City
- D. Constant dollar Texas Local Government Investment Pools as defined by the Public Funds Investment Act; and,

If additional types of securities are approved for investment by public funds by state statute, they will not be eligible for investment by the City until this policy has been amended and the amended version approved by the City Council.

Competitive Bidding Requirement

All securities, including certificates of deposit, will be purchased or sold after five brokers/banks are notified, and at least two bids obtained to assure competitive bidding.

Delivery versus Payment

All security transactions, including collateral for repurchase agreements, entered into by the city, shall be conducted on a delivery versus payment (DVP) basis.

IX. Authorized Financial Dealers and Institutions

All investments made by the City will be made through either the City's banking services bank or a primary dealer. The Investment Committee will review the list of authorized broker/dealers annually. At least five brokers/banks will be notified, and at least two bids must be obtained to assure competitive bidding.

Securities broker/dealers must meet certain criteria as determined by the Investment Officer. The following criteria must be met by those firms on the list:

- > Provision of an audited financial statement each year,
- > Proof of certification by the National Association of Securities Dealers (NASD) and provision of CRD number,
- > Proof of current registration with the State Securities Commission, and
- > Completion of a City questionnaire.

Every broker/dealer and bank with whom the City transacts business will be provided a copy of this Investment Policy to assure that they are familiar with the goals and objectives of the investment program. A representative of the firm will be required to return a signed certification stating that the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to the City.

City of Windcrest

Investment Policy

X. Diversification and Maturity Limitations

It is the policy of the City to diversify its investment portfolio. Invested funds shall be diversified to minimize risk or loss resulting from over-concentration of assets in a specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

<i>Security Type</i>	<i>Max% of Portfolio</i>
U. S. Treasury Obligations	100%
U. S. Government agencies and instrumentalities	not to exceed 50%
Fully insured or collateralized CDs	not to exceed 40%
*Must comply with Government Code 2256.010	
Repurchase agreements	100%
*Must comply with Government Code 2256.011	
Money Market funds	100%
For Bond funds	80%
Local Government Investment Pools	100%
Liquidity Pools	not to exceed 30%
Maximum percent ownership of pool	not to exceed 20%
For Bond Funds	not authorized

The Investment Officer shall be required to diversify maturities. The Investment Officer, to the extent possible, will attempt to match investment with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. Unless matched to specific requirements, the Investment Officer may not invest more than 20% of the portfolio for a period greater than one (1) year.

XI. Safekeeping and Collateralization

The law of the State and prudent treasury management require that all purchased securities be bought on a delivery versus payment basis and be held in safekeeping by either the City, an independent third party financial institution, or the City's designated banking services depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City.

All securities pledged to the City for certificates of deposit or demand deposits shall be held by an independent third party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank from the securities is pledged.

City of Windcrest

Investment Policy

Collateralization

Collateralization on time and demand deposits over FDIC insurance coverage and repurchase agreements.

In order to anticipate market changes and provide a level of additional security of all funds, the collateralization level required will be 102% of the market value of the principal and accrued interest. Collateral will be held by an independent third party safekeeping agent.

XII. Performance Evaluation and Reporting

The Investment Officer shall submit monthly to the City Manager and City Council reports containing sufficient information to permit an informed outsider reader to evaluate the performance of the investment program and consistent with statutory requirements. All reports shall be in compliance with the Act. Market prices for market evaluations will be obtained from an independent source.

XIII. Depositories

The City will designate one banking institution through a competitive process as its central banking services provider at least every three years. This institution will be used for normal banking services including disbursements, collections, and safekeeping of securities. Other banking institutions from which the City may purchase certificates of deposit will also be designated as a depository after they provide their latest audited financial statements to the City.

XIV. Investment Policy Adoption by Council

The City's Investment Policy shall be adopted annually by the Council. The policy and strategies shall be reviewed on an annual basis by the Council or a designated Committee of the Council. A written resolution approving that review and changes to the policy will be passed and recorded by the Council.

City of Windcrest Investment Policy

APPENDIX B: Illustrative Broker/Dealer Certification Form

BROKER DEALER CERTIFICATION FORM (As required by Texas Government Code 2256.005 (k))

The City acknowledges that the only means the firm has to preclude unauthorized investment transactions between the firm and the City of Windcrest is to confirm that all provisions of the City's investment policy are followed in investment transactions conducted between the firm and the City, and, the second paragraph below should be read accordingly.

I, _____ as a qualified representative for the firm
_____ do hereby certify that I and the broker covering this
account, _____ have received and thoroughly
reviewed the investment policy of the City of Windcrest.

I acknowledge that this firm has implemented reasonable internal procedures and controls in an effort to preclude investment transactions not authorized by the City's investment policy.

Signature

Name:

Title:

Date:

GOVERNMENT CODE

TITLE 10. GENERAL GOVERNMENT

SUBTITLE F. STATE AND LOCAL CONTRACTS AND FUND MANAGEMENT

CHAPTER 2256. PUBLIC FUNDS INVESTMENT

SUBCHAPTER A. AUTHORIZED INVESTMENTS FOR GOVERNMENTAL ENTITIES

Sec. 2256.001. SHORT TITLE. This chapter may be cited as the Public Funds Investment Act.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.002. DEFINITIONS. In this chapter:

(1) "Bond proceeds" means the proceeds from the sale of bonds, notes, and other obligations issued by an entity, and reserves and funds maintained by an entity for debt service purposes.

(2) "Book value" means the original acquisition cost of an investment plus or minus the accrued amortization or accretion.

(3) "Funds" means public funds in the custody of a state agency or local government that:

(A) are not required by law to be deposited in the state treasury; and

(B) the investing entity has authority to invest.

(4) "Institution of higher education" has the meaning assigned by Section 61.003, Education Code.

(5) "Investing entity" and "entity" mean an entity subject to this chapter and described by Section 2256.003.

(6) "Investment pool" means an entity created under this code to invest public funds jointly on behalf of the

entities that participate in the pool and whose investment objectives in order of priority are:

- (A) preservation and safety of principal;
- (B) liquidity; and
- (C) yield.

(7) "Local government" means a municipality, a county, a school district, a district or authority created under Section 52(b)(1) or (2), Article III, or Section 59, Article XVI, Texas Constitution, a fresh water supply district, a hospital district, and any political subdivision, authority, public corporation, body politic, or instrumentality of the State of Texas, and any nonprofit corporation acting on behalf of any of those entities.

