



**AGENDA
CITY OF WINDCREST, TEXAS**

REGULAR CITY COUNCIL MEETING

September 19, 2016

**6:30 P.M.
Public Hearings
Regular City Council Meeting**

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING & REGULAR WINDCREST CITY COUNCIL MEETING WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 19th DAY OF SEPTEMBER 2016 STARTING AT 6:30 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 SEPTEMBER 19, 2016 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, SEPTEMBER 20, 2016 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.

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

Ordinance No. 2016-618B(O) establishes certain protocols for City Council meetings.

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", citizens may address the City Council on topics not on the agenda for no more than three (3) minutes. In addition to the foregoing, citizens shall also have the opportunity to address the City Council during consideration of posted agenda items for no more than six (6) minutes. Each citizen shall therefore have the opportunity to address the City Council for a total of nine (9) minutes. 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, a city official may make a statement of specific factual information in response to an inquiry made by a member of the public or a recitation of existing city policy. 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.

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 Announcement

II. Citizens to be Heard

1. Citizens may address the City Council on topics not on the agenda for no more than three (3) minutes.
2. In addition to the foregoing, citizens shall also have the opportunity to address the City Council during consideration of posted agenda items for no more than six (6) minutes.
3. A City Official may make a statement of specific factual information in response to an inquiry made by a member of the public, or a recitation of existing policy in response to an inquiry made by a member of the public.

III. Monthly Department Reports Month Ending August For FY 2015 / 2016

Attachment 1 of this packet.

IV. Public Hearing (6:30 P.M.)

1. City Council will conduct a public hearing to consider the application of EastGroup Properties for approval of a preliminary plat for Tract 2 on Eisenhower Rd. (Att. 2)
2. City Council will conduct a public hearing for the purpose of receiving citizen's comments regarding the Fiscal Year 2016-2017 proposed tax rate as published in the San Antonio Express on 08/17/2016 at \$0.308093/\$100 of which \$0.00/\$100 is for debt service & \$0.308093/\$100 is for maintenance and operations. The proposed budget is based on a 1.09% tax rate reduction as compared to last year's. Proposed tax rate is the same rate as the effective rate of \$0.308093/\$100 and below the rollback rate of \$0.0431285/\$100.

V. Discuss & Act

1. City Council will review, discuss and may take action based on citizen input and comments and on the recommendations of the Planning and Zoning Commission regarding the application of EastGroup Properties for approval of a preliminary plat for Tract 2 on Eisenhower Rd. (Att. 3)
2. City Council will review, discuss and may take action on the 2016 tax rate for the City of Windcrest based on citizen input and comments regarding the proposed tax rate.

VI. Proclamation

1. Chief Ballew will present the NNO 2016 Proclamation.
2. Mayor Baxter will read a proclamation for National Payroll week.

VII. Presentation

Chief Ballew of the Windcrest Police Department will briefly present planned efforts to enforce newly enacted ordinances relating to activities at Takas Park during elections. *CCM Matt Vandenberg requested*

VIII. Unaudited Financials

**City Council may take action if deemed necessary*

1. City Council will be presented the unaudited Balance Sheet year to date comparisons for month ending August 31, 2016 (FY 2015-2016). The City Council will consider approval of the unaudited balance sheet year to date. (Att. 4)

2. City Council will be presented the City of Windcrest Investment Reports. (Att. 5)
3. City Council will be presented the Windcrest Economic Development Corporation Investment Reports. (Att. 6)

IX. 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". **

1. City Council will review, discuss and may take action Ordinance No. 2016-749(O), an ordinance approving and adopting a budget for operating the municipal government of the City of Windcrest for the fiscal year beginning October 1, 2016 and ending on September 30, 2017; appropriating money for the various funds and purposes of such budget including appropriations of money to pay interest and principal sinking fund requirements on all indebtedness; providing a savings and severability clause; repealing all ordinances and appropriations in conflict with the provisions of this ordinance; and establishing an effective date. (Att. 7)
2. City Council will review, discuss and may take action on Ordinance No. 2016-750(O), an ordinance adopting the tax rate and levying a tax upon all property subject to taxation within the City of Windcrest, Texas, for the 2016 tax year for the use and support of the municipal government of the City of Windcrest for the fiscal year beginning October 1, 2016 and ending on September 30, 2017; apportioning said levy among the various funds and items for which revenue must be raised including providing a sinking fund for the retirement of the bonded debt of the city; and establishing an effective date. (Att. 8)
3. City Council will, review, discuss and may take action on Ordinance No., 2016-751(O), an ordinance setting fees for various city services and consolidating those fees for convenience; amending various city ordinances; and containing a severability clause and an effective date. (Att. 9)
4. City Council will review, discuss and may take action on Ordinance No. 2016-752(O), an ordinance adopting an organizational chart and departmental classifications. **First Reading** (Att. 10)

X. Resolutions

1. City Council will review, discuss and may take action on Resolution No. 2016-598(R), a resolution accepting the bid of Maldonado Nursery and Landscaping for the performance of greenspace maintenance (RFP-15-16-001) and authorizing the City Manager to execute a contract for such work. (Att. 11)

2. City Council will review, discuss and may take action on Resolution No. 2016-599(R), a resolution approving the acquisition of certain ADP, LLC Human Resource services and authorizing the City Manager to negotiate and execute a contract for such services. (Att. 12)
3. City Council will review, discuss and may take action on Resolution No. 2016-600(R), a resolution approving an agreement and acknowledgement of rights and responsibilities between the non-profit Windcrest Volunteer Fire Association, Inc. and the City of Windcrest and authorizing the City Manager to execute said agreement on behalf of the city. (Att. 13) *CCM Matt Vandenberg requested*

XI. Discuss & Act

1. City Council will review, discuss and may take action on a recommendation from Sales Tax Assurance. (Att. 14) *Rafael Castillo, Jr. City Manager requested.*
2. City Council will review, discuss or may take action on a survey of the alleys and what it would cost to repair all the alleys. *CCM Gerd Jacobi*
3. City Council will review, discuss or may take action on what it would cost for speed bumps / ramps. *CCM Gerd Jacobi requested*
4. City Council will receive an update regarding scheduling interviews in conjunction with the selection process for a Fire Chief. Ref: 02.01.16 SCCM
http://windcresttx.granicus.com/MediaPlayer.php?view_id=&clip_id=1648&meta_id=35933
3.07.16 RCCM
http://windcresttx.granicus.com/MediaPlayer.php?view_id=&clip_id=1664&meta_id=36423
03.21.16 RCCM
http://windcresttx.granicus.com/MediaPlayer.php?view_id=&clip_id=1676&meta_id=36745
08.01.16 RCCM http://windcresttx.granicus.com/MediaPlayer.php?view_id=8&clip_id=1746
5. City Council will review, discuss and may take action to ratify the engagement of the law firms of Ryan Henry and Curt Cukajti to defend the mandamus request filed against the City Secretary, the City Attorney and the City (which is the real party at interest) by Kim Wright. The ratification will include the authority of the City Manager to pay the fees incurred by the City for such representation. *Mayor Alan Baxter requested*
6. The City Council will review, discuss, and may take action to instruct the City Manager to allocate resources as necessary to ensure that by the end of the calendar year all passed ordinances and resolutions are made available online and that the online Code of Ordinances is updated to reflect enacted ordinances within two weeks of passage. *CCM Matt Vandenberg requested*

7. City Council will review, discuss and may take action on future meeting dates for budget meetings. (Att 15) *Mayor Alan Baxter & Rafael Castillo, Jr, City Manager requested.*
8. The City Council will review, discuss, and may take action regarding the scheduling and/or cancellation of Regular City Council meetings during the months of October and November. (Att. 16) *CCM Matt Vandenberg requested*

XII. 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.

XIII. Adjournment

The City Council reserves the right to retire into executive session whenever it is considered necessary and legally justified under the Texas Government Code, Subchapter D, Sections 551.071 et. seq. including, but not limited to, consultation with attorney, real property, prospective gifts, personnel matters, exclusion of witness, security devices, and economic development matters.

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 September 19, 2016.

By:  , 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 Kelly Rodriguez, 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 ____ September, 2016.

____ Title: _____



Windcrest Fire Department

Monthly Report

August 2016

Training

Over the last month we have focused on EMS training. We now have 10 more members that have successfully completed CPR training, and we also worked on airway management training. These are some of the basic skills needed to help save lives within our community.

American Heart
Association



Learn and Live

Engine 2 is **IN service** as the Main engine

(Engine 2 went out of service over the Labor day weekend and Converse Engine 2 was placed in-service as a Loaner until the repairs were made.)

Engine 1 is **OUT service** in the shop getting repaired.

Tower 1 is **OUT of service**

Squad is **IN service**

Brush is **IN service**

Rescue 2 is **IN service**

Rescue 1 is **IN service**

Apparatus Condition

- 108 Total calls
- 83 Medical response
- 25 Fire response

Response Areas

- City Limits- 93
- Gardendale- 12
- Converse- 2
- Kirby- 0
- Other- 1

Emergency Calls

FIRE PREVENTION WEEK OCTOBER 9-15

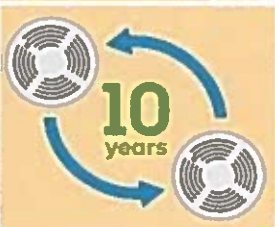
**Don't Wait —
Check the Date!**

Replace Smoke Alarms Every 10 Years



Fire Prevention Week
Oct. 9-15, 2016

Age matters when it comes to your smoke alarms.
Check the manufacture dates on your smoke alarms today!

Remove the smoke alarm from the wall or ceiling			Look at the back of the alarm for the date of manufacture
Smoke alarms should be replaced 10 years from the date of manufacture			Put the alarm back on the ceiling or wall if it is less than 10 years old



A closed door may slow the spread of smoke, heat and fire.



Test smoke alarms at least once a month by pushing the test button.



If the smoke alarm sounds, get outside and stay outside. Go to your outside meeting place.



Install smoke alarms in every bedroom, outside each separate sleeping area, and on every level of the home, including the basement. Larger homes may need more alarms. For the best protection, make sure all smoke alarms are interconnected. When one sounds, they all sound.



Call the fire department from a cellphone or a neighbor's phone. Stay outside until the fire department says it's safe to go back inside.

For more information about smoke alarms, visit usfa.fema.gov and firepreventionweek.org

U.S. Fire
Administration



2016 Fire Prevention
Week logo



The 4th Annual Bald for Breast Cancer Awareness Campaign will be held October 21, 2016. T-shirts will be sold and donations will be accepted to benefit SLEW Wellness Center.

Upcoming Events



The Haunted Bay's Return October 31st

We will be hosting the Haunted Bay's again
In conjunction with Windcrest Police Department
Trunk or Treat

Upcoming Events

Joshua Brown
Fire Chief
Windcrest Fire Department

✓ JHB.
JHB

**Windcrest
Police Department
Monthly Report**

August 2016

**A. O. "Al" Ballew
Chief of Police**



WINDCREST POLICE DEPARTMENT SUMMARY – NEWSWORTHY EVENTS

08/11/2016 1300 HOURS

8900 BLK FOURWINDS - THEFT \$30,000.00-\$150,000.00 AND AGGRAVATED ASSAULT – DEADLY WEAPON

VEHICLE OWNER PARKED HIS VEHICLE AT THE VALERO IN THE 5100 BLK OF CRESTWAY AND LEFT THE VEHICLE RUNNING AND UNLOCKED. ONCE HE WAS INSIDE THE STORE, A FEMALE AND MALE SUSPECT ENTERED THE TRUCK AND FLED. THE SUSPECTS ATTEMPTED TO DEPART USING THE INS PARKING LOT, BUT WERE BLOCKED. THE CONTRACT SECURITY OFFICER NOTICED THE VEHICLE DRIVING RECKLESSLY, STRIKING TWO PARKED VEHICLES. WHEN THE SECURITY OFFICER ATTEMPTED TO STOP THE SUSPECTS, THE DRIVER ATTEMPTED TO RUN HIM OVER. THE SECURITY GUARD FIRED HIS WEAPON AT THE VEHICLE AS IT FLED BACK TOWARD THE VALERO. THE OWNER ATTEMPTED TO GET IN THE BED OF THE TRUCK, BUT LOST HIS GRIP AND FELL TO THE GROUND. THE VEHICLE WAS LAST SEEN NORTH BOUND ON RANDOLPH BLVD. DEPARTMENT OF HOMELAND SECURITY TOOK RESPONSIBILITY FOR THE SHOOTING INVESTIGATION AND WPD HANDLED THE VEHICLE THEFT. VIDEO EVIDENCE WAS OBTAINED. THE VEHICLE WAS RECOVERED BY WPD DETECTIVE ON 08/26/2016 IN A WOODED AREA NORTH OF LOOP 1604 IN SELMA, TEXAS. BOTH SUSPECTS HAVE SINCE BEEN IDENTIFIED AND CHARGES HAVE BEEN FILED.

08/15/2016 2300 HOURS

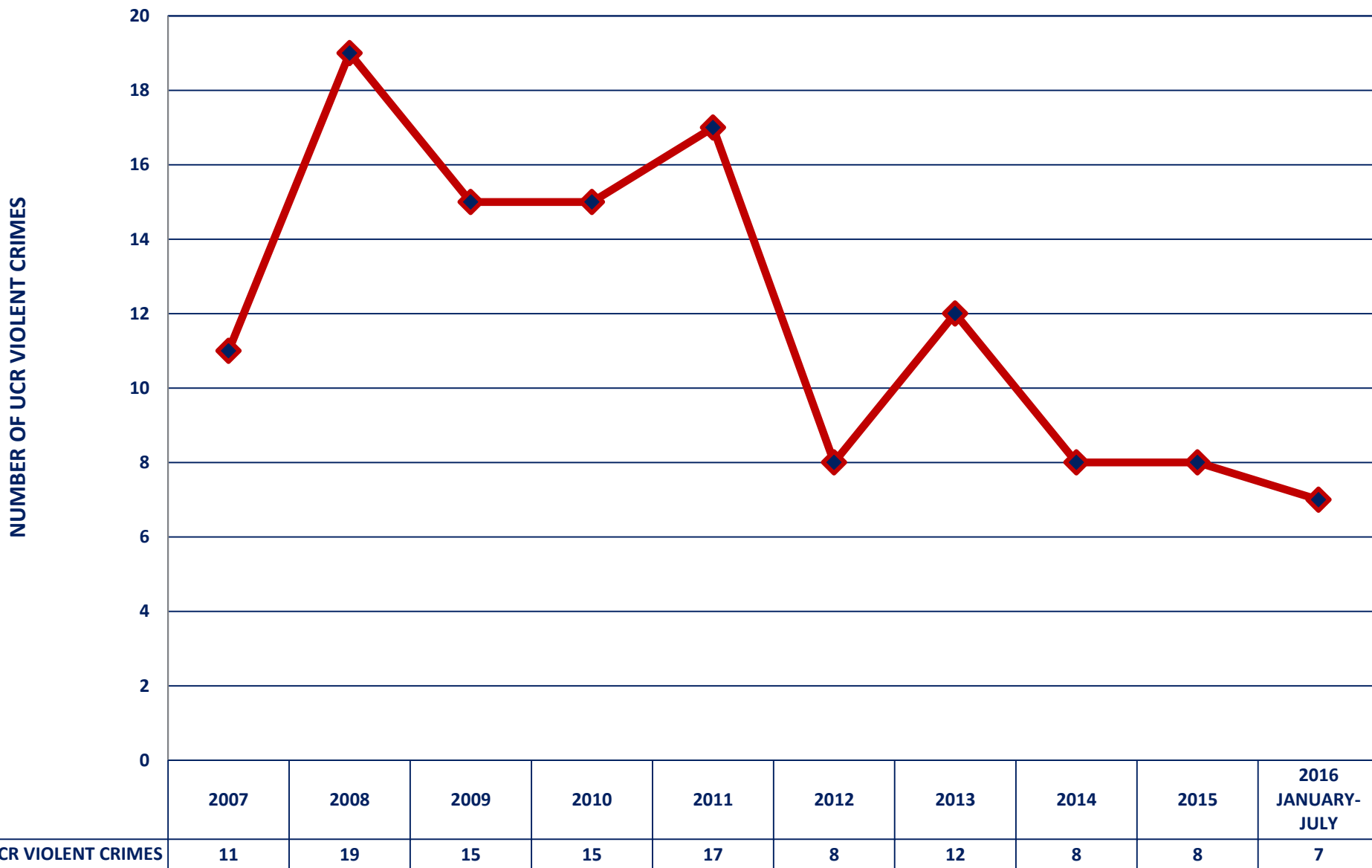
5100 BLK WALZEM RD. – EVADING ARREST (VEHICLE)

WPD OFFICER OBSERVED SUSPECT VEHICLE ON WEST BOUND WALZEM AT A HIGH RATE OF SPEED. THE OFFICER TURNED ON HIS EMERGENCY LIGHTS TO PULL OVER THE SUSPECT VEHICLE AND THE DRIVER FLED ALSO DISREGARDING THE RED LIGHT AT WALZEM AND IH 35N ACCESS RD NORTH AND SOUTH. THE DRIVER MADE A LEFT TURN ONTO AUSTIN HWY AND THEN A RIGHT TURN ONTO PERRIN BEITEL, THEN TURNED LEFT ONTO BRAIR GLEN WEST BOUND UNTIL BOTH SUSPECTS BAILED OUT AT BRAIR GLEN AND QUAIL CREEK WHERE THE VEHICLE CAME TO A STOP STRIKING A FIRE HYDRANT. ONE SUSPECT FLED NORTH BOUND AND THE OTHER FLED WEST BOUND. A SEARCH OF THE AREA RESULTED IN NEGATIVE FINDINGS. NARCOTICS AND A LARGE AMOUNT OF JEWELRY AND ELECTRONICS WERE RECOVERED FROM THE VEHICLE. THE SUSPECT VEHICLE WAS IMPOUNDED. THIS SUSPECT VEHICLE WAS INVOLVED IN A SUSPICIOUS VEHICLE CALL PRIOR TO THIS AT A BUSINESS IN WINDCREST. THIS CASE REMAINS UNDER INVESTIGATION.

SUMMARY – BCSO AREA DISTRICTS CRIME COMPARISONS SURROUNDING THE CITY OF WINDCREST

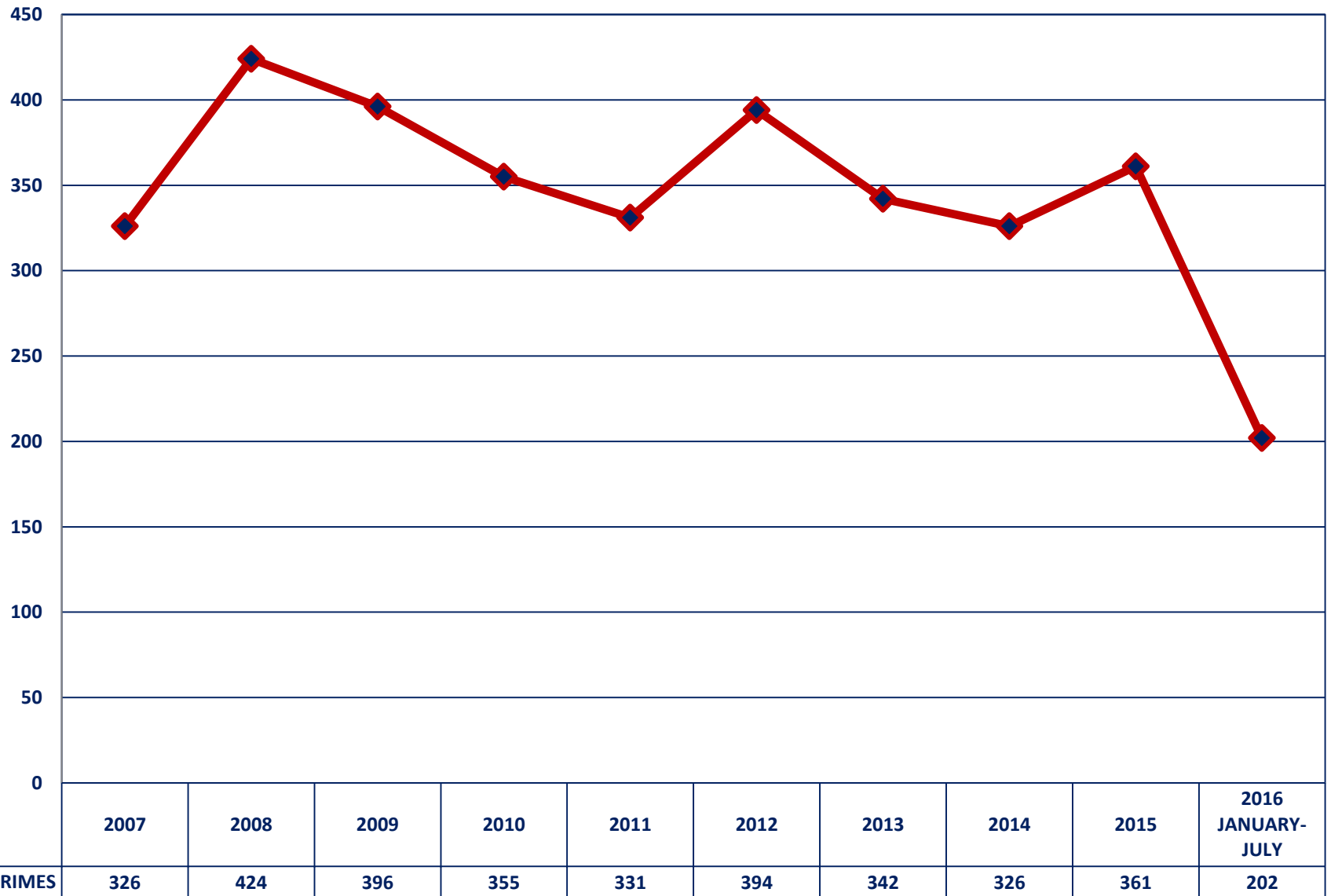
BCSO	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Arson	1	0	0	0	1	0	0	0					2
Assault	15	11	12	16	18	11	16	15					114
Aggravated Assault	1	2	2	3	4	1	5	2					20
Assault Family Violence	3	1	10	4	2	7	4	5					36
Burg Building	1	1	2	0	5	4	3	1					17
Burg Habitation	16	11	11	12	11	9	8	10					88
Burg Vehicle	7	10	10	6	9	6	5	8					61
Deadly Conduct	2	1	1	0	1	0	1	2					8
Homicide	0	0	0	0	2	1	0	0					3
Indecency W/Child	0	0	0	0	1	2	1	0					4
Injury to Child	1	1	2	2	1	0	0	0					7
Robbery Business	0	0	0	0	0	0	0	0					0
Robbery Individual	0	2	1	0	0	1	3	1					8
Sexual Assault	0	2	1	1	0	2	3	0					9
Theft	18	17	13	18	18	27	15	20					146
Theft Motor Vehicle	2	4	6	3	5	11	5	7					43
WINDCREST	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Arson	0	0	0	0	0	0	0	0					0
Assault	1	1	7	6	3	3	3	6					30
Aggravated Assault	1	0	0	0	2	0	0	1					4
Assault Family Violence	0	0	0	0	0	0	0	0					0
Burg Building	3	1	1	3	0	1	0	1					10
Burg Habitation	0	0	0	3	1	1	0	1					6
Burg Vehicle	11	7	8	4	1	9	13	7					60
Deadly Conduct	1	0	0	1	2	0	1	0					5
Homicide	0	0	0	0	0	0	0	0					0
Indecency W/Child	0	0	0	0	0	0	0	0					0
Injury to Child	0	0	0	0	0	0	0	0					0
Robbery Business	0	2	0	0	0	0	1	0					3
Robbery Individual	1	0	0	0	0	0	1	0					2
Sexual Assault	0	0	0	0	0	0	0	0					0
Theft	18	20	18	27	20	25	19	7					154
Theft Motor Vehicle	2	0	1	2	0	1	3	2					11

WINDCREST POLICE DEPARTMENT **UCR VIOLENT CRIMES 2007 – 2016** **(HOMICIDE – RAPE – ROBBERY - AGGRAVATED ASSAULT)**



WINDCREST POLICE DEPARTMENT **UCR PROPERTY CRIMES 2007 – 2016** **(BURGLARY – THEFT - MV THEFT - ARSON)**

NUMBER OF UCR PROPERTY CRIMES



Operations Division



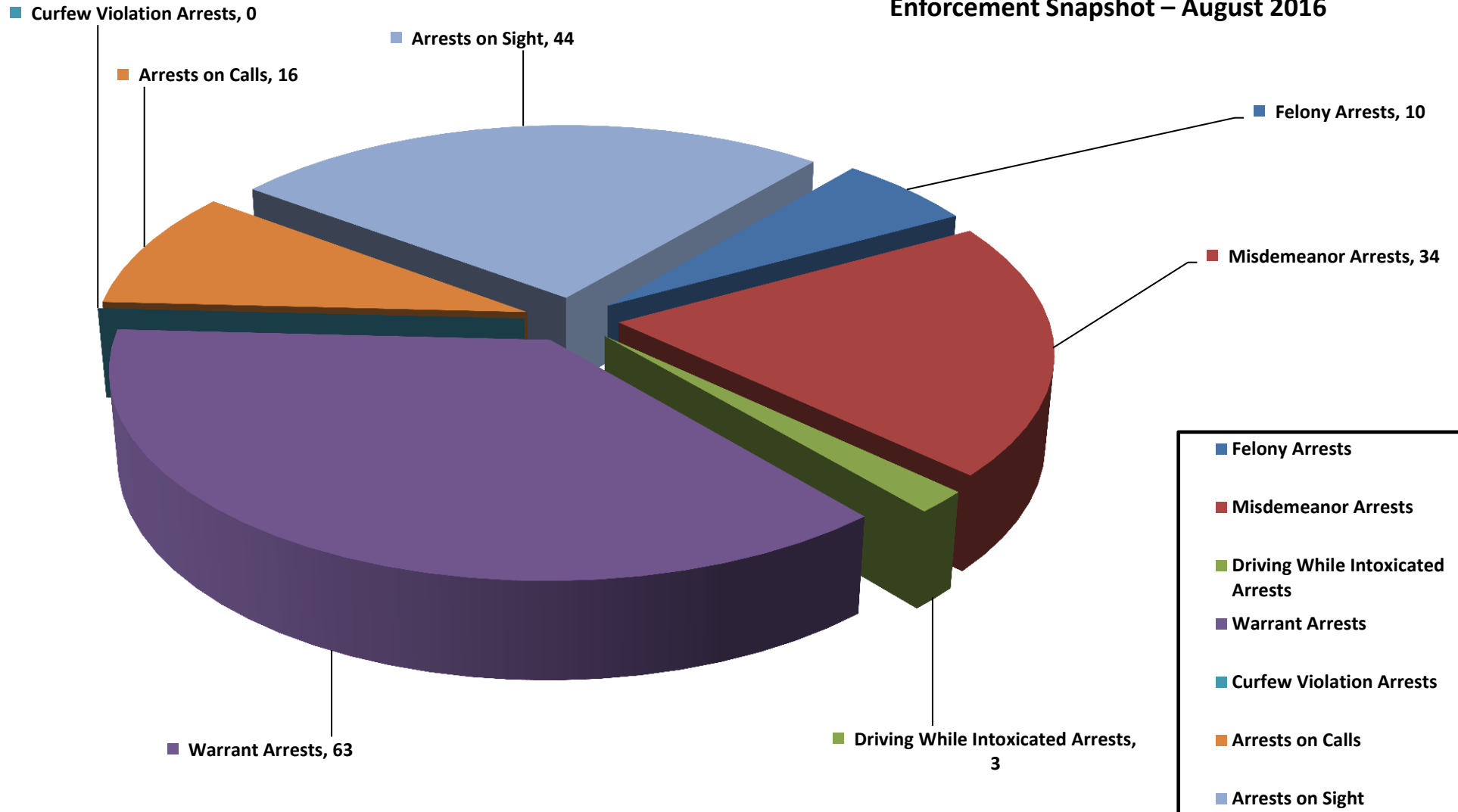
**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
SUMMARY – MONTHLY**

PROACTIVE POLICE ACTIVITIES	3,927	YEAR TO DATE TOTAL	29,405
CALLS FOR SERVICE & 911 CALLS	518	YEAR TO DATE TOTAL	3,954
FELONY ARRESTS	14	YEAR TO DATE TOTAL	82
MISDEMEANOR ARRESTS	34	YEAR TO DATE TOTAL	405
DWI ARRESTS	3	YEAR TO DATE TOTAL	26
WARRANT ARRESTS	63	YEAR TO DATE TOTAL	796
MUNICIPAL COURT CITATIONS	535	YEAR TO DATE TOTAL	4,320
WARNING CITATIONS	271	YEAR TO DATE TOTAL	2,110
ROLL CALL BRIEFINGS, ESCORTS & DEPARTMENT TOURS	65	YEAR TO DATE TOTAL	518



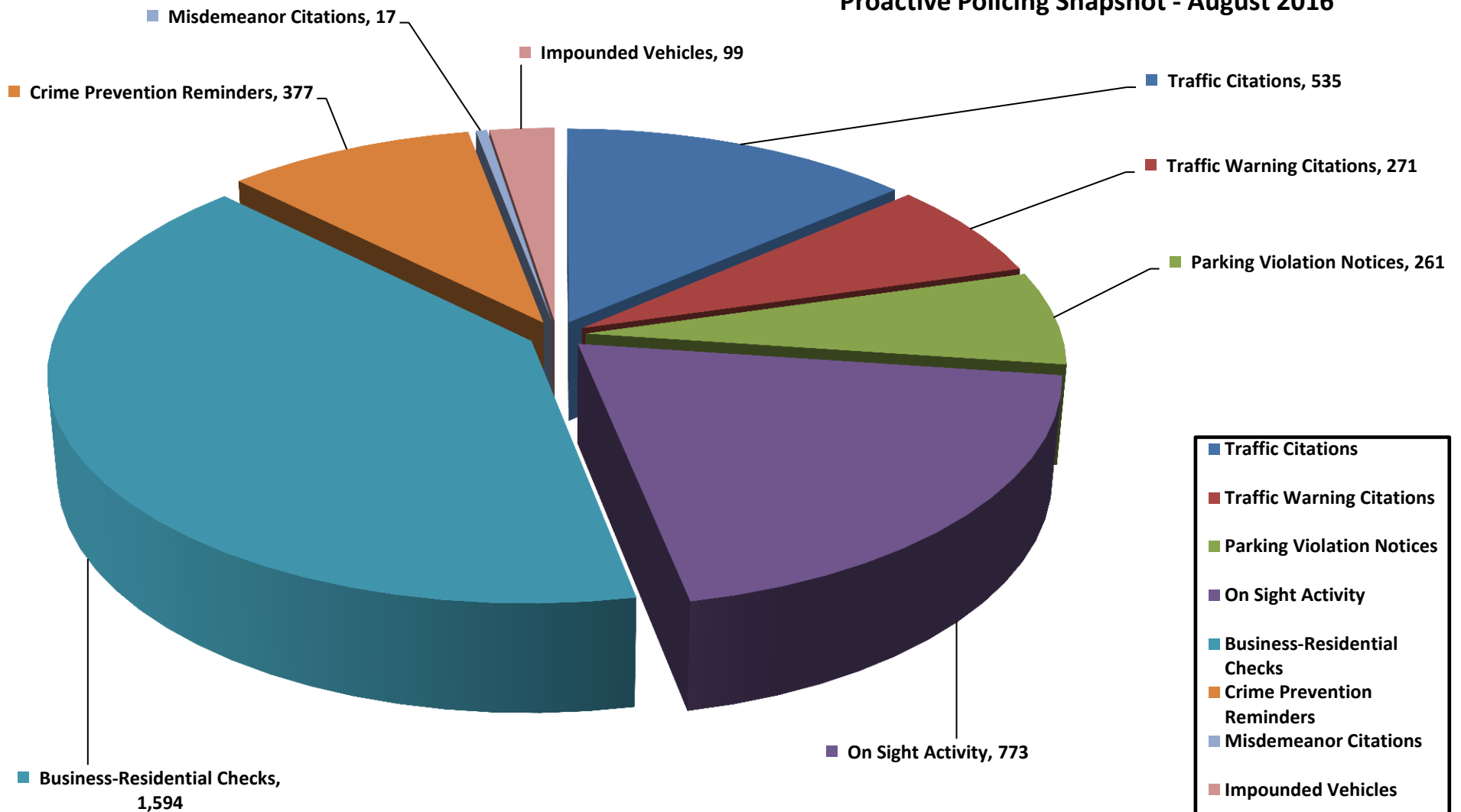
**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
SUMMARY – ENFORCEMENT**

**Operations Division - Patrol Operations Section
Enforcement Snapshot – August 2016**



**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
SUMMARY – PROACTIVE POLICING**

**Operations Division - Patrol Operations Section
Proactive Policing Snapshot - August 2016**



SUMMARY – OPERATIONS DIVISION VEHICLE FLEET

2016													MONTHLY TOTAL
	221	222	223	301	302	304	305	403	404	501	502	504	
JANUARY	657	1,740	1,690	1,068	1,100	750	432	3,300	654	957	2,745	618	15,711
FEBRUARY	452	1,026	1,434	1,113	1,490	885	229	1,400	766	1,264	1,370	1,035	12,464
MARCH	1,057	1,150	1,459	1,471	1,464	815	599	1,798	676	1,141	2,365	1,720	15,715
APRIL	732	950	1,203	1,415	1,270	780	881	2,099	22	1,423	830	776	12,381
MAY	0	2,005	1,835	1,525	1,352	737	1,190	1,682	0	1,104	1,210	381	13,021
JUNE	95	1,952	2,140	SHOP	1,255	1,626	1,659	SHOP	245	1,355	1,297	596	12,220
JULY	0	0	1,563	647	1,786	1,791	1,420	SHOP	453	657	1,373	1,197	10,887
AUGUST	931	29	SHOP	1,115	1,598	2,264	1,191	2,565	323	1,709	1,545	1,320	13,659
SEPTEMBER													
OCTOBER													
NOVEMBER													
DECEMBER													
TOTAL MILES YEAR TO DATE	2,993	8,852	11,324	8,354	11,315	9,648	7,601	12,844	3,139	9,610	12,735	7,643	106,058
TOTAL MILEAGE	68,395	67,202	60,453	60,010	58,715	31,766	25,246	33,244	19,725	16,907	20,020	7,661	
YEAR	2012	2012	2012	2013	2013	2013	2013	2014	2014	2015	2015	2015	
MAKE	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	CHEVROLET	
MODEL	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	TAHOE	
FLEET ASSIGNMENT	PATROL OPERATIONS	PATROL OPERATIONS K9	PATROL OPERATIONS	PATROL OPERATIONS	PATROL OPERATIONS	PATROL OPERATIONS	PATROL OPERATIONS	OPERATIONS COMMAND STAFF	OPERATIONS COMMAND STAFF	PATROL OPERATIONS	PATROL OPERATIONS K9	PATROL OPERATIONS	

**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
K-9 UNIT
LIEUTENANT A. LEE & BLAZE
SUMMARY - MONTHLY**

CATEGORY	MONTHLY	TOTAL YTD
TRAINING HOURS	16	144
WINDCREST POLICE DEPARTMENT CALLOUTS	0	0
OUTSIDE AGENCY CALLOUTS	0	0
VEHICLES-BUILDINGS SEARCHED	0	0
ARRESTS	0	0
CITATIONS	0	0
PRESENTATIONS – DEMONSTRATIONS	0	2

**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
K-9 UNIT
OFFICER M. HERNANDEZ & MARSHALL
SUMMARY - MONTHLY**

CATEGORY	MONTHLY	TOTAL YTD
TRAINING HOURS	20	190
WINDCREST POLICE DEPARTMENT CALLOUTS	0	4
OUTSIDE AGENCY CALLOUTS	2	14
VEHICLES-BUILDINGS SEARCHED-TRACKING	10	71
ARRESTS	0	63
CITATIONS	0	423
PRESENTATIONS – DEMONSTRATIONS	0	2

**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
K-9 UNIT
OFFICER T. LINDSEY & FRISCO
SUMMARY – MONTHLY**

CATEGORY	MONTHLY	TOTAL YTD
TRAINING HOURS	0	120
WINDCREST POLICE DEPARTMENT CALLOUTS	0	4
OUTSIDE AGENCY CALLOUTS	0	7
VEHICLES-BUILDINGS SEARCHED-TRACKING	0	51
ARRESTS	0	7
CITATIONS	0	123
PRESENTATIONS – DEMONSTRATIONS	0	2