(8) "Market value" means the current face or par value of an investment multiplied by the net selling price of the security as quoted by a recognized market pricing source quoted on the valuation date.

(9) "Pooled fund group" means an internally created fund of an investing entity in which one or more institutional accounts of the investing entity are invested.

(10) "Qualified representative" means a person who holds a position with a business organization, who is authorized to act on behalf of the business organization, and who is one of the following:

(A) for a business organization doing business that is regulated by or registered with a securities commission, a person who is registered under the rules of the National Association of Securities Dealers;

(B) for a state or federal bank, a savings bank, or a state or federal credit union, a member of the loan committee for the bank or branch of the bank or a person authorized by corporate resolution to act on behalf of and bind the banking institution;

(C) for an investment pool, the person authorized by the elected official or board with authority to

administer the activities of the investment pool to sign the written instrument on behalf of the investment pool; or

(D) for an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or, if not subject to registration under that Act, registered with the State Securities Board, a person who is an officer or principal of the investment management firm.

(11) "School district" means a public school district.

(12) "Separately invested asset" means an account or fund of a state agency or local government that is not invested in a pooled fund group.

(13) "State agency" means an office, department, commission, board, or other agency that is part of any branch of state government, an institution of higher education, and any nonprofit corporation acting on behalf of any of those entities.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1421, Sec. 1, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1454, Sec. 1, eff. Sept. 1, 1999.

Sec. 2256.003. AUTHORITY TO INVEST FUNDS; ENTITIES SUBJECT TO THIS CHAPTER. (a) Each governing body of the following entities may purchase, sell, and invest its funds and funds under its control in investments authorized under this subchapter in compliance with investment policies approved by the governing body and according to the standard of care prescribed by Section 2256.006:

- (1) a local government;
- (2) a state agency;
- (3) a nonprofit corporation acting on behalf of a local government or a state agency; or
- (4) an investment pool acting on behalf of two or more local governments, state agencies, or a combination of those entities.

(b) In the exercise of its powers under Subsection (a), the governing body of an investing entity may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under authority of this subsection may not be for a term longer than two years. A renewal or extension of the contract must be made by the governing body of the investing entity by order, ordinance, or resolution.

(c) This chapter does not prohibit an investing entity or investment officer from using the entity's employees or the services of a contractor of the entity to aid the investment officer in the execution of the officer's duties under this chapter.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1999, 76th Leg., ch. 1454, Sec. 2, eff. Sept. 1, 1999.

Sec. 2256.004. APPLICABILITY. (a) This subchapter does not apply to:

- (1) a public retirement system as defined by Section 802.001;
- (2) state funds invested as authorized by Section 404.024;
- (3) an institution of higher education having total endowments of at least \$95 million in book value on May 1, 1995;
- (4) funds invested by the Veterans' Land Board as authorized by Chapter 161, 162, or 164, Natural Resources Code;
- (5) registry funds deposited with the county or district clerk under Chapter 117, Local Government Code; or
- (6) a deferred compensation plan that qualifies under either Section 401(k) or 457 of the Internal Revenue Code of 1986 (26 U.S.C. Section 1 et seq.), as amended.

(b) This subchapter does not apply to an investment donated to an investing entity for a particular purpose or under terms of use specified by the donor.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 505, Sec. 24, eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1421, Sec. 2, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 62, Sec. 8.21, eff. Sept. 1, 1999; Acts 1999, 76th Leg., ch. 1454, Sec. 3, eff. Sept. 1, 1999.

Sec. 2256.005. INVESTMENT POLICIES; INVESTMENT STRATEGIES; INVESTMENT OFFICER. (a) The governing body of an investing entity shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control.

(b) The investment policies must:

- (1) be written;
- (2) primarily emphasize safety of principal and liquidity;
- (3) address investment diversification, yield, and maturity and the quality and capability of investment management; and
- (4) include:
 - (A) a list of the types of authorized investments in which the investing entity's funds may be invested;
 - (B) the maximum allowable stated maturity of any individual investment owned by the entity;
 - (C) for pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date for the portfolio;
 - (D) methods to monitor the market price of investments acquired with public funds; and

(E) a requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis.

(c) The investment policies may provide that bids for certificates of deposit be solicited:

- (1) orally;
- (2) in writing;
- (3) electronically; or
- (4) in any combination of those methods.

(d) As an integral part of an investment policy, the governing body shall adopt a separate written investment strategy for each of the funds or group of funds under its control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

- (1) understanding of the suitability of the investment to the financial requirements of the entity;
- (2) preservation and safety of principal;
- (3) liquidity;
- (4) marketability of the investment if the need arises to liquidate the investment before maturity;
- (5) diversification of the investment portfolio; and
- (6) yield.

(e) The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.

(f) Each investing entity shall designate, by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees of the state agency, local government, or investment pool as investment officer to be responsible for the investment of its funds consistent with the investment policy adopted by the entity. If the governing body of an investing

entity has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the first investing entity for purposes of this chapter. Authority granted to a person to invest an entity's funds is effective until rescinded by the investing entity, until the expiration of the officer's term or the termination of the person's employment by the investing entity, or if an investment management firm, until the expiration of the contract with the investing entity. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the governing body of the investing entity retains ultimate responsibility as fiduciaries of the assets of the entity. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the investing entity.

(g) Subsection (f) does not apply to a state agency, local government, or investment pool for which an officer of the entity is assigned by law the function of investing its funds.

Text of subsec. (h) as amended by Acts 1997, 75th Leg., ch. 685,
Sec. 1

(h) An officer or employee of a commission created under Chapter 391, Local Government Code, is ineligible to be an investment officer for the commission under Subsection (f) if the officer or employee is an investment officer designated under Subsection (f) for another local government.

Text of subsec. (h) as amended by Acts 1997, 75th Leg., ch.
1421, Sec. 3

(h) An officer or employee of a commission created under Chapter 391, Local Government Code, is ineligible to be designated as an investment officer under Subsection (f) for any investing entity other than for that commission.

(i) An investment officer of an entity who has a personal business relationship with a business organization offering to engage in an investment transaction with the entity shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined under Chapter 573, to an individual seeking to sell an investment to the investment officer's entity shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity. For purposes of this subsection, an investment officer has a personal business relationship with a business organization if:

(1) the investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;

(2) funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or

(3) the investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

(j) The governing body of an investing entity may specify in its investment policy that any investment authorized by this chapter is not suitable.

(k) A written copy of the investment policy shall be presented to any person offering to engage in an investment transaction with an investing entity or to an investment management firm under contract with an investing entity to invest or manage the entity's investment portfolio. For

purposes of this subsection, a business organization includes investment pools and an investment management firm under contract with an investing entity to invest or manage the entity's investment portfolio. Nothing in this subsection relieves the investing entity of the responsibility for monitoring the investments made by the investing entity to determine that they are in compliance with the investment policy. The qualified representative of the business organization offering to engage in an investment transaction with an investing entity shall execute a written instrument in a form acceptable to the investing entity and the business organization substantially to the effect that the business organization has:

(1) received and reviewed the investment policy of the entity; and

(2) acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards.

(l) The investment officer of an entity may not acquire or otherwise obtain any authorized investment described in the investment policy of the investing entity from a person who has not delivered to the entity the instrument required by Subsection (k).

(m) An investing entity other than a state agency, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the entity's established investment policies.

(n) Except as provided by Subsection (o), at least once every two years a state agency shall arrange for a compliance audit of management controls on investments and adherence to the agency's established investment policies. The compliance audit

shall be performed by the agency's internal auditor or by a private auditor employed in the manner provided by Section 321.020. Not later than January 1 of each even-numbered year a state agency shall report the results of the most recent audit performed under this subsection to the state auditor. Subject to a risk assessment and to the legislative audit committee's approval of including a review by the state auditor in the audit plan under Section 321.013, the state auditor may review information provided under this section. If review by the state auditor is approved by the legislative audit committee, the state auditor may, based on its review, require a state agency to also report to the state auditor other information the state auditor determines necessary to assess compliance with laws and policies applicable to state agency investments. A report under this subsection shall be prepared in a manner the state auditor prescribes.

(o) The audit requirements of Subsection (n) do not apply to assets of a state agency that are invested by the comptroller under Section 404.024.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 685, Sec. 1, eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1421, Sec. 3, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1454, Sec. 4, eff. Sept. 1, 1999; Acts 2003, 78th Leg., ch. 785, Sec. 41, eff. Sept. 1, 2003.

Sec. 2256.006. STANDARD OF CARE. (a) Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority:

- (1) preservation and safety of principal;

- (2) liquidity; and
- (3) yield.

(b) In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

(1) the investment of all funds, or funds under the entity's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and

(2) whether the investment decision was consistent with the written investment policy of the entity.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.007. INVESTMENT TRAINING; STATE AGENCY BOARD MEMBERS AND OFFICERS. (a) Each member of the governing board of a state agency and its investment officer shall attend at least one training session relating to the person's responsibilities under this chapter within six months after taking office or assuming duties.

(b) The Texas Higher Education Coordinating Board shall provide the training under this section.

(c) Training under this section must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with this chapter.

(d) An investment officer shall attend a training session not less than once in a two-year period and may receive training from any independent source approved by the governing body of the state agency. The investment officer shall prepare a report on this subchapter and deliver the report to the governing body of the state agency not later than the 180th day after the last day of each regular session of the legislature.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 73, Sec. 1, eff. May 9, 1997; Acts 1997, 75th Leg., ch. 1421, Sec. 4, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1454, Sec. 5, eff. Sept. 1, 1999.

Sec. 2256.008. INVESTMENT TRAINING; LOCAL GOVERNMENTS.

(a) Except as provided by Subsections (b) and (e), the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a local government shall:

(1) attend at least one training session from an independent source approved by the governing body of the local government or a designated investment committee advising the investment officer as provided for in the investment policy of the local government and containing at least 10 hours of instruction relating to the treasurer's or officer's responsibilities under this subchapter within 12 months after taking office or assuming duties; and

(2) except as provided by Subsections (b) and (e), attend an investment training session not less than once in a two-year period and receive not less than 10 hours of instruction relating to investment responsibilities under this subchapter from an independent source approved by the governing body of the local government or a designated investment committee advising the investment officer as provided for in the investment policy of the local government.

(b) An investing entity created under authority of Section 52(b), Article III, or Section 59, Article XVI, Texas Constitution, that has contracted with an investment management firm under Section 2256.003(b) and has fewer than five full-time employees or an investing entity that has contracted with another investing entity to invest the entity's funds may satisfy the training requirement provided by Subsection (a)(2) by having an officer of the governing body attend four hours of appropriate instruction in a two-year period. The treasurer or

chief financial officer of an investing entity created under authority of Section 52(b), Article III, or Section 59, Article XVI, Texas Constitution, and that has fewer than five full-time employees is not required to attend training required by this section unless the person is also the investment officer of the entity.

(c) Training under this section must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with this chapter.

(d) Not later than December 31 each year, each individual, association, business, organization, governmental entity, or other person that provides training under this section shall report to the comptroller a list of the governmental entities for which the person provided required training under this section during that calendar year. An individual's reporting requirements under this subsection are satisfied by a report of the individual's employer or the sponsoring or organizing entity of a training program or seminar.

(e) This section does not apply to a district governed by Chapter 36 or 49, Water Code.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1421, Sec. 5, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1454, Sec. 6, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 69, Sec. 4, eff. May 14, 2001.

Sec. 2256.009. AUTHORIZED INVESTMENTS: OBLIGATIONS OF, OR GUARANTEED BY GOVERNMENTAL ENTITIES. (a) Except as provided by Subsection (b), the following are authorized investments under this subchapter:

(1) obligations, including letters of credit, of the United States or its agencies and instrumentalities;

(2) direct obligations of this state or its agencies and instrumentalities;

(3) collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;

(4) other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities;

(5) obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent; and

(6) bonds issued, assumed, or guaranteed by the State of Israel.

(b) The following are not authorized investments under this section:

(1) obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

(2) obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;

(3) collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and

(4) collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1999, 76th Leg., ch. 1454, Sec. 7, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 558, Sec. 1, eff. Sept. 1, 2001.