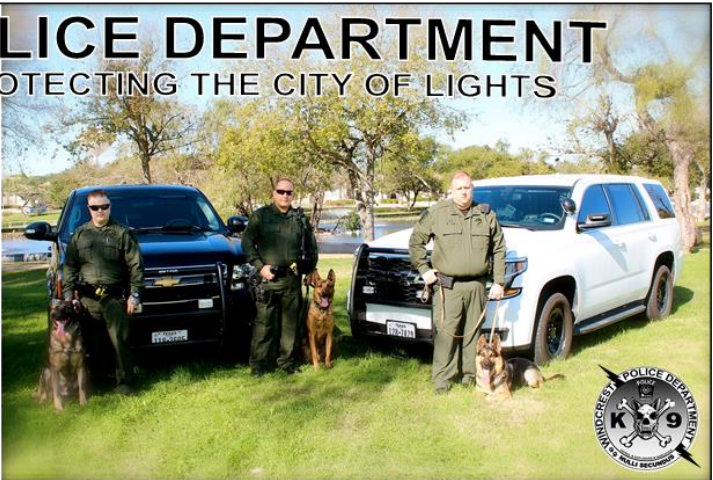
WINDCREST POLICE DEPARTMENT
PROUDLY SERVING & PROTECTING THE CITY OF LIGHTS

WINDCREST POLICE DEPARTMENT
OPERATIONS DIVISION K9 UNIT
PATROL EXPLOSIVES NARCOTICS

LIEUTENANT LEE & BLAZE
OFFICER HERNANDEZ & MARSHALL
OFFICER LINDSEY & FRISCO

REPORT ALL SUSPICIOUS ACTIVITY

8601 MIDCROWN DR WINDCREST, TX 78239 (210)655-2666





**OPERATIONS DIVISION
PATROL OPERATIONS SECTION
SCHOOL SAFETY AND RESOURCE UNIT
SUMMARY – MONTHLY**

CATEGORY	MONTHLY TOTAL	HOURS	HOURS YTD
SCHOOL SAFETY PATROL		12	67
ORGANIZATION AND PREP		8	25
EVENTS	2	34	76
PRESENTATIONS	1	1	8

**TO PROTECT
& EDUCATE:**

**The School Resource Officer and the
Prevention of Violence in Schools**



DEPARTMENTAL TRAINING SUMMARY - MONTHLY

DATE	TOPIC	PRESENTATION	MEMBER(S)	TRAINING PROVIDER	INSTRUCTOR	HOURS
08/01/16	ARREST, SEARCH, & SEIZURE	ONLINE	T. LINDSEY	CLASSEN BUCK	ONLINE	15
08/01/2016	SPANISH FOR LAW ENFORCEMENT	ONLINE	T. LINDSEY	CLASSEN BUCK	ONLINE	32
08/26/2016	TACTICAL FIRST AID	CLASSROOM	M. GRELLE, M. HERNANDEZ, A. ESPINOZA, I. OCANAS, B. TORRES	HOPE SHIELD FOUNDATION	RICHARD SMITH	40
08/05/2016	CJIS SECURITY AWARENESS, TLETS MOBILE, TCIC LESS THAN FULL, INTERPOL,	ONLINE	CHIEF BALLEW, J. KINNEBREW, K. THULEEN, S. PENA, R. CHAPA	DPS	ONLINE	10
08/05/2016	BASIC TLETS COURSE	CLASSROOM	C. BACHMAN	SEGUIN PD	DENERA WHITE	24
08/08/2016	TEXAS SRO OFFICERS CONFERENCE	CLASSROOM	B. JAIME	BEXAR COUNTY FIRE MARSHALL'S OFFICE	TIM BARLOW	32
TOTAL TRAINING HOURS CURRENT MONTH						153
TOTAL TRAINING HOURS YEAR TO DATE						637

Special Operations Division



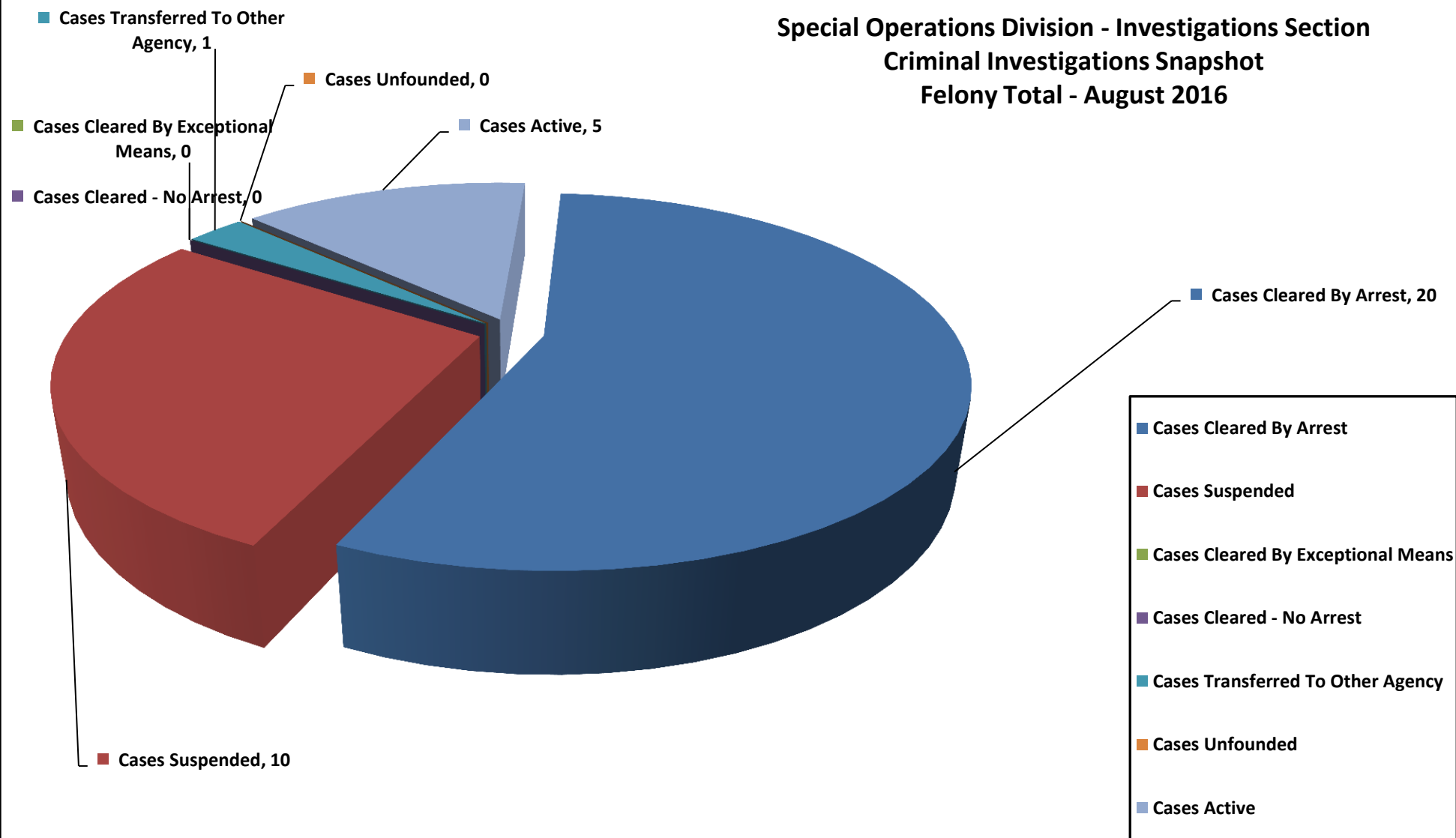
**SPECIAL OPERATIONS DIVISION
INVESTIGATIONS SECTION
SUMMARY – CASE DISPOSITION**

CATEGORY	MONTHLY	YEAR TO DATE
CLEARED BY ARREST (FELONY)	20	71
CLEARED BY ARREST (MISDEMEANOR)	33	188
SUSPENDED (FELONY)	10	61
SUSPENDED (MISDEMEANOR)	15	157
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	3
TRANSFERRED TO OTHER AGENCY (FELONY)	1	5
TRANSFERRED TO OTHER AGENCY (MISDEMEANOR)	0	0
UNFOUNDED (FELONY)	0	7
UNFOUNDED (MISDEMEANOR)	1	1
ACTIVE (FELONY)	5	35
ACTIVE (MISDEMEANOR)	7	85
TOTAL CASES INVESTIGATED	92	613
INVESTIGATORS ASSIGNED	4	



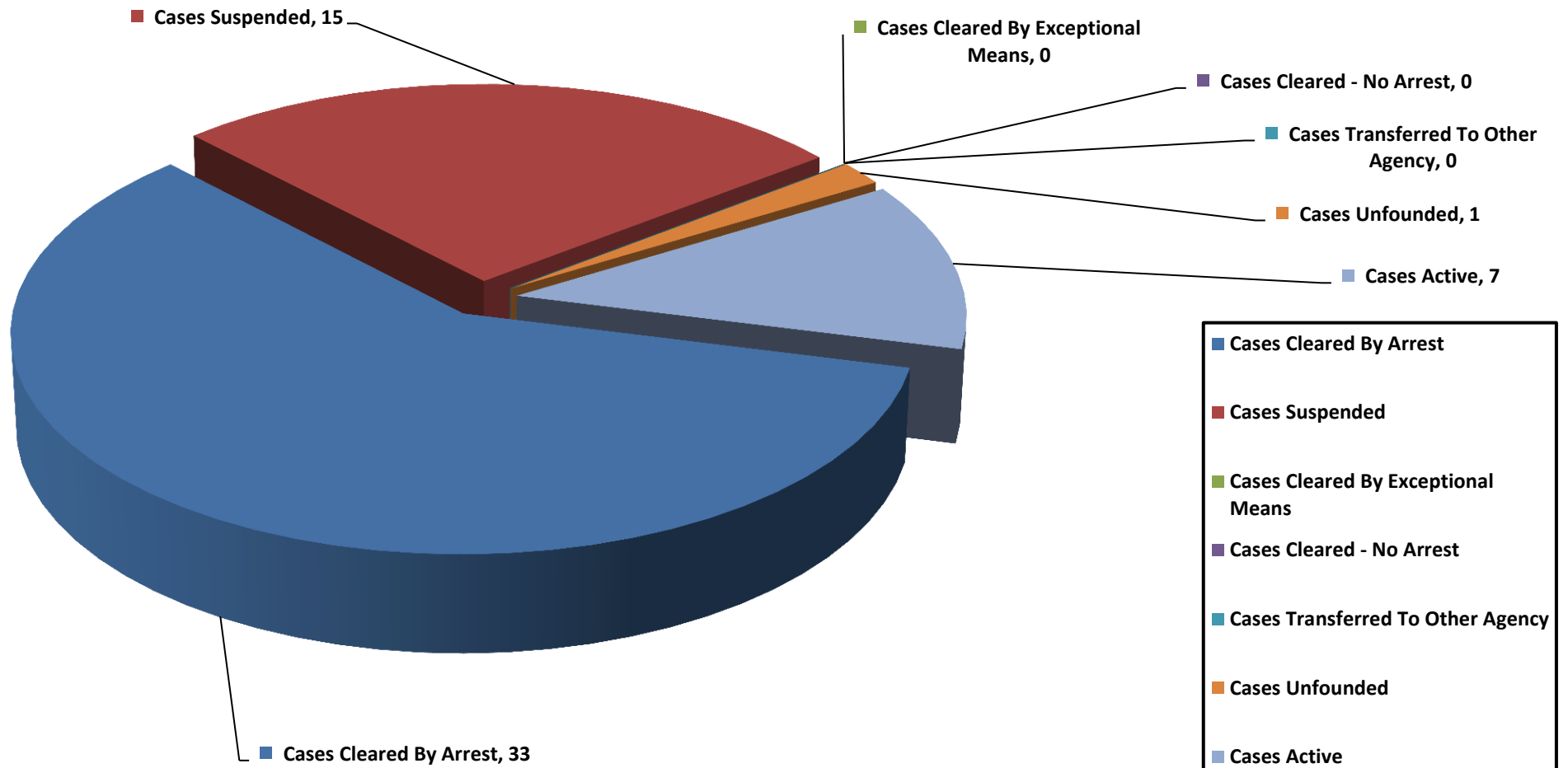
**SPECIAL OPERATIONS DIVISION
INVESTIGATIONS SECTION
CRIMINAL INVESTIGATIONS UNIT
CASE SUMMARY - FELONY CRIMES**

**Special Operations Division - Investigations Section
Criminal Investigations Snapshot
Felony Total - August 2016**

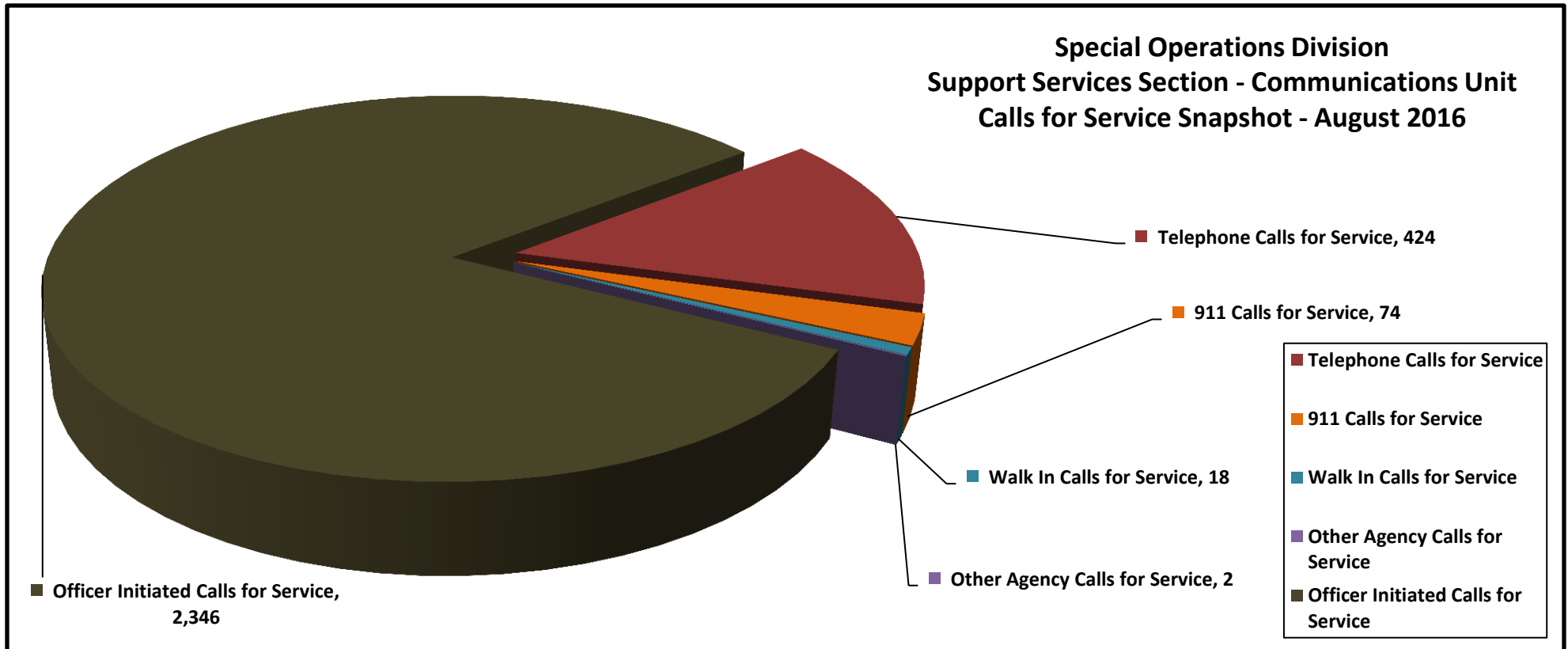


**SPECIAL OPERATIONS DIVISION
INVESTIGATIONS SECTION
CRIMINAL INVESTIGATIONS UNIT
CASE SUMMARY – MISDEMEANOR CRIMES**

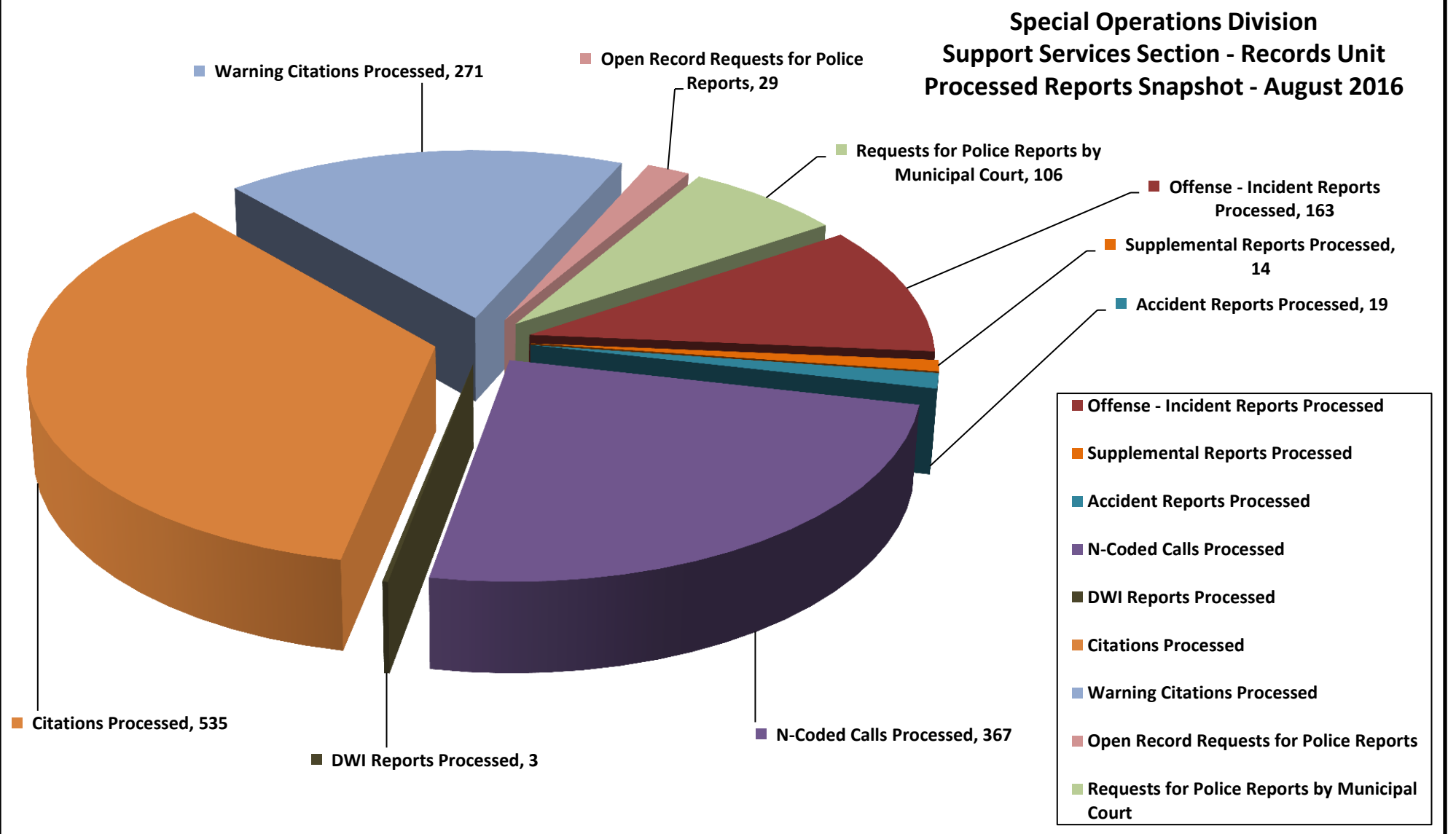
**Special Operations Division - Investigations Section
Criminal Investigations Snapshot
Misdemeanor Total - August 2016**



**SPECIAL OPERATIONS DIVISION
SUPPORT SERVICES SECTION
COMMUNICATIONS UNIT
SUMMARY – CALLS FOR SERVICE**



**SPECIAL OPERATIONS DIVISION
SUPPORT SERVICES SECTION
RECORDS UNIT
SUMMARY – REPORTS**



**SPECIAL OPERATIONS DIVISION
ALAMO AREA METRO TEAM
SWAT
CRISIS NEGOTIATORS
SUMMARY - MONTHLY**

CATEGORY	MONTHLY TOTAL	TOTAL HOURS	YTD HOURS
TRAINING		70	238
ALERTS AND CALL OUTS	0	0	16
MEETINGS-PRESENTATIONS-DEMONSTRATIONS	1	2	13



**SPECIAL OPERATIONS DIVISION
INVESTIGATIONS SECTION
WARRANT UNIT
SUMMARY - MONTHLY**

WARRANTS CLEARED	137	YEAR TO DATE TOTAL	1,464
PERSONS ARRESTED	3	YEAR TO DATE TOTAL	149
PERSONS JAILED	0	YEAR TO DATE TOTAL	8
PERSONS CONTACTED AND CLEARED	59	YEAR TO DATE TOTAL	591
OFFICER CONTACTS	130	YEAR TO DATE TOTAL	1,374
DAYS JAILED – GUADALUPE COUNTY	0	YEAR TO DATE TOTAL	73



SPECIAL OPERATIONS DIVISION

INVESTIGATIONS SECTION

ANIMAL CARE & CONTROL UNIT

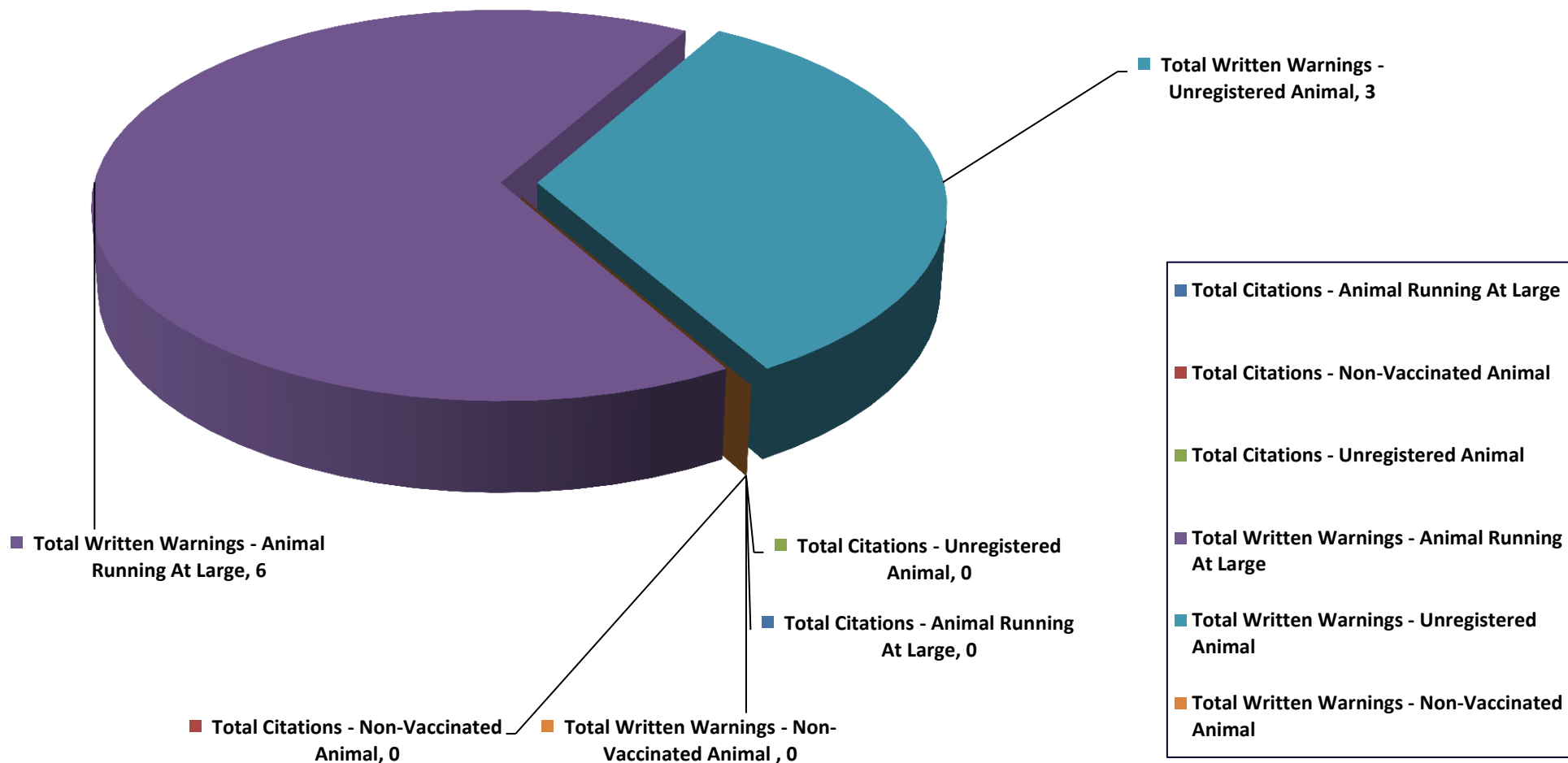
SUMMARY – MONTHLY

	AUGUST	YEAR TO DATE
Calls for service	49	417
Business Hours	42	371
Non Business Hours	7	46
Dispatched Calls	40	327
Calls from Citizens	7	53
Self Initiated	2	34
Number of dogs quarantined	0	3
Number of dogs retrieved	18	159
Number of dogs returned to owner by Animal Control	12	90
Number of dogs taken to Animal Defense League	0	0
Number of dogs taken to Humane Society of San Antonio	0	0
Number of dogs adopted out	4	45
Number of dogs fostered	2	13
Number of dogs euthanized	0	0
Number of dogs which died from disease or unknown illness	0	1
Number of dogs taken to Alamo Heights Kennel Club	6	70
Number of dogs still at Alamo Heights Kennel Club	8	50
Number of dogs returned to owner by Alamo Heights Kennel Club	0	10
Number of dog taken to Broadway Oaks	0	6
Number of calls for dogs running at large but were neither Found or caught:	8	58
Number of dogs which had tags	5	24
Number of dogs with microchip	3	25
Number of cats sterilized	3	22
Number of deceased animals disposed:		
Cats	1	19
Possum	3	22
Raccoon	0	1
Skunks	0	11
Squirrels	0	20
Deer	0	0
Dog	1	2
Duck	0	11
Owl	0	0
Snake	1	3
Dove	0	1
Turtle	0	0
Number of citations Written for Animal Running At Large	0	20
Number of Citations for not having animal vaccinated	0	9
Number of citations for not having animal registered	0	5
Number of Written Warnings issued for Animal Running At Large	6	43
Number of Written Warnings issued for failure to Register Animal	3	22
Number of Written Warnings issued for not having Animal Vaccinated	0	0
Total cost for animal care for the month	\$ 5,961.27	\$28,072.43



**SUMMARY – SPECIAL OPERATIONS DIVISION
INVESTIGATIONS SECTION
ANIMAL CARE & CONTROL UNIT
SUMMARY – ENFORCEMENT**

**Special Operations Division - Investigations Section
Animal Care and Control Unit
Enforcement Snapshot – August 2016**



SPECIAL OPERATIONS DIVISION

INVESTIGATIONS SECTION

CODE COMPLIANCE AND ENFORCEMENT UNIT

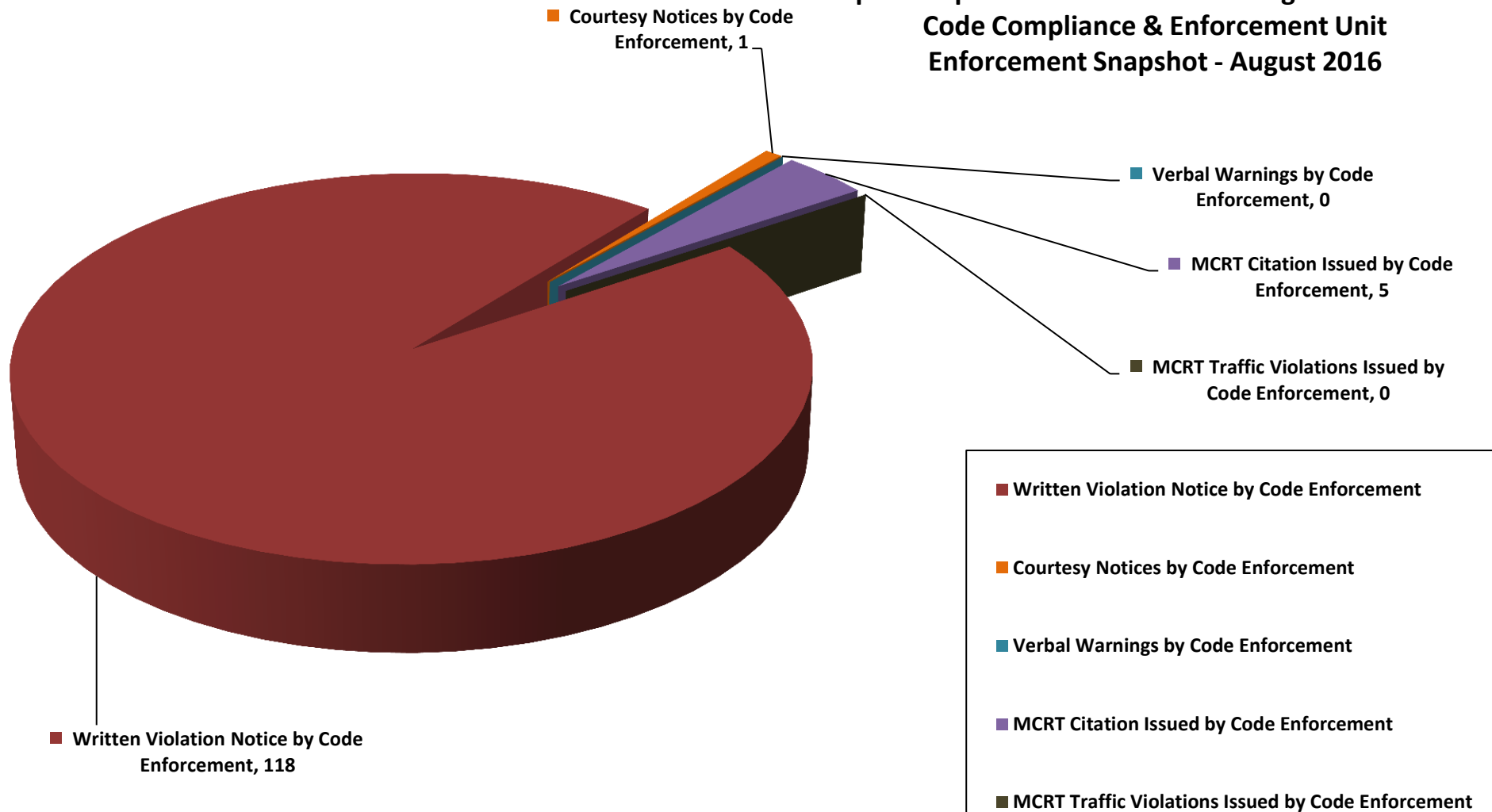
SUMMARY - MONTHLY

CITY CODE VIOLATIONS	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Parking Violation	1	0	2	2	0	0	3	2					10
Dog's running at large	0	0	1	0	0	0	0	0					1
Animal Registration	0	0	0	0	0	0	0	0					0
Animal Waste disposal	0	0	0	0	0	0	0	0					0
Animal Control Ordinance - Other	0	0	0	0	0	0	0	0					0
Weeds - Grass - Vegetation Front	2	5	15	6	9	14	6	24					81
Weeds - Grass - Vegetation Alleyway	2	5	15	6	9	14	12	24					87
Vacated Property	0	0	0	0	0	0	0	0					0
Littering Street	0	0	0	0	0	1	1	0					2
Littering Alley	0	0	1	0	1	0	3	0					5
Barking Dog	0	0	0	0	0	0	0	0					0
No Alarm Permit	0	0	0	0	0	0	0	0					0
No Building Permit	6	9	6	4	2	7	16	4					54
Street for storage parking - Vehicle on Street	1	0	1	4	2	2	1	3					14
Junk Vehicle	1	3	6	2	3	4	2	3					24
Vehicles on grass	0	0	0	1	0	0	2	4					7
Recreational Vehicle - Boat - Trailer on Driveway-Street	1	0	8	4	2	2	2	5					24
Health and Sanitation	0	0	0	0	2	11	1	13					27
Overhanging tree limbs Street-Alley	1	0	2	40	8	11	15	7					84
Bandit Signs	26	18	23	58	44	36	27	17					249
Stagnant Pool Water	0	1	4	4	1	3	1	6					20
Solicitors	0	0	2	5	0	3	0	0					10
Refusal to pay Solid Waste - Refuse Collection	0	1	1	0	0	0	0	0					2
Vision Clearance - Obstruction of Intersection	0	0	1	0	1	1	2	0					5
Obstruction of Streets and Roadways	0	0	0	0	2	4	7	0					13
Unsanitary - Unsanitary Conditions	0	4	7	2	0	0	1	2					16
No Garage - Estate Permit	0	0	0	0	0	0	0	0					0
Teen Curfew	0	0	0	0	0	0	0	0					0
Regulation of Use of Drainage Ditches	0	0	0	0	0	0	0	0					0
Graffiti and Tools	1	0	0	0	0	0	0	0					1
Noise Nuisance	1	0	0	0	0	0	0	0					1
Swimming Pools to be Enclosed by Fence	0	0	0	0	0	0	0	1					1
Business Sign Maintenance	1	2	2	1	0	0	0	0					6
Screening of Refuse Storage Areas	0	0	0	0	0	0	0	0					0
Sign Ordinance Violation	1	1	0	0	1	0	0	0					3
Business Checks	13	0	3	4	0	2	2	0					24
Building - Residential - Fire-Property Maintenance Code Violations	6	2	2	3	0	1	1	8					23
City Park Violations	0	0	1	1	0	0	0	3					5
Total Issues Addressed	64	46	105	147	87	116	105	126					796
Written Notice by Code Enforcement	29	33	92	124	58	78	76	118					608
Courtesy Notices by Code Enforcement	0	0	4	13	16	9	6	1					49
Verbal Warnings by Code Enforcement	6	7	4	8	11	27	21	0					84
MCRT Citation Issued by Code Enforcement	1	0	0	1	1	3	1	5					12
MCRT Traffic Violations Issued by Code Enforcement	2	0	2	0	0	0	0	0					4
Total Enforced	38	40	102	146	86	117	104	124	0	0	0	0	757



**SPECIAL OPERATIONS DIVISION
INVESTIGATIONS SECTION
CODE COMPLIANCE AND ENFORCEMENT UNIT
SUMMARY – ENFORCEMENT**

**Special Operations Division - Investigations Section
Code Compliance & Enforcement Unit
Enforcement Snapshot - August 2016**



**SPECIAL OPERATIONS DIVISION
CITIZENS' PATROL
SUMMARY - MONTHLY**

CATEGORY	MONTHLY TOTAL AMOUNT	TOTAL HOURS	YTD HOURS
PATROL		107	611
ORGANIZATION AND PREP		2	16
EVENTS	0	0	14
TRAINING AND MEETINGS	2	4	32



SUMMARY – SPECIAL OPERATIONS DIVISION VEHICLE FLEET

2016														MONTHLY TOTAL
	513	601	604	303	813	814	401	402	503	802	801	CP	P25	
JANUARY	VEHICLE IS OUT OF SERVICE	605	460	1,458	378	659	701	200	285	TRANSFERRED TO CITIZENS PATROL 802CP	TRANSFERRED TO CITIZENS PATROL 801CP	429	724	5,899
FEBRUARY		594	34	1,177	896	861	607	430	335			220	827	5,981
MARCH		538	70	1,313	840	912	952	395	269			492	1,018	6,799
APRIL		507	198	1,401	678	960	718	150	268			250	885	6,015
MAY		480	390	1,279	455	673	1,172	3,725	239	5	16	240	771	9,445
JUNE		677	504	1,669	551	874	490	604	233	156	285	VEHICLE IS OUT OF SERVICE	1,034	7,077
JULY		365	753	1,699	820	202	554	918	297	257	205		760	5,712
AUGUST		408	1749	430	632	803	302	392	265	144	523		1100	6,748
SEPTEMBER														
OCTOBER														
NOVEMBER														
DECEMBER														
TOTAL MILES YEAR TO DATE	0	3,809	3,405	10426	5,250	5,944	5,496	6,814	2,191	98,513	82,117	1,391	7,119	53,676
TOTAL MILEAGE	115,559	74,146	63,098	40,584	80,430	79,073	31,410	14,864	2,967	99,070	83,130	78,617	77,000	
YEAR	2005	2006	2006	2013	2008	2008	2014	2014	2015	2008	2008	2005	2007	
MAKE	FORD	FORD	FORD	CHEVROLET	FORD	FORD	CHEVROLET	CHEVROLET	CHEVROLET	FORD	FORD	FORD	FORD	
MODEL	CROWN VICTORIA	TAURUS	TAURUS	TAHOE	EXPLORER	EXPLORER	TAHOE	TAHOE	SILVERADO	CROWN VICTORIA	CROWN VICTORIA	TAURUS	F150	
FLEET ASSIGNMENT	SPECIAL OPERATIONS	SPECIAL OPERATIONS	SPECIAL OPERATIONS	SPECIAL OPERATIONS	SPECIAL OPERATIONS	SPECIAL OPERATIONS	WARRANTS	SPECIAL OPERATIONS COMMAND STAFF	CODE ENFORCEMENT	CITIZENS' PATROL	CITIZENS' PATROL	CITIZENS' PATROL	ANIMAL CONTROL	

Emergency Management



CITY OF WINDCREST
PrepareAthon!SM
BE SMART. TAKE PART. PREPARE.

**Get Ready For The City of Windcrest PrepareAthon
Date – Time – Location Will Be Announced Soon!**

“A SURVEY by FEMA found that nearly 60 percent of American adults have not practiced what to do in a disaster in the past year. Only 39 percent of those surveyed have put together an emergency plan and talked about it with their household”.

As part of the America's PreparAthon Program, you should be preparing yourself and your family for the unexpected.

Prepare an Emergency Bag and Make a Plan!



SAVE THE DATE!



OCTOBER 4, 2016
6:00-8:30 PM
WINDCREST CITY HALL

RESPECTFULLY SUBMITTED TO THE CITY COUNCIL THROUGH THE CITY MANAGER

A.O.

A.O. "Al" Ballew
Chief of Police

September 19, 2016

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 PUBLIC WORKS HIGHLIGHTS: AUGUST 2016

1. *Picked up rock and base material expelled from our alleys into the streets due to heavy rains. This was done 3 times in the month of August.*
2. *Erected 6 Purple Heart city signs around different parts of the city.*
3. *Did many pot hole repairs around city.*
4. *Did a bee extraction from the Civic center. (This was a live extraction of honey bees.)*
5. *Repaired fence at the soccer field in Takas Park.*

Windcrest Public Works Monthly Report

August 2016

Fiscal YTD

2015-2016

Duties: August 2016

Hours

Hours

1. Pool Maintenance	46	455
2. Facility Repair / Maintenance	106	637
3. Landscaping	520	3,652
4. Job Education	0	100
5. Restrooms/ Park Trash	86	566
6. Pot Holes/ Alley Repair	40	182
7. Weed Spraying	32	148
8. Mowing/ Edging	490	3,082
9. Street Sweep	176	1,652
10. Watering City	23	513

	Hours	Hours
11. Tree Trimming and Chipping	40	398
12. Car Wash	0	16
13. Yard Clean up	16	150
14. Signage Replacement & Repair	16	214
15. Clean and repair Equipment	12	114
16. Mechanic	176	1,600
17. Miscellaneous	12	509
18. Painting Curbs / City	0	0
19. Overtime	88	314
20. Doggy Pod install	N/A	N/A
21. Button install	0	16
22. Replace basketball goals	N/A	N/A
23. Drain Windy Hollow Pond	N/A	N/A
24. B.B.Q. repair	N/A	N/A
25. Drainage Repair	24	476
26. Christmas Tear-down	0	230
27. Christmas Set-up/decorations	0	882
28. Building of Storage	0	0
29. Pick Trash/ City Wide	69	991
TOTAL HOURS WORKED	1,884	16,897



City Secretary / Asst. Court Administrator Report for the month of August 2016

Highlights

- Prepared/posted agenda for 08.01.16, RCCM / Public Hearing, 08.15.16, RCCM, 08.17.16 SCCM Budget WS/Public Hearing, 08.24.16, SCCM Budget WS / Public Hearing, 08.31.16 SCCM Budget WS / Public Hearing.

Ordinances Passed

2016-748(O)

Resolutions Passed

2016-589(R)

2016-590(R)

2016-591(R)

2016-592(R)

2016-593(R)

2016-594(R)

2016-595(R)

2016-597(R)

- Prepared/posted agenda and attended CCC 08.24.16
- Prepared/posted agenda and attended WEDC 08.29.16
- Communicated with Bexar County Election with submissions of Election Information
- Prepared and conducted the Drawing for the name on the Election Ballot.
- Prepared Board of Adjustment hearing notice to select residents.
- Prepared Board of Adjustment hearing and sent notice to NE Herald.
- Open Records filled
 - a. 27 Police/Accident/Fire/Court Reports/Permits
 - b. 5 Other
- Civic Center Rentals
 - a. YMCA Summer Camp
 - b. 4 Resident Events
- Attended and assisted with court on 08.2,9, & 16.16.
- Prepared City Secretary and Court articles for City newsletter.

Goals

1. Continue training/education as City Secretary
2. Continue training/education as Asst. Court Administrator / Court Clerk.
3. Keep up with organization of City Records.
4. Continue working with Admin/Court/Permits and Post Office staff to ensure customer service and professionalism.
5. Improve and expand the warrant program.

Respectfully submitted to City Council, through the City Manager.

Kelly Rodriguez

September 16, 2016

SIGNATURE

DATE

Kelly Rodriguez, 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)

AUGUST 2016 OPEN RECORDS REPORT

1 PRS	ACCIDENT REPORT
2 FRANK ARCHULETA	POLICE REPORT
3 LEXIS NEXIS	ACCIDENT REPORT
4 LEXIS NEXIS	ACCIDENT REPORT
5 LEXIS NEXIS	ACCIDENT REPORT
6 LEXIS NEXIS	ACCIDENT REPORT
7 LEXIS NEXIS	ACCIDENT REPORT
8 LEXIS NEXIS	COURT RECORD
9 THAT'S THE TICKET	DSC
10 K WRIGHT	RECORDS
11 F HAMILTON	ACCIDENT REPORT
12 A FOSTER	POLICE REPORT
13 R ROBINSON	POLICE REPORT
14 T HUGHES FOLEY	DSC
15 LEXIS NEXIS	POLICE REPORT
16 LEXIS NEXIS	ACCIDENT REPORT
17 LEXIS NEXIS	ACCIDENT REPORT
18 LEXIS NEXIS	ACCIDENT REPORT
19 LEXIS NEXIS	POLICE REPORT
20 LEXIS NEXIS	POLICE REPORT
21 LEXIS NEXIS	POLICE REPORT
22 COMEDY DRIVING	DSC
23 THAT'S THE TICKET	DSC
24 YELLOW DOG	POLICE REPORT
25 YELLOW DOG	ACCIDENT REPORT
26 LEXIS NEXIS	ACCIDENT REPORT
27 B LYLE	POLICE REPORT
28 LEXIS NEXIS	ACCIDENT REPORT
29 J ROSALES	ACCIDENT REPORT
30 P DODSON	EDC RECORDS
31 J HOELSCHER	CITY RECS
32 J HOELSCHER	RECORDINGS

POLICE REPORTS	9
ACCIDENT REPORTS	14
PERMITS	0
COURT	4
OTHER	5
TOTAL	32

AUGUST 2016 CIVIC CTR STATS

DATE	NAME	RESIDENT OR NON	TYPE OF FUNCTION	HOURS	SOUND SYSTEM	SECURITY
08.06.16	GALLANEZ	RESIDENT	B SHOWER	1P-5P	N	N
08.13.16	L.GUERRERO	RESIDENT	BDAY	6P-12A	N	N
08.14.16	K COLCLESURE	RESIDENT	MEMORIAL	10A-4P	N	N
08.20.16	H. GARCIA	RESIDENT	GRADUATON	2P-11P	N	Y
08.01.16-08.31.16 WEEKDAYS	YMCA	CITY SPONSORED	SUMMER CAMP	ALL DAY	N	N

CITY OF WINDCREST MUNICIPAL COURT - OFFICIAL MONTHLY ACTIVITY REPORT

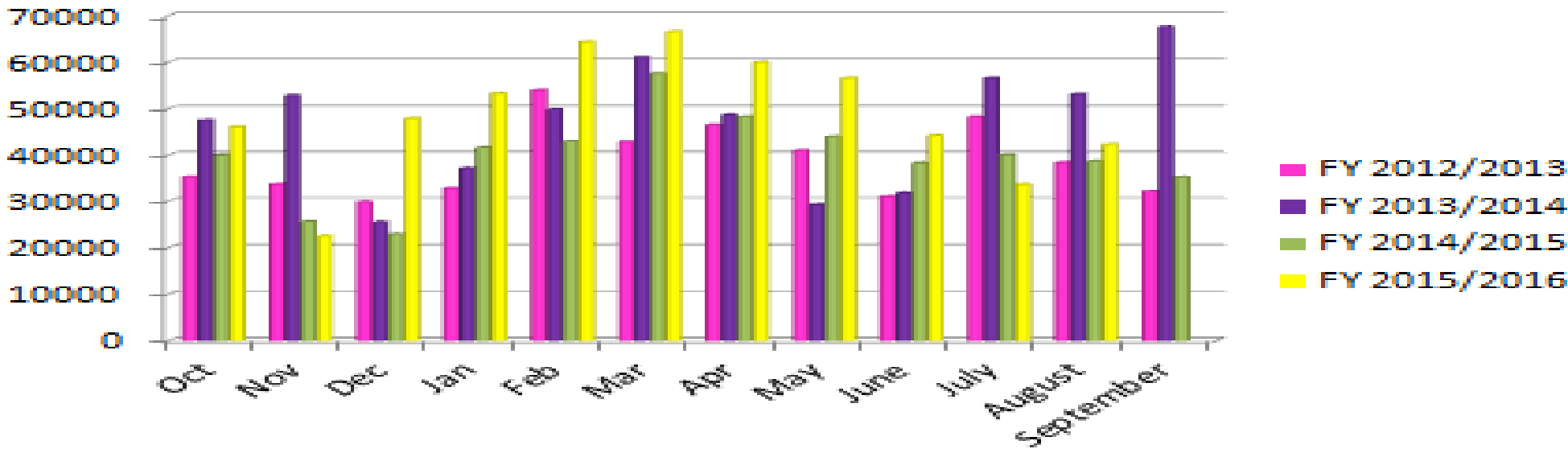
	Oct. 15	Nov. 15	Dec. 15	Jan. 16	Feb. 16	Mar. 16	Apr. 16	16-May	Jun. 16	Jul. 16	Aug. 16	Sept. 16	TOTAL	Medium Average
Cases Filed	826	910	712	811	874	1043	663	827	656	908	605		8,835	
Fines Paid	17	11	17	15	24	24	19	23	18	10	17			
Bond Forfeiture	0	0	0	0	0	0	0	0	0	0	0			
Not Guilty	24	37	28	30	33	35	30	33	17	34	25			
Guilty	190	172	186	196	246	239	241	212	200	167	196			
Dismissed	65	69	46	75	72	100	111	86	84	81	69			
Compliance Dismissals	36	39	38	33	51	52	36	22	33	19	27			
Defensive Driving	41	5	3	4	10	5	7	49	63	13	49			
Deferred Disposition	38	12	75	53	8	18	70	49	26	16	63			
Insurance	3	2	5	12	8	5	7	8	9	7	3			
Orders for Community Svc.	1	3	0	3	0	0	1	5	0	0	0			
Appeals	0	0	0	0	0	0	0	0	0	0	0			
TOTAL CASES HEARD	415	350	398	422	452	477	522	447	453	347	449			
Failure to Appear/Warrants	266	616	216	521	354	442	335	598	263	369	480			
Warrant Officer Fine/Fee Collected	\$ 28,998.10	\$ 20,806.97	\$ 25,100.30	\$ 23,743.60	\$ 57,133.71	\$ 56,221.50	\$ 22,097.60	\$ 26,857.10	\$ 27,371.83	\$ 17,772.60	\$ 22,997.47			
Warrant Officer Activity	173	112	205	185	220	343	123	160	163	95	137			
Court Fines	\$ 44,631.05	\$ 21,196.36	\$ 45,762.75	\$ 49,678.28	\$ 61,228.13	\$ 63,313.74	\$ 59,482.61	\$ 51,370.56	\$ 41,606.51	\$ 31,409.48	\$ 40,314.96			
State Fees	\$ 14,759.50	\$ 12,726.74	\$ 21,274.71	\$ 35,905.30	\$ 31,323.57	\$ 33,869.00	\$ 25,246.99	\$ 21,910.51	\$ 25,423.16	\$ 22,084.07	\$ 20,193.86			
City Share of State Fees (10%)	\$ 1,476.00	\$ 1,272.67	\$ 2,127.47	\$ 3,590.30	\$ 3,132.35	\$ 3,386.90	\$ 2,524.70	\$ 2,191.05	\$ 2,594.31	\$ 2,208.40	\$ 2,019.38			
Court Technology Fund	\$ 1,461.49	\$ 714.93	\$ 1,644.52	\$ 1,485.44	\$ 1,800.19	\$ 1,953.09	\$ 1,454.51	\$ 1,615.60	\$ 1,439.71	\$ 1,254.29	\$ 1,350.78			
Court Building Security Fund	\$ 1,096.16	\$ 536.17	\$ 1,233.40	\$ 1,114.03	\$ 1,350.12	\$ 1,464.82	\$ 1,090.83	\$ 1,211.68	\$ 1,079.83	\$ 940.67	\$ 1,013.09			
Fee to Omni/State	\$ 2,854.60	\$ 1,109.50	\$ 2,603.66	\$ 3,366.89	\$ 4,016.19	\$ 3,771.26	\$ 2,435.45	\$ 3,062.55	\$ 2,724.68	\$ 1,189.01	\$ 2,816.61			
Collection Agency Fees	\$ 2,199.19	\$ 804.18	\$ 2,011.85	\$ 1,479.90	\$ 5,960.97	\$ 4,314.14	\$ 2,135.93	\$ 1,875.97	\$ 1,574.71	\$ 1,104.52	\$ 2,157.71			
TOTAL CITY REVENUE	\$ 46,107.05	\$ 22,469.03	\$ 47,890.22	\$ 53,268.58	\$ 64,360.48	\$ 66,518.64	\$ 62,007.31	\$ 53,561.61	\$ 44,200.82	\$ 33,617.88	\$ 42,334.34			
PRIOR Years Total Collections	\$ 39,962.81	\$ 25,624.28	\$ 22,882.90	\$ 41,625.21	\$ 42,940.29	\$ 57,571.35	\$ 48,244.71	\$ 43,972.15	\$ 38,344.49	\$ 40,001.62	\$ 38,667.16	\$ 35,198.88	\$ 475,035.85	\$ 56,078.85

Persons Arrested (Held in WCPD)			10	16	20	45	14	0	20	10	3		
Persons Incarcerated (HELD IN GC)	4	3	2	3	2	2	1	0	0	1	1		
Cost of Incarceration	\$ 800.00	\$ 950.00	\$ 600.00	\$ 850.00	\$ 450.00	\$ 300.00	\$ 550.00	\$ -	\$ -	\$ 50.00	\$ 650.00		

2014/2015 Court Activity													
Cases Filed	486	287	717	868	1,017	650	972	755	1,123	1,056	1,036	813	
Court Fines	\$ 38,045.81	\$ 24,614.28	\$ 21,594.90	\$ 40,168.21	\$ 40,723.29	\$ 55,761.35	\$46,520.71	\$ 42,401.15	\$ 35,826.49	\$ 38,843.62	\$ 37,310.16	\$ 34,061.88	\$ 455,871.85
Persons Arrested	29	11	22	25	27	30	13	21	15	29	18	10	250
Persons Incarcerated	6	1	2	4	4	7	6	2	2	4	6		44
Cost of Incarceration	\$ 1,550.00	\$ 150.00	\$ 650.00	\$ 2,050.00	\$ 1,650.00	\$ 2,200.00	\$ 1,500.00	\$ 1,200.00	\$ 1,350.00	\$ 1,150.00	\$ 300.00		\$ 13,750.00
Warrant Officer Fine/Fee Collected	\$37,639.60	\$17,445.81	\$18,137.97	\$25,179.37	\$59,052.09	\$55,645.28	\$24,744.57	\$21,968.37	\$32,860.93	\$34,975.61	\$27,392.29	\$31,566.80	\$386,608.69
Warrant Officer Activity	211	100	126	154	360	513	143	157	204	239	181	175	2563

TOTAL CITY REVENUE FROM COURT

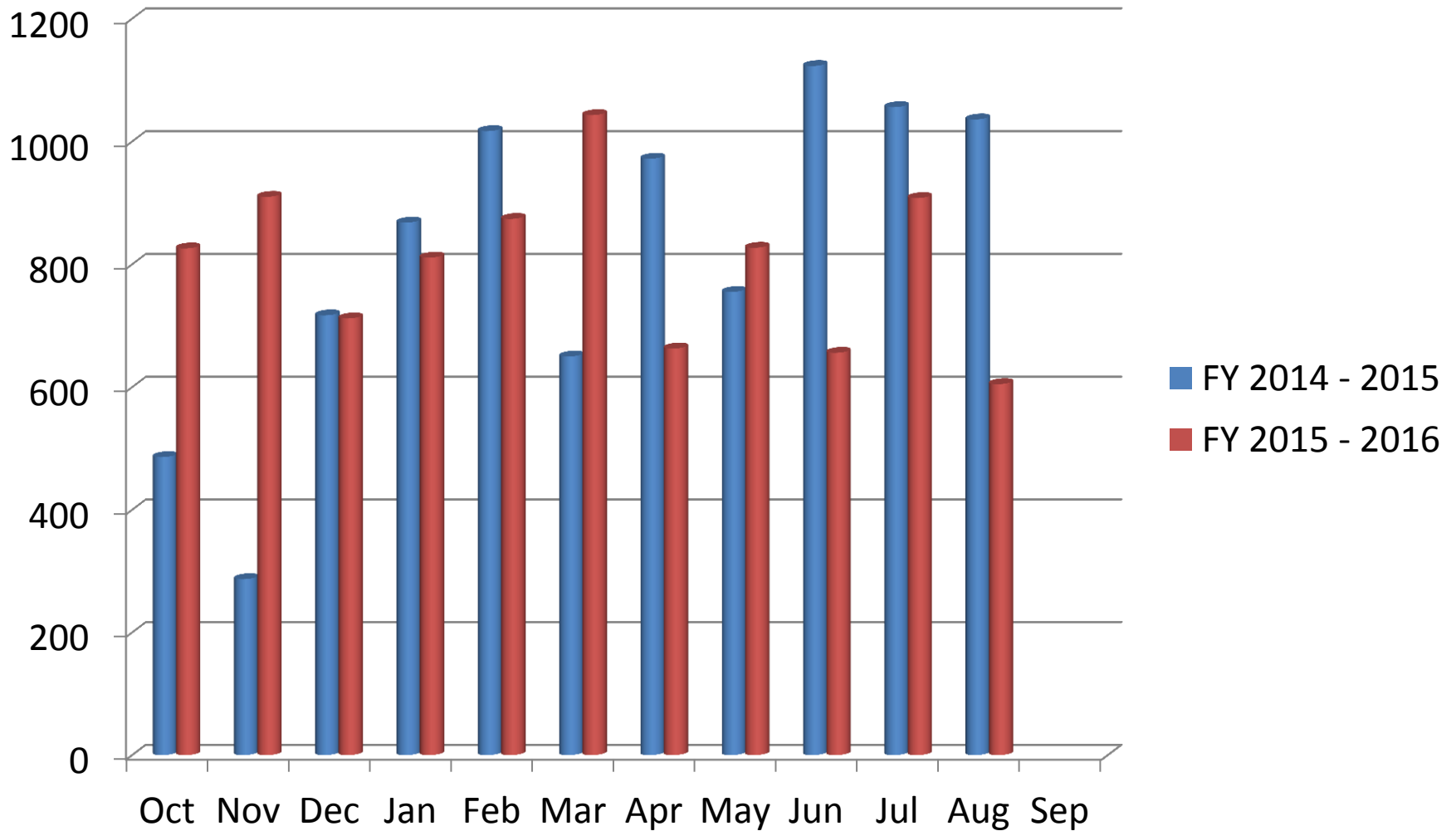
(4 year comparison)



CASES FILED

FY 2014/2015 vs. FY 2015/2016

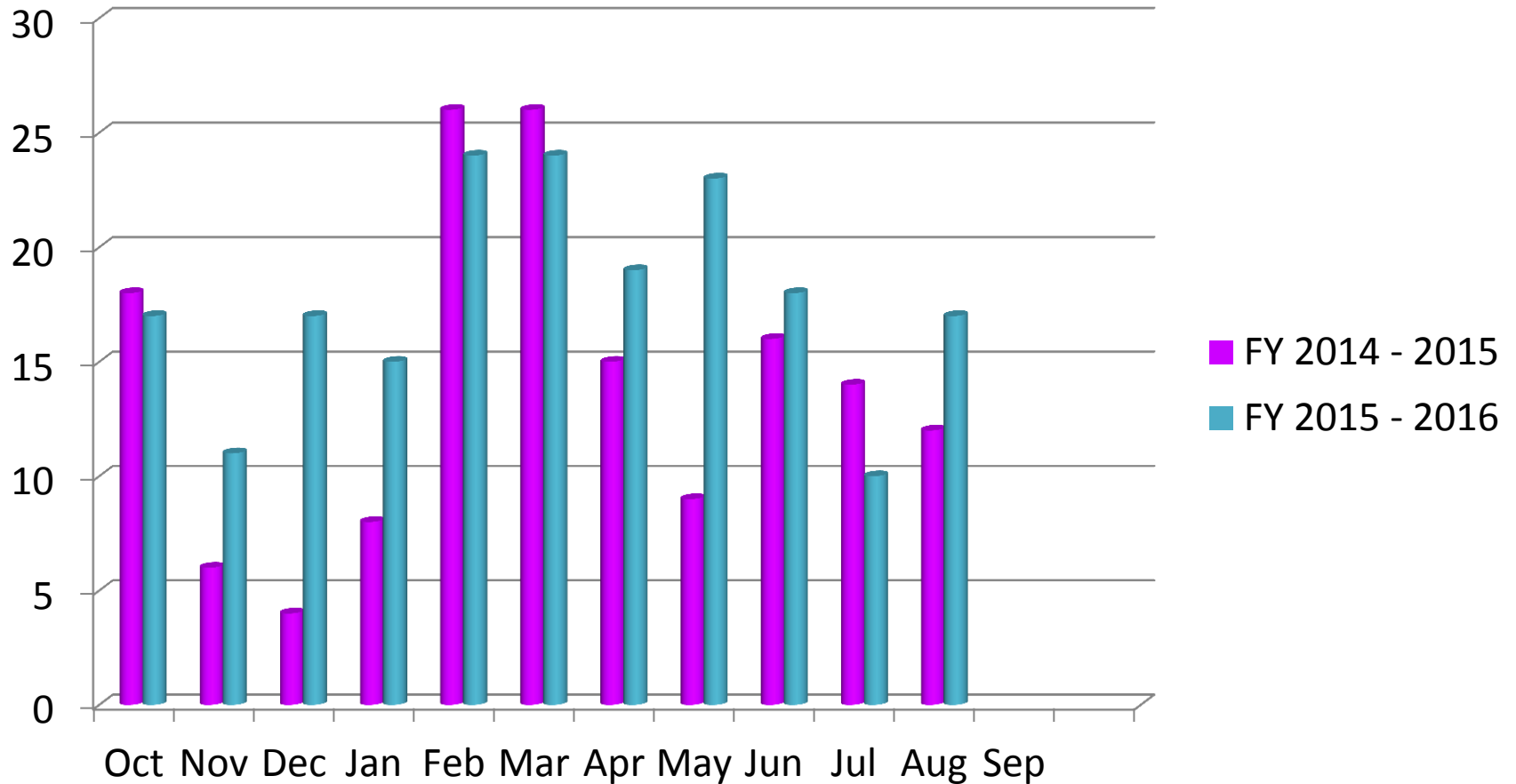
(Citations from Police Department, Code Enforcement, Animal Control)



FINES PAID

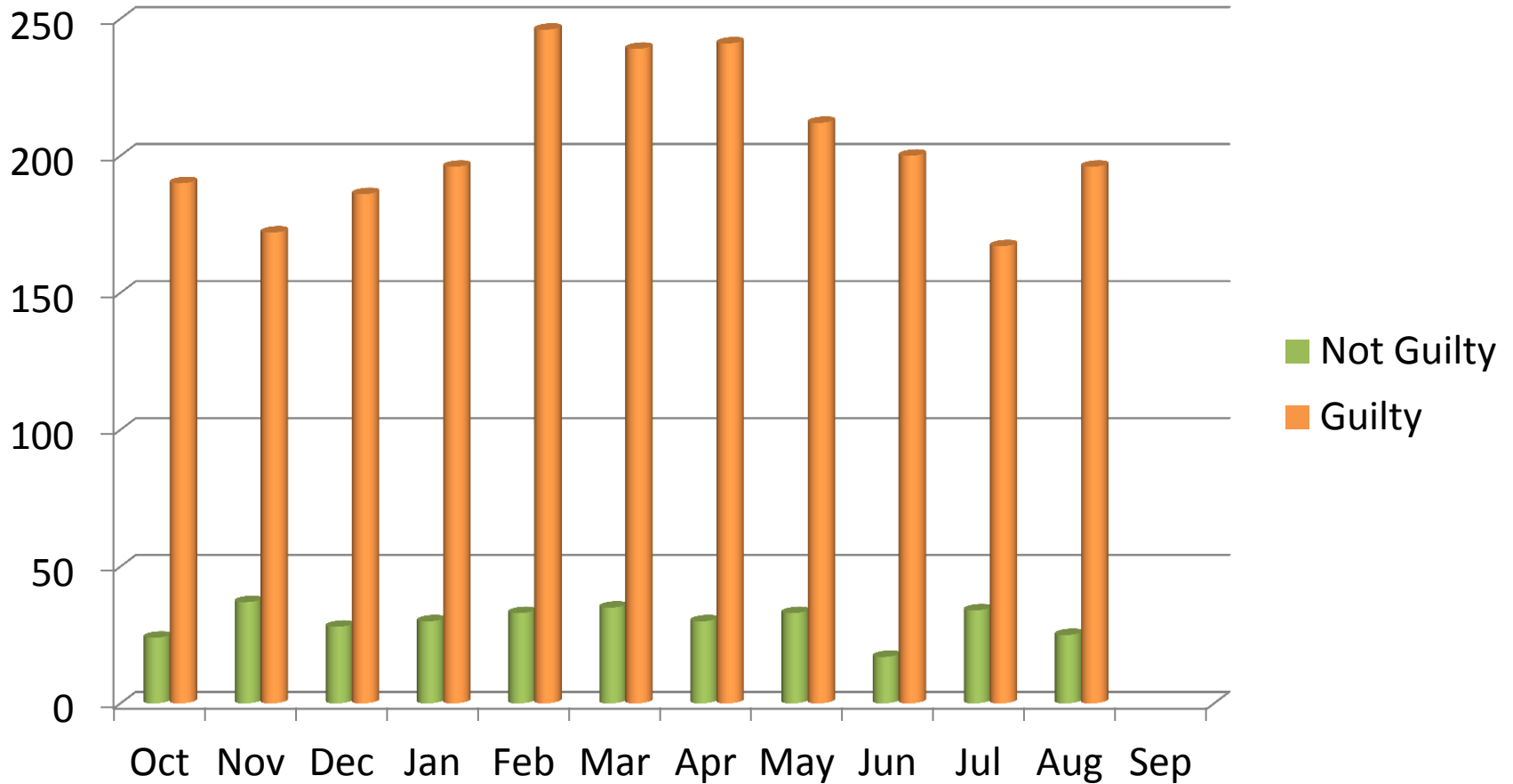
FY 2014/2015 vs. FY 2015/2016

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



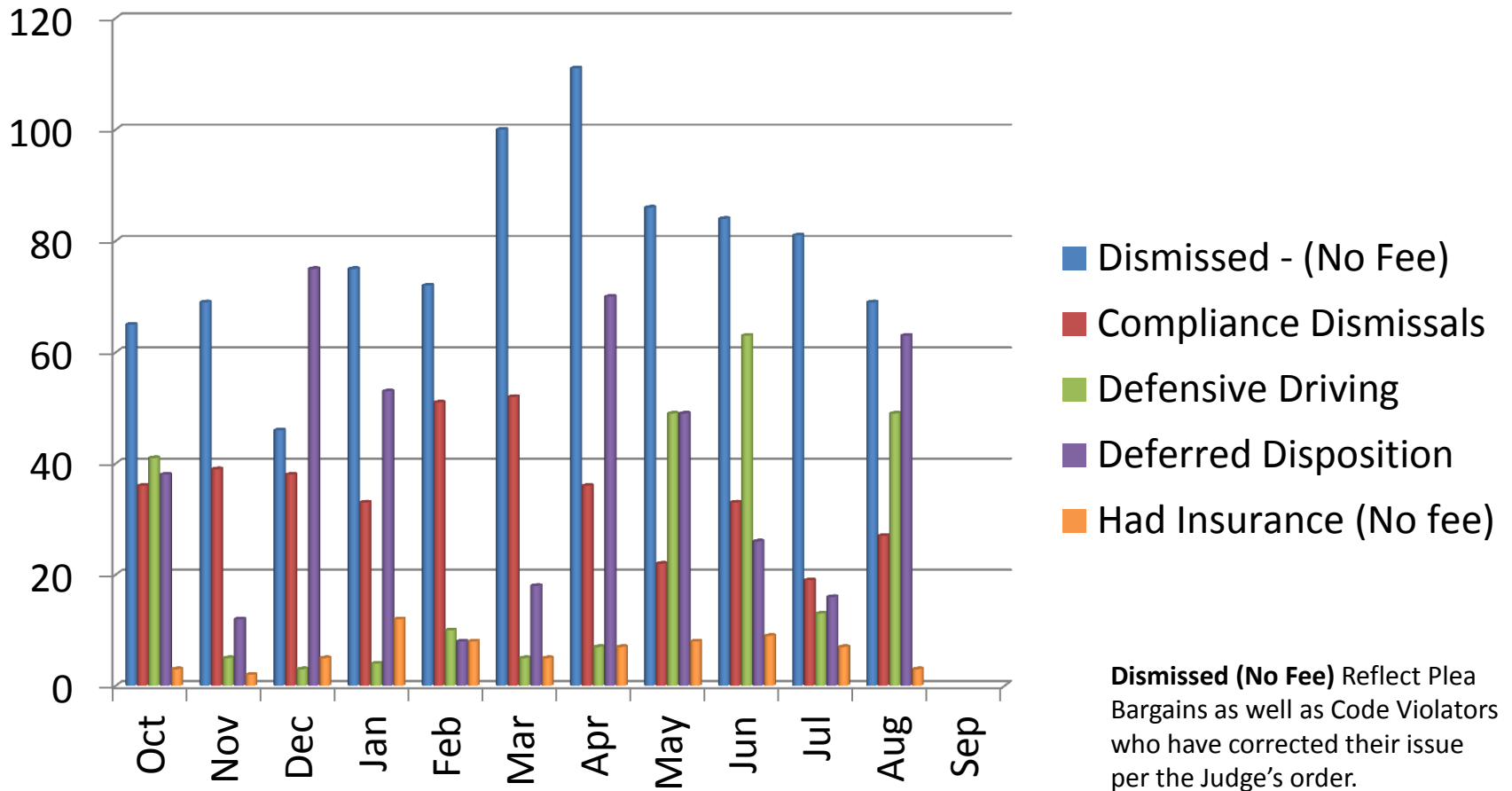
NOT GUILTY / GUILTY

(Numbers only, not \$ amounts. Guilty column correlates with defendants who paid fines in FY 2014 – 2015 from above slide)

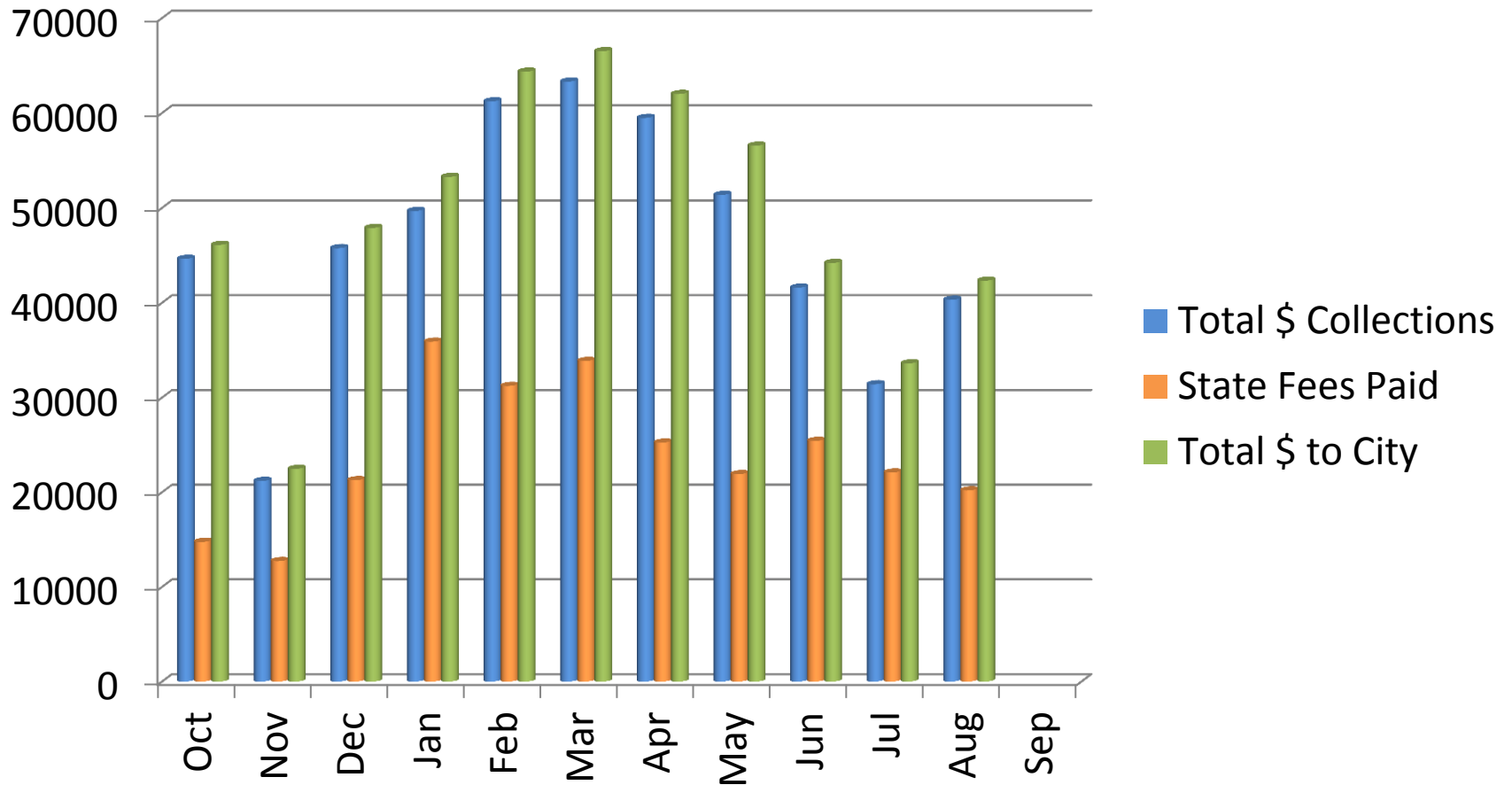


DISMISSALS

(Numbers only, not \$ amounts)