Sec. 2256.010. AUTHORIZED INVESTMENTS: CERTIFICATES OF DEPOSIT AND SHARE CERTIFICATES. (a) A certificate of deposit or share certificate is an authorized investment under this

subchapter if the certificate is issued by a depository institution that has its main office or a branch office in this state and is:

(1) guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;

(2) secured by obligations that are described by Section 2256.009(a), including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described by Section 2256.009(b); or

(3) secured in any other manner and amount provided by law for deposits of the investing entity.

(b) In addition to the authority to invest funds in certificates of deposit under Subsection (a), an investment in certificates of deposit made in accordance with the following conditions is an authorized investment under this subchapter:

(1) the funds are invested by an investing entity through a depository institution that has its main office or a branch office in this state and that is selected by the investing entity;

(2) the depository institution selected by the investing entity under Subdivision (1) arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the investing entity;

(3) the full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States;

(4) the depository institution selected by the investing entity under Subdivision (1) acts as custodian for the investing entity with respect to the certificates of deposit issued for the account of the investing entity; and

(5) at the same time that the funds are deposited and the certificates of deposit are issued for the account of the

investing entity, the depository institution selected by the investing entity under Subdivision (1) receives an amount of deposits from customers of other federally insured depository institutions, wherever located, that is equal to or greater than the amount of the funds invested by the investing entity through the depository institution selected under Subdivision (1).

Amended by Acts 1995, 74th Leg., ch. 32, Sec. 1, eff. April 28, 1995; Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1421, Sec. 6, eff. Sept. 1, 1997.

Amended by:

Acts 2005, 79th Leg., Ch. 128, Sec. 1, eff. September 1, 2005.

Sec. 2256.011. AUTHORIZED INVESTMENTS: REPURCHASE AGREEMENTS. (a) A fully collateralized repurchase agreement is an authorized investment under this subchapter if the repurchase agreement:

- (1) has a defined termination date;
- (2) is secured by obligations described by Section 2256.009(a)(1); and
- (3) requires the securities being purchased by the entity to be pledged to the entity, held in the entity's name, and deposited at the time the investment is made with the entity or with a third party selected and approved by the entity; and
- (4) is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this state.

(b) In this section, "repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations described by Section 2256.009(a)(1), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement.

(c) Notwithstanding any other law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered.

(d) Money received by an entity under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.0115. AUTHORIZED INVESTMENTS: SECURITIES LENDING PROGRAM. (a) A securities lending program is an authorized investment under this subchapter if it meets the conditions provided by this section.

(b) To qualify as an authorized investment under this subchapter:

(1) the value of securities loaned under the program must be not less than 100 percent collateralized, including accrued income;

(2) a loan made under the program must allow for termination at any time;

(3) a loan made under the program must be secured by:

(A) pledged securities described by Section 2256.009;

(B) pledged irrevocable letters of credit issued by a bank that is:

(i) organized and existing under the laws of the United States or any other state; and

(ii) continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or

(C) cash invested in accordance with Section:

(i) 2256.009;

- (ii) 2256.013;
- (iii) 2256.014; or
- (iv) 2256.016;

(4) the terms of a loan made under the program must require that the securities being held as collateral be:

- (A) pledged to the investing entity;
- (B) held in the investing entity's name; and
- (C) deposited at the time the investment is made with the entity or with a third party selected by or approved by the investing entity;

(5) a loan made under the program must be placed through:

(A) a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003; or

(B) a financial institution doing business in this state; and

(6) an agreement to lend securities that is executed under this section must have a term of one year or less.

Added by Acts 2003, 78th Leg., ch. 1227, Sec. 1, eff. Sept. 1, 2003.

Sec. 2256.012. AUTHORIZED INVESTMENTS: BANKER'S ACCEPTANCES. A bankers' acceptance is an authorized investment under this subchapter if the bankers' acceptance:

(1) has a stated maturity of 270 days or fewer from the date of its issuance;

(2) will be, in accordance with its terms, liquidated in full at maturity;

(3) is eligible for collateral for borrowing from a Federal Reserve Bank; and

(4) is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less

than A-1 or P-1 or an equivalent rating by at least one nationally recognized credit rating agency.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.013. AUTHORIZED INVESTMENTS: COMMERCIAL PAPER. Commercial paper is an authorized investment under this subchapter if the commercial paper:

(1) has a stated maturity of 270 days or fewer from the date of its issuance; and

(2) is rated not less than A-1 or P-1 or an equivalent rating by at least:

(A) two nationally recognized credit rating agencies; or

(B) one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any state.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.014. AUTHORIZED INVESTMENTS: MUTUAL FUNDS. (a) A no-load money market mutual fund is an authorized investment under this subchapter if the mutual fund:

(1) is registered with and regulated by the Securities and Exchange Commission;

(2) provides the investing entity with a prospectus and other information required by the Securities Exchange Act of 1934 (15 U.S.C. Section 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.);

(3) has a dollar-weighted average stated maturity of 90 days or fewer; and

(4) includes in its investment objectives the maintenance of a stable net asset value of \$1 for each share.

(b) In addition to a no-load money market mutual fund permitted as an authorized investment in Subsection (a), a no-load mutual fund is an authorized investment under this subchapter if the mutual fund:

(1) is registered with the Securities and Exchange Commission;

(2) has an average weighted maturity of less than two years;

(3) is invested exclusively in obligations approved by this subchapter;

(4) is continuously rated as to investment quality by at least one nationally recognized investment rating firm of not less than AAA or its equivalent; and

(5) conforms to the requirements set forth in Sections 2256.016(b) and (c) relating to the eligibility of investment pools to receive and invest funds of investing entities.

(c) An entity is not authorized by this section to:

(1) invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Subsection (b);

(2) invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Subsection (b); or

(3) invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Subsection (a) or (b) in an amount that exceeds 10 percent of the total assets of the mutual fund.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1421, Sec. 7, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1454, Sec. 8, eff. Sept. 1, 1999.

Sec. 2256.015. AUTHORIZED INVESTMENTS: GUARANTEED INVESTMENT CONTRACTS. (a) A guaranteed investment contract is an authorized investment for bond proceeds under this subchapter if the guaranteed investment contract:

- (1) has a defined termination date;
- (2) is secured by obligations described by Section 2256.009(a)(1), excluding those obligations described by Section 2256.009(b), in an amount at least equal to the amount of bond proceeds invested under the contract; and
- (3) is pledged to the entity and deposited with the entity or with a third party selected and approved by the entity.