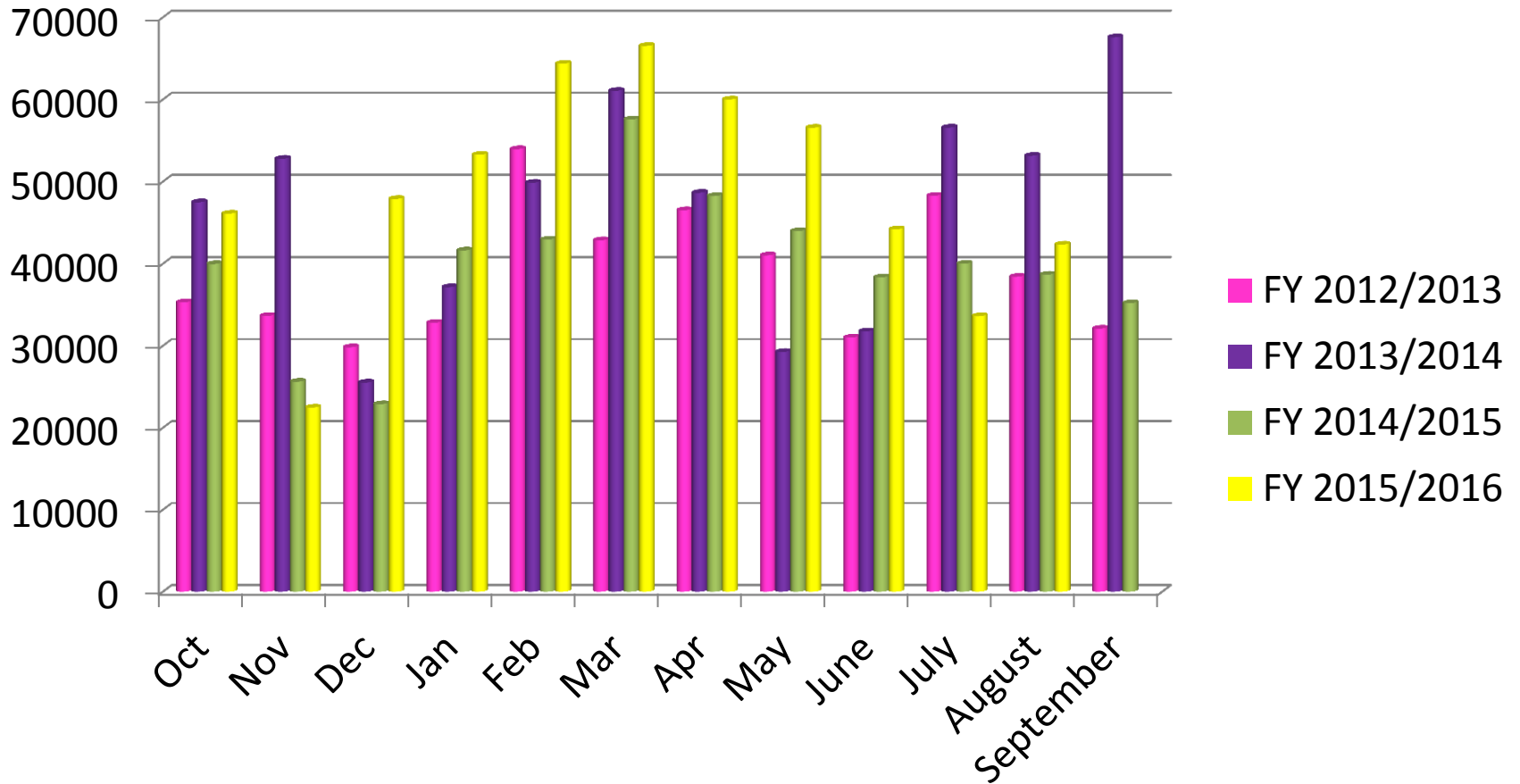


DISTRIBUTION OF TOTAL COURT COLLECTIONS



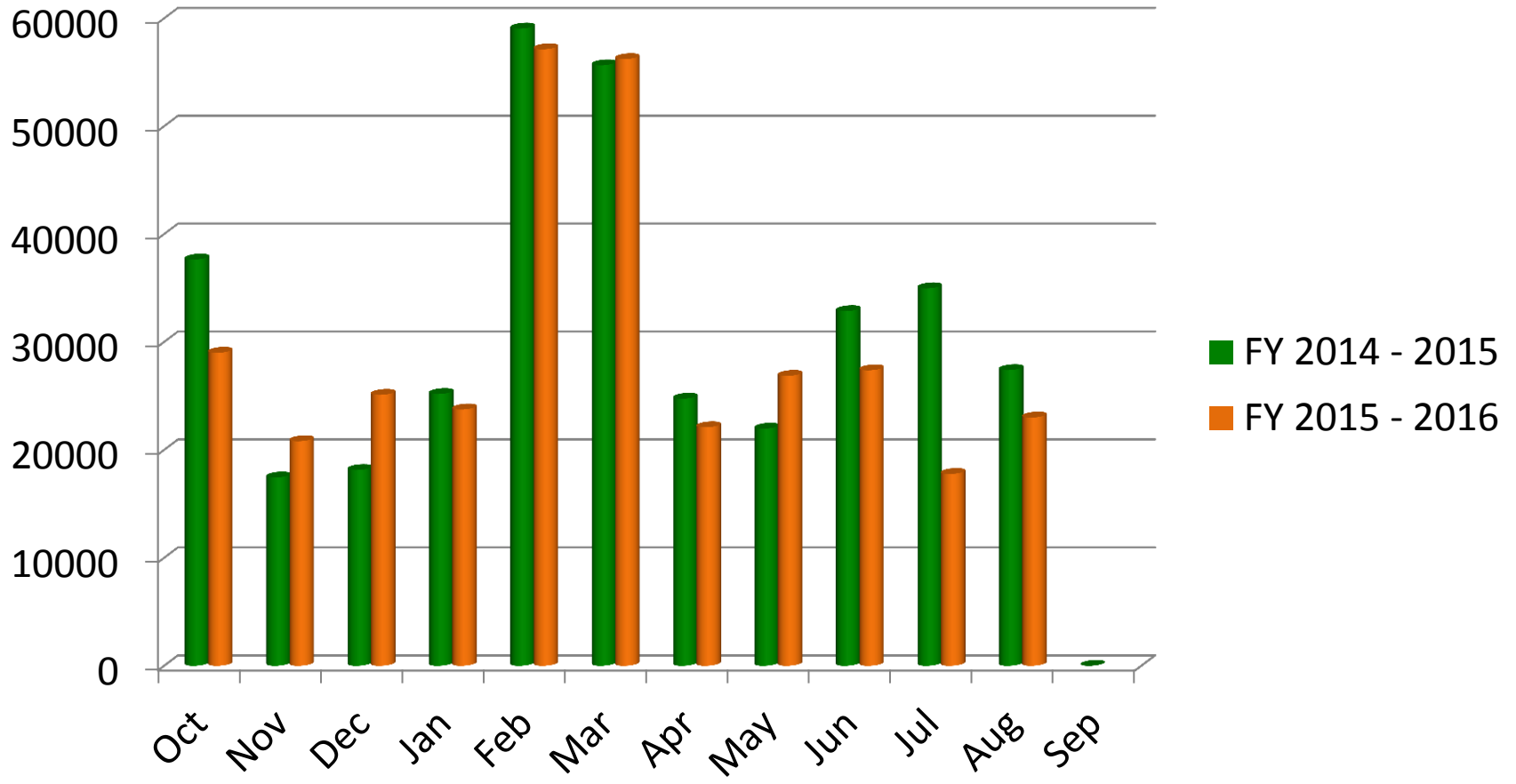
TOTAL CITY REVENUE FROM COURT

(4 year comparison)



WARRANT COMPARISON OF FINES AND FEES COLLECTED

(FY 2014 – 2015 vs FY 2015 – 2016)



August - 2016				
#	CITATION	DEFENDANT	WARRANT OFFICER COMMENT	ACTION
1	81453	VALADEZ, STEVEN	Def. Paid On-Line	FINE
2	81119	PERKINS, MICHAEL	Def. Paid On-Line	FINE
3	78604	MUNOZ, ROSA	Def. Came In Paid - Contacted By 4175	BOND
4	81972	STREET, JESSICA D	Def. Came In Paid - Contacted By 4175	BOND
5	81325	PRADO, STEPHANIE	Def. Came In Paid - Contacted By 4175	BOND
6	77439	PATTERSON, JONATHAN	Def. Came In Paid - Contacted By 4175	BOND
7	79912	PINEDA, MARISA	Def. Came In Paid	BOND
8	78001	ESTRADA, MARTHA	Def. Paid On-Line	FINE
9	75435	VALDEZ, JERALYN	Def. Came In Paid	FINE
10	81665	MARTINEZ, OFELIA	Def. Came In Paid - Contacted By 4175	BOND
11	82986	SOTO, ANDRES	Def. Paid On-Line	FINE
12	83017	COLLINS, JOYCE	Def. Paid On-Line	FINE
13	81833	VENEGAS, ROMERO	Def. Came In Paid	BOND
14	78829	LEIJA MEZA, RANDY	Def. Came In Paid - Contacted By 4175	BOND
15	81377	HUBBARD, SIERRA	Def. Came In Paid	BOND
16	83003	RODRIGUEZ, TATIANA	Def. Paid On-Line	FINE
17	82706	TOCCI, RICHARD	Def. Paid On-Line - Contacted By 4175	FINE
18	73139	LUMBRERAS, JOSE	Def. Came In Paid	FINE
19	82513	VIDAURI, ADRIAN	Def. Came In Paid - Contacted By 4175	BOND
20	82098	RUBI, DIANA	Def. Came In Paid - Contacted By 4175	BOND
21	81033	MELENDEZ, VANESSE	Def. Came In Paid	FINE
22	E 21186	GONZALEZ, JAKE	Def. Came In Paid	FINE
23	83020	MCDANIEL, RODNEY	Def. Paid On-Line	FINE
24	82704	CONTRERAS,CANDICE	Def. Came In Paid - Contacted By 4175	BOND
25	E 15299	CAMPUZANO, JOSE	Def. Paid On-Line	FINE
26	69958	OLGUIN DIAZ, MARIO	Def. Paid On-Line	FINE
27	82552	RAMIREZ, JOSE ALFREDO	Def. Came In Paid	BOND
28	82288	CAMPOS, CARLOS	Def. Came In Paid	FINE
29	82330	PEPPERS, GABRIEL	Def. Came In Paid	FINE
30	81882	WALTERS, JAMIE	Def. Came In Paid - Contacted By 4175	BOND
31	82607	BROOKS, RICHARD	Def. Came In Paid	FINE
32	78687	ZUNIGA, NICHOLE MARIE	Def. Came In Paid	BOND

33	61409	VILLARREAL, ROGER	Def. Paid On-Line	FINE
34	74717	FLORES, EDWARD	Def. Came In Paid	FINE
35	68755A	ROBERTS, DAIVEON	Def. Paid On-Line	FINE
36	82339	HILL, JAMES	Def. Paid On-Line	FINE
37	82071	MCCLAIN, ALEJANDRA	Def. Paid On-Line - Contacted By 4175	FINE
38	76074	WINFREY, JEREMY J	Def. Came In Paid	FINE
39	E 43449	BUENO, BRENNIA	Def. Paid On-Line - Contacted By 4175	FINE
40	77506	LOWRY, MAEGAN	Def. Paid On-Line	FINE
41	79219	REYES, CHASEMON EDRICK	Def. Came In Paid	BOND
42	82958	HALL, CALVIN	Def. Came In Paid	BOND
43	79078	JACKSON, CARLOS	Def. Came In Paid	BOND
44	70496A	MCDANIEL, SHAWN	Def. Paid On-Line	FINE
45	83073	TELLEZ, ANA	Def. Paid On-Line	FINE
46	79715	PETERS, DARIAN D	Def. Came In Paid	FINE
47	81663	SALINAS-OCHOA HILDA	Def. Came In Paid	FINE
48	82752F	MULLER, JOSE A	Def. Paid On-Line	FINE
49	82035	MENDOZA, CHRISTINA	Def. Came In Paid	BOND
50	80340	ORNELAS, CHEYANNE L.	Def. Came In Paid	BOND
51	68464A	CROWELL, CARRINGTON	Def. Paid On-Line	FINE
52	72558	TAYLOR, RICHARD W	Def. Held @ WPD	PR BOND
53	82329	VASQUEZ PARAMORE, SERINA	Def. Came In Paid - Contacted By 4175	BOND
54	73956	RAMOS, JOSE	Def. Paid On-Line	FINE
55	82919	KING, SHUNTELL	Def. Came In Paid - Contacted By 4175	BOND
56	82808	MELGAR, OLIVER	Def. Came In Paid - Contacted By 4175	BOND
57	82343	GARCIA, JOSE	Def. Held @ WPD	BOND
58	82955	HOLT, BRITTANY	Def. Came In Paid	BOND
59	82361	CUNNINGHAM, BEVERLY J	Def. Held @ WPD	BOND
60				
61				
62				
63				
64				
65				
66				

67
68
69
70
71

Total: 71

Police Officer Contacts =

\$\$\$	WARR	ARR	JLD	DAYS JAILED
\$496.00	2			
\$696.00	3			
\$470.00	4			
\$600.00	3			
\$100.00	3			
\$300.00	3			
\$200.00	2			
\$157.00	1			
\$486.20	2			
\$100.00	2			
\$200.00	1			
\$149.00	1			
\$200.00	2			
\$400.00	2			
\$350.00	3			
\$175.00	1			
\$511.00	2			
\$560.30	2			
\$350.00	3			
\$300.00	2			
\$531.00	2			
\$606.20	2			
\$349.00	2			
\$255.00	2			
\$1,074.00	5			
\$505.57	2			
\$200.00	2			
\$501.00	2			
\$711.00	3			
\$300.00	5			
\$435.00	2			
\$300.00	3			

\$637.00	2	
\$75.90	1	
\$556.40	2	
\$454.00	2	
\$698.00	3	
\$205.00	1	
\$683.00	2	
\$338.00	1	
\$300.00	3	
\$200.00	2	
\$400.00	2	
\$562.90	2	
\$352.00	2	
\$194.00	2	
\$451.00	2	
\$236.00	1	
\$200.00	4	
\$400.00	3	
\$518.70	2	
\$0.00	3	1
\$83.00	2	
\$664.30	2	
\$800.00	4	
\$600.00	3	
\$300.00	3	1
\$300.00	3	
\$200.00	2	1

\$22,977.47	137	3	0	0
TOTAL	WARRANTS	ARRESTED	JAILED	DAYS JAILED



Building Services & Health Reports

August 2016

Permit Report

Alarm Permits:

Renewals for alarm permits have been coming in and I am working on entering them into the FADMS, system has been updated to newer version as well.

Permit Highlights:

- Roofing permits have been coming in steadily; our residents have been very pleased with the service they are receiving from both permits department and their roofing contractors.
- Eisenhower Lot is almost complete at 4965 & 4985, all permits are passing inspections and tenants have started moving in.
- Urban Air has started to pull permits and will be coming to Windcrest before the end of the year!
- Whataburger has pulled ground breaking permits to start the new location.
- Drury Hotel has also started pulling permits and getting plans approved.

Myself and Ms. Kelly Rodriguez are working together to ensure customer service to our residents with regards to permits.

Permits Summary:

A total of **72** permits were issued for the month of June with permit fees totaling – **\$4,281.63** out of **\$1,025,899.93** valuation.

69 permits were issued for residential homes.

3 permits were issued for commercial business.

BB Inspections performed **72** inspections and **4** larger plan reviews for the month of August

Health Reports for the month of August 2016

Health Report –

Rackspace has updated their Food Truck Vendors, and currently has no vendor change this month.
We are still currently performing our annual food inspections and renewing ALL Food Permits for the 2016 year.
Mr. Davis still has Amazing Jump shut down until mold test have been released.

I will continue to work hand-in-hand with Mr. Gary Davis in all Food and Health aspects to ensure that Windcrest continues growing clean and healthy businesses.

Respectfully submitted to City Council, through the City Manager.

Stephanie Ferencak

Date: 09/06/2016

Stephanie Ferencak
Permits Clerk

Please contact me with any questions concerning this report 655-0022 ext. 2320
This reporting is required by the City of Windcrest Charter § 5.02.3(h).



WINDCREST TEXAS

Post Office Report for the Month of AUGUST 2016

Highlights

1. Total sales for August 2016 were \$47,799.24 That includes all postage stamps/meter postage and money order fees.
2. Our Post Office has had visits from the main Post Office supervisors with nothing but favorable comments about our continued improvement.
3. Our new Post Office clerk, Kimberly Cinecio, has adjusted well to her post office position. Kim has been received well by residents and area customers. I have heard nothing but praises for our new city employee.

Goals

1. In September 2016, we will continue to organize our Post office to improve our efficiency.
2. As always, our ultimate goal is to provide the citizens of Windcrest with a Post Office that is clean and efficiently run.

Respectfully submitted to City Council, through the City Manager.

SIGNATURE

David Rodulfo Post Office Supervisor

September 6, 2016

DATE

Please contact me with any questions concerning this report 655-0022 ext. 2430
This reporting is required by the City of Windcrest Charter § 5.02.3(h)



WINDCREST
TEXAS

EAST GROUP/STRATFORD LAND

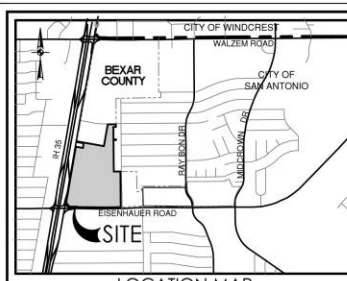
EISENHAUER POINT DEVELOPMENT AND INFRASTRUCTURE DESIGN

SUMMARY OF THE EISENHAUER POINT UNIT 3 PLAT

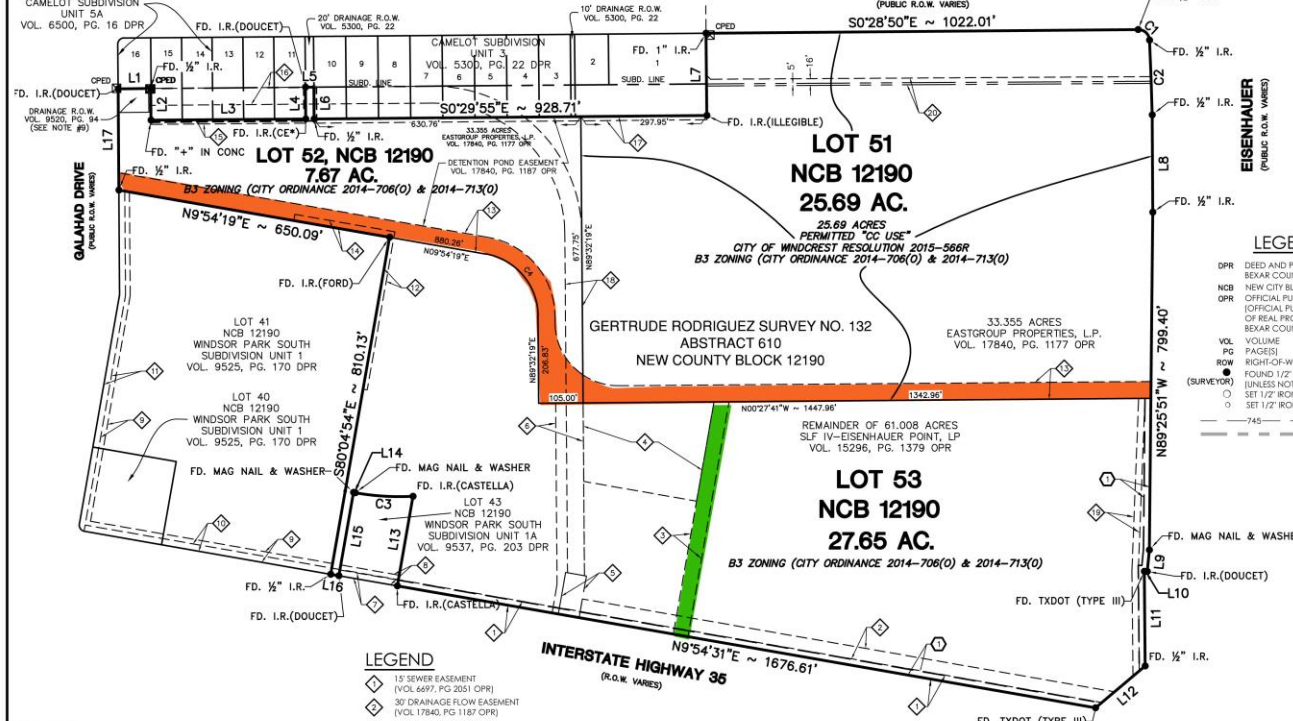
- THE CURRENT PLAT APPLICATION IS ONLY TO ACCOMMODATE DRAINAGE AND ROADWAY INFRASTRUCTURE IMPROVEMENTS TO SERVE THE 61 ACRE PROPERTY
- NO BUILDINGS OR BUILDING SITES ARE BEING PLATTED AT THIS TIME
- THE PURPOSE OF THE PLAT IS TO SHOW THE DRAINAGE IMPROVEMENTS AND ACCESS DRIVES IN ORDER TO ENABLE THE CONSTRUCTION OF THESE IMPROVEMENTS TO PREPARE THE SITE FOR DEVELOPMENT
- THE PROPERTY IS ZONED FOR BOTH B3 AND B3-CC USES

SUMMARY OF THE EISENHAUER POINT UNIT 3 PLAT

- THE DRAINAGE IMPROVEMENTS HAVE BEEN DESIGNED TO MITIGATE IMPACT OF THE PROPOSED DEVELOPMENT ON DOWN STREAM DRAINAGE FACILITIES. THE CURRENT TX DOT SYSTEM IS CONSTRAINED BY SIZE AND THEREFORE DETENTION VOLUME PROVIDED ON SITE TO CAPTURE AND HOLD THE STORM WATER ALLOWING THE FLOW OF WATER TO DISSIPATE GRADUALLY THROUGH THE TXDOT OUTFLOW STRUCTURES.
- THE ACCESS DRIVES ARE TO PROVIDE ACCESS NORTH AND SOUTH ACROSS THE SITE AS WELL AS AN EAST/WEST ACCESS FROM THE EAST GROUP SITE TO IH35N. OTHER INTERIOR DRIVES WILL BE INDICATED ON FUTURE PLATS AS DEVELOPMENT PROCEEDS ON THE SITE.
- ALL ENGINEERING APPROVALS HAVE BEEN OBTAINED FROM THE CITY ENGINEER.



LOCATION MAP
NOT TO SCALE



STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN IN THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT.

LICENSED PROFESSIONAL ENGINEER

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, A.D. _____

NOTARY PUBLIC
BEXAR COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND.

REGISTERED PUBLIC SURVEYOR

(SURVEYOR'S SEAL)

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, A.D. _____

NOTARY PUBLIC
BEXAR COUNTY, TEXAS

LEGEND

- 15' SEWER EASEMENT (VOL. 6697, PG. 2051 DPR)
- 30' DRAINAGE FLOW EASEMENT (VOL. 17840, PG. 1187 DPR)
- 38' ACCESS EASEMENT 2 (VOL. 17840, PG. 1187 DPR)
- DETENTION POND 1A EASEMENT (VOL. 17840, PG. 1187 DPR)
- 50' X 100' DRAINAGE EASEMENT (TXDOT) (VOL. 7447, PG. 345 DPR)
- DRAINAGE CHANNEL EASEMENT (VOL. 9537, PG. 203 DPR)
- 25' BUILDING SETBACK LINE (VOL. 9537, PG. 203 DPR)
- 15' GAS, ELECTRIC, TELEPHONE, CABLE T.V. & SANITARY SEWER EASEMENT (VOL. 9525, PG. 170 DPR)
- 14' GAS, ELECTRIC, TELEPHONE, CABLE T.V. & SANITARY SEWER EASEMENT (VOL. 9525, PG. 170 DPR)
- 10' NO-BUILD EASEMENT (VOL. 9525, PG. 170 DPR)
- VARIABLE WIDTH ACCESS EASEMENT 3 (VOL. 17840, PG. 1187 DPR)
- 15' NO-BUILD EASEMENT (VOL. 9525, PG. 170 DPR)
- 10' MAINTENANCE EASEMENT (VOL. 7262, PG. 202 DPR)
- 40' DRAINAGE EASEMENT (VOL. 5288, PG. 1330 DPR)
- 10' MAINTENANCE EASEMENT (VOL. 7262, PG. 202 DPR)
- 40' DRAINAGE EASEMENT (VOL. 5288, PG. 1330 DPR)
- 10' MAINTENANCE EASEMENT (VOL. 7262, PG. 202 DPR)

SURVEYOR'S NOTES:

- PROPERTY CORNERS ARE MONUMENTED WITH CAP OR DISK MARKED "PAPE-DAWSON" UNLESS NOTED OTHERWISE.
- COORDINATES SHOWN ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 NAD83 (NAD83) EPOCH 2010.00, FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.
- DIMENSIONS SHOWN ARE SURFACE.
- BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM OF 1983 NAD83 (NAD83) EPOCH 2010.00, FROM THE TEXAS COORDINATE SYSTEM ESTABLISHED FOR THE SOUTH CENTRAL ZONE.

(PRV'S REQUIRED)

SAWS HIGH PRESSURE NOTE:

CONTRACTOR TO VERIFY THAT NO PORTION OF THE TRACT IS BELOW GROUND ELEVATION OF 745 FEET WHERE THE STATIC PRESSURE WILL NORMALLY EXCEED 80 PSI. AT ALL SUCH LOCATIONS WHERE THE GROUND LEVEL IS BELOW 745 FEET, THE DEVELOPER OR BUILDER SHALL INSTALL AT EACH LOT, ON THE CUSTOMER'S SIDE OF THE METER, AN APPROVED TYPE PRESSURE REGULATOR IN CONFORMANCE WITH THE PLUMBING CODE OF THE CITY OF SAN ANTONIO. NO DUAL SERVICES ALLOWED FOR ANY LOTS. IF "PRV" IS/ARE REQUIRED FOR SUCH LOTS, ONLY SINGLE SERVICE CONNECTIONS SHALL BE ALLOWED. *NOTE: A PRESSURE REGULATOR IS ALSO KNOWN AS A PRESSURE REDUCING VALVE (PRV).

CURVE TABLE

CURVE #	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	26.25'	088°13'28"	S43°02'14"W	36.54'
C2	6523.39'	001°33'16"	S87°51'49"W	177.04'
C3	600.00'	013°04'33"	N03°29'13"E	136.93'
C4	150.00'	079°38'00"	N49°43'19"E	192.10'

STAKE-OUTING NOTE:

NO STRUCTURE, FENCES, WALLS OR OTHER OBSTRUCTIONS THAT IMPEDE DRAINAGE SHALL BE PLACED WITHIN THE LIMITS OF THE DRAINAGE EASEMENTS SHOWN ON THIS PLAT. NO LANDSCAPING OR OTHER TYPE OF MODIFICATIONS WHICH ALTER THE CROSS-SECTIONS OF THE DRAINAGE EASEMENT, AS APPROVED, SHALL BE ALLOWED WITHOUT THE APPROVAL OF THE DIRECTOR OF PUBLIC WORKS. THE CITY OF SAN ANTONIO AND BEXAR COUNTY SHALL HAVE THE RIGHT TO INGRESS AND EGRESS OVER THE GRANTEE'S ADJACENT PROPERTY TO REMOVE ANY IMPEDING OBSTRUCTIONS PLACED WITHIN THE LIMITS OF SAID DRAINAGE EASEMENTS AND TO MAKE ANY MODIFICATIONS OR IMPROVEMENTS WITHIN SAID DRAINAGE EASEMENTS.

WASTEWATER EDU NOTE:

THE NUMBER OF WASTEWATER EQUIVALENT DWELLING UNITS (EDU) PAID FOR THIS SUBDIVISION PLAT ARE KEPT ON FILE AT THE SAN ANTONIO WATER SYSTEM UNDER THE PLAT NUMBER ISSUED BY THE DEVELOPMENT SERVICES DEPARTMENT.

IMPACT FEE NOTE:

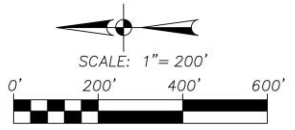
WATER AND/OR WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR PRIOR TO THE WASTEWATER SERVICE CONNECTION.

LEGEND

- DPR DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS
- NCB NEW CITY BLOCK
- OPR OFFICIAL PUBLIC RECORDS (OFFICIAL PUBLIC RECORDS OF REAL PROPERTY) OF BEXAR COUNTY, TEXAS
- VOL. PAGE(S)
- ROW RIGHT-OF-WAY
- FOUND 1/2" IRON ROD (UNLESS NOTED OTHERWISE)
- SET 1/2" IRON ROD (PD)
- SET 1/2" IRON ROD (PD)-ROW
- 745 EXISTING CONTOURS
- CITY LIMITS LINE

LINE TABLE

LINE #	BEARING	LENGTH
L1	S00°41'28"E	77.11'
L2	S89°30'41"W	75.03'
L3	S00°26'40"E	366.08'
L4	N89°33'00"E	75.12'
L5	S00°03'28"W	19.81'
L6	S89°33'00"W	75.12'
L7	N89°29'29"E	194.92'
L8	S89°41'13"E	230.59'
L9	N84°17'14"W	51.23'
L10	N01°2'07"E	7.15'
L11	S89°26'24"W	224.06'
L12	N40°09'23"W	153.33'
L13	S80°04'43"E	215.44'
L14	N10°47'26"E	4.33'
L15	N80°03'33"E	200.20'
L16	N09°20'54"E	19.82'
L17	N89°33'33"E	239.57'



SUBDIVISION PLAT
OF
EISENHAUER POINT UNIT 3

ESTABLISHING LOTS S1, S2, & S3, BEING OUT OF A 61.008 ACRE TRACT OF LAND RECORDED IN VOLUME 15296, PAGE 1339 OF THE OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS, OUT OF THE GERTRUDE RODRIGUEZ SURVEY NUMBER 132, ABSTRACT 610, IN NEW CITY BLOCK 12190, IN THE CITY OF WINDCREST, BEXAR COUNTY, TEXAS.



SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000
TYPE FIRM REGISTRATION #470 1 T8PLS FIRM REGISTRATION #1002880
DATE OF PREPARATION: AUGUST 30, 2016

STATE OF TEXAS
COUNTY OF HARRIS

THE OWNER OF LAND SHOWN ON THE PLAT, IN PERSON OR THROUGH A duly AUTHORIZED AGENT, DEDICATES TO THE CITY OF WINDCREST, TEXAS, FOR THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER: BRENT WOOD
EASTGROUP PROPERTIES, LP
4200 WORLD HOUSTON PKWY, SUITE 170
HOUSTON, TEXAS 77032

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED BRENT WOOD, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, A.D. _____

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF DALLAS

THE OWNER OF LAND SHOWN ON THE PLAT, IN PERSON OR THROUGH A duly AUTHORIZED AGENT, DEDICATES TO THE CITY OF WINDCREST, TEXAS, FOR THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER: SLF IV - EISENHAUER POINT, L.P.
5949 SHERRY LANE, SUITE 1750
DALLAS, TEXAS 75225

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____, A.D. _____

NOTARY PUBLIC, BEXAR COUNTY, TEXAS

THE CITY ENGINEER OF THE CITY OF WINDCREST, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE CITY AS TO WHICH HIS APPROVAL IS REQUIRED.

CITY ENGINEER OF THE CITY OF WINDCREST

THIS PLAT OF EISENHAUER POINT UNIT 3, HAS BEEN SUBMITTED TO AND CONSIDERED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS AND IS HEREBY APPROVED BY SUCH CITY COUNCIL.

DATED: THIS _____ DAY OF _____, A.D. 20____

BY: _____ MAYOR

STATE OF TEXAS
COUNTY OF BEXAR

BY: _____ SECRETARY

I, _____, COUNTY CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE, ON THE _____ DAY OF _____, A.D. _____, AT _____, M., AND DULY RECORDED THE _____ DAY OF _____, A.D. _____, AT _____, M., IN THE RECORDS OF DEEDS AND PLATS OF SAID COUNTY, IN BOOK VOLUME _____, ON PAGE _____.

IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE, THIS _____ DAY OF _____, A.D. _____

COUNTY CLERK,
BEXAR COUNTY, TEXAS

BY: _____ DEPUTY



1. FOR RESIDENTIAL DEVELOPMENT DIRECTLY ADJACENT TO STATE RIGHT-OF-WAY, THE DEVELOPER SHALL BE RESPONSIBLE FOR ADEQUATE SETBACK AND/OR SOUND ABATEMENT MEASURES FOR FUTURE NOISE MITIGATION.
2. MAXIMUM ACCESS POINTS TO STATE HIGHWAY FROM THIS PROPERTY WILL BE REGULATED AS DIRECTED BY "ACCESS MANAGEMENT MANUAL". THIS PROPERTY IS ELIGIBLE FOR A MAXIMUM COMBINED TOTAL OF 5 ACCESS POINTS ALONG IH-35, BASED ON OVERALL PLATTED HIGHWAY FRONTAGE OF 1696.43'.

SAWS HIGH PRESSURE NOTE:
CONTRACTOR TO VERIFY THAT NO PORTION OF THE TRACT IS BELOW GROUND ELEVATION OF 745 FEET WHERE THE STATIC PRESSURE WILL NORMALLY EXCEED 80 PSI. AT ALL SUCH LOCATIONS WHERE THE GROUND LEVEL IS BELOW 745 FEET, THE DEVELOPER OR BUILDER SHALL INSTALL AT EACH LOT, ON THE CUSTOMER'S SIDE OF THE METER, AN APPROVED TYPE PRESSURE REGULATOR IN CONFORMANCE WITH THE PLUMBING CODE OF THE CITY OF SAN ANTONIO. NO DUAL SERVICES ALLOWED FOR ANY LOTS) IF "PRV" IS REQUIRED FOR SUCH LOTS), ONLY SINGLE SERVICE CONNECTIONS SHALL BE ALLOWED. *NOTE: A PRESSURE REGULATOR IS ALSO KNOWN AS A PRESSURE REDUCING VALVE (PRV).

IMPACT FEE NOTE:
WATER AND/OR WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATTING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR PRIOR TO THE WASTEWATER SERVICE CONNECTION.

LARRY DAWSON

STATE OF TEXAS

AUTHORIZED AGENT, DEDICATES TO THE CITY OF WINDCREST, TEXAS, FOR THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

STATE OF TEXAS
COUNTY OF HARRIS

THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED, AND IN THE CAPACITY THEREIN STATED.

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PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES,
DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND
CONSIDERATION THEREIN EXPRESSED.

OWNER/DEVELOPER:
SLF IV - EISENHAWER POINT, L.P.
5949 SHERRY LANE, SUITE 1750

STATE OF TEXAS
COUNTY OF DALLAS

SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN EXPRESSED, SAID IN THE CAPACITY THEREIN STATED.

THE CITY ENGINEER OF THE CITY OF WINDCREST, HEREBY CERTIFY THAT THIS
SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE CITY AS TO WHICH HIS

CITY ENGINEER OF THE CITY OF WINDCREST

DATE: THIS _____ DAY OF _____ A.D. 20__

BY: _____ MAYOR

STATE OF TEXAS SECRETARY

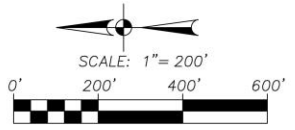
PREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS
FILED FOR RECORD IN MY OFFICE, ON THE _____ DAY OF _____, A.D.

PLATS OF SAID COUNTY, IN BOOK VOLUME _____, ON PAGE _____.

COUNTY CLERK,

_____ DEPT. OF _____

CURVE #	RADIUS	DELTA	CHORD BEARING	CHORD	LENGTH
C1	26.25'	088°17'28"	S43°02'14"W	36.54'	40.42'
C2	6523.39'	001°33'18"	S87°51'49"W	177.04'	177.05'
C3	600.00'	01°04'33"	S29°23'13"E	136.63'	136.93'
C4	150.00'	079°38'00"	N49°43'19"E	192.10'	208.48'



NOTARY PUBLIC
BEXAR COUNTY, TEXAS

OUTLET

15' SEWER EASEMENT
[VOL. 6697, PG 2051 (CP)]

20' DRAINAGE FLOW EASEMENT
[VOL. 17840, PG 1187 (CP)]

35' ACCESS EASEMENT# 2
[VOL. 17840, PG 1187 (CP)]

20' SETBACK FORD 1A EASEMENT
[VOL. 17840, PG 1187 (CP)]

50' X 100' DRAINAGE EASEMENT (TKDOT)
[VOL. 7447, PG 343 (CP)]

25' DRAINAGE CHANNEL EASEMENT
[VOL. 17840, PG 1187 (CP)]

14' GAS, ELECTRIC, TELEPHONE, CABLE
T.V. & SANITARY SEWER EASEMENT
[VOL. 9537, PG 203 (CP)]

25' BUILDING SETBACK LINE
[VOL. 9537, PG 203 (CP)]

25' BUILDING SETBACK LINE
[VOL. 9537, PG 170 (CP)]

15' GAS, ELECTRIC, TELEPHONE, CABLE
T.V. & SANITARY SEWER EASEMENT
[VOL. 9525, PG 170 (CP)]

14' GAS, ELECTRIC, TELEPHONE,
& CABLE T.V. EASEMENT
[VOL. 9525, PG 170 (CP)]

10' NO-BUILD EASEMENT
[VOL. 9525, PG 170 (CP)]

VARIABLE WIDTH ACCESS EASEMENT
[VOL. 17840, PG 1187 (CP)]

15' NO-BUILD EASEMENT
[VOL. 9525, PG 170 (CP)]

12' MAINTENANCE EASEMENT
[VOL. 7362, PG 202 (CP)]

40' DRAINAGE EASEMENT
[VOL. 5286, PG 1330 (CP)]

10' MAINTENANCE EASEMENT
[VOL. 7288, PG 202 (CP)]

40' DRAINAGE EASEMENT
[VOL. 5286, PG 1330 (CP)]

40' DRAINAGE EASEMENT
[VOL. 5286, PG 1330 (CP)]

STORM DRAIN EASEMENT
[VOL. 17840, PG 1187 (CP)]

5' & 16' UTILITY & DRAIN
[VOL. 9141, PG 44 (CP)]

5' & 16' UTILITY EASEMENT
[VOL. 5300, PG 22 (CP)]

14' GAS, ELECTRIC, TEL
T.V. EASEMENT

(R.O.W. VARIES)

40' DRAINAGE EASEMENT
(VOL. 5286, PG. 1330 DR.)

STORM DRAIN EASEMENT
(VOL. 17840, PG. 1187 OF 12)

5' & 16' UTILITY & DRAIN
(VOL. 5141, PG. 44 DR.)

5' & 16' UTILITY EASEMENT
(VOL. 5300, PG. 22 OF 23)

1 1/4' GAS, ELECTRIC, TEL.
1 1/4' EASEMENT

(R.O.W. VARIES)

40' DRAINAGE EASEMENT
(VOL. 5286, PG. 1330 DR.)

STORM DRAIN EASEMENT
(VOL. 17840, PG. 1187 OF 12)

5' & 16' UTILITY & DRAIN
(VOL. 5141, PG. 44 DR.)

5' & 16' UTILITY EASEMENT
(VOL. 5300, PG. 22 OF 23)

1 1/4' GAS, ELECTRIC, TEL.
1 1/4' EASEMENT

FD. TXDOT (TYPE)

SCALE: 1" = 200'

200' 400' 600'

CURVE TABLE				
RADIUS	DELTA	CHORD BEARING	CHORD	LENGTH
1.25'	088°13'38"	S43°02'14"W	36.54'	40.42'
13.35'	001°33'16"	S87°51'46"W	177.04'	177.05'
0.00'	01°35'41.33"	N03°29'13"E	136.63'	136.93'
0.00'	07°39'38'00"	N49°43'16"E	192.10'	208.48'

FD. TXDOT (TYPE)

SCALE: 1" = 200'

200' 400' 600'

CURVE TABLE				
RADIUS	DELTA	CHORD BEARING	CHORD	LENGTH
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0.00'	01°35'41.33"	N03°29'13"E	136.63'	136.93'
0.00'	07°39'38'00"	N49°43'16"E	192.10'	208.48'



LINE TABLE	
LINE #	BEARING
L1	S00°41'2"
L2	S89°30'4"
L3	S00°26'4"
L4	N89°33'0"
L5	S00°32'2"
L6	S89°33'0"
L7	N89°29'2"
L8	N89°41'1"
L9	N84°17'1"
L10	N01°12'0"
L11	S89°26'2"
L12	N40°09'2"
L13	S88°00'4"
L14	N10°47'2"
L15	N80°03'3"
L16	N90°20'5"
L17	N89°33'5"

CONFORMS TO ALL
REQUIRED.

EISENHARTER POINT UNIT
COUNCIL OF THE CITY OF
COUNCIL
DATED: THIS _____ D.
BY: _____
BY: _____
AS
EXAR
_____, COUNTY CLERK OF SA
INSTRUMENT OF WRITING V
CORD IN MY OFFICE, ON
_____, _____ M., AND
A.D. _____, AT
_____, IN BOOK VOLUME
_____, WHEREOF, WITNESS MY
DAY OF _____, A.D.
_____.

_____, TEXAS

CITY OF WINDCREST
DO AND CONSIDERED
HEREBY APPROVED
_____, A.D. 20____

MAYOR

SECRETARY

I HEREBY CERTIFY THAT THE
AUTHENTICATION WAS
_____, A.D. _____
_____, DAY OF _____
COUNTY OF DEEDS AND
_____,
_____, AL OF OFFICE, THIS
_____, DEEDS



TXDOT NOTES:
1. FOR RESIDENTIAL DEVELOPER SHARE ABATEMENT MEASURES
2. MAXIMUM ACO REGULATED AS D
ELIGIBLE FOR A M
BASED ON OVERA

ACCESS POINTS TO STATE HIGHWAY FROM THIS PROPERTY WILL BE DIRECTED BY "ACCESS MANAGEMENT MANUAL". THIS PROPERTY IS MAXIMUM COMBINED TOTAL OF 3 ACCESS POINTS ALONG IH-35. ALL PLATTED HIGHWAY FRONTAGE OF 1,696.43'.

CONTRACTOR TO
ELEVATION OF 7
AT ALL SUCH L
DEVELOPER OR
THE METER, AN
PLUMBING COD
ANY LOT(S) IF
CONNECTIONS 5

TO VERIFY THAT NO PORTION OF THE TRACT IS BELOW GROUND 45 FEET WHERE THE STATIC PRESSURE WILL NORMALLY EXCEED 80 PSI. LOCATIONS WHERE THE GROUND LEVEL IS BELOW 745 FEET, THE BUILDER SHALL INSTALL AT EACH LOT, ON THE CUSTOMER'S SIDE OF APPROVED TYPE PRESSURE REGULATOR IN CONFORMANCE WITH THE OF THE CITY OF SAN ANTONIO. NO DUAL SERVICES ALLOWED FOR *PRV IS/ARE REQUIRED FOR SUCH LOT(S). ONLY SINGLE SERVICE SHALL BE ALLOWED. *NOTE: A PRESSURE REGULATOR IS ALSO KNOWN

IMPACT FEE NOTE:
WATER AND WASTEWATER IMPACT FEES WERE NOT PAID AT THE TIME OF PLATING FOR THIS PLAT. ALL IMPACT FEES MUST BE PAID PRIOR TO WATER METER SET AND/OR PRIOR TO THE WASTEWATER SERVICE CONNECTION.

**PAPE-DAWSON
ENGINEERS**

SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000

EIS

SAN ANTONIO | AUSTIN | HOUSTON | FORT WORTH | DALLAS
2000 NW LOOP 410 | SAN ANTONIO, TX 78213 | 210.375.9000
TBPE FIRM REGISTRATION #470 | TBLPS FIRM REGISTRATION #10028800
DATE OF PREPARATION: AUGUST 30, 2016

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE CITY OF WINDCREST, TEXAS, FOR THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OF PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

STATE OF TEXAS
COUNTY OF HARRIS

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, DEDICATES TO THE CITY OF WINDCREST, TEXAS, FOR THE USE OF THE PUBLIC, EXCEPT AREAS IDENTIFIED AS PRIVATE OR PART OF AN ENCLAVE OF PLANNED UNIT DEVELOPMENT, FOREVER ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

STATE OF TEXAS
COUNTY OF DALLAS

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS _____ DAY OF _____

SUBDIVISION PLAT CONFORMS TO ALL REQUIREMENTS OF THE CITY AS TO WHICH HIS
APPROVAL IS REQUIRED.

DATED: THIS _____ DAY OF _____ A.D. 20 _____

BY: _____ SECRETARY

STATE OF TEXAS

COUNTY OF BEXAR

_____, AT _____M., AND DULY RECORDED THE _____ DAY OF _____, A.D. _____, AT _____M., IN THE RECORDS OF DEEDS AND PLATS OF SAID COUNTY, IN BOOK VOLUME _____, ON PAGE _____.

COUNTY CLERK,
BEXAR COUNTY, TEXAS

BY: _____ DEPUTY

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466
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Flat\PL868303.d

DATE: 8/30/2001
FILE: P:\88\83



SWORN TO AND SUBSCRIBED BEFORE ME THIS THE _____ DAY OF _____
A.D. _____

NOTARY PUBLIC

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE GROUND.

SWORN TO AND SUBSCRIBED BEFORE ME THIS THE _____ DAY OF _____
A.D. _____.

BY: _____ MAYO

BY: _____

I, _____, COUNTY CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT OF WRITING WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE, ON THE _____ DAY OF _____, A.D. _____, AT _____ M., AND DULY RECORDED THE _____ DAY OF _____, A.D. _____.

IN TESTIMONY WHEREOF, WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE, THIS _____ DAY OF _____, A.D. _____,

COUNTY CLERK.





WINDCREST TEXAS

Universal Development Application

(Please use separate application for each submittal)

- | | | |
|---|--|--|
| ☐ Land Use Amendment | ☐ Land Study | ☐ Replat |
| ☐ Thoroughfare Amendment | ☐ Final Plat | ☐ Amending Plat |
| ☐ Zoning Change (choose one) | ☒ Preliminary Plat | ☐ Minor Plat |
| ☐ Straight Zoning | ☐ Specific Use Permit | ☐ Vacating Plat |
| ☐ PUD (Planned Unit Development) | ☐ Conditional Use Permit | ☐ Site Plan |
| ☐ Variance | ☐ Exception | ☐ Tree Removal Permit |

Project Name: Eisenhower Point Unit 3

Total Acres: 61.003

Survey Name: G. Rodriguez Survey #132

Abstract No.: 610

Project Location (address): Eisenhower Rd at Interstate 35 Frontage Road (Tract 2)

Current Zoning: B2

Current Use: Undeveloped

of Lots/Units: 1

For Commercial/Industrial:

Proposed Zoning: _____

Proposed Use: Warehouse

Please Circle One:

SF MF COMM IND OTHER

Total Proposed Sq. Ft.
707,680

Applicant Information:

Property Owner Name: EastGroup Properties, LP

Address: 4220 World Houston Pkwy, Suite 170

City: Houston

St/Zip: TX / 77032

Phone: _____ Fax: _____ E-Mail: _____

Applicant (if different than Owner): Brent Wood, EastGroup Properties, LP

Address: 4220 World Houston Pkwy, Suite 170

City: Houston

St/Zip: TX / 77032

Phone: (281) 987-7200

Fax: _____

E-Mail: brent.wood@eastgroup.net

Representative: Gary Smith, Pape-Dawson Engineers, Inc.

Address: 2000 NW Loop 410

City: San Antonio

St/Zip: TX / 78213

Phone: (210) 375-9000

Fax: _____

E-Mail: gsmith@pape-dawson.com

Authorization: By signing this application, you hereby grant Staff access to your property to perform work related to your application. Also, you waive the statutory time limits in accordance with Section 211, 212 and 245 of the Texas Local Government Code.

Owner's Signature

Typed/Printed Name

Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity herein stated. Given under my hand and seal on this 3 day of June, 20 16.

Notary Public



MISTY MCGUIRE
MY COMMISSION EXPIRES
August 21, 2019

(Notary Seal)

City of Windcrest Use Only

Project No.: _____

Total Fees: _____

Payment Method: _____

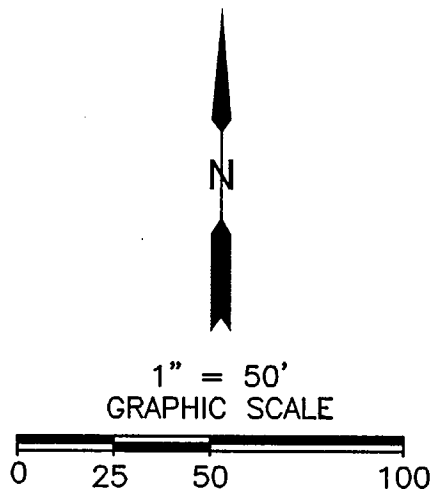
Submittal Date: _____

Accepted by: _____

PLAT NO. 120158

SUBDIVISION PLAT ESTABLISHING
LIEN HOA TEMPLE

BEING 3.31 ACRES ESTABLISHING,
LOT 50, NEW CITY BLOCK 12190, RECORDED
IN VOLUME 12629, PAGE 1456, OF THE
DEED RECORDS OF BEXAR COUNTY, TEXAS



LAND DESIGN GROUP

CAD SERVICES AND PLAT PROPROCESSING
6606 KIRK LANE, SAN ANTONIO, TX 78240
(210)725-9657 FAX-(210)493-1925
RALPH G. RESER, CST RPLS
LAND SURVEYING SERVICES
FIRM NO. 10191000

STATE OF TEXAS
COUNTY OF BEXAR

THE OWNER OF LAND SHOWN ON THIS PLAT, IN PERSON OR THROUGH A DULY
AUTHORIZED AGENT, DEDICATES TO THE USE OF PUBLIC, EXCEPT AREAS IDENTIFIED
AS PRIVATE OR PART OF AN ENCLAVE OR PLANNED UNIT DEVELOPMENT, FOREVER
ALL STREETS, ALLEYS, PARKS, WATERCOURSES, DRAINS, EASEMENTS AND PUBLIC
PLACES THEREON SHOWN FOR THE PURPOSE AND CONSIDERATION THEREIN
EXPRESSED.

AUTHORIZED AGENT

STATE OF TEXAS
COUNTY OF BEXAR

BEFORE ME, THE UNDERSIGNED AUTHORITY ON THIS DAY PERSONALLY APPEARED

Li Ho Dao Trang KNOWN TO ME TO BE THE PERSONS WHOSE NAMES
ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT THEY
EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND
IN THE CAPACITY THEREIN STATED.
GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 8 DAY OF January A.D. 2013

NOTARY PUBLIC BEXAR COUNTY, TEXAS

THIS PLAT OF LIEN HOA SUBDIVISION HAS BEEN SUBMITTED TO
THE CITY OF SAN ANTONIO, TEXAS, AND HAVING BEEN REVIEWED BY THE DIRECTOR
OF DEVELOPMENT SERVICES, IS HEREBY APPROVED IN ACCORDANCE WITH STATE OR
LOCAL LAWS AND REGULATIONS; AND/OR WHERE ADMINISTRATIVE EXCEPTION(S) HAVE
BEEN GRANTED.

DATED THIS 29th DAY OF JANUARY, A.D. 2013

BY: J.P. J
DIRECTOR OF DEVELOPMENT SERVICES

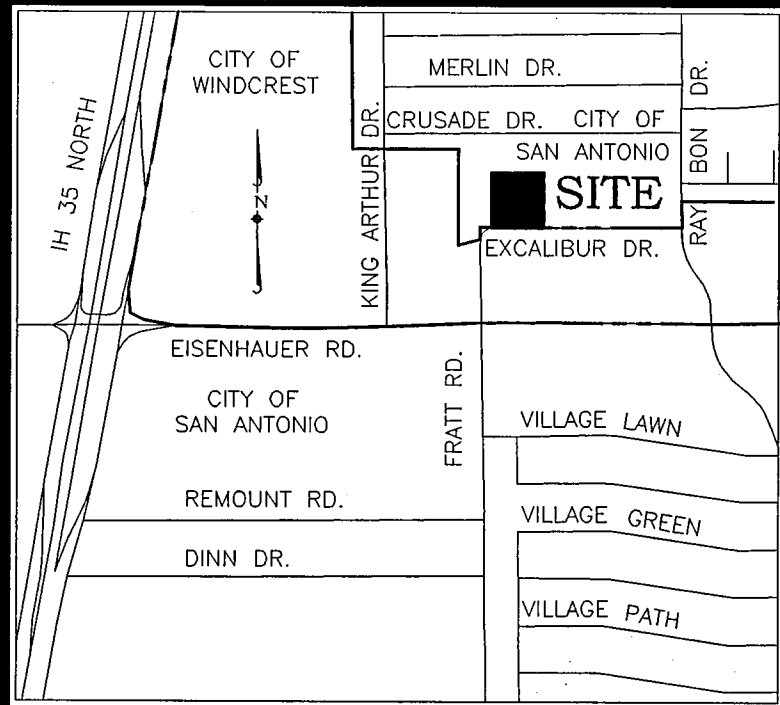
STATE OF TEXAS
COUNTY OF BEXAR
Gerard Rickhoff COUNTY CLERK OF SAID COUNTY,

DO HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN MY OFFICE, ON
THE 3rd DAY OF February A.D. 20 14 AT 1:58 P.
AND DULY RECORDED THE 3rd DAY OF Feb A.D. 20 14
IN BOOK VOLUME 9664 PAGE 4 IN TESTIMONY WHEREOF,
WITNESS MY HAND AND OFFICIAL SEAL OF OFFICE, THIS
THIS 3rd DAY OF February A.D. 20 14

BY: Susan Ruiz, DEPUTY
COUNTY CLERK, BEXAR COUNTY, TEXAS

DRAINAGE EASEMENT NOTES:
No structure, fences, walls or other obstructions that impede
drainage shall be placed within the limits of the drainage
easements shown on this plat. No landscaping or other type of
modifications which alter the cross-sections of the drainage
easement, as approved shall be allowed without the approval of
the Director of Public Works. The City of San Antonio and Bexar
County shall have the right to ingress and egress over the
Grantor's adjacent property to remove any impeding obstructions
placed within the limits of said drainage easements and to make
any modifications or improvements within said drainage easements.

IN AN EFFORT TO MEET THE CITY OF SAN ANTONIO'S FIRE FLOW
REQUIREMENTS FOR THE PROPOSED RESIDENTIAL DEVELOPMENT, THE
PUBLIC WATER MAIN SYSTEM HAS BEEN DESIGNED FOR A MINIMUM
FIRE FLOW DEMAND OF 1000 GPM AT 25 PSI RESIDUAL PRESSURE.
THE FIRE FLOW REQUIREMENTS FOR INDIVIDUAL STRUCTURES WILL BE
REVIEWED DURING THE BUILDING PERMIT PROCESS IN ACCORDANCE
WITH THE PROCEDURES SET FORTH BY THE CITY OF SAN ANTONIO
DIRECTOR OF PLANNING AND DEVELOPMENT SERVICES AND THE SAN
ANTONIO FIRE DEPARTMENT FIRE MARSHAL.



LOCATION MAP
NOT TO SCALE

OWNER/DEVELOPER
SAN ANTONIO LEIN HOA DAO TRANG
161 DINN DR.
SAN ANTONIO, TEXAS 78218

LEGEND:

- = FND 1/2" IRON ROD
- = SET 1/2" IRON RE-BAR WITH AN ALUMINUM CAP MARKED 6000 UNLESS OTHERWISE NOTED.
- x = SET "X" ON CONC.
- = FND FENCE POST
- R.O.W. = RIGHT-OF-WAY
- 750- = EXISTING CONTOURS

NOTES:

- 1.) OWNER SHALL PROVIDE PERMANENT VEHICULAR TURNAROUND ON LOT IN ACCORDANCE WITH U.D.C. 35-506 (r)(2).
- 2.) 1/2" IRON RE-BAR WITH AN ALUMINUM CAP MARKED 6000 AT ALL CORNERS UNLESS OTHERWISE NOTED.
- 3.) BASIS OF ALIGNMENT FOR THIS PLAT IS THE MONUMENTATION FOUND.
- 4.) CITY OF SAN ANTONIO GIS MAPPING FOR COORDINATES WERE USED FOR THIS PLAT.
- 5.) DISTANCE ARE U.S. SURVEY FEET.

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THE ABOVE PLAT SUBSTANTIALLY CONFORMS TO THE
MINIMUM STANDARDS SET FORTH BY THE TEXAS BOARD OF PROFESSIONAL LAND
SURVEYING ACCORDING TO AN ACTUAL SURVEY MADE ON THE GROUND BY:

Ralph G. Reser
RALPH G. RESER, RPLS NO. 6000
REGISTERED PROFESSIONAL LAND SURVEYOR
701 EVANS AVE.
SAN ANTONIO, TX 78209

STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THE PROPER ENGINEERING CONSIDERATION HAS BEEN GIVEN
THIS PLAT TO THE MATTERS OF STREETS, LOTS AND DRAINAGE LAYOUT. TO THE
BEST OF MY KNOWLEDGE THIS PLAT CONFORMS TO ALL REQUIREMENTS OF THE
UNIFIED DEVELOPMENT CODE, EXCEPT FOR THOSE VARIANCES GRANTED BY THE SAN
ANTONIO PLANNING COMMISSION.

Paul M. Morawski 11-15-13
PAUL M. MORAWSKI, P.E. NO. 45209
REGISTERED PROFESSIONAL ENGINEER
8608 WALDON HEIGHTS
SAN ANTONIO, TEXAS 78254
FIRM F-11533

LOT 32, NCB 12190
MISSIONARY CHURCH
SUBDIVISION
VOL. 9515, PG. 50

LOT 33, NCB 12190
MISSIONARY CHURCH
SUBDIVISION
VOL. 9515, PG. 50

CAMELOT SUBDIVISION UNIT 3
VOL. 5503, PG. 914

EXISTING 16' ALLEY
N89°40'14"E 332.26'

12' GAS AND ELECTRIC EASEMENT

X=2161958
Y=13729657

UNPLATTED
DANIEL A. AND
SUE K. HOLT
1.680 ACRE TRACT
10246/841

LOT 50
N.C.B. 12190
(3.31 ACRES)

14' GAS AND ELECTRIC EASEMENT
S89°51'31"W 332.06'

EXCALIBUR DR.
(60' R.O.W.)

CITY OF WINDCREST

X=2161630
Y=13729221

FRATT RD.
(60' R.O.W.)

THE CITY OF SAN ANTONIO AS A PART OF ITS ELECTRIC AND
GAS SYSTEM (CITY PUBLIC SERVICE BOARD) IS HEREBY
DEDICATED THE EASEMENT AND RIGHT-OF-WAY FOR ELECTRIC
AND GAS DISTRIBUTION AND SERVICE FACILITIES IN THE AREAS
DESIGNATED ON THE PLAT AS "ELECTRIC EASEMENT", "GAS
EASEMENT", "ANCHOR EASEMENT", "SERVICE EASEMENT",
"OVERHANG EASEMENT", "UTILITY EASEMENT AND TRANSFORMER
EASEMENT" FOR THE PURPOSE OF INSTALLING, CONSTRUCTING,
RECONSTRUCTING, MAINTAINING, REMOVING, INSPECTING,
PATROLLING AND ERECTING POLES, HANGING OR BURYING
WIRES, CABLES, CONDUITS, PIPELINES OR INGRESS AND EGRESS
OVER GRANTOR'S ADJACENT LAND, THE RIGHT TO RELOCATE
SAID FACILITIES WITHIN SAID EASEMENT AND RIGHT-OF-WAY
AREAS, AND THE RIGHT TO REMOVE FROM SAID LANDS ALL
TREES OR PARTS THEREOF, OR OTHER OBSTRUCTIONS WHICH
ENDANGER OR MAY INTERFERE WITH THE EFFICIENCY OF SAID
LINES OR APPURTENANCES THERETO. IT IS AGREED AND
UNDERSTOOD THAT NO BUILDINGS, CONCRETE SLABS, OR WALLS
WILL BE PLACED WITHIN SAID EASEMENT AREAS.

2. ANY CPS MONETARY LOSS RESULTING FROM MODIFICATIONS
REQUIRED OF CPS EQUIPMENT, LOCATED WITHIN SAID EASEMENT,
DUE TO GRADE CHANGES OR GROUND ELEVATION ALTERATIONS
SHALL BE CHARGED TO THE PERSON OR PERSONS DEEMED
RESPONSIBLE FOR SAID GRADE CHANGES OR GROUND
ELEVATIONS ALTERATION.

3. THIS PLAT DOES NOT AMEND, ALTER, RELEASE OR
OTHERWISE AFFECT ANY EXISTING ELECTRIC, GAS, WATER,
SEWER, DRAINAGE, TELEPHONE, CABLE EASEMENT OR ANY
OTHER EASEMENTS FOR UTILITIES UNLESS THE CHANGES TO
SUCH EASEMENTS ARE DESCRIBED BELOW.

4. CONCRETE DRIVEWAY APPROACHES ARE ALLOWED WITHIN
FIVE (5) FOOT WIDE ELECTRIC AND GAS EASEMENT WHEN
LOTS ARE SERVED ONLY BY REAR LOT UNDERGROUND
ELECTRIC AND GAS FACILITIES.

5. ROOF OVERHANGS ARE ALLOWED WITHIN FIVE (5) FOOT
WIDE ELECTRIC AND GAS EASEMENT WHEN ONLY
UNDERGROUND ELECTRIC AND GAS FACILITIES ARE
PROPOSED OR EXISTING WITHIN THOSE FIVE (5) FOOT
WIDE EASEMENT.

EDU NOTE:
WASTEWATER EDU NOTE: THE NUMBER OF WASTEWATER
EQUIVALENT DWELLING UNITS (EDUS) PAID FOR THIS
SUBDIVISION PLAT ARE KEPT ON FILE AT THE SAN
ANTONIO WATER SYSTEM UNDER THE PLAT NUMBER ISSUED
BY DEVELOPMENT SERVICES DEPARTMENT.

IMPACT FEE:
WATER AND WASTEWATER IMPACT FEES WERE NOT PAID AT
TIME OF PLATING FOR THIS PLAT. ALL IMPACT FEES
MUST BE PAID PRIOR TO WATER METER SET AND/OR
WASTEWATER SERVICE CONNECTION.

RECORDER'S MEMORANDUM
AT THE TIME OF RECORDING THIS
INSTRUMENT WAS FOUND TO BE INADEQUATE
BECAUSE OF ILLEGIBILITY, CARBON OR
PHOTO COPY, DISCOLORED PAPER ETC.

Doc# 20140016815 Fees: \$32.00
P12-20140016815-3
P12-20140016815-3
Public Records of BEXAR COUNTY
GERARD C. RICKHOFF COUNTY CLERK

Book 9664 Page 4 3pgs

P12-20140016815-3

TAX CERTIFICATE

120158



ALBERT URESTI, MPA
BEXAR COUNTY TAX ASSESSOR-COLLECTOR
P O BOX 839950
SAN ANTONIO, TX 78283-3950

DEVELOPMENT SERVICE
RECEIVED

2013 DEC -4 AM 11:05

Issued To:

LAND DESIGN GROUP
6606 KIRK LANE
SAN ANTONIO, TX 78240

Legal Description:

NCB 12190 ARB TR 15

Fiduciary Number: 1062420

Parcel Address: 5043 EXCALIBUR

Legal Acres: 3.3200

Account Number: 12190-000-0150

Certificate No: 10821025

Certificate Fee: \$10.00

Print Date: 05/31/2013

Paid Date:

Issue Date: 05/31/2013

Operator ID: LHER

TAX CERTIFICATES ARE ISSUED WITH THE MOST CURRENT INFORMATION AVAILABLE. ALL ACCOUNTS ARE SUBJECT TO CHANGE PER SECTION 26.15 OF THE TEXAS PROPERTY TAX CODE. THIS IS TO CERTIFY THAT ALL TAXES DUE ON THE ABOVE DESCRIBED PROPERTY HAVE BEEN EXAMINED, UP TO AND INCLUDING THE YEAR 2012. ALL TAXES ARE PAID IN FULL

Exemptions:

EXEMPT

Certified Owner:

SAN ANTONIO LIEN HOA DAO TRANG
161 DINN DR
SAN ANTONIO, TX 78218-3712

Certified Tax Unit(s):

8 FLOOD FUND
9 ALAMO COMM COLLEGE
10 HOSPITAL DISTRICT
11 BEXAR COUNTY
19 S A RIVER AUTHORITY
21 CITY / SAN ANTONIO
55 NORTH EAST ISD

2012 Value:	275,630
2012 Levy:	\$10.00
2012 Levy Balance:	\$0.00
Prior Year Levy Balance:	\$0.00
Total Levy Due:	\$0.00
P&I + Attorney Fee:	\$0.00
Total Amount Due:	\$0.00

ALBERT URESTI, MPA
BEXAR COUNTY TAX ASSESSOR-COLLECTOR



Reference (GF) No: N/A

20140016815

Any provision herein which restricts the sale, rental or use of the described REAL
PROPERTY because of Color or Race is invalid and unenforceable under FEDERAL LAW
STATE OF TEXAS
COUNTY OF BEXAR
I hereby Certify that this instrument was FILED on the date and at the time stamped
hereon by me and was duly RECORDED in the Volume and Page of the
RECORDS of BEXAR COUNTY, TEXAS as stamped hereon by me



Gerard C. Rickhoff
COUNTY CLERK
BEXAR COUNTY, TEXAS

Doc# 20140016815 Fees: \$82.00
02/03/2014 1:58PM # Pages 3
Filed & Recorded in the Official
Public Records of BEXAR COUNTY
GERARD C. RICKHOFF COUNTY CLERK



YOUNG PROFESSIONAL RESOURCES – 8209 ROUGHRIDER DR. STE. 101, WINDCREST, TX 78239
FIRM F-8635 TELE: 210-590-9215 CELL: 210-373-3204 FAX: 210-590-9346

Ms. Kelley Rodriquez
City Secretary
City of Windcrest
8601 Midcrown
Windcrest, Texas

September 14, 2016

Re: **SUBDIVISION PLAT – Eisenhower Point Unit 3 (PRELIMINARY PLAT REVIEW)**
61.008 Acres (Commercial)

Dear Ms. Rodriquez,

Young Professional Resources has completed its review of the preliminary plat for the referenced development as submitted by Pape Dawson Engineers.

We find that the Preliminary Subdivision Plat is complete and conforms to City of Windcrest Ordinances and is approved. This preliminary plat and may be forwarded to P&Z and City Council for appropriate actions.

Our review of the plans do not relieve or release the Engineer of Record or Contractor from complying with any and all of the requirements of the local, state, and federal rules and regulations or guidelines impacting this project. If the Engineer/Contractor has exceptions to the comments provided he/she shall provide those in a written letter detailing the exceptions.

Sincerely,

Leonard D. Young, P.E.
President - Young Professional Resources
Cc: Rafael Castillo – City of Windcrest
Pape Dawson Engineers



YOUNG PROFESSIONAL RESOURCES – 8209 ROUGHRIDER DR. STE. 101, WINDCREST, TX 78239
FIRM F-8635 TELE: 210-590-9215 CELL: 210-373-3204 FAX: 210-590-9346

Ms. Kelley Rodriquez
City Secretary
City of Windcrest
8601 Midcrown
Windcrest, Texas

September 14, 2016

Re: **Stormwater Management Plan Review – Eisenhower Point Unit 3**

Dear Ms. Rodriquez,

Young Professional Resources has completed its review of the Stormwater Management Plan for the referenced development as submitted by Pape Dawson Engineers.

We find that the Stormwater Management Plan is complete and conforms to City of Windcrest Ordinances and is approved for processing.

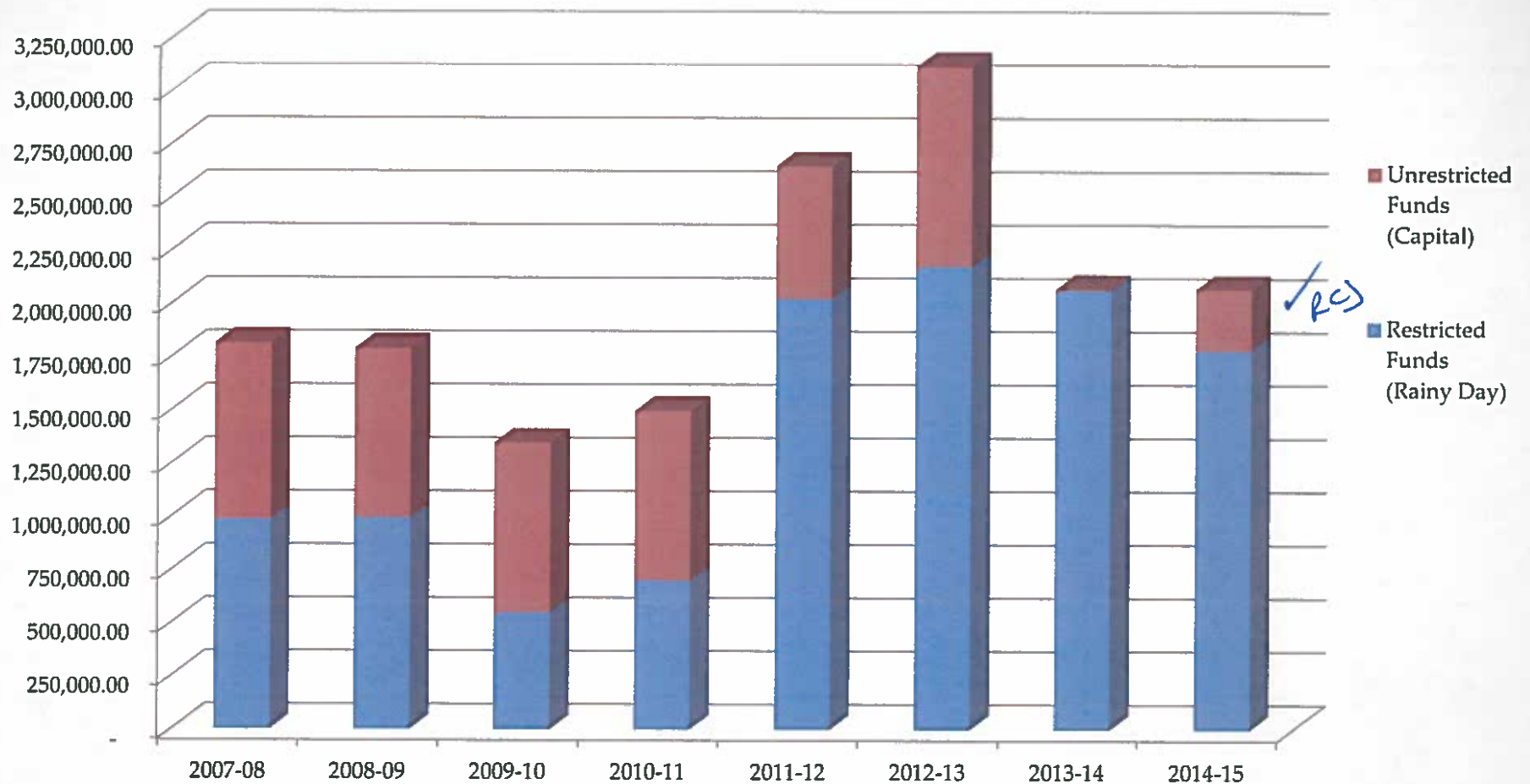
Our review of the plans do not relieve or release the Engineer of Record or Contractor from complying with any and all of the requirements of the local, state, and federal rules and regulations or guidelines impacting this project. If the Engineer/Contractor has exceptions to the comments provided he/she shall provide those in a written letter detailing the exceptions.