(b) Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested under this subchapter in a guaranteed investment contract with a term of longer than five years from the date of issuance of the bonds.

(c) To be eligible as an authorized investment:

- (1) the governing body of the entity must specifically authorize guaranteed investment contracts as an eligible investment in the order, ordinance, or resolution authorizing the issuance of bonds;
- (2) the entity must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
- (3) the entity must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;
- (4) the price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
- (5) the provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1421, Sec. 8, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 1454, Sec. 9, 10, eff. Sept. 1, 1999.

Sec. 2256.016. AUTHORIZED INVESTMENTS: INVESTMENT POOLS.

(a) An entity may invest its funds and funds under its control through an eligible investment pool if the governing body of the entity by rule, order, ordinance, or resolution, as appropriate, authorizes investment in the particular pool. An investment pool shall invest the funds it receives from entities in authorized investments permitted by this subchapter.

(b) To be eligible to receive funds from and invest funds on behalf of an entity under this chapter, an investment pool must furnish to the investment officer or other authorized representative of the entity an offering circular or other similar disclosure instrument that contains, at a minimum, the following information:

- (1) the types of investments in which money is allowed to be invested;
- (2) the maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool;
- (3) the maximum stated maturity date any investment security within the portfolio has;
- (4) the objectives of the pool;
- (5) the size of the pool;
- (6) the names of the members of the advisory board of the pool and the dates their terms expire;
- (7) the custodian bank that will safekeep the pool's assets;
- (8) whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation;
- (9) whether the only source of payment is the assets of the pool at market value or whether there is a secondary

source of payment, such as insurance or guarantees, and a description of the secondary source of payment;

(10) the name and address of the independent auditor of the pool;

(11) the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool; and

(12) the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios.

(c) To maintain eligibility to receive funds from and invest funds on behalf of an entity under this chapter, an investment pool must furnish to the investment officer or other authorized representative of the entity:

(1) investment transaction confirmations; and

(2) a monthly report that contains, at a minimum, the following information:

(A) the types and percentage breakdown of securities in which the pool is invested;

(B) the current average dollar-weighted maturity, based on the stated maturity date, of the pool;

(C) the current percentage of the pool's portfolio in investments that have stated maturities of more than one year;

(D) the book value versus the market value of the pool's portfolio, using amortized cost valuation;

(E) the size of the pool;

(F) the number of participants in the pool;

(G) the custodian bank that is safekeeping the assets of the pool;

(H) a listing of daily transaction activity of the entity participating in the pool;

(I) the yield and expense ratio of the pool;

(J) the portfolio managers of the pool; and

(K) any changes or addenda to the offering circular.

(d) An entity by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.

(e) In this section, "yield" shall be calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940, as promulgated from time to time by the federal Securities and Exchange Commission.

(f) To be eligible to receive funds from and invest funds on behalf of an entity under this chapter, a public funds investment pool created to function as a money market mutual fund must mark its portfolio to market daily, and, to the extent reasonably possible, stabilize at a \$1 net asset value. If the ratio of the market value of the portfolio divided by the book value of the portfolio is less than 0.995 or greater than 1.005, portfolio holdings shall be sold as necessary to maintain the ratio between 0.995 and 1.005.

(g) To be eligible to receive funds from and invest funds on behalf of an entity under this chapter, a public funds investment pool must have an advisory board composed:

(1) equally of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for a public funds investment pool created under Chapter 791 and managed by a state agency; or

(2) of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for other investment pools.

(h) To maintain eligibility to receive funds from and invest funds on behalf of an entity under this chapter, an investment pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1421, Sec. 9, eff. Sept. 1, 1997.

Sec. 2256.017. EXISTING INVESTMENTS. An entity is not required to liquidate investments that were authorized investments at the time of purchase.

Added by Acts 1995, 74th Leg., ch. 76, Sec. 5.46(a), eff. Sept. 1, 1995; Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 1421, Sec. 10, eff. Sept. 1, 1997.

Sec. 2256.019. RATING OF CERTAIN INVESTMENT POOLS. A public funds investment pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service or no lower than investment grade by at least one nationally recognized rating service with a weighted average maturity no greater than 90 days.

Added by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 1421, Sec. 11, eff. Sept. 1, 1997.

Sec. 2256.020. AUTHORIZED INVESTMENTS: INSTITUTIONS OF HIGHER EDUCATION. In addition to the authorized investments permitted by this subchapter, an institution of higher education may purchase, sell, and invest its funds and funds under its control in the following:

(1) cash management and fixed income funds sponsored by organizations exempt from federal income taxation under Section 501(f), Internal Revenue Code of 1986 (26 U.S.C. Section 501(f));

(2) negotiable certificates of deposit issued by a bank that has a certificate of deposit rating of at least 1 or

the equivalent by a nationally recognized credit rating agency or that is associated with a holding company having a commercial paper rating of at least A-1, P-1, or the equivalent by a nationally recognized credit rating agency; and

(3) corporate bonds, debentures, or similar debt obligations rated by a nationally recognized investment rating firm in one of the two highest long-term rating categories, without regard to gradations within those categories.

Added by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.0201. AUTHORIZED INVESTMENTS; MUNICIPAL UTILITY. (a) A municipality that owns a municipal electric utility that is engaged in the distribution and sale of electric energy or natural gas to the public may enter into a hedging contract and related security and insurance agreements in relation to fuel oil, natural gas, coal, nuclear fuel, and electric energy to protect against loss due to price fluctuations. A hedging transaction must comply with the regulations of the Commodity Futures Trading Commission and the Securities and Exchange Commission. If there is a conflict between the municipal charter of the municipality and this chapter, this chapter prevails.

(b) A payment by a municipally owned electric or gas utility under a hedging contract or related agreement in relation to fuel supplies or fuel reserves is a fuel expense, and the utility may credit any amounts it receives under the contract or agreement against fuel expenses.

(c) The governing body of a municipally owned electric or gas utility or the body vested with power to manage and operate the municipally owned electric or gas utility may set policy regarding hedging transactions.

(d) In this section, "hedging" means the buying and selling of fuel oil, natural gas, coal, nuclear fuel, and electric energy futures or options or similar contracts on those

commodities and related transportation costs as a protection against loss due to price fluctuation.