Sincerely,

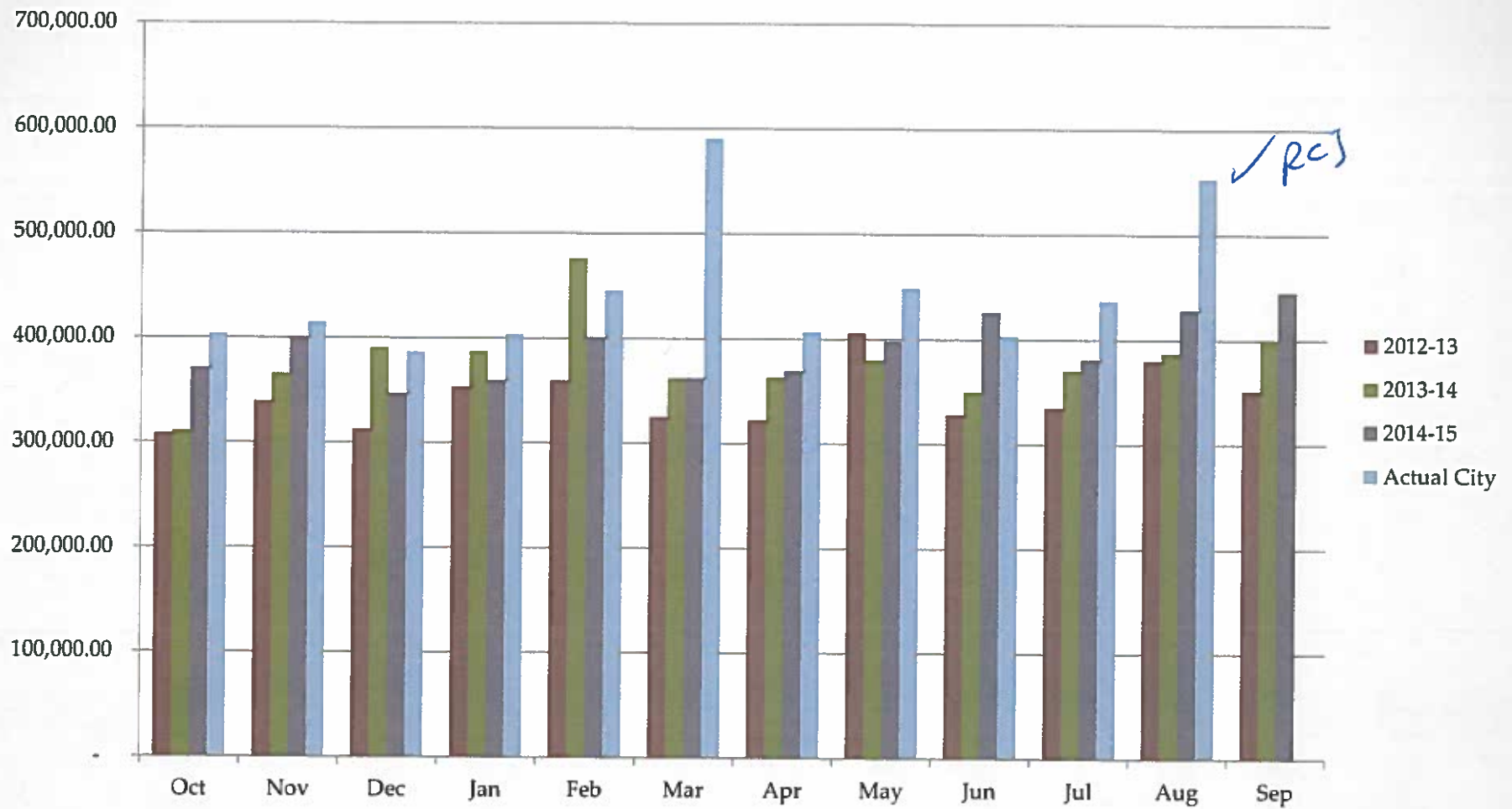
Leonard D. Young, P.E.
President - Young Professional Resources
Cc: Rafael Castillo – City of Windcrest
Pape Dawson Engineers



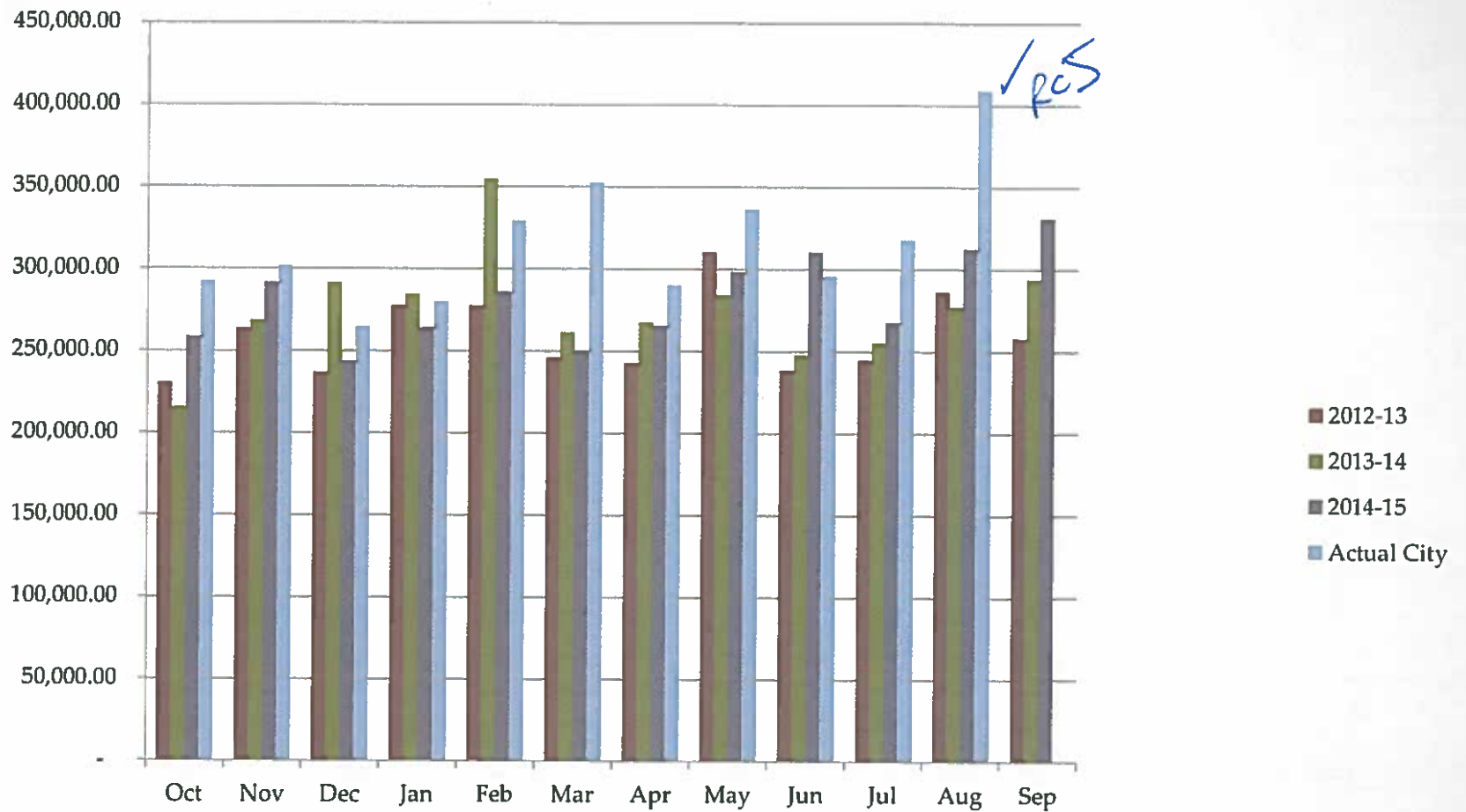
Monthly Finance Report
August 2016



Monthly Finance Report June 2016

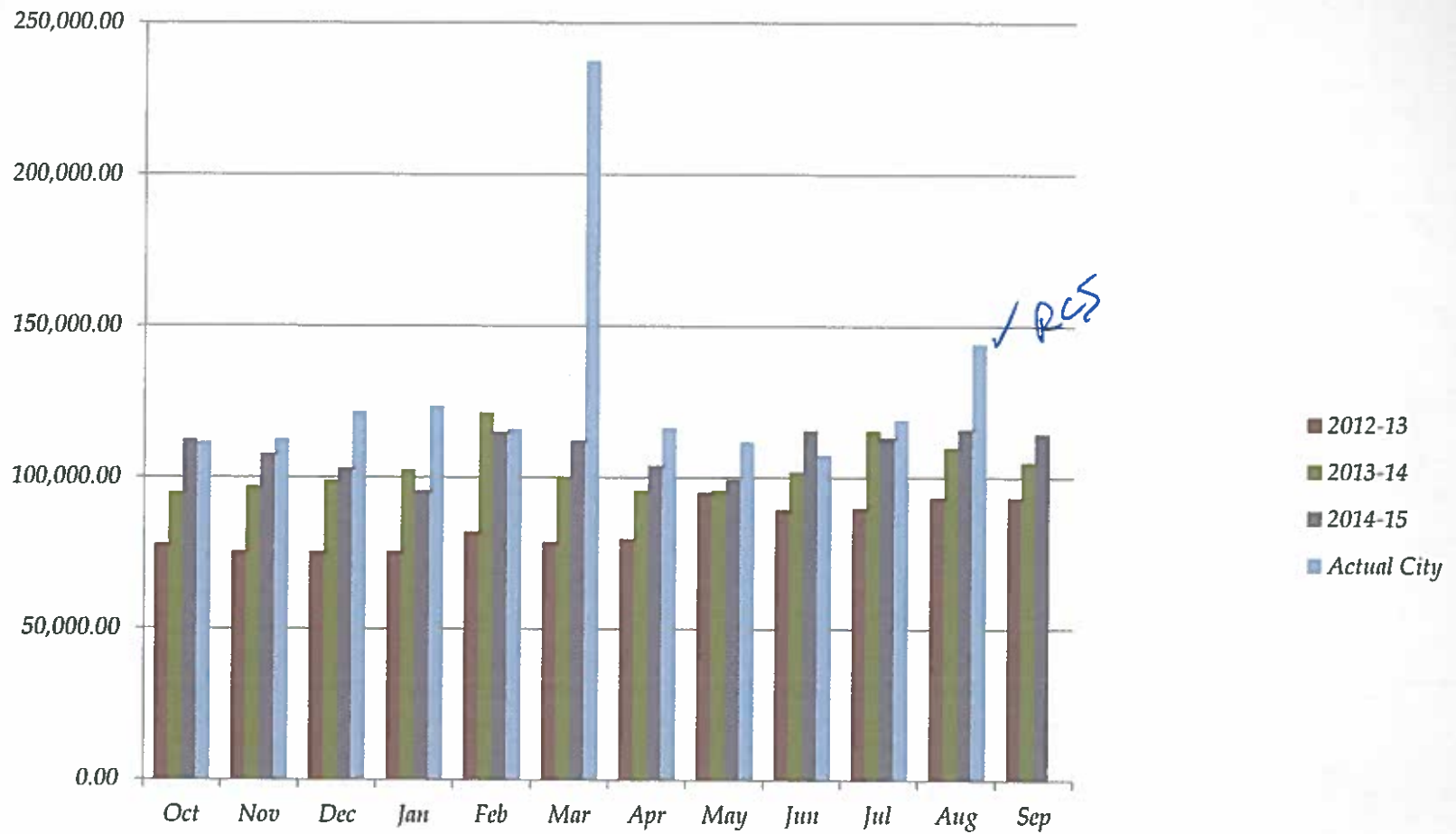


City of Windcrest Total Sales Tax



City of Windcrest

Sales Tax less SA Annexation



City of Windcrest

Windcrest's Portion of SA Annexation

<u>Fund</u>	<u>YTD Revenues</u>	<u>YTD Expenditures</u>	<u>Current Cash Balance</u>
General	\$5,590,082.24 ✓	\$5,225,641.54 ✓	\$859,411.76 ✓
Garbage	\$790,139.02	\$737,711.07	\$26,414.47
Windcrest Animal Control Taskforce	\$100.00	\$0.00	\$2,566.55
Asset Seizure - Federal	\$0.00	\$2,442.98	\$346.84
County Fire Contribution	\$0.00	\$0.00	\$3,946.07
School Crossing Guard	\$6,366.23	\$654.40	\$14,077.93
Police Donations	\$3,895.29	\$2,472.01	\$3,370.24
Asset Seizure - State	\$0.00	\$481.00	\$383.71
Police Education Training	\$2,194.17	\$1,351.50	\$1,059.27
Roosevelt Scholarship	\$0.33	\$0.00	\$4,093.60
Economic Development Corp	\$410,319.25	\$241,631.98	\$156,361.41 ✓
Court Technology	\$16,232.27	\$0.00	\$42,452.50
Court Building Security	\$12,171.59	\$0.00	\$707.02
Hotel / Motel Tax	\$126,657.49	\$0.00	\$35,984.93
Debt Service	\$0.00	\$0.00	\$0.03
WCCPD	\$576,192.61	\$376,704.75	\$554,170.36 ✓
Capital Projects - Streets	\$410,122.73	\$966,734.38	\$42,602.03
Pooled Cash			<u>\$1,300,387.03</u>
<u>Total Cash</u>			<u>\$3,048,335.74</u> ✓

**Monthly Financial Report (MFR) as of
August 31, 2016**

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	\$	-
School Crossing Guard	\$	14,078
DARE	\$	-
Police Donations	\$	3,370
Asset Seizure Fund - State	\$	384
Police Education Training Fund	\$	1,059
Roosevelt Scholarship Funds	\$	4,094
Court Technology Fund	\$	42,453
Court Building Security Fund	\$	707

August 31, 2016

8/31/2016

Treasurer's Report to Council Members:

The following summary and attached report is the monthly financial report for August 2016

This report covers 91.67% 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 (1)	\$ 643,532	\$ 466,617	\$ 5,590,082	\$ 5,551,374	89.50%
Expenditures (2)	\$ 494,328	\$ 401,928	\$ 5,225,642	\$ 5,066,039	82.45%
Net	\$ 149,204	\$ 64,689	\$ 364,441	\$ 485,335	
Garbage Fund:					
Income	\$ 35,712	\$ 35,092	\$ 790,139	\$ 761,896	102.80%
Expenditures	\$ 73,146	\$ 72,645	\$ 737,711	\$ 782,799	96.90%
	\$ (37,434)	\$ (37,553)	\$ 52,428	\$ (20,903)	
Debt Service Fund:					
Income	\$ -	\$ -	\$ -	\$ -	
Transfers In	\$ -	\$ -	\$ -	\$ -	
Expenditures	\$ -	\$ -	\$ -	\$ -	
Net	\$ -	\$ -	\$ -	\$ -	
Capital Projects Fund:					
Income	\$ 58,447	\$ 45,076	\$ 410,123	\$ 505,649	
Expenditures	\$ 86,077	\$ -	\$ 966,734	\$ 713	
Transfers Out	\$ -	\$ -			
Net	\$ (27,630)	\$ 45,076	\$ (556,612)	\$ 504,936	
Total Funds:					
Income	\$ 737,690	\$ 546,784	\$ 6,790,344	\$ 6,818,919	
Expenditures	\$ 653,551	\$ 474,573	\$ 6,930,087	\$ 5,849,550	
Transfers In / (Out)	\$ -	\$ -	\$ -	\$ -	
Net All Funds	\$ 84,139	\$ 72,211	\$ (139,743)	\$ 969,368	
Sales Tax Collections (Actual Received):					
Crime Control District	\$ 79,215	\$ 61,210	\$ 675,426	\$ 552,661	
EDC	\$ 79,042	\$ 61,240	\$ 650,278	\$ 552,692	
General Fund	\$ 316,167	\$ 244,961.16	\$ 2,585,113	\$ 2,207,651	
Ad Valorem Tax Offset	\$ 79,042	\$ 61,240	\$ 650,278	\$ 552,692	
For Street Maintenance	\$ 79,042	\$ 61,240	\$ 650,278	\$ 552,692	
Net Sales Tax	\$ 632,508	\$ 489,892	\$ 5,211,374	\$ 4,418,387	
Annexed Area to S.A.	\$ (144,189)	\$ (115,971)	\$ (1,141,786)	\$ (1,198,544)	

We recommend that this Treasurer's Report be approved.

Respectfully Submitted,

Donald Hakala/Rafael Castillo Jr.

Finance Director City Manager

CITY OF WINDCREST FINANCE SUMMARY**For the Period Ending August 2016**

	Account	Interest Rate
Frost Bank Accounts:		
Pooled Checking	\$ 1,300,387	0.01%
General Fund Money Market	\$ 507,574	0.01%
General Fund Development Escrow	\$ -	0.01%
General Fund Certificate of Deposit	\$ 25,000	0.23%
Garbage Fund Checking	\$ 25,522	0.01%
Garbage Fund Money Market	\$ 460	0.01%
Windcrest Animal Control Task Force	\$ 2,567	0.01%
Debt Service Fund	\$ 0	0.01%
Capital Projects Street Fund	\$ 24,016	0.01%
Hotel/Motel Occupancy Tax Fund	\$ 35,985	0.01%
Windcrest Crime Control & Prevention Dist. Fund	\$ 554,170	0.01%
Economic Development Corporation	\$ 156,361	0.01%
Economic Development Corporation Escrow	\$ -	0.01%
Asset Forfeiture/Seizure Savings (Federal)	\$ 347	0.01%
County Fire Contribution Savings	\$ -	0.01%
School Crossing Guard Savings	\$ 14,078	0.01%
Dare Program Fund Savings	\$ -	0.01%
Police Donation Savings	\$ 3,370	0.01%
Asset Forfeiture/Seizure Savings (State)	\$ 384	0.01%
Police Education/Training Savings	\$ 1,059	0.01%
Roosevelt Scholarship Fund	\$ 4,094	0.01%
Municipal Court Technology Fund	\$ 42,453	0.01%
Municipal Court Building Security Fund	\$ 707	0.01%
Total - Frost National Bank	\$ 2,698,534	
INVESTMENTS:		
IBC Bank Escrow CD Account	\$ 207,089	0.60%
Texpool (breakout by fund on following page)	\$ 132,439	0.1590%
Texpool for Streets	\$ 10,274	0.1590%
Total TexPool	\$ 142,713	
TOTAL ALL FUNDS	\$ 3,048,336	

Texpool Breakout by Fund

Balance		
Fund #	Fund Name	8/31/2016
1	General Fund	119,749.19
2	Garbage	432.15
17	Debt Service	-
19	Capital Project Street	8,312.08
13	Economic Dev. Fund	-
5	County Fire Contribution	3,946.07
9	Asset Seizure Fund - State	-
	Total	132,439.49

CITY OF WINCREST
BALANCE SHEET
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
01-1100	CASH - FROST OPERATING	0.00
01-1102	CLAIM ON CASH	976,317.52
01-1105	SAVINGS	507,573.95
01-1110	PETTY CASH	1,200.00
01-1111	STORE PETTY CASH	100.00
01-1112	VISA CARDS-PETTY CASH	4,817.86
01-1116	INVESTMENT/CERT DEPOSIT	0.00
01-1120	CERT. OF DEPOSIT-RESTRICTED	25,000.00
01-1125	INVESTMENT/TEXPOOL	119,749.19
01-1126	FROST ESCROW	0.00
01-1127	IBC BANK ESCROW	207,088.62
01-1128	EXPENSE CARD	29,575.34
01-1201	PREPAID INSURANCE	(1.33)
01-1204	PREPAID SALES TAX	0.17
01-1205	PREPAID EMS SERVICE	0.00
01-1210	PREPAID VOLUNTEER PENSION	0.00
01-1215	PREPAID MAINTENANCE CONTRACTS	0.00
01-1310	DUE FROM GARBAGE FUND	130,265.00
01-1320	DUE FROM ASSET FORF/SEIZ	0.00
01-1325	DUE FROM S C G FUND	0.00
01-1330	DUE FROM COUNTY FIRE CONT	22,000.00
01-1335	DUE FROM DARE PROGRAM FN	0.00
01-1340	DUE FROM POLICE DONATION ACCT	1,200.00
01-1345	DUE FROM ASSET SEIZ/STATE	0.00
01-1350	DUE FROM POLICE TRAINING FUND	1,150.00
01-1351	DUE FROM ROOSEVELT SCHOLARSHIP	0.00
01-1353	DUE FROM COURT TECH. FUND	0.00
01-1354	DUE FROM COURT BLDG. SEC. FUND	0.00
01-1355	DUE FROM EDC	145,000.00
01-1356	DUE FROM HOTEL/MOTEL TAX FUND	39,225.00
01-1357	DUE FROM TX TAX NOTES 2002 FUN	0.00
01-1380	DUE FROM WCCPD	37,000.00
01-1381	DUE FROM TX TAX NOTES 2005	338,000.00
01-1383	DUE FROM HRA	48,207.00
01-1501	A/R-ADVA LOREM TAXES	29,331.77
01-1504	ALLOWANCE FOR DOUBT -WARRANTS	(1,902,674.95)
01-1505	ALLOW FOR DOUBTFUL ACCTS	(5,415.35)
01-1510	A/R-SALES TAX	(0.96)
01-1515	A/R-LIQUOR TAX	171.31
01-1562	A/R - GRANT FUNDS	0.00
01-1601	A/R-MISC FEES	4,451.89
01-1602	A/R WARRANTS - CITY PORTION	2,114,082.95
01-1605	A/R-FRANCHISE	11,936.69
01-1608	A/R - UNAPPLIED CREDITS	0.00
01-1620	A/R-WATER DISTRICT #10	0.00
01-1635	A/R-MISC. II	4,166.67
01-1636	A/R POST OFFICE PETTY CASH	0.00
		<u>2,889,518.34</u>

TOTAL ASSETS

2,889,518.34

=====

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
LIABILITIES		
=====		
01-2200	WAGES PAYABLE	0.00
01-2205	FED WITHHOLDING	(1,735.05)
01-2210	FICA PAYABLE - EMPLOYER	(1,179.66)
01-2215	FICA PAYABLE - EMPLOYEE	22.32
01-2220	MEDICARE PAYABLE EMPLOYER	22.56
01-2225	MEDICARE PAYABLE EMPLOYEE	7.22
01-2230	TMRS PAYABLE	(103.56)
01-2235	TWC TAXES PAYABLE	(237.52)
01-2240	TRUSTEE PAYABLE	2,087.62
01-2242	SEC 457B DEF.COMP. PAYABLE	(386.29)
01-2245	LIFE INSURANCE PAYABLE	5,086.19
01-2248	LEGALSHIELD VOL DED	0.00
01-2250	SUPPLEMENTAL INSURANCE	1,363.05
01-2251	DEPENDENT DENTAL INSURANCE	(35,738.21)
01-2252	DEPENDENT VISION INSURANCE	(2,167.39)
01-2255	DEP HLTH/OPT LIFE PAYABLE	1,996.75
01-2256	A/P FSA Med Ded	0.00
01-2257	A/P FSA DEP DED	0.00
01-2258	DUE TO EWALD TRACTOR	0.00
01-2259	A/P MISC DED	0.00
01-2310	DUE TO GARBAGE FUND	0.00
01-2320	DUE TO ASSET FORF/SEIZ FN	0.00
01-2325	DUE TO S.C.G. FUND	43.90
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 WCC&PD FUND	0.00
01-2400	A/P PENDING	79,020.93
01-2401	A/P-GENERAL FUND	0.00
01-2402	A/P-COMP TO VICTIMS(CVC)	0.00
01-2403	A/P-REHABILITATION(CR)	0.00
01-2404	A/P-CRIMINAL JUSTICE(CJP)	0.00
01-2405	A/P-PERSONNEL TRAIN(JCPT)	0.00
01-2406	A/P-MANAGEMENT(LEMI)	0.00
01-2407	A/P-OFFICIERS 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	77,372.93
01-2411	BOND ESCROW	27,464.00
01-2412	A/P-CONTINUING ED(LEOCE)	0.00

CITY OF WINCREST
BALANCE SHEET
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
01-2413	A/P TIME PAYMENT	246.24
01-2414	A/P MUN. BLDG. SECURITY (MCBS)	0.00
01-2415	A/P FUGITIVE APPREHENSION (FA)	0.00
01-2416	A/P CONSOLIDATED CRT COST (CCC)	25,369.88
01-2417	A/P JUVENILE CRIME (JCD)	0.00
01-2418	A/P FTA FEE (FTA)	1,811.10
01-2420	DEPOSITS-CONTRACTORS	0.00
01-2421	A/P-RESTITUTION	0.00
01-2422	DEPOSITS-VEHICLE STORAGE	5,704.38
01-2423	AP-CHILD SAFETY SEAT & BELT	70.90
01-2424	A/P CORRECTIONAL MGMT (CMI)	0.00
01-2425	DEPOSITS-CIVIC CENTER	(1,520.00)
01-2426	A/P INDIGENT DEFENSE FEE	1,248.46
01-2427	DEPOSITS - TACO CABANA	0.00
01-2428	A/P - MUNI SVC BUREAU	0.00
01-2429	A/P - STATE TRAFFIC FEES	10,759.89
01-2430	BOND REFUNDS	(666.00)
01-2431	A/P - STATE JURY FEE (SJRF)	2,516.96
01-2432	A/P - EXPUNCTION FEE (EXPUNG)	0.00
01-2433	A/P-RESTITUT FEE-STATE (RSTS)	0.00
01-2434	A/P-JUDICIAL FEE-STATE (JFCT)	3,387.91
01-2436	A/P-LINEBARGER COURT COLLECTIO	25,681.19
01-2437	A/P-CIVIL JUSTICE FINE (CJFS)	35.13
01-2438	BONDS APPLIED	0.00
01-2440	FROST BANK ESCROW FUNDS	0.00
01-2470	ACCRUED COMPENSATED ABSENCES	0.00
01-2471	PENDING PRIOR PERIOD AJE	(0.07)
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	20,765.42
01-2502	DEFERRED REVENUE - OTHER	(2,085.00)
01-2503	DEFERRED REVENUE - WARRANTS	211,408.00
	TOTAL LIABILITIES	457,674.18
EQUITY		
=====		
01-3201	FUND BALANCE	2,067,403.46
01-3202	FUND BALANCE-RESTRICTED	0.00
01-3205	FOR ECONOMIC IMPACT	0.00
01-3207	FOR CASHFLOW	0.00
01-3209	FOR EMERGENCY CONTINGENCY	0.00
01-3213	FOR STREET MAINTENANCE	0.00
01-3214	FOR STREET SWEEPER	0.00
	TOTAL BEGINNING EQUITY	2,067,403.46
	TOTAL REVENUE	5,590,082.24
	TOTAL EXPENSES	5,225,641.54
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	364,440.70
	TOTAL EQUITY & FUND BALANCE	2,431,844.16
	TOTAL LIABILITIES, EQUITY & FUND BALANCE	2,889,518.34

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	6,245,843	6,245,843	643,531.58	5,590,082.24	5,562,384.74	0.00	89.50	655,760.76
TOTAL REVENUES	6,245,843	6,245,843	643,531.58	5,590,082.24	5,562,384.74	0.00	89.50	655,760.76
<u>EXPENDITURE SUMMARY</u>								
<u>01-ADMINISTRATION</u>								
SALARIES & BENEFITS	211,716	211,716	13,737.78	157,254.14	136,024.17	0.00	74.28	54,461.90
OTHER EXPENSES	64,827	64,827	8,499.17	54,332.65	97,669.91	0.00	83.81	10,494.09
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 01-ADMINISTRATION	276,543	276,543	22,236.95	211,586.79	233,694.08	0.00	76.51	64,955.99
<u>02-POLICE DEPARTMENT</u>								
SALARIES & BENEFITS	1,773,912	1,773,912	139,354.06	1,581,482.06	1,466,332.02	0.00	89.15	192,430.29
OTHER EXPENSES	116,295	116,295	18,124.35	91,074.82	120,607.01	0.00	78.31	25,220.18
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 02-POLICE DEPARTMENT	1,890,207	1,890,207	157,478.41	1,672,556.88	1,586,939.03	0.00	88.49	217,650.47
<u>03-FIRE DEPARTMENT</u>								
SALARIES & BENEFITS	177,939	177,939	7,303.01	118,966.96	118,009.43	0.00	66.86	58,971.89
OTHER EXPENSES	119,642	114,642	3,945.10	39,345.24	31,630.03	0.00	34.32	75,296.42
CAPITAL EXPENSES	10,000	15,000	0.00	11,795.49	241,916.99	0.00	78.64	3,204.51
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 03-FIRE DEPARTMENT	307,581	307,581	11,248.11	170,107.69	391,556.45	0.00	55.31	137,472.82
<u>04-SPECIAL SERVICES</u>								
SALARIES & BENEFITS	66,474	66,474	4,781.56	52,987.91	62,543.64	0.00	79.71	13,485.94
OTHER EXPENSES	163,056	163,056	4,997.39	128,478.63	138,950.52	0.00	78.79	34,577.75
CAPITAL EXPENSES	0	0	0.00	0.00	248.94	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 04-SPECIAL SERVICES	229,530	229,530	9,778.95	181,466.54	201,743.10	0.00	79.06	48,063.69
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	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
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
<u>06-PARKS & RECREATION</u>								
SALARIES & BENEFITS	0	0	75.90	184.34	44.74	0.00	0.00	184.34
OTHER EXPENSES	149,097	157,875	7,919.93	96,980.72	109,146.49	0.00	61.43	60,893.90
CAPITAL EXPENSES	368,400	418,400	64,335.73	367,750.54	0.00	0.00	87.89	50,649.46

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 06-PARKS & RECREATION	517,497	576,275	72,331.56	464,915.60	109,191.23	0.00	80.68	111,359.02
<u>07-FLEET MECHANIC</u>								
SALARIES & BENEFITS	58,622	58,622	4,281.47	52,379.95	47,920.88	0.00	89.35	6,242.06
OTHER EXPENSES	125,952	125,952	11,023.69	49,420.47	77,093.09	0.00	39.24	76,531.53
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 07-FLEET MECHANIC	184,574	184,574	15,305.16	101,800.42	125,013.97	0.00	55.15	82,773.59
<u>08-COURT</u>								
SALARIES & BENEFITS	277,214	277,214	18,057.96	218,736.95	258,524.89	0.00	78.91	58,476.82
OTHER EXPENSES	26,288	26,288	1,152.56	18,766.75	29,642.47	0.00	71.39	7,521.10
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 08-COURT	303,502	303,502	19,210.52	237,503.70	288,167.36	0.00	78.25	65,997.92
<u>DEPT 09</u>								
OTHER EXPENSES	0	0	0.00	3.99	0.00	0.00	0.00 (	3.99)
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT 09	0	0	0.00	3.99	0.00	0.00	0.00 (	3.99)
<u>10-FACILITY DIVISION</u>								
OTHER EXPENSES	149,556	149,556	7,343.82	143,322.52	115,494.83	0.00	95.83	6,233.48
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 10-FACILITY DIVISION	149,556	149,556	7,343.82	143,322.52	115,494.83	0.00	95.83	6,233.48
<u>11-CIVIC CENTER</u>								
SALARIES & BENEFITS	100,942	100,942	4,754.73	87,950.23	83,240.44	0.00	87.13	12,991.54
OTHER EXPENSES	30,550	30,550	8,952.38	38,558.19	21,682.08	0.00	126.21 (	8,008.19)
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 11-CIVIC CENTER	131,492	131,492	13,707.11	126,508.42	104,922.52	0.00	96.21	4,983.35
<u>14-CONTRACT SERVICES</u>								
OTHER EXPENSES	517,033	517,033	36,788.78	459,068.63	402,241.12	0.00	88.79	57,963.98
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 14-CONTRACT SERVICES	517,033	517,033	36,788.78	459,068.63	402,241.12	0.00	88.79	57,963.98
<u>15-TECH SUPPORT</u>								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	272,329	272,329	7,965.62	218,128.91	217,265.61	0.00	80.10	54,200.09
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 15-TECH SUPPORT	272,329	272,329	7,965.62	218,128.91	217,265.61	0.00	80.10	54,200.09

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
16-PUBLIC WORKS								
SALARIES & BENEFITS	511,554	511,554	39,416.79	447,667.74	406,764.80	0.00	87.51	63,886.35
OTHER EXPENSES	84,325	84,325	3,568.63	48,527.25	62,082.58	0.00	57.55	35,797.75
CAPITAL EXPENSES	2,000	2,000	0.00	3,354.95	50,651.90	0.00	167.75	(1,354.95)
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 16-PUBLIC WORKS	597,879	597,879	42,985.42	499,549.94	519,499.28	0.00	83.55	98,329.15
17-ANIMAL CONTROL								
SALARIES & BENEFITS	98,092	98,092	7,868.41	86,797.03	60,769.60	0.00	88.49	11,294.99
OTHER EXPENSES	55,814	55,814	967.00	26,954.55	39,466.18	0.00	48.29	28,859.45
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 17-ANIMAL CONTROL	153,906	153,906	8,835.41	113,751.58	100,235.78	0.00	73.91	40,154.44
18-WCCPD								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 18-WCCPD	0	0	0.00	0.00	0.00	0.00	0.00	0.00
19-CODE ENFORCEMENT								
SALARIES & BENEFITS	59,470	59,470	4,407.27	48,997.85	45,922.00	0.00	82.39	10,472.16
OTHER EXPENSES	1,375	1,375	625.44	866.44	681.00	0.00	63.01	508.56
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 19-CODE ENFORCEMENT	60,845	60,845	5,032.71	49,864.29	46,603.00	0.00	81.95	10,980.72
20-FINANCE								
SALARIES & BENEFITS	230,314	230,314	20,440.13	193,050.85	139,742.79	0.00	83.82	37,263.16
OTHER EXPENSES	34,259	34,259	3,311.69	24,985.73	101,376.05	0.00	72.93	9,273.27
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 20-FINANCE	264,573	264,573	23,751.82	218,036.58	241,118.84	0.00	82.41	46,536.43
21-ECONOMIC DEVELOPMENT(E								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	0	0	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00
23-DEPT								
OTHER EXPENSES	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
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 23-DEPT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
25-CITY MANAGEMENT								
SALARIES & BENEFITS	166,874	166,874	12,766.29	146,805.33	127,433.81	0.00	87.97	20,068.65
OTHER EXPENSES	11,800	11,800	19.03	1,259.64	3,332.13	0.00	10.67	10,540.36
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 25-CITY MANAGEMENT	178,674	178,674	12,785.32	148,064.97	130,765.94	0.00	82.87	30,609.01

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>26-POOL</u>								
SALARIES & BENEFITS	62,696	62,696	17,983.57	61,031.10	48,685.07	0.00	97.34	1,664.90
OTHER EXPENSES	35,000	35,000	5,004.53	21,749.40	22,982.28	0.00	62.14	13,250.60
CAPITAL EXPENSES	12,000	12,000	0.00	12,000.00	0.00	0.00	100.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 26-POOL	109,696	109,696	22,988.10	94,780.50	71,667.35	0.00	86.40	14,915.50
<u>27-POST OFFICE</u>								
SALARIES & BENEFITS	43,035	43,035	2,212.80	39,344.20	36,875.54	0.00	91.42	3,690.38
OTHER EXPENSES	21,700	21,700	72.00	12,354.97	21,194.23	0.00	56.94	9,345.03
CAPITAL EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 27-POST OFFICE	64,735	64,735	2,284.80	51,699.17	58,069.77	0.00	79.86	13,035.41
<u>28-HUMAN RESOUCES</u>								
OTHER EXPENSES	64,000	64,000	2,269.37	62,924.42	9,556.12	0.00	98.32	1,075.58
OTHER INCOME/EXPENSES	5,200	5,200	0.00	0.00	0.00	0.00	0.00	5,200.00
TOTAL 28-HUMAN RESOUCES	69,200	69,200	2,269.37	62,924.42	9,556.12	0.00	90.93	6,275.58
<u>29-MERIT INCREASES</u>								
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
<u>30-CAPITAL</u>								
OTHER EXPENSES	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
OTHER INCOME/EXPENSES	0	0	0.00	0.00	113,940.00	0.00	0.00	0.00
TOTAL 30-CAPITAL	0	0	0.00	0.00	113,940.00	0.00	0.00	0.00
<u>00-GENERAL EXPENDITURES</u>								
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	6,279,351	6,338,128	494,327.94	5,225,641.54	5,067,685.38	0.00	82.45	1,112,486.65
REVENUE OVER/(UNDER) EXPENDITURES	(33,508)	(92,285)	149,203.64	364,440.70	494,699.36	0.00	394.91-	(456,725.89)

% OF YEAR COMPLETED: 91.67

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-4101 ADVALOREM TAX CURRENT	1,667,919	1,667,919	3,452.19	1,752,435.96	1,631,903.81	0.00	105.07 (	84,516.96)
01-4105 ADVALOREM TAX DELINQUENT	0	0	0.00	0.00	6,020.79	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	2,086,971	2,086,971	233,773.48	1,640,381.44	1,617,750.50	0.00	78.60	446,589.56
01-4116 SALES TX-AD VALOREM TX OFFSET	521,751	521,751	58,443.37	410,095.33	391,704.43	0.00	78.60	111,655.67
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	243,817	243,817	60,000.00	140,000.00	142,449.75	0.00	57.42	103,817.00
01-4120 MIXED BEVERAGE GROSS RECEIPTS	26,510	26,510	0.00	31,139.02	26,104.15	0.00	117.46 (	4,629.02)
01-4201 CPS ENERGY FRANCHISE FEES	490,634	490,634	142,378.75	491,182.93	490,634.07	0.00	100.11 (	548.93)
01-4205 AT&T TELECOM FRANCHISE FEES	57,045	57,045	4,866.05	60,909.66	83,617.64	0.00	106.77 (	3,864.66)
01-4210 TIME WARNER CABLE & TEL FEES	104,030	104,030	268.80	53,901.07	74,204.05	0.00	51.81	50,128.93
01-4211 TWC - PEG Fee 1%	12,000	12,000	2,450.55	14,377.34	13,092.10	0.00	119.81 (	2,377.34)
01-4215 OTHER TELECOM FEES	29,745	29,745	717.20	1,951.14	3,188.10	0.00	6.56	27,793.86
01-4230 FRANCHISE FEES -WATER	13,525	13,525	0.00	2,509.55	4,842.18	0.00	18.55	11,015.45
01-4301 INTEREST	675	675	58.66	703.68	367.47	0.00	104.25 (	28.68)
01-4302 FRANCHISE FEE- SANITATION	1,376	1,376	45.50	1,013.73	535.93	0.00	73.67	362.27
01-4310 COURT FINES	525,000	525,000	38,800.91	495,280.43	489,451.19	0.00	94.34	29,719.57
01-4320 WINDCREST GIFT SHOP	0	0	4.95	930.64	0.00	0.00	0.00 (	930.64)
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	20.00	0.00	0.00	0.00 (	20.00)
01-4401 SWIMMING POOL FEES	30,500	30,500	4,863.00	29,167.00	29,153.07	0.00	95.63	1,333.00
01-4402 SWIMMING POOL CONCESSIONS	2,504	2,504	957.50	4,666.50	2,469.28	0.00	186.36 (	2,162.50)
01-4403 SWIMMING POOL B-PARTIES	3,347	3,347	1,644.00	3,980.00	3,346.50	0.00	118.91 (	633.00)
01-4408 CONTRACTOR ANNUAL REGISTRATION	4,993	4,993	760.00	6,880.00	4,973.00	0.00	137.79 (	1,887.00)
01-4409 BUILDING PERMIT FEES	185,000	185,000	39,073.14	183,934.07	162,762.85	0.00	99.42	1,065.93
01-4410 FOOD PERMIT FEES	18,500	18,500	650.00	23,660.50	17,106.40	0.00	127.89 (	5,160.50)
01-4420 LIQUOR LICENSE FEES	2,487	2,487	0.00	30.00	2,100.00	0.00	1.21	2,457.00
01-4425 VEHICLE STORAGE FEES	21,184	21,184	0.00	18,401.19	19,647.64	0.00	86.86	2,782.81
01-4430 CIVIC CENTER FEES	33,460	33,460	2,510.10	22,682.40	19,799.40	0.00	67.79	10,777.60
01-4435 DOG TAG & IMPOUNDMENT FEES	670	670	15.00	312.00	445.00	0.00	46.57	358.00
01-4440 MISCELLANEOUS FEES	3,700	3,700	491.91	2,037.81	1,641.48	0.00	55.08	1,662.19
01-4441 ALARM & PERMIT FEES	4,500	4,500	100.00	11,822.50	4,563.82	0.00	262.72 (	7,322.50)
01-4442 PLATTING/ZONING/VAR FEES	1,500	1,500	0.00	110.00	605.00	0.00	7.33	1,390.00
01-4444 FOOD HANDLER TRAINING FEES	4,500	4,500	414.00	2,916.00	69.00	0.00	64.80	1,584.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-4507 GRANT PROCEEDS CJD	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4508 GRANT PROCEEDS - AACOG	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4509 GRANT PROCEEDS-TP&W	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-4510 GRANT PROCEEDS-TCFP	0	0	0.00	0.00	100,000.00	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 - TXDOT	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
TOTAL REVENUES	6,245,843	6,245,843	643,531.58	5,590,082.24	5,562,384.74	0.00	89.50	655,760.76

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>01-ADMINISTRATION</u>								
<u>SALARIES & BENEFITS</u>								
01-501-010 ADMIN. SALARIES	154,409	154,409	9,583.02	109,987.32	95,946.94	0.00	71.23	44,421.30
01-501-011 ADMIN.LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-014 STIPEND	4,331	4,331	0.00	4,331.36	4,331.36	0.00	100.01 (	0.36)
01-501-015 ADMIN INCENTIVE PAY-BILINGUA	600	600	46.16	523.91	526.22	0.00	87.32	76.09
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	2,700	2,700	118.71	3,007.77	2,741.86	0.00	111.40 (	307.77)
01-501-030 SOCIAL SECURITY	11,812	11,812	744.44	9,403.89	8,248.15	0.00	79.61	2,408.37
01-501-040 HEALTH INSURANCE	26,207	26,207	2,520.23	20,698.41	16,909.03	0.00	78.98	5,508.33
01-501-045 INSURANCE - BCWID	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-050 RETIREMENT	11,117	11,117	725.22	8,761.48	7,320.61	0.00	78.81	2,355.94
01-501-060 WORKERS' COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-070 UNEMPLOYMENT COMPENSATION	540	540	0.00	540.00	0.00	0.00	100.00	0.00
01-501-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	211,716	211,716	13,737.78	157,254.14	136,024.17	0.00	74.28	54,461.90
<u>OTHER EXPENSES</u>								
01-501-130 BONDS & TRAINING	2,882	3,282	100.00	3,210.70	3,100.44	0.00	97.83	71.30
01-501-151 Contract Svc - Inspections	53,450	53,450	8,010.00	43,789.00	80,771.20	0.00	81.93	9,661.00
01-501-420 OFFICE SUPPLIES	1,921	1,521	389.17	2,127.36	7,145.27	0.00	139.83 (	605.92)
01-501-431 EMPLOYEE APPRECIATION LUNCHE	8	8	0.00	0.00	8.30	0.00	0.00	8.30
01-501-440 ELECTION SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-500 GENERAL/GIFT SHOP	0	3,000	0.00	3,000.00	0.00	0.00	100.00	0.00
01-501-600 OFFICE EQUIPMENT & MAINT	240	240	0.00	70.00	320.00	0.00	29.17	170.00
01-501-650 VEHICLE EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-501-700 CONTINGENCIES	6,325	3,325	0.00	2,135.59	6,324.70	0.00	64.23	1,189.41
TOTAL OTHER EXPENSES	64,827	64,827	8,499.17	54,332.65	97,669.91	0.00	83.81	10,494.09
<u>CAPITAL EXPENSES</u>								
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
<u>OTHER INCOME/EXPENSES</u>								
01-501-900 UNALLOCATED FUNDS	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 01-ADMINISTRATION	276,543	276,543	22,236.95	211,586.79	233,694.08	0.00	76.51	64,955.99

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
02-POLICE DEPARTMENT								
SALARIES & BENEFITS								
01-502-010 POLICE SALARIES	973,450	973,450	86,086.17	910,593.51	859,536.14	0.00	93.54	62,856.49
01-502-011 POLICE LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-012 CIVILIAN SALARIES	216,390	216,390	13,768.81	137,418.01	138,131.31	0.00	63.50	78,971.99
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	10,200	10,200	138.48	2,009.06	8,839.24	0.00	19.70	8,190.94
01-502-015 POL INCENTIVE PAY-BILING & S	12,300	12,300	692.70	7,656.69	8,059.01	0.00	62.25	4,643.31
01-502-016 CIV. INCENTIVE PAY-BILING & S	2,400	2,400	118.08	1,211.59	1,252.73	0.00	50.48	1,188.41
01-502-017 POLICE SALARIES-CERTIFICATIO	16,541	16,541	1,066.30	11,831.31	13,632.94	0.00	71.53	4,709.69
01-502-018 POLICE EDUCATION PAY	7,201	7,201	46.16	3,523.91	526.22	0.00	48.94	3,677.09
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	55,500	55,500	1,383.01	53,371.84	50,868.30	0.00	96.17	2,128.16
01-502-021 7K HOURS	26,000	26,000	1,206.48	19,105.85	25,514.70	0.00	73.48	6,894.15
01-502-022 CIVILIAN OVERTIME	14,200	14,200	2,737.99	20,783.00	20,468.20	0.00	146.36 (	6,583.00)
01-502-023 POL INCENTIVE PAY - SDP	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-025 STIPEND (CIVILIAN & POLICE)	32,490	32,490	0.00	24,905.32	32,485.20	0.00	76.66	7,584.68
01-502-026 HAZARDOUS DUTY PAY	19,600	19,600	908.50	9,678.87	12,931.41	0.00	49.38	9,921.13
01-502-030 SOCIAL SECURITY	74,469	74,469	8,038.34	93,577.53	91,365.89	0.00	125.66 (	19,108.60)
01-502-030CSOCIAL SECURITY CIVILIAN	16,554	16,554	0.00	0.00	0.00	0.00	0.00	16,553.84
01-502-040 HEALTH INSURANCE	178,586	178,586	15,116.45	156,199.78	87,106.13	0.00	87.46	22,385.72
01-502-050 RETIREMENT	70,298	70,298	8,046.59	91,010.27	83,460.60	0.00	129.46 (	20,712.27)
01-502-050CRETIREMENT CIVILIAN	15,580	15,580	0.00	0.00	0.00	0.00	0.00	15,580.08
01-502-060 WORKERS' COMPENSATION	32,154	32,154	0.00	35,268.57	32,154.00	0.00	109.69 (	3,114.57)
01-502-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	3,336.95	0.00	0.00	0.00 (	3,336.95)
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	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	1,773,912	1,773,912	139,354.06	1,581,482.06	1,466,332.02	0.00	89.15	192,430.29
OTHER EXPENSES								
01-502-120 DUES & SUBSCRIPTIONS	500	500	0.00	255.00	368.31	0.00	51.00	245.00
01-502-130 BONDS & TRAINING	328	4,328	0.00	2,844.29	328.00	0.00	65.72	1,483.71
01-502-140 EMPLOYMENT SCREENING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-400 CITIZEN'S PATROL	2,307	2,307	0.00	2,044.04	2,306.62	0.00	88.60	262.96
01-502-420 OFFICE SUPPLIES	4,500	4,500	500.00	4,541.19	3,997.00	0.00	100.92 (	41.19)
01-502-430 MISCELLANEOUS SUPPLIES	10,000	10,000	3,042.38	8,916.92	11,287.39	0.00	89.17	1,083.08
01-502-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-432 MOBILE DATA/PHONE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-433 PD IT SOFTWARE HARDWARE & SU	14,000	10,000	6,449.08	10,398.22	31,711.28	0.00	103.98 (	398.22)
01-502-450 LAB FEES/CRIME SCENE SUPP	8,500	8,500	2,235.90	7,593.69	3,948.82	0.00	89.34	906.31
01-502-480 UNIFORM ALLOWANCE	7,960	7,960	0.00	7,944.90	7,855.86	0.00	99.81	15.10
01-502-520 BICYCLE PARTS & MAINTENANCE	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-502-540 VEHICLE FUEL	63,000	63,000	5,078.73	42,724.44	52,121.49	0.00	67.82	20,275.56
01-502-550 PRISONER EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-502-700 CONTINGENCIES	4,200	4,200	818.26	3,812.13	6,682.24	0.00	90.77	387.87
TOTAL OTHER EXPENSES	116,295	116,295	18,124.35	91,074.82	120,607.01	0.00	78.31	25,220.18

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
CAPITAL EXPENSES								
01-502-800 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
OTHER INCOME/EXPENSES								
01-502-900 UNALLOCATED FUNDS	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 02-POLICE DEPARTMENT	1,890,207	1,890,207	157,478.41	1,672,556.88	1,586,939.03	0.00	88.49	217,650.47

01 -GENERAL FUND

8 OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
03-FIRE DEPARTMENT								
=====								
SALARIES & BENEFITS								
01-503-010 FIRE DEPT. SALARIES	117,271	117,271	6,015.24	79,287.20	87,635.12	0.00	67.61	37,984.00
01-503-011 FIRE DEPT. LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-012 STIPEND	2,708	2,708	0.00	2,707.10	1,624.26	0.00	99.99	0.40
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	3,900	3,900	0.00	3,314.56	3,987.64	0.00	84.99	585.44
01-503-030 SOCIAL SECURITY	8,971	8,971	454.06	6,628.10	7,438.84	0.00	73.88	2,343.15
01-503-040 HEALTH INSURANCE	13,103	13,103	503.21	9,069.52	7,042.20	0.00	69.22	4,033.85
01-503-050 RETIREMENT	8,444	8,444	330.50	7,726.84	2,944.37	0.00	91.51	716.69
01-503-060 WORKERS' COMPENSATION	1,937	1,937	0.00	2,124.64	1,937.00	0.00	109.69	187.64
01-503-070 UNEMPLOYMENT COMPENSATION	405	405	0.00	405.00	0.00	0.00	100.00	0.00
01-503-080 VOLUNTEER PENSION FUND	21,200	21,200	0.00	7,704.00	5,400.00	0.00	36.34	13,496.00
01-503-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	177,939	177,939	7,303.01	118,966.96	118,009.43	0.00	66.86	58,971.89
OTHER EXPENSES								
01-503-130 TRAINING	5,000	5,000	1,445.00	4,656.04	1,048.12	0.00	93.12	343.96
01-503-140 EMPLOYMENT SCREENING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-150 HAZMAT PROGRAM	1,000	1,000	0.00	1,000.00	1,000.00	0.00	100.00	0.00
01-503-215 MOBILE PHONES CONTRACT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-220 MOBILE PHONES MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-221 MOBILE DATA TERMINAL SERVICE	5,500	5,500	200.00	1,000.65	844.19	0.00	18.19	4,499.35
01-503-223 PAGER CONTRACT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-224 PAGER MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-226 PAGER MAINTENANCE - FIRE	2,000	2,000	0.00	185.20	294.93	0.00	9.26	1,814.80
01-503-227 RADIO CONTRACT	7,500	7,500	0.00	0.00	0.00	0.00	0.00	7,500.00
01-503-229 RADIO MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-396 EOC EQUIPMENT & SUPPLIES	1,000	1,000	0.00	0.00	673.05	0.00	0.00	1,000.00
01-503-420 OFFICE SUPPLIES	1,600	1,600	0.00	1,002.01	729.57	0.00	62.63	597.99
01-503-430 SUPPLIES & EQUIPMENT	5,500	5,500	116.93	5,313.88	3,652.63	0.00	96.62	186.12
01-503-431 EMPLOYEE APPRECIATION LUNCHE	509	509	30.42	400.33	0.00	0.00	78.70	108.33
01-503-450 MEDICAL SUPPLIES	1,500	1,500	0.00	1,406.10	360.35	0.00	93.74	93.90
01-503-460 MEDICAL TRAINING	2,700	2,700	1,195.00	1,540.00	0.00	0.00	57.04	1,160.00
01-503-480 UNIFORM ALLOWANCE	1,800	1,800	0.00	368.00	667.80	0.00	20.44	1,432.00
01-503-503 VEHICLE PARTS - FIRE	4,500	4,500	459.33	1,211.07	505.74	0.00	26.91	3,288.93
01-503-540 VEHICLE FUEL	22,218	22,218	498.42	4,831.65	11,261.36	0.00	21.75	17,386.35
01-503-603 VEHICLE OUTSIDE MAINT. FIRE	23,415	23,415	0.00	9,647.50	532.21	0.00	41.20	13,767.50
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	14,000	9,000	0.00	550.54	2,217.02	0.00	6.12	8,449.46
01-503-630 DORM - REPAIRS & MAINT	7,000	7,000	0.00	1,086.88	103.23	0.00	15.53	5,913.12
01-503-700 CONTINGENCIES	500	500	0.00	138.72	2,178.21	0.00	27.74	361.28
01-503-703 LEASE PURCHASE - FIRE DEPT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-704 LEASE PURCHASE - INTEREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-710 TRAVEL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-730 ANNUAL PUMP TESTS	3,900	3,900	0.00	0.00	0.00	0.00	0.00	3,900.00
01-503-740 MAINTENANCE CONTRACTS	8,500	8,500	0.00	5,006.67	6,573.10	0.00	58.90	3,493.33
01-503-750 SCBA TESTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF WINCREST
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AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-503-760 LADDER TESTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	119,642	114,642	3,945.10	39,345.24	31,630.03	0.00	34.32	75,296.42
CAPITAL EXPENSES								
01-503-800 CAPITAL EXPENDITURES	10,000	15,000	0.00	11,795.49	241,916.99	0.00	78.64	3,204.51
01-503-801 CAPITAL EQUIPMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-802 CAPITAL FACILITIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-803 CAPITAL FLEET	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-503-804 CAPITAL PPE(PERS. PROTECT.EQ	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	10,000	15,000	0.00	11,795.49	241,916.99	0.00	78.64	3,204.51
OTHER INCOME/EXPENSES								
01-503-900 UNALLOCATED FUNDS	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 03-FIRE DEPARTMENT	307,581	307,581	11,248.11	170,107.69	391,556.45	0.00	55.31	137,472.82

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01 -GENERAL FUND

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04-SPECIAL SERVICES								
=====								
SALARIES & BENEFITS								
01-504-009 SALARIES	42,000	37,000	2,787.60	26,908.05	36,894.69	0.00	72.72	10,091.95
01-504-010 SALARIES - MAYOR & COUNCIL	10,100	10,100	960.00	10,430.82	10,680.00	0.00	103.28 (	330.82)
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
01-504-014 STIPEND	1,083	1,083	0.00	541.42	1,582.84	0.00	49.99	541.58
01-504-030 SOCIAL SECURITY	3,226	3,226	27.54	536.28	2,820.55	0.00	16.62	2,689.88
01-504-040 HEALTH INSURANCE	6,552	11,552	1,006.42	14,048.08	7,999.94	0.00	121.61 (	2,496.39)
01-504-050 RETIREMENT	3,024	3,024	0.00	0.00	2,211.62	0.00	0.00	3,024.00
01-504-060 WORKERS COMPENSATION	354	354	0.00	388.26	354.00	0.00	109.68 (	34.26)
01-504-070 UNEMPLOYMENT COMP	135	135	0.00	135.00	0.00	0.00	100.00	0.00
TOTAL SALARIES & BENEFITS	66,474	66,474	4,781.56	52,987.91	62,543.64	0.00	79.71	13,485.94
OTHER EXPENSES								
01-504-110 BANK ACTIVITY CHARGES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-120 DUES & SUBSCRIPTIONS	4,085	4,085	0.00	4,084.75	3,261.25	0.00	99.99	0.25
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	71	71	0.00	0.00	71.38	0.00	0.00	71.38
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	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-420 COPIER PAPER	500	600	0.00	532.55 (	38.00)	0.00	88.76	67.45
01-504-440 ELECTION SUPPLIES/EXPENSES	26,000	26,000	0.00	5,405.85	0.00	0.00	20.79	20,594.15
01-504-460 SPECIAL EVENTS	30,000	36,400	983.26	34,004.69	34,533.51	0.00	93.42	2,395.31
01-504-470 LIGHT UP	39,500	29,000	0.00	28,965.33	39,814.47	0.00	99.88	34.67
01-504-475 50th ANNIVERSARY EVENTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-504-480 WINDCREST PROUD	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	7,025.86	0.00	0.00	5,000.00
01-504-490 WINDCREST YOUTH ACTIVITIES	1,200	1,200	0.00	1,050.57	294.00	0.00	87.55	149.43
01-504-590 POSTAGE	18,000	22,000	1,921.52	24,576.40	18,032.00	0.00	111.71 (	2,576.40)
01-504-609 TRANSFER TO TXWEACT	2,000	2,000	0.00	0.00	1,219.55	0.00	0.00	2,000.00
01-504-610 NEWSLETTER	10,000	10,000	1,527.43	10,712.02	11,401.44	0.00	107.12 (	712.02)
01-504-630 LEGAL ADVERTISING	13,400	13,400	153.13	7,350.12	806.12	0.00	54.85	6,049.88
01-504-635 ADVERTISING	7,000	7,000	107.05	6,695.12	15,987.32	0.00	95.64	304.88
01-504-645 MAYOR - COUNCIL EXPENSES	4,300	4,300	240.00	3,668.87	4,584.22	0.00	85.32	631.13
01-504-650 MILEAGE & ENTERTAINMENT EXPE	2,000	2,000	65.00	1,432.36	1,957.40	0.00	71.62	567.64
TOTAL OTHER EXPENSES	163,056	163,056	4,997.39	128,478.63	138,950.52	0.00	78.79	34,577.75
CAPITAL EXPENSES								
01-504-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	248.94	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	0	0	0.00	0.00	248.94	0.00	0.00	0.00
OTHER INCOME/EXPENSES								
01-504-900 UNALLOCATED FUNDS	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 04-SPECIAL SERVICES	229,530	229,530	9,778.95	181,466.54	201,743.10	0.00	79.06	48,063.69

8 OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>SALARIES & BENEFITS</u>								
01-505-010 SALARIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-020 OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-030 SOCIAL SECURITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-040 HEALTH INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-050 RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-060 WORKERS' COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-070 UNEMPLOYMENT COMPENSATION	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
<u>OTHER EXPENSES</u>								
01-505-100 UTILITIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-130 TRAINING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-225 RADIO MAINTNANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-240 CONTRACT MAINTENANCE OUTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-430 SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-480 UNIFORM ALLOWANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-500 VEHICLE PARTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-510 VEHICLE OUTSIDE MAINTENAN	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-520 EQUIPMENT REPAIR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-525 EQUIPMENT RENTAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-530 STREET SIGNS & MARKERS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-700 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-710 STREET CRACK FILLING MATERIA	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-720 ALLEY CURB/SIDEWALK REPAIR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-750 1998 FLOOD DAMAGE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL EXPENSES</u>								
01-505-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-505-810 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
<u>OTHER INCOME/EXPENSES</u>								
01-505-900 UNALLOCATED FUNDS	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	0	0	0.00	0.00	0.00	0.00	0.00	0.00

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06-PARKS & RECREATION								
=====								
SALARIES & BENEFITS								
01-506-010 POOL SALARIES	0	0	0.00	0.00	0.00	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	108.44	0.00	0.00	0.00 (	108.44)
01-506-040 HEALTH INSURANCE	0	0	75.90	75.90	44.74	0.00	0.00 (	75.90)
01-506-050 RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-506-060 WORKERS' COMPENSATION	0	0	0.00	0.00	0.00	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	75.90	184.34	44.74	0.00	0.00 (	184.34)
OTHER EXPENSES								
01-506-100 UTILITIES	0	0	34.16	51.24	6,683.04	0.00	0.00 (	51.24)
01-506-130 TRAINING	2,000	2,000	0.00	821.00	1,261.00	0.00	41.05	1,179.00
01-506-240 CONTRACT MAINTENANCE OUTS	3,500	3,500	509.68	4,136.56	3,258.56	0.00	118.19 (	636.56)
01-506-250 CONTRACT MAINT.-GREEN BEL	55,272	55,272	5,743.80	33,241.94	22,556.89	0.00	60.14	22,030.36
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	1,500	4,500	688.31	3,343.08	198.18	0.00	74.29	1,156.92
01-506-430 SUPPLIES	12,000	9,000	405.96	4,053.18	5,851.75	0.00	45.04	4,946.82
01-506-431 EMPLOYEE APPRECIATION LUNCHE	75	75	0.00	0.00	0.00	0.00	0.00	75.00
01-506-520 EQUIPMENT REPAIR	4,500	4,500	0.00	4,547.57	1,390.29	0.00	101.06 (	47.57)
01-506-630 FACILITY MAINTENANCE	41,000	41,000	485.00	24,410.53	45,758.94	0.00	59.54	16,589.47
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	29,000	29,000	53.02	13,598.30	22,187.84	0.00	46.89	15,401.70
01-506-640 LITTLE LEAGUE	0	8,777	0.00	8,777.32	0.00	0.00	100.00	0.00
01-506-700 CONTINGENCIES	250	250	0.00	0.00	0.00	0.00	0.00	250.00
TOTAL OTHER EXPENSES	149,097	157,875	7,919.93	96,980.72	109,146.49	0.00	61.43	60,893.90
CAPITAL EXPENSES								
01-506-800 CAPITAL EXPENDITURE	199,000	199,000	28,358.50	181,052.43	0.00	0.00	90.98	17,947.57
01-506-810 CAPITAL IMPROVEMENTS	169,400	169,400	28,390.29	148,763.41	0.00	0.00	87.82	20,636.59
01-506-820 PARKS LIGHTS PROJECT	0	50,000	7,586.94	37,934.70	0.00	0.00	75.87	12,065.30
TOTAL CAPITAL EXPENSES	368,400	418,400	64,335.73	367,750.54	0.00	0.00	87.89	50,649.46
OTHER INCOME/EXPENSES								
01-506-900 UNALLOCATED FUNDS	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 06-PARKS & RECREATION	517,497	576,275	72,331.56	464,915.60	109,191.23	0.00	80.68	111,359.02

8 OF YEAR COMPLETED: 91.67

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07-FLEET MECHANIC								
=====								
SALARIES & BENEFITS								
01-507-010 MECHANIC SALARIES	42,326	42,326	3,256.00	37,173.96	35,322.87	0.00	87.83	5,151.96
01-507-011 MECHANIC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-012 STIPEND	1,083	1,083	0.00	1,082.84	1,000.00	0.00	99.99	0.16
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	1,041	1,041	0.00	1,667.24	1,041.29	0.00	160.16 (	626.24)
01-507-030 SOCIAL SECURITY	3,238	3,238	210.96	2,749.71	2,524.85	0.00	84.92	488.22
01-507-040 HEALTH INSURANCE	6,552	6,552	572.27	5,235.10	4,144.75	0.00	79.90	1,316.59
01-507-050 RETIREMENT	3,047	3,047	242.24	3,019.85	2,687.12	0.00	99.09	27.62
01-507-060 WORKERS' COMPENSATION	1,200	1,200	0.00	1,316.25	1,200.00	0.00	109.69 (	116.25)
01-507-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	135.00	0.00	0.00	100.00	0.00
01-507-090 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	58,622	58,622	4,281.47	52,379.95	47,920.88	0.00	89.35	6,242.06
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	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-420 OFFICE SUPPLIES	250	250	0.00	0.00	0.00	0.00	0.00	250.00
01-507-430 FLEET TOOLS & SUPPLIES	6,000	6,000	221.39	3,234.51	3,319.22	0.00	53.91	2,765.49
01-507-431 EMPLOYEE APPRECIATION LUNCHE	75	75	0.00	0.00	0.00	0.00	0.00	75.00
01-507-450 ENVIRONMENTAL FEES	700	700	172.68	402.06	422.10	0.00	57.44	297.94
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	14,000	14,000	738.87	10,470.61	9,816.39	0.00	74.79	3,529.39
01-507-503 VEHICLE PARTS-FIRE	3,500	3,500	27.49	2,242.68	1,812.81	0.00	64.08	1,257.32
01-507-506 VEHICLE PARTS-PARKS & REC	1,750	1,750	329.44	753.76	1,428.97	0.00	43.07	996.24
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	12,000	12,000	466.30	9,493.70	3,815.89	0.00	79.11	2,506.30
01-507-518 DEBT SERVICE - INTEREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-519 VEHICLE PARTS-INSPECTION	0	0	0.00	130.17	0.00	0.00	0.00 (	130.17)
01-507-520 EQUIPMENT REPAIR	12,000	12,000	0.00	13,117.29	14,376.37	0.00	109.31 (	1,117.29)
01-507-540 VEHICLE FUEL	27,000	27,000	1,442.15	12,565.93	16,886.13	0.00	46.54	14,434.07
01-507-602 VEHICLE OUTSIDE MAINT-POLICE	19,000	19,000	619.67	20,079.05	4,708.77	0.00	105.68 (	1,079.05)
01-507-603 VEHICLE OUTSIDE MAINT-FIRE	7,000	7,000	0.00	3,188.00	3,752.72	0.00	45.54	3,812.00
01-507-606 VEHICLE OUTSIDE MAINT-PARKS&	1,000	1,000	782.20	782.20	1,382.15	0.00	78.22	217.80
01-507-608 VEHICLE OUTSIDE MAINT-WRNT O	500	500	0.00	0.00	0.00	0.00	0.00	500.00
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	3,500	3,500	0.00	1,783.28	1,615.04	0.00	50.95	1,716.72
01-507-619 VEHICLE OUTSIDE MAINT-INSP	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-700 CONTINGENCIES	2,200	2,200	0.00	0.00	913.14	0.00	0.00	2,200.00
01-507-701 TML STORM DAMAGE	0	0	6,223.50 (	28,868.71)	0.00	0.00	0.00	28,868.71
01-507-702 LEASE PURCHASE-POLICE PRINCI	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-703 LEASE PURCHASE-FIRE PRINCIPA	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-507-704 DEBT SERVICE - INTEREST	0	0	0.00	0.00	0.00	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

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01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
01-507-716 DEBT SERVICE - PRINCIPAL	11,375	11,375	0.00	0.00	0.00	0.00	0.00	11,375.06
01-507-717 DEBT SERVICE - INTEREST	1,502	1,502	0.00	0.00	12,843.39	0.00	0.00	1,501.94
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	45.94	0.00	0.00	4.59	954.06
TOTAL OTHER EXPENSES	125,952	125,952	11,023.69	49,420.47	77,093.09	0.00	39.24	76,531.53
<u>CAPITAL EXPENSES</u>								
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
<u>OTHER INCOME/EXPENSES</u>								
01-507-900 UNALLOCATED FUNDS	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 07-FLEET MECHANIC	 184,574	 184,574	 15,305.16	 101,800.42	 125,013.97	 0.00	 55.15	 82,773.59

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08-COURT								
SALARIES & BENEFITS								
01-508-010 COURT SALARIES	194,130	194,130	14,233.08	163,936.84	186,249.13	0.00	84.45	30,193.16
01-508-011 COURT LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-012 STIPEND	5,415	5,415	0.00	6,497.04	4,331.36	0.00	119.98 (	1,082.04)
01-508-015 COURT INCENTIVE PAY-BILINGUA	1,800	1,800	0.00	0.00	0.00	0.00	0.00	1,800.00
01-508-017 CERTIFICATION PAY - COURT	900	900	0.00	0.00	0.00	0.00	0.00	900.00
01-508-018 COURT EDUCATION PAY	300	300	0.00	0.00	0.00	0.00	0.00	300.00
01-508-020 COURT OVERTIME	33,111	33,111	782.22	11,017.09	31,200.11	0.00	33.27	22,093.91
01-508-030 SOCIAL SECURITY	14,851	14,851	1,160.96	14,991.27	18,419.32	0.00	100.94 (	140.32)
01-508-040 HEALTH INSURANCE	13,103	13,103	1,002.24	10,018.22	3,794.39	0.00	76.46	3,085.15
01-508-050 RETIREMENT	12,428	12,428	879.46	11,053.04	14,030.58	0.00	88.93	1,375.41
01-508-060 WORKER'S COMPENSATION	500	500	0.00	548.45	500.00	0.00	109.69 (	48.45)
01-508-070 UNEMPLOYMENT COMPENSATION	675	675	0.00	675.00	0.00	0.00	100.00	0.00
01-508-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	277,214	277,214	18,057.96	218,736.95	258,524.89	0.00	78.91	58,476.82
OTHER EXPENSES								
01-508-120 DUES & SUBSCRIPTIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-130 BONDS & TRAINING	2,668	3,280	0.00	3,246.03	2,951.85	0.00	98.96	34.03
01-508-150 JUDGE	4,500	4,500	346.16	3,928.91	4,766.25	0.00	87.31	571.09
01-508-160 PROSECUTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-165 WARRANT JAIL COSTS	11,000	11,000	0.00	5,283.49	13,528.37	0.00	48.03	5,716.51
01-508-170 JURY SERVICE FEES	0	0	0.00	0.00 (	12.00)	0.00	0.00	0.00
01-508-180 COURT OF RECORD/STENOGRAPHER	0	0	0.00	0.00	206.00	0.00	0.00	0.00
01-508-420 OFFICE SUPPLIES	6,000	6,000	806.40	5,071.44	6,449.80	0.00	84.52	928.56
01-508-431 EMPLOYEE APPRECIATION LUNCHE	620	369	0.00	342.37	334.54	0.00	92.79	26.62
01-508-480 UNIFORM ALLOWANCE	300	300	0.00	224.28	288.15	0.00	74.76	75.72
01-508-481 CONTINGENCIES	1,200	839	0.00	670.23	1,129.51	0.00	79.90	168.57
01-508-540 FUEL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	26,288	26,288	1,152.56	18,766.75	29,642.47	0.00	71.39	7,521.10
CAPITAL EXPENSES								
01-508-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-508-810 TRANSFER TO COURT SEC. FUND	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
OTHER INCOME/EXPENSES								
01-508-900 UNALLOCATED FUNDS	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 08-COURT	303,502	303,502	19,210.52	237,503.70	288,167.36	0.00	78.25	65,997.92

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DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
DEPT 09								
=====								
OTHER EXPENSES								
01-509-100 UTILITIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-509-240 CONTRACT MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-509-430 SUPPLIES	0	0	0.00	3.99	0.00	0.00	0.00 (	3.99)
01-509-630 FACILITY MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-509-700 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0	0	0.00	3.99	0.00	0.00	0.00 (	3.99)
CAPITAL EXPENSES								
01-509-800 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
OTHER INCOME/EXPENSES								
01-509-900 UNALLOCATED FUNDS	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 DEPT 09	0	0	0.00	3.99	0.00	0.00	0.00 (	3.99)

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<u>10-FACILITY DIVISION</u>								
=====								
<u>OTHER EXPENSES</u>								
01-510-100 UTILITIES	85,000	85,000	31.45	99,620.88	60,527.26	0.00	117.20 (	14,620.88)
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	2,562.50	13,014.49	14,017.78	0.00	65.07	6,985.51
01-510-240 CONTRACT MAINTENANCE	1,500	1,500	0.00	300.80	0.00	0.00	20.05	1,199.20
01-510-430 SUPPLIES	5,500	5,500	738.02	5,718.71	5,771.87	0.00	103.98 (	218.71)
01-510-630 FACILITY MAINTENANCE	34,500	34,500	4,011.85	24,667.64	33,032.36	0.00	71.50	9,832.36
01-510-650 FIRE ALARM & EXT. INSPECTION	2,056	2,056	0.00	0.00	2,056.00	0.00	0.00	2,056.00
01-510-700 CONTINGENCIES	1,000	1,000	0.00	0.00	89.56	0.00	0.00	1,000.00
TOTAL OTHER EXPENSES	149,556	149,556	7,343.82	143,322.52	115,494.83	0.00	95.83	6,233.48
<u>CAPITAL EXPENSES</u>								
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
<u>OTHER INCOME/EXPENSES</u>								
01-510-900 UNALLOCATED FUNDS	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 10-FACILITY DIVISION	149,556	149,556	7,343.82	143,322.52	115,494.83	0.00	95.83	6,233.48

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11-CIVIC CENTER								
=====								
SALARIES & BENEFITS								
01-511-010 CIVIC CENTER SALARIES	60,082	60,082	2,379.50	51,058.19	50,119.05	0.00	84.98	9,023.81
01-511-011 CIVIC CENTER LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-511-012 STIPEND	2,166	2,166	0.00	2,165.68	2,165.68	0.00	99.99	0.32
01-511-020 OVERTIME - CIVIC CENTER	10,300	10,300	878.48	10,571.93	11,821.60	0.00	102.64 (	271.93)
01-511-030 SOCIAL SECURITY	4,596	4,596	247.91	5,092.28	5,081.11	0.00	110.79 (	496.00)
01-511-040 HEALTH INSURANCE	13,103	13,103	1,006.42	10,062.54	5,897.76	0.00	76.79	3,040.83
01-511-050 RETIREMENT	6,835	6,835	242.42	4,792.94	4,566.24	0.00	70.12	2,042.18
01-511-060 WORKERS' COMPENSATION	3,589	3,589	0.00	3,936.67	3,589.00	0.00	109.69 (	347.67)
01-511-070 UNEMPLOYMENT COMPENSATION	270	270	0.00	270.00	0.00	0.00	100.00	0.00
01-511-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	100,942	100,942	4,754.73	87,950.23	83,240.44	0.00	87.13	12,991.54
OTHER EXPENSES								
01-511-100 UTILITIES	17,000	17,000	7,030.63	30,193.20	15,218.88	0.00	177.61 (	13,193.20)
01-511-430 SUPPLIES	2,800	2,800	778.96	4,145.92	3,169.30	0.00	148.07 (	1,345.92)
01-511-431 EMPLOYEE APPRECIATION LUNCHE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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	1,142.79	4,219.07	3,293.90	0.00	42.19	5,780.93
01-511-700 CONTINGENCIES	750	750	0.00	0.00	0.00	0.00	0.00	750.00
TOTAL OTHER EXPENSES	30,550	30,550	8,952.38	38,558.19	21,682.08	0.00	126.21 (	8,008.19)
CAPITAL EXPENSES								
01-511-800 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
OTHER INCOME/EXPENSES								
01-511-900 UNALLOCATED FUNDS	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 11-CIVIC CENTER	131,492	131,492	13,707.11	126,508.42	104,922.52	0.00	96.21	4,983.35

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14-CONTRACT SERVICES								
=====								
OTHER EXPENSES								
01-514-220 FOOD HEALTH OFFICER FEES	21,600	21,600	0.00	18,000.00	16,416.00	0.00	83.33	3,600.00
01-514-25	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-250 LEGAL & CITY ATTORNEY	30,000	30,000	2,625.00	29,375.00	28,209.00	0.00	97.92	625.00
01-514-255 SPECIAL LEGAL FEES	109,731	90,831	4,662.25	53,357.13	73,623.15	0.00	58.74	37,473.48
01-514-258 FINANCIAL SERVICES	0	16,900	1,625.00	15,750.00	0.00	0.00	93.20	1,150.00
01-514-260 DUES & FEES-BCAD	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-270 DUES & FEES - BEXAR CO ELECT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-280 FEES-DELINQUENT COLLECTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-285 Contract Services - MFO	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-290 AUDIT	27,420	27,420	0.00	28,500.00	26,500.00	0.00	103.94 (	1,080.00)
01-514-300 EMS	70,000	70,000	5,833.33	64,166.63	64,166.63	0.00	91.67	5,833.37
01-514-310 MUNICIPAL INSURANCE	71,106	73,106	1,319.00	74,066.74	72,393.70	0.00	101.31 (	960.74)
01-514-320 ENGINEER / ARCHITECT	52,000	52,000	20,007.20	67,099.06	37,307.46	0.00	129.04 (	15,099.06)
01-514-321 CONTRACT PLANNING SERVICES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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 FRANC FEE COMPLIANC	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	12,000.00	12,000.00	0.00	100.00	0.00
01-514-367 WATER RESOURCES STUDY	17,016	17,016	0.00	0.00	0.00	0.00	0.00	17,016.00
01-514-368 WASTE MANAGEMENT ADD ON	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	0.00	0.00	0.00	0.00	0.00	0.00
01-514-403 RECORDS MANAGEMENT	17,000	17,000	0.00	7,616.76	11,919.18	0.00	44.80	9,383.24
01-514-405 RECORDS STORAGE RENTAL	7,960	7,960	717.00	7,403.79	6,006.00	0.00	93.01	556.21
01-514-410 RECORDS DESTRUCTION	1,200	1,200	0.00	0.00	0.00	0.00	0.00	1,200.00
01-514-430 SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-514-500 PURCHASE OF LAND	80,000	80,000	0.00	81,733.52	53,700.00	0.00	102.17 (	1,733.52)
TOTAL OTHER EXPENSES	517,033	517,033	36,788.78	459,068.63	402,241.12	0.00	88.79	57,963.98
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
OTHER INCOME/EXPENSES								
01-514-900 UNALLOCATED FUNDS	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 14-CONTRACT SERVICES	517,033	517,033	36,788.78	459,068.63	402,241.12	0.00	88.79	57,963.98

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15-TECH SUPPORT =====								
SALARIES & BENEFITS								
01-515-010 EMC/TECH SUPPORT SALARIES	0	0	0.00	0.00	0.00	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 EMT/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	0.00	0.00	0.00	0.00
01-515-040 EMC/TECH HEALTH INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-050 EMC/TECH RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-060 WORKER'S COMPENSATION	0	0	0.00	0.00	0.00	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	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
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	67,000	67,000	0.00	51,784.37	30,855.25	0.00	77.29	15,215.63
01-515-201 COMPUTER MAINTENANCE	4,000	4,000	125.00	2,275.00	2,658.18	0.00	56.88	1,725.00
01-515-205 TELECOMMUNICATIONS CONTRACT	59,500	59,500	5,631.45	52,981.94	59,635.78	0.00	89.05	6,518.06
01-515-210 TELEPHONE MAINT.CONTRACT	9,000	9,000	0.00	610.00	277.00	0.00	6.78	8,390.00
01-515-215 MOBILE PHONES CONTRACT	14,000	14,000	623.92	13,556.71	15,072.67	0.00	96.83	443.29
01-515-220 MOBILE PHONES MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-221 MOBILE DATA TERMINAL SERVICE	8,329	8,329	760.00	4,843.48	10,132.00	0.00	58.15	3,485.52
01-515-223 PAGER CONTRACT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
01-515-286 CONTRACTSERVICES - IT	94,000	94,000	0.00	84,134.10	83,964.37	0.00	89.50	9,865.90
01-515-330 WEBSITE SUPPORT CONTRACT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-332 WEBSITE MAINTENANCE	6,500	6,500	0.00	0.00	4,052.23	0.00	0.00	6,500.00
01-515-333 CLOUD HOSTING FEES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-395 EMERGENCY MGMT SUPPORT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-396 EOC 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	0.00	0.00	0.00	0.00
01-515-460 COPIER CONTRACT & SUPPLIES	10,000	10,000	825.25	7,943.31	10,618.13	0.00	79.43	2,056.69
01-515-480 UNIFORM ALLOWANCE	0	0	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00
01-515-525 LEASE PURCHASE-RECORDS MGMT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-515-700 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	272,329	272,329	7,965.62	218,128.91	217,265.61	0.00	80.10	54,200.09
CAPITAL EXPENSES								
01-515-800 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