Added by Acts 1999, 76th Leg., ch. 405, Sec. 48, eff. Sept. 1, 1999.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 7, Sec. 1, eff. April 13, 2007.

Sec. 2256.0202. AUTHORIZED INVESTMENTS: MUNICIPAL FUNDS FROM MANAGEMENT AND DEVELOPMENT OF MINERAL RIGHTS. (a) In addition to other investments authorized under this subchapter, a municipality may invest funds received by the municipality from a lease or contract for the management and development of land owned by the municipality and leased for oil, gas, or other mineral development in any investment authorized to be made by a trustee under Subtitle B, Title 9, Property Code (Texas Trust Code).

(b) Funds invested by a municipality under this section shall be segregated and accounted for separately from other funds of the municipality.

Added by Acts 2009, 81st Leg., R.S., Ch. 1371, Sec. 1, eff. September 1, 2009.

Sec. 2256.0205. AUTHORIZED INVESTMENTS; DECOMMISSIONING TRUST. (a) In this section:

(1) "Decommissioning trust" means a trust created to provide the Nuclear Regulatory Commission assurance that funds will be available for decommissioning purposes as required under 10 C.F.R. Part 50 or other similar regulation.

(2) "Funds" includes any money held in a decommissioning trust regardless of whether the money is considered to be public funds under this subchapter.

(b) In addition to other investments authorized under this subchapter, a municipality that owns a municipal electric

utility that is engaged in the distribution and sale of electric energy or natural gas to the public may invest funds held in a decommissioning trust in any investment authorized by Subtitle B, Title 9, Property Code.

Added by Acts 2005, 79th Leg., Ch. 121, Sec. 1, eff. September 1, 2005.

Sec. 2256.021. EFFECT OF LOSS OF REQUIRED RATING. An investment that requires a minimum rating under this subchapter does not qualify as an authorized investment during the period the investment does not have the minimum rating. An entity shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating.

Added by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.022. EXPANSION OF INVESTMENT AUTHORITY. Expansion of investment authority granted by this chapter shall require a risk assessment by the state auditor or performed at the direction of the state auditor, subject to the legislative audit committee's approval of including the review in the audit plan under Section 321.013.

Added by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995. Amended by Acts 2003, 78th Leg., ch. 785, Sec. 42, eff. Sept. 1, 2003.

Sec. 2256.023. INTERNAL MANAGEMENT REPORTS. (a) Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by this chapter for the preceding reporting period.

(b) The report must:

(1) describe in detail the investment position of the entity on the date of the report;

(2) be prepared jointly by all investment officers of the entity;

(3) be signed by each investment officer of the entity;

(4) contain a summary statement, prepared in compliance with generally accepted accounting principles, of each pooled fund group that states the:

(A) beginning market value for the reporting period;

(B) additions and changes to the market value during the period;

(C) ending market value for the period; and

(D) fully accrued interest for the reporting period;

(5) state the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;

(6) state the maturity date of each separately invested asset that has a maturity date;

(7) state the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and

(8) state the compliance of the investment portfolio of the state agency or local government as it relates to:

(A) the investment strategy expressed in the agency's or local government's investment policy; and

(B) relevant provisions of this chapter.

(c) The report shall be presented not less than quarterly to the governing body and the chief executive officer of the entity within a reasonable time after the end of the period.

(d) If an entity invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the

investment officers under this section shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

Added by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995. Amended by Acts 1997, 75th Leg., ch. 1421, Sec. 12, eff. Sept. 1, 1997.

Sec. 2256.024. SUBCHAPTER CUMULATIVE. (a) The authority granted by this subchapter is in addition to that granted by other law. Except as provided by Subsection (b), this subchapter does not:

(1) prohibit an investment specifically authorized by other law; or

(2) authorize an investment specifically prohibited by other law.

(b) Except with respect to those investing entities described in Subsection (c), a security described in Section 2256.009(b) is not an authorized investment for a state agency, a local government, or another investing entity, notwithstanding any other provision of this chapter or other law to the contrary.

(c) Mortgage pass-through certificates and individual mortgage loans that may constitute an investment described in Section 2256.009(b) are authorized investments with respect to the housing bond programs operated by:

(1) the Texas Department of Housing and Community Affairs or a nonprofit corporation created to act on its behalf;

(2) an entity created under Chapter 392, Local Government Code; or

(3) an entity created under Chapter 394, Local Government Code.

Added by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.025. SELECTION OF AUTHORIZED BROKERS. The governing body of an entity subject to this subchapter or the designated investment committee of the entity shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the entity.

Added by Acts 1997, 75th Leg., ch. 1421, Sec. 13, eff. Sept. 1, 1997.

Sec. 2256.026. STATUTORY COMPLIANCE. All investments made by entities must comply with this subchapter and all federal, state, and local statutes, rules, or regulations.

Added by Acts 1997, 75th Leg., ch. 1421, Sec. 13, eff. Sept. 1, 1997.

SUBCHAPTER B. MISCELLANEOUS PROVISIONS

Sec. 2256.051. ELECTRONIC FUNDS TRANSFER. Any local government may use electronic means to transfer or invest all funds collected or controlled by the local government.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.052. PRIVATE AUDITOR. Notwithstanding any other law, a state agency shall employ a private auditor if authorized by the legislative audit committee either on the committee's initiative or on request of the governing body of the agency.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995.

Sec. 2256.053. PAYMENT FOR SECURITIES PURCHASED BY STATE. The comptroller or the disbursing officer of an agency that has the power to invest assets directly may pay for authorized securities purchased from or through a member in good standing of the National Association of Securities Dealers or from or through a national or state bank on receiving an invoice from the seller of the securities showing that the securities have been purchased by the board or agency and that the amount to be paid for the securities is just, due, and unpaid. A purchase of securities may not be made at a price that exceeds the existing market value of the securities.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1423, Sec. 8.67, eff. Sept. 1, 1997.

Sec. 2256.054. DELIVERY OF SECURITIES PURCHASED BY STATE. A security purchased under this chapter may be delivered to the comptroller, a bank, or the board or agency investing its funds. The delivery shall be made under normal and recognized practices in the securities and banking industries, including the book entry procedure of the Federal Reserve Bank.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1423, Sec. 8.68, eff. Sept. 1, 1997.

Sec. 2256.055. DEPOSIT OF SECURITIES PURCHASED BY STATE. At the direction of the comptroller or the agency, a security purchased under this chapter may be deposited in trust with a bank or federal reserve bank or branch designated by the comptroller, whether in or outside the state. The deposit shall be held in the entity's name as evidenced by a trust receipt of the bank with which the securities are deposited.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1997, 75th Leg., ch. 1423, Sec. 8.69, eff. Sept. 1, 1997.

RESOLUTION NO. 2012-372 (R)

**A RESOLUTION RATIFYING AND APPROVING THE FIRST
AMENDMENT TO WINDCREST FOURWINDS DRIVE
AGREEMENT BY AND BETWEEN THE CITY OF
WINDCREST, TEXAS AND WHITESTONE REIT
OPERATING COMPANY IV, LLC AND AUTHORIZING THE
CITY MANAGER TO SIGN SAID AMENDMENT**

WHEREAS, the City of Windcrest entered into the Windcrest Fourwinds Drive Agreement with Whitestone REIT on or about August 19, 2010; and

WHEREAS, the City of Windcrest and Whitestone REIT Operating Company IV, LLC desire to amend said agreement as provided in the attached First Amendment to Windcrest Fourwinds Drive Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDCREST that the First Amendment to Windcrest Fourwinds Drive Agreement with Whitestone REIT Operating Company IV, LLC is hereby ratified and approved and the City Manager is authorized to execute said agreement on behalf of the city.

Passed and approved this 27th day of February, 2012.

Alan Baxter, Mayor

ATTEST:

Heather Weidenbach, City Secretary

Michael S. Brenan, City Attorney

FIRST AMENDMENT TO WINDCREST FOURWINDS DRIVE AGREEMENT

This First Amendment to Windcrest Fourwinds Drive Agreement ("Amendment"), effective _____, 2012, (the "Effective Date") is made by and between the **CITY OF WINDCREST, TEXAS** ("Windcrest") and **WHITESTONE REIT OPERATING COMPANY IV, LLC**, a Texas limited liability company ("Whitestone").

RECITALS

WHEREAS, Whitestone, identified as Whitestone REIT in the Agreement, and Windcrest entered into the WINDCREST FOURWINDS DRIVE AGREEMENT on August 19, 2010 (the "Agreement");

WHEREAS, Whitestone and Windcrest desire to amend the Agreement pursuant to this Amendment;

WHEREAS, the Agreement provided for Windcrest to vacate and abandon a portion of Fourwinds Drive described in the Agreement;

WHEREAS, the Agreement also provided for Whitestone to dedicate to Windcrest a twenty-four foot (24') wide right of way for use as a public road; and

WHEREAS, Windcrest desires for Whitestone to expand such right of way to a width of twenty-eight feet (28') and Whitestone has agreed to such expansion, subject to the additional obligations of Windcrest set forth in this Amendment.

AGREEMENT

NOW THEREFORE, for good and valuable consideration, the sufficiency which is hereby acknowledged, Windcrest and Whitestone agree as of the Effective Date that:

1. Recitals. The recitals set forth above are integrated herein and are a part of this Amendment.
2. Whitestone. All references to Whitestone in the Agreement are hereby deemed to refer to "**WHITESTONE REIT OPERATING COMPANY IV, LLC**, a Texas limited liability company".
3. The following language is added to the end of Section 2 of the Agreement:

Whitestone has agreed to dedicate to Windcrest a twenty-eight foot right of way (the "Right of Way") for use as a public road. Such Right of Way shall be of a shape and size to be reasonably determined by mutual agreement between Windcrest and Whitestone following the date hereof. The preliminary design of such Right of Way is described on the attached Exhibit "A-1", but the parties shall mutually agree to replace such description once the final design is complete and approved by all parties. Whitestone's dedication of the Right of Way shall be deemed to occur and be effective only upon the

payment of the Reimbursement Amount, as defined in Section 10 below. Whitestone's dedication of the Right of Way shall be subject to a restriction on such Right of Way that prevents Windcrest from changing its use to anything other than a public road and the Centre's ring road without the express written consent of Whitestone.

Section 3 of the Agreement is hereby deleted and replaced with the following:

3. Windcrest shall perpetually maintain the Right of Way in a good and useable condition, including paving and striping for two lanes of travel in opposite directions.

4. Section 7 of the Agreement is hereby deleted and replaced with the following:

Intentionally deleted.

5. A new Section 10 is added to the Agreement to read as follows:

10. Whitestone shall prepare and submit construction drawings for Windcrest's approval for the grading and paving work to be completed by Whitestone in connection with the Right of Way. Once Windcrest has approved such construction drawings, Whitestone shall apply for the necessary permits for such construction. Upon receipt of same, Whitestone shall move forward with such construction activities. Upon completion of the construction activities, Whitestone shall provide Windcrest with reasonable evidence that all amounts owing to contractors and subcontractors have been paid in full evidenced by customary affidavits executed by such contractors. Upon confirmation that such improvements were constructed in compliance with the previously approved construction drawings, Windcrest shall reimburse Whitestone the sum of Eighty-Nine Thousand Six Hundred Fifty-Three Dollars (\$89,653) (the "Reimbursement Amount").

6. A new Section 11 is added to the Agreement to read as follows:

11. Windcrest hereby represents to Whitestone that as of the date hereof it has the power, authority and legal right to enter into and perform this Agreement, as amended from time to time, and the execution, delivery and performance hereof (i) have been duly authorized, and (ii) to the best of its knowledge, will not violate any applicable judgment, order, law or regulation.

7. The instrument entitled "Supplement to Windcrest Fourwinds Drive Agreement" is hereby terminated and shall have no further force and effect.

8. Windcrest agrees to adopt a resolution ratifying and approving this Amendment.

9. Exhibit A-1 attached hereto shall be attached to the Agreement and deemed incorporated therein.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed as of the ____ day of _____, 2012.

**WHITESTONE REIT OPERATING
COMPANY IV, LLC,**
a Texas limited liability company

CITY OF WINDCREST

By: Whitestone REIT Operating Partnership,
L.P., a Delaware limited partnership, its sole
member

By: _____
Name: _____
Title: Mayor

By: Whitestone REIT, a Maryland real estate
investment trust, its general partner

By: John J. Dee
Its: Executive Vice-President

ATTEST:

ATTEST:

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Exhibit A-1

Deposits – Upon owner returning with proof of completion or veterinarian statement that procedure would endanger health of animal within required period, deposit will be refunded.

Rabies Vaccination:

\$12.-

Sterilization:

Male Cat

\$30

Female Cat

\$60

Male Dog

\$30

Female Dog

\$60

Adoption Fees:

\$65 dog female - 75
male - 60

Deposit for vaccination \$50
+
for sterilization \$75

Universal City-- \$75 for dogs and cats

Schertz Animal Control

Cats Females- \$108.50

Cats Males- \$85

Un-neutered Female Dogs

\$55 up to 31lbs

\$132 32lbs to 50lbs

\$139.50 51 lbs to 60lbs

\$154 61lbs and up

Un-neutered Male Dogs

\$126.50 up to 59lbs.

\$135 60lbs and up

Cibolo

Adopters can take the animal with no shots or sterilization for \$45 and have to pay for services on their own.

If the city does the sterilization and shots then it would be the cost from the vet which is on average \$120.

San Antonio Animal Care and Control

\$81 for dogs/puppies

\$29 for cats/ kittens

San Antonio Humane Society

Dogs- \$65-\$99

Cats- \$30-\$50

Animal Defense League

Puppies under 4 months \$90

Dogs under 4 months and weighing up to 30lbs \$70

Dogs over 4 months and weighing over 30lbs \$65

Kittens under 4 months \$40

Kittens over 4 months \$30

Converse Animal Shelter

Cats and Kittens \$75

Dogs under 40lbs \$125

Purebred dogs \$150

Large dogs \$85

Senior dogs \$50

Homes for Pets

Cats \$75

Bonded pair \$125

Dogs \$115

Purebred or special needs dogs may be higher in price

San Marcos Animal Care Services

Dogs \$90

Cats \$90

New Braunfels Animal Services

Dogs \$120

Cats \$95

Selma

Does not do adoptions

Seguin

\$30 fee to take animal, this does not include any vet services.

Kirby Animal Control

Dogs \$80

Cats \$60

CITY OF SAN ANTONIO, TEXAS

ANIMAL CARE SERVICES

FEE SCHEDULE

The Director of Animal Care Services reserves the right to adjust fees during instances of moratoriums or any special events or circumstances, if deemed necessary.

Animal Adoption- Flat Rate

Dog Package:

Cat Package:

Fees

\$81.00=

\$29.00

Other Animal Adoptions Fees

Rabbit Adoption

\$60.00 each (for sterilization)

Small Animal Adoption (fowls/birds, ferrets, small reptiles, guinea pigs)

Livestock (sheep, goats, bovines, equines)/Specialty animals (i.e. exotic birds)

\$15.00 each;

\$10.00 each

\$50.00 to \$2,000.00

Licensing & Permits

Pet License Tag Fees

City Registration (dogs)

Sterilized

\$ 5.00/ 1 year

\$10.00/ 2 year

\$15.00/3 year

Unsterilized

\$50.00/1 year

\$100.00/2 year

\$150.00/3 year

Sterilized or Unsterilized

\$5.00/ 1 year

\$10.00/ 2 year

\$15.00/3 year

City Registration (cats)

Animals deemed Dangerous

\$100.00/1 year

Animals deemed Aggressive

\$25.00/year (level 1)

\$50.00/year (level 2)

\$75.00/year (level 3)

Permits Fees

Seller's Permit

\$250.00/year

Litter Permit

\$50.00/litter (1 litter per year)

Cat Colony Permit

\$10.00/year

Livestock permit (horse, cattle)

\$150.00 per animal x year

Other Livestock (hog, sheep, goat, llama, etc.)

\$75.00/year

Pet Shop Permit

\$150.00/year

Commercial Boarding Kennel Permit

\$150.00/year

Pet Grooming Permit

\$75.00

Animal Exhibit Permit

\$100.00/event

Petting Zoo/Recreational Animal Ride Permit

\$50.00/year

Exceed # of Animal Limit Permit

\$25.00

(Dogs, cats, domestic fowl, livestock, rabbits)

Inspection and Subsequent Re-inspection(s)

\$25.00 each inspection

Impoundment Fees

Regular Intake

Dog and Cat

1st Occurrence

2nd Occurrence

3rd Occurrence

4th Occurrence

Boarding

Fees

\$50.00 plus vaccinations

\$100.00 plus vaccinations

\$150.00 plus vaccinations

\$200.00 plus vaccinations

\$10.00/ daily

Vaccinations (also given at the time of impoundment):

Rabies (unless proof of vaccination is provided)

\$12.00

Bordetella

\$6.00

DHLPP

\$8.00

FVRCP (cats)

\$8.00

Rabies Observation (OB) Fees

1st Occurrence

\$75.00

2nd Occurrence

\$100.00

3rd Occurrence (Requires dangerous dog investigation)

\$200.00

Boarding

\$20.00/ day

Livestock Impound Fees

Horse/Cattle	\$100.00/animal
Boarding	\$35.00/daily
Goats/Pigs	\$75.00
Boarding	\$15.00/daily
Poultry & Rabbits	\$20.00
Boarding	\$10.00/daily

Other Fees

Owner Surrender	\$40.00/City Residents
Non-City Processing (Including Owner Surrender)	\$50.00
Storefront items	Prices vary by item
Euthanasia Fee	\$25.00
Annex Facility Fee	\$75.00 half day/\$100.00 full day
Microchip	\$15.00
Replacement Pet License Tag or Microchip Tag	\$5.00

Additional vaccination fees may be found at www.sanantonio.gov/animalcare.com

DOG

Food per day X average 20 days = \$0.51

Capstar per dose X 1 dose = \$3.00

Bordatella Vaccine per dose X 1 dose = \$3.40

General Vaccine per dose X 3 doses = \$9.54

Microchip implant = \$10.00

Average cost per sterilization = \$68.33

TOTAL AVERAGE COST TO CITY PER EACH DOG ADOPTION

\$104.47

CAT

Food per day X average 20 days = \$4.60

Cat litter per day X average 20 days = \$7.00

Capstar per dose X 1 Dose = \$3.00

Feline Vaccine per dose X 3 Doses = \$9.90

Average cost per sterilization = \$45.00

Microchip implant = \$10.00

TOTAL AVERAGE COST TO CITY PER EACH CAT ADOPTION

\$79.50