CITY OF WINCREST
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01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
OTHER INCOME/EXPENSES								
01-515-900 UNALLOCATED FUNDS	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 15-TECH SUPPORT	272,329	272,329	7,965.62	218,128.91	217,265.61	0.00	80.10	54,200.09

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16-PUBLIC WORKS								
SALARIES & BENEFITS								
01-516-010 PUBLIC WORKS SALARIES	353,725	353,725	29,584.42	312,888.23	291,097.81	0.00	88.46	40,836.69
01-516-011 PUBLIC WORKS LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-012 STIPEND	10,830	10,830	0.00	10,828.40	9,000.00	0.00	99.99	1.60
01-516-015 P.W .INCENTIVE PAY-BILINGUAL	600	600	46.16	523.91	526.22	0.00	87.32	76.09
01-516-018 P.W. EDUCATION PAY	300	300	23.08	261.95	263.11	0.00	87.32	38.05
01-516-020 PUBLIC WORKS OVERTIME	2,800	2,800	318.71	7,834.00	4,683.52	0.00	279.79 (	5,034.00)
01-516-030 SOCIAL SECURITY	27,375	27,375	2,270.74	26,427.75	25,498.14	0.00	96.54	947.37
01-516-040 HEALTH INSURANCE	65,517	65,517	4,943.71	48,164.29	36,988.59	0.00	73.51	17,352.57
01-516-050 RETIREMENT	25,468	25,468	2,229.97	24,748.70	21,709.41	0.00	97.17	719.49
01-516-060 WORKERS' COMPENSATION	16,567	16,567	0.00	18,396.16	16,567.00	0.00	111.04 (	1,829.16)
01-516-070 UNEMPLOYMENT COMPENSATION	1,350	1,350	0.00	1,350.00	0.00	0.00	100.00	0.00
01-516-080 CONTRACT LABOR	7,022	7,022	0.00	3,755.65)	431.00	0.00	53.48-	10,777.65
01-516-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	511,554	511,554	39,416.79	447,667.74	406,764.80	0.00	87.51	63,886.35
OTHER EXPENSES								
01-516-100 UTILITIES	32,000	32,000	0.00	8,852.06	18,776.53	0.00	27.66	23,147.94
01-516-130 TRAINING	500	1,000	500.00	1,236.28	747.82	0.00	123.63 (	236.28)
01-516-140 EMPLOYMENT SCREENING	0	0	0.00	244.00	108.09	0.00	0.00 (	244.00)
01-516-240 CONTRACT OUT MAINTENANCE	10,000	7,500	0.00	4,465.60	4,621.86	0.00	59.54	3,034.40
01-516-430 SUPPLIES	13,000	13,000	48.96	6,347.55	13,672.67	0.00	48.83	6,652.45
01-516-431 EMPLOYEE APPRECIATION LUNCHE	575	575	0.00	499.52	0.00	0.00	86.87	75.48
01-516-480 UNIFORM ALLOWANCE	15,000	12,500	1,762.30	12,159.82	13,800.64	0.00	97.28	340.18
01-516-510 VEHICLE OUTSIDE MAINTENAN	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-525 EQUIPMENT RENTAL	750	2,750	205.13	2,272.35	183.70	0.00	82.63	477.65
01-516-530 STREET SIGNS & MARKERS	1,500	4,000	1,052.24	5,432.50	910.21	0.00	135.81 (	1,432.50)
01-516-630 FACILITIES MAINTENANCE	11,000	11,000	0.00	7,017.57	9,261.06	0.00	63.80	3,982.43
01-516-700 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-710 STREET CRACK FILLING MATERIA	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-516-720 ALLEY/CURB/SIDEWALK REPAIR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	84,325	84,325	3,568.63	48,527.25	62,082.58	0.00	57.55	35,797.75
CAPITAL EXPENSES								
01-516-800 CAPITAL EXPENDITURES	0	0	0.00	0.00	47,987.62	0.00	0.00	0.00
01-516-810 STREET CAPITAL REPAIRS	2,000	2,000	0.00	3,354.95	2,664.28	0.00	167.75 (	1,354.95)
TOTAL CAPITAL EXPENSES	2,000	2,000	0.00	3,354.95	50,651.90	0.00	167.75 (	1,354.95)
OTHER INCOME/EXPENSES								
01-516-900 UNALLOCATED FUNDS	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 16-PUBLIC WORKS	597,879	597,879	42,985.42	499,549.94	519,499.28	0.00	83.55	98,329.15

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DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
17-ANIMAL CONTROL								
=====								
SALARIES & BENEFITS								
01-517-010 SALARIES-ANIMAL CONTROL	65,454	65,454	5,167.84	56,322.96	41,133.83	0.00	86.05	9,131.52
01-517-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-517-012 STIPEND	2,166	2,166	0.00	2,165.68	1,500.00	0.00	99.99	0.32
01-517-013 Salaries - Animal on call	2,600	2,600	276.92	2,416.14	2,280.00	0.00	92.93	183.86
01-517-020 OVERTIME-ANIMAL CONTROL	4,200	4,200	517.53	6,396.18	4,107.20	0.00	152.29 (	2,196.18)
01-517-030 SOCIAL SECURITY	5,007	5,007	456.12	5,362.48	4,081.77	0.00	107.09 (	355.21)
01-517-040 HEALTH INSURANCE	13,104	13,104	1,006.42	7,548.15	3,533.64	0.00	57.60	5,555.85
01-517-050 RETIREMENT	3,927	3,927	443.58	5,018.69	2,500.16	0.00	127.79 (	1,091.42)
01-517-060 WORKER'S COMPENSATION	1,633	1,633	0.00	1,566.75	1,633.00	0.00	95.94	66.25
01-517-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	98,092	98,092	7,868.41	86,797.03	60,769.60	0.00	88.49	11,294.99
OTHER EXPENSES								
01-517-230 VET/INPOUNDING/SHELTER	30,000	28,900	927.00	11,557.41	17,534.96	0.00	39.99	17,342.59
01-517-231 INPOUNDING/SHELTER	25,000	24,400	0.00	12,962.30	21,042.35	0.00	53.12	11,437.70
01-517-240 TRAINING & CERTIFICATION	0	569	0.00	318.25	0.00	0.00	55.93	250.75
01-517-420 EQUIPMENT	76	107	40.00	197.00	151.23	0.00	184.11 (	90.00)
01-517-430 SUPPLIES	738	1,838	0.00	1,919.59	737.64	0.00	104.44 (	81.59)
TOTAL OTHER EXPENSES	55,814	55,814	967.00	26,954.55	39,466.18	0.00	48.29	28,859.45
CAPITAL EXPENSES								
01-517-800 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
OTHER INCOME/EXPENSES								
01-517-900 UNALLOCATED FUNDS	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 17-ANIMAL CONTROL	153,906	153,906	8,835.41	113,751.58	100,235.78	0.00	73.91	40,154.44

01 -GENERAL FUND

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18-WCCPD								
=====								
<u>SALARIES & BENEFITS</u>								
01-518-010 WCCPD SALARIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-011 WCCPD LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-014 WCCPD SPECIAL ASSIGN PAY-K-9	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-015 WCCPD INCEN PAY-BILING & SHI	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-017 WCCPD CERTIFICATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-020 WCCPD OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-021 WCCPD-7K HOURS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-030 WCCPD SOCIAL SECURITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-040 WCCPD HEALTH INSURANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-050 WCCPD RETIREMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-060 WCCPD WORKERS COMP	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-518-095 WCCPD TERM.PAYOUT	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
<u>OTHER INCOME/EXPENSES</u>								
01-518-900 UNALLOCATED FUNDS	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 18-WCCPD	0	0	0.00	0.00	0.00	0.00	0.00	0.00

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19-CODE ENFORCEMENT								
SALARIES & BENEFITS								
01-519-010 INSPECTION SALARIES	42,326	42,326	3,263.04	36,447.00	33,426.45	0.00	86.11	5,878.92
01-519-011 INSPECTIONS LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-012 STIPEND	1,083	1,083	0.00	1,082.84	1,082.84	0.00	99.99	0.16
01-519-015 INSP.INCENTIVE PAY-BILINGUAL	600	600	0.00	23.71	387.74	0.00	3.95-	623.71
01-519-018 INSPECTION EDUCATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-020 OVERTIME	1,800	1,800	0.00	148.33	382.31	0.00	8.24	1,651.67
01-519-026 HAZARDOUS DUTY PAY	480	480	0.00	18.01	264.95	0.00	3.75-	498.01
01-519-030 SOCIAL SECURITY	3,238	3,238	203.07	2,466.23	2,254.64	0.00	76.17	771.70
01-519-040 HEALTH INSURANCE	6,552	6,552	698.39	5,690.93	5,242.14	0.00	86.86	860.76
01-519-050 RETIREMENT	3,047	3,047	242.77	2,826.90	2,536.93	0.00	92.76	220.57
01-519-060 WORKER'S COMPENSATION	344	344	0.00	377.34	344.00	0.00	109.69	33.34
01-519-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	59,470	59,470	4,407.27	48,997.85	45,922.00	0.00	82.39	10,472.16
OTHER EXPENSES								
01-519-120 DUES & SUBSCRIPTIONS	125	135	0.00	135.00	125.00	0.00	100.00	0.00
01-519-125 CONTRACT INSPECTION SVCS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-130 BONDS & TRAINING	0	106	0.00	106.00	0.00	0.00	100.00	0.00
01-519-140 EMPLOYMENT SCREENING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-150 CONTRACT SERVICES - INSPECTI	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-420 OFFICE SUPPLIES	750	750	239.78	239.78	351.00	0.00	31.97	510.22
01-519-430 SUPPLIES & EQUIPMENT	500	384	385.66	385.66	205.00	0.00	100.43	1.66
01-519-480 UNIFORMS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-490 VEHICLE PARTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-540 VEHICLE FUEL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-519-700 CONTINGENCIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	1,375	1,375	625.44	866.44	681.00	0.00	63.01	508.56
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
OTHER INCOME/EXPENSES								
01-519-900 UNALLOCATED FUNDS	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 19-CODE ENFORCEMENT	60,845	60,845	5,032.71	49,864.29	46,603.00	0.00	81.95	10,980.72

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20-FINANCE								
SALARIES & BENEFITS								
01-520-010 FINANCE SALARIES	170,516	170,516	15,175.47	143,230.40	94,168.90	0.00	84.00	27,285.40
01-520-011 FINANCE LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-520-012 STIPEND	4,000	4,000	0.00	3,789.94	3,500.00	0.00	94.75	210.06
01-520-015 FINANCE BILINGUAL PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-520-018 FINANCE EDUCATION PAY	650	650	46.16	523.91	526.22	0.00	80.60	126.09
01-520-020 FINANCE OVERTIME	3,000	3,000	334.30	3,703.40	3,184.50	0.00	123.45 (	703.40)
01-520-030 FINANCE SOCIAL SECURITY	13,044	13,044	1,117.51	12,958.45	8,548.58	0.00	99.34	86.01
01-520-040 FINANCE HEALTH INSURANCE	26,207	26,207	2,609.33	18,797.65	22,218.33	0.00	71.73	7,409.09
01-520-050 FINANCE RETIREMENT	12,516	12,516	1,157.36	9,629.20	7,215.26	0.00	76.94	2,886.81
01-520-060 WORKER'S COMPENSATION	381	381	0.00	417.90	381.00	0.00	109.69 (	36.90)
01-520-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-520-095 TERMINATION PAY-OUT - FINANC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	230,314	230,314	20,440.13	193,050.85	139,742.79	0.00	83.82	37,263.16
OTHER EXPENSES								
01-520-120 DUES & SUBSCRIPTIONS	600	600	100.00	292.04	401.00	0.00	48.67	307.96
01-520-130 BONDS & TRAINING	6,000	6,000	1,190.00	4,389.78	2,443.64	0.00	73.16	1,610.22
01-520-140 EMPLOYMENT SCREENING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-520-260 DUES & FEES- BCAD	10,429	10,429	0.00	8,102.27	8,778.00	0.00	77.69	2,326.73
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 - MFO	0	0	0.00	0.00	67,278.57	0.00	0.00	0.00
01-520-289 CONTRACT SUPPORT	0	0	0.00	0.00	5,703.01	0.00	0.00	0.00
01-520-400 BANK/CREDIT CARD TERMINAL CH	7,041	7,041	179.20	7,605.92	8,778.99	0.00	108.02 (	564.92)
01-520-420 OFFICE SUPPLIES	7,000	7,000	1,572.49	4,061.02	7,023.02	0.00	58.01	2,938.98
01-520-431 EMPLOYEE APPRECIATION LUNCHE	1,200	1,200	0.00	0.00	0.00	0.00	0.00	1,200.00
01-520-600 OFFICE EQUIP. & MAINT	750	750	0.00	0.00	0.00	0.00	0.00	750.00
01-520-700 CONTINGENCIES	1,100	1,100	270.00	534.70	969.82	0.00	48.61	565.30
TOTAL OTHER EXPENSES	34,259	34,259	3,311.69	24,985.73	101,376.05	0.00	72.93	9,273.27
CAPITAL EXPENSES								
01-520-800 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
OTHER INCOME/EXPENSES								
01-520-900 UNALLOCATED FUNDS	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 20-FINANCE	264,573	264,573	23,751.82	218,036.58	241,118.84	0.00	82.41	46,536.43

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
25-CITY MANAGEMENT								
SALARIES & BENEFITS								
01-525-010 CITY MANAGEMENT SALARIES	135,975	135,975	10,570.40	120,648.75	105,824.92	0.00	88.73	15,326.25
01-525-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-012 STIPEND	1,083	1,083	0.00	0.00	1,000.00	0.00	0.00	1,083.00
01-525-017 CERTIFICATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-018 EDUCATION PAY	0	0	0.00	0.00	0.00	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	10,402	10,402	754.16	9,028.47	7,948.02	0.00	86.79	1,373.62
01-525-040 HEALTH INSURANCE	6,552	6,552	655.29	5,521.91	2,896.42	0.00	84.28	1,029.78
01-525-050 RETIREMENT	9,790	9,790	786.44	9,346.58	7,827.45	0.00	95.47	443.62
01-525-060 WORKER'S COMPENSATION	1,937	1,937	0.00	2,124.62	1,937.00	0.00	109.69	187.62
01-525-070 UNEMPLOYMENT COMPENSATION	135	135	0.00	135.00	0.00	0.00	100.00	0.00
01-525-080 CONTRACT LABOR - HR	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
01-525-095 TERMINATION PAYOUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	166,874	166,874	12,766.29	146,805.33	127,433.81	0.00	87.97	20,068.65
OTHER EXPENSES								
01-525-120 DUES & SUBSCRIPTIONS	2,000	2,000	19.03	19.03	618.40	0.00	0.95	1,980.97
01-525-121 ADP Contract	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-130 BONDS & TRAINING	800	800	0.00	577.96	540.81	0.00	72.25	222.04
01-525-140 EMPLOY. SCREENING & RECRUITM	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-150 MOVING EXPENSE - CITY MGR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-420 OFFICE SUPPLIES	1,200	1,200	0.00	582.57	141.98	0.00	48.55	617.43
01-525-430 HR SUPPLIES	0	0	0.00	0.00	96.71	0.00	0.00	0.00
01-525-640 EMPLOYEE RECOGNITION	6,800	6,800	0.00	0.00	911.76	0.00	0.00	6,800.00
01-525-645 MEALS & ENTERTAINMENT	1,000	1,000	0.00	80.08	1,022.47	0.00	8.01	919.92
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	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	11,800	11,800	19.03	1,259.64	3,332.13	0.00	10.67	10,540.36
OTHER INCOME/EXPENSES								
01-525-900 TRANSFER TO EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-901 TRANSFER TO STREETS FUND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-525-902 UNALLOCATED FUNDS	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 25-CITY MANAGEMENT	178,674	178,674	12,785.32	148,064.97	130,765.94	0.00	82.87	30,609.01

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

01 -GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
26-POOL								
=====								
<u>SALARIES & BENEFITS</u>								
01-526-010 SALARIES	51,200	51,200	16,705.58	52,246.75	42,583.00	0.00	102.04 (	1,046.75)
01-526-020 OVERTIME	2,800	2,800	0.00	115.31	657.20	0.00	4.12	2,684.69
01-526-030 SOCIAL SECURITY	4,131	4,131	1,277.99	3,897.26	3,309.87	0.00	94.34	233.74
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	2,135	2,135	0.00	2,341.78	2,135.00	0.00	109.69 (	206.78)
01-526-070 UNEMPLOYMENT COMPENSATION	2,430	2,430	0.00	2,430.00	0.00	0.00	100.00	0.00
TOTAL SALARIES & BENEFITS	62,696	62,696	17,983.57	61,031.10	48,685.07	0.00	97.34	1,664.90
<u>OTHER EXPENSES</u>								
01-526-100 UTILITIES	8,000	8,000	1,321.79	4,534.49	3,785.91	0.00	56.68	3,465.51
01-526-130 BONDS & TRAINING	1,500	1,500	732.00	2,037.00	1,231.90	0.00	135.80 (	537.00)
01-526-140 EMPLOYMENT SCREENING	0	0	0.00	200.00)	0.00	0.00	0.00	200.00
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	9,000	9,000	0.00	0.00	2,546.28	0.00	0.00	9,000.00
01-526-420 OFFICE SUPPLIES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-526-430 MISCELLANEOUS SUPPLIES	10,500	10,500	2,210.91	9,991.11	9,802.94	0.00	95.15	508.89
01-526-431 POOL CHEMICALS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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	0	0	56.33	56.33	0.00	0.00	0.00 (	56.33)
01-526-630 FACILITY MAINTENANCE	2,000	2,000	683.50	4,412.22	5,615.25	0.00	220.61 (	2,412.22)
01-526-700 CONTINGENCIES	4,000	4,000	0.00	918.25	0.00	0.00	22.96	3,081.75
TOTAL OTHER EXPENSES	35,000	35,000	5,004.53	21,749.40	22,982.28	0.00	62.14	13,250.60
<u>CAPITAL EXPENSES</u>								
01-526-800 CAPITAL EXPENDITURES	12,000	12,000	0.00	12,000.00	0.00	0.00	100.00	0.00
TOTAL CAPITAL EXPENSES	12,000	12,000	0.00	12,000.00	0.00	0.00	100.00	0.00
<u>OTHER INCOME/EXPENSES</u>								
01-526-900 UNALLOCATED FUNDS	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 26-POOL	109,696	109,696	22,988.10	94,780.50	71,667.35	0.00	86.40	14,915.50

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

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DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
27-POST OFFICE								
SALARIES & BENEFITS								
01-527-010 POST OFFICE SALARIES	29,120	29,120	1,456.00	28,092.69	27,278.44	0.00	96.47	1,027.31
01-527-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-527-012 STIPEND	1,425	1,425	0.00	1,353.55	1,353.55	0.00	95.02	70.95
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	1,200	1,200	0.00	263.48	684.05	0.00	21.96	936.52
01-527-030 SOCIAL SECURITY	2,346	2,346	111.38	2,322.37	2,285.74	0.00	99.00	23.38
01-527-040 HEALTH INSURANCE	6,552	6,552	537.09	5,146.50	3,652.22	0.00	78.55	1,405.19
01-527-050 RETIREMENT	2,097	2,097	108.33	1,865.31	1,621.54	0.00	88.97	231.33
01-527-060 WORKER'S COMPENSATION	45	45	0.00	49.30	0.00	0.00	109.56 (	4.30)
01-527-070 UNEMPLOYMENT COMPENSATION	251	251	0.00	251.00	0.00	0.00	100.00	0.00
01-527-095 TERMINATION PAY-OUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	43,035	43,035	2,212.80	39,344.20	36,875.54	0.00	91.42	3,690.38
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	4,100	4,100	72.00	3,510.19	7,778.92	0.00	85.61	589.81
01-527-421 CONTRACT / SEASONAL HELP	3,200	3,200	0.00	0.00	0.00	0.00	0.00	3,200.00
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	12,200	12,200	0.00	8,816.03	5,826.55	0.00	72.26	3,383.97
01-527-700 CONTINGENCIES	1,500	1,500	0.00	28.75	7,588.76	0.00	1.92	1,471.25
01-527-710 INVENTORY ADJUSTMENTS	400	400	0.00	0.00	0.00	0.00	0.00	400.00
TOTAL OTHER EXPENSES	21,700	21,700	72.00	12,354.97	21,194.23	0.00	56.94	9,345.03
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
OTHER INCOME/EXPENSES								
01-527-900 UNALLOCATED FUNDS	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 27-POST OFFICE	64,735	64,735	2,284.80	51,699.17	58,069.77	0.00	79.86	13,035.41

CITY OF WINCREST
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<u>28-HUMAN RESOURCES</u>								
=====								
<u>OTHER EXPENSES</u>								
01-528-121 ADP Contract	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-528-140 EMPLOYMENT SCREENING/RECRUIT	11,000	11,000	2,269.37	13,924.42	9,056.12	0.00	126.59 (	2,924.42)
01-528-141 ADP SERVICES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-528-142 RECOGNITION PROGRAM	2,000	2,000	0.00	0.00	200.00	0.00	0.00	2,000.00
01-528-143 EMPLOYEE WELLNESS PROGRAM	2,000	2,000	0.00	0.00	300.00	0.00	0.00	2,000.00
01-528-150 EMP MED COST ASSIST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-528-160 EMP RECONGITION PROGRAM	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-528-162 INSURANCE INCREASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-528-170 EMP WELLNESS PROGRAM	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-528-175 TRANSFER TO HRA FUND 12	49,000	49,000	0.00	49,000.00	0.00	0.00	100.00	0.00
TOTAL OTHER EXPENSES	64,000	64,000	2,269.37	62,924.42	9,556.12	0.00	98.32	1,075.58
<u>OTHER INCOME/EXPENSES</u>								
01-528-900 UNALLOCATED FUNDS	5,200	5,200	0.00	0.00	0.00	0.00	0.00	5,200.00
TOTAL OTHER INCOME/EXPENSES	5,200	5,200	0.00	0.00	0.00	0.00	0.00	5,200.00
TOTAL 28-HUMAN RESOURCES	69,200	69,200	2,269.37	62,924.42	9,556.12	0.00	90.93	6,275.58

CITY OF WINCREST
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<u>30-CAPITAL</u>								
=====								
<u>OTHER EXPENSES</u>								
01-530-506 PARKS CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-507 FLEET CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-508 COURT CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-525 CITY MANAGER CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-526 POOL CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-527 POST OFFICE CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-528 HUMAN RESOURCES CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL EXPENSES</u>								
01-530-801 ADMIN CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-802 POLICE CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-803 FIRE CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-804 SPECIAL SERVICES CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-806 PARKS CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-810 FACILITY CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-811 CIVIC CENTER CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-814 CONTRACT SERVICES CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-815 TECH SUPPORT CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-816 PUBLIC WORKS CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-817 ANIMAL CONTROL CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-819 CODE ENFORCEMENT CAPITAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
01-530-820 FINANCE CAPITAL	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
<u>OTHER INCOME/EXPENSES</u>								
01-530-925 TRANSFER OUT TO STREETS	0	0	0.00	0.00	113,940.00	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	113,940.00	0.00	0.00	0.00
TOTAL 30-CAPITAL	0	0	0.00	0.00	113,940.00	0.00	0.00	0.00

CITY OF WINCREST
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01 -GENERAL FUND

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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								
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	6,279,351	6,338,128	494,327.94	5,225,641.54	5,067,685.38	0.00	82.45	1,112,486.65
REVENUE OVER/(UNDER) EXPENDITURES	(33,508)	(92,285)	149,203.64	364,440.70	494,699.36	0.00	394.91-	(456,725.89)

CITY OF WINCREST
BALANCE SHEET
AS OF: AUGUST 31ST, 2016

02 -GARBAGE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
02-1100	CASH	25,522.30	
02-1102	CLAIM ON CASH	(70,486.30)	
02-1105	SAVINGS	460.01	
02-1115	INVESTMENT - TEXPOOL	432.15	
02-1315	DUE FROM GENERAL FUND	0.00	
02-1601	A/R-COMMERCIAL GARBAGE	89,903.92	
02-1605	A/R-RESIDENTIAL GARBAGE	122,430.90	
02-1606	ALLOW FOR DOUBTFUL ACCTS	(52,666.12)	
02-1607	A/R-RECYCLING INCOME	0.00	
02-1608	A/R - UNAPPLIED CREDITS	(32,993.93)	
02-1610	A/R-ACCRUED INTEREST	0.00	
		<u>82,602.93</u>	
	TOTAL ASSETS		82,602.93
			=====
LIABILITIES			
=====			
02-2315	DUE TO GENERAL FUND	130,265.00	
02-2400	A/P PENDING	0.35	
02-2410	A/P-SALES TAX	20,917.03	
02-2415	A/P-GARBAGE CONTRACTOR	0.00	
02-2420	DEFERRED REVENUE-RESIDENT	0.00	
	TOTAL LIABILITIES	<u>151,182.38</u>	
EQUITY			
=====			
02-3201	FUND BALANCE	(121,007.40)	
	TOTAL BEGINNING EQUITY	(121,007.40)	
	TOTAL REVENUE	790,139.02	
	TOTAL EXPENSES	737,711.07	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	<u>52,427.95</u>	
	TOTAL EQUITY & FUND BALANCE	(68,579.45)	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE		82,602.93
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

02 -GARBAGE FUND

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	768,622	768,622	35,711.57	790,139.02	760,639.57	0.00	102.80 (	21,517.52)
TOTAL REVENUES	768,622	768,622	35,711.57	790,139.02	760,639.57	0.00	102.80 (	21,517.52)
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	746,307	746,307	73,145.85	724,825.00	772,758.25	0.00	97.12	21,482.43
OTHER EXPENSES	15,000	15,000	0.00	12,886.07	10,040.52	0.00	85.91	2,113.93
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	761,307	761,307	73,145.85	737,711.07	782,798.77	0.00	96.90	23,596.36
TOTAL EXPENDITURES	761,307	761,307	73,145.85	737,711.07	782,798.77	0.00	96.90	23,596.36
REVENUE OVER/(UNDER) EXPENDITURES	7,314	7,314 (	37,434.28)	52,427.95 (	22,159.20)	0.00	716.81 (	45,113.88)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

02 -GARBAGE FUND

% OF YEAR COMPLETED: 91.67

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	35,673.19	380,225.73	348,888.16	0.00	101.81 (	6,749.73)
02-4105 INCOME-RESIDENTIAL	365,783	365,783	38.19	380,651.15	379,854.71	0.00	104.06 (	14,868.65)
02-4107 INCOME-RECYCLING	347	347	0.00	0.00	0.00	0.00	0.00	347.00
02-4110 INCOME-LATE CHARGE	29,000	29,000	0.00	29,260.04	31,894.73	0.00	100.90 (	260.04)
02-4115 INCOME-INTEREST	16	16	0.19	2.10	1.97	0.00	13.13	13.90
02-4130 INCOME - MISCELLANEOUS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	768,622	768,622	35,711.57	790,139.02	760,639.57	0.00	102.80 (	21,517.52)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

02 -GARBAGE FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>00-GENERAL EXPENDITURES</u>								
=====								
<u>SALARIES & BENEFITS</u>								
02-500-010 EXPENSES-COMMERCIAL	365,651	365,651	33,367.35	335,170.68	302,849.75	0.00	91.66	30,480.75
02-500-020 EXPENSES-RESIDENTIAL	380,656	380,656	39,778.50	389,654.32	390,859.50	0.00	102.36 (	8,998.32)
02-500-030 EXPENSES-ADMINISTRATIVE	0	0	0.00	0.00	79,049.00	0.00	0.00	0.00
02-500-040 EXPENSES-BAD DEBT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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	746,307	746,307	73,145.85	724,825.00	772,758.25	0.00	97.12	21,482.43
<u>OTHER EXPENSES</u>								
02-500-590 POSTAGE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
02-500-591 EXPENSE - ALLY REPAIR	10,000	15,000	0.00	12,886.07	10,040.52	0.00	85.91	2,113.93
02-500-592 EXPENSES - ADDITIONAL CITY S	5,000	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	15,000	15,000	0.00	12,886.07	10,040.52	0.00	85.91	2,113.93
<u>OTHER INCOME/EXPENSES</u>								
02-500-900 EXPENSES-TRANSFER GENERAL FU	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	761,307	761,307	73,145.85	737,711.07	782,798.77	0.00	96.90	23,596.36
TOTAL EXPENDITURES	761,307	761,307	73,145.85	737,711.07	782,798.77	0.00	96.90	23,596.36
REVENUE OVER/(UNDER) EXPENDITURES	7,314	7,314 (	37,434.28)	52,427.95 (	22,159.20)	0.00	716.81 (	45,113.88)

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
13-1102	CLAIM ON CASH	237,635.63	
13-1105	CASH - CHECKING	48,869.14	
13-1106	Savings - TLF Proceeds	0.00	
13-1115	INVESTMENTS-TEXPOOL#15900001	0.00	
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00	
13-1117	EXPENSE CARD	4,455.40	
13-1118	EDC - Investment First Public	107,492.27	
13-1204	PREPAID SALES TAX	0.26	
13-1315	DUE FROM GENERAL FUND	0.00	
13-1375	DUE FROM HOT FUND	0.00	
13-1510	A/R SALES TAX	(0.02)	
		<u>398,452.68</u>	
TOTAL ASSETS			398,452.68
			=====
LIABILITIES			
=====			
13-2315	DUE TO GENERAL FUND	145,000.00	
13-2320	DUE TO TAXING ENTITIES	0.00	
13-2400	A/P PENDING	(21,056.31)	
13-2401	ACCOUNTS PAYABLE	0.00	
13-2402	ALAMO TITLE ESCROW FUNDS	0.00	
13-2410	A/P - SALES TAX	<u>16,098.33</u>	
TOTAL LIABILITIES			<u>140,042.02</u>
EQUITY			
=====			
13-3201	FUND BALANCE	<u>112,723.39</u>	
TOTAL BEGINNING EQUITY		<u>112,723.39</u>	
TOTAL REVENUE		410,319.25	
TOTAL EXPENSES		<u>264,631.98</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		<u>145,687.27</u>	
TOTAL EQUITY & FUND BALANCE			<u>258,410.66</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			398,452.68
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	502,497	502,497	58,443.54	410,319.25	392,499.61	0.00	81.66	92,177.75
TOTAL REVENUES	502,497	502,497	58,443.54	410,319.25	392,499.61	0.00	81.66	92,177.75
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	133,000	133,000	2,129.31	60,066.81	99,299.50	0.00	45.16	72,933.19
OTHER EXPENSES	90,987	90,987	14,613.80	54,244.60	57,763.80	0.00	59.62	36,742.40
CAPITAL EXPENSES	263,631	263,631	11,515.86	127,320.57	208,526.27	0.00	48.29	136,310.43
OTHER INCOME/EXPENSES	0	0	0.00	0.00	(6,954.00)	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	487,618	487,618	28,258.97	241,631.98	358,635.57	0.00	49.55	245,986.02
TOTAL EXPENDITURES	487,618	487,618	28,258.97	241,631.98	358,635.57	0.00	49.55	245,986.02
REVENUE OVER/(UNDER) EXPENDITURES	14,879	14,879	30,184.57	168,687.27	33,864.04	0.00	1,133.73 (	153,808.27)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

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	576.96	0.00	0.00	0.00
13-4110 INCOME - OTHER (HOT)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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)	502,247	502,247	58,443.37	410,095.33	391,705.14	0.00	81.65	92,151.67
13-4301 INTEREST	250	250	0.17	223.92	217.51	0.00	89.57	26.08
13-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	502,497	502,497	58,443.54	410,319.25	392,499.61	0.00	81.66	92,177.75

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>10-GENERAL EXPENDITURES</u>								
=====								
<u>SALARIES & BENEFITS</u>								
13-500-009 SALARIES - EDC	0	0	1,978.00	1,978.00	0.00	0.00	0.00	(1,978.00)
13-500-010 ADMINISTRATIVE EXPENSES	37,000	37,000	0.00	0.00	10,686.99	0.00	0.00	37,000.00
13-500-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-013 STIPEND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-018 EDC EDUCATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-020 EDC OVERTIME	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-030 SOCIAL SECURITY-EDC	0	0	151.31	151.31	0.00	0.00	0.00	(151.31)
13-500-040 HEALTH INSURANCE-EDC	0	0	0.00	0.00	62.75	0.00	0.00	0.00
13-500-050 RETIREMENT-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-060 WORKERS COMPENSATION-EDC	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-070 UNEMPLOYMENT COMPENSATION	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-080 CONTRACT LABOR	96,000	96,000	0.00	57,937.50	88,549.76	0.00	60.35	38,062.50
13-500-095 TERMINATION PAYOUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	133,000	133,000	2,129.31	60,066.81	99,299.50	0.00	45.16	72,933.19
<u>OTHER EXPENSES</u>								
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	0	0	0.00	0.00	52.43	0.00	0.00	0.00
13-500-120 DUES & SUBSCRIPTIONS	3,000	3,000	0.00	3,162.65	2,928.05	0.00	105.42	(162.65)
13-500-130 TRAINING	8,000	8,000	270.00	3,219.00	2,283.41	0.00	40.24	4,781.00
13-500-132 TRAVEL	18,000	18,000	0.00	10,153.02	8,609.06	0.00	56.41	7,846.98
13-500-135 MEALS & ENTERTAINMENT	7,000	7,000	116.37	5,934.28	10,075.14	0.00	84.78	1,065.72
13-500-200 COMPUTER MAINTENANCE	4,500	4,500	30.53	1,672.62	406.66	0.00	37.17	2,827.38
13-500-201 WEBSITE MAINTENANCE	2,000	2,000	341.23	554.82	539.37	0.00	27.74	1,445.18
13-500-205 REPAIRS & MAINT OF BUILDING	1,674	1,674	0.00	207.90	264.31	0.00	12.42	1,466.10
13-500-250 LEGAL EXPENSES	30,000	30,000	13,691.09	22,104.78	20,048.58	0.00	73.68	7,895.22
13-500-290 AUDIT	3,500	3,500	0.00	3,500.00	5,500.00	0.00	100.00	0.00
13-500-430 SUPPLIES	3,250	3,250	155.18	1,122.82	1,627.38	0.00	34.55	2,127.18
13-500-440 ELECTION EXPENSES	2,500	2,500	0.00	0.00	215.01	0.00	0.00	2,500.00
13-500-510 VEHICLE EXPENSE-EDC	0	0	0.00	0.00	340.00	0.00	0.00	0.00
13-500-515 HEALTH EXPENSE ALLOW-DIRECTO	0	0	0.00	0.00	2,923.80	0.00	0.00	0.00
13-500-520 MOVING EXPENSE-DIRECTOR	0	0	0.00	0.00	91.00	0.00	0.00	0.00
13-500-540 VEHICLE FUEL	1,000	1,000	0.00	196.72	111.12	0.00	19.67	803.28
13-500-590 POSTAGE	500	500	9.40	38.80	15.75	0.00	7.76	461.20
13-500-630 LEGAL ADVERTISING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-640 COPIER USAGE	1,443	1,443	0.00	0.00	0.00	0.00	0.00	1,443.00
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	4,620	4,620	0.00	2,377.19	1,732.73	0.00	51.45	2,242.81
TOTAL OTHER EXPENSES	90,987	90,987	14,613.80	54,244.60	57,763.80	0.00	59.62	36,742.40
<u>CAPITAL EXPENSES</u>								
13-500-800 EDC PROJECTS	80,000	80,000	0.00	5,814.00	70,580.14	0.00	7.27	74,186.00
13-500-801 PROMOTING WINCREST	48,671	48,671	0.00	7,693.77	13,949.43	0.00	15.81	40,977.23
13-500-810 CAPITAL EXPENSE	0	0	0.00	0.00	283.00	0.00	0.00	0.00
13-500-890 TLF LOAN PAYMENTS	103,049	103,049	10,189.97	99,758.07	96,515.25	0.00	96.81	3,290.94
13-500-891 RACKER ROAD PROJECT	0	0	0.00	0.00	10,471.31	0.00	0.00	0.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-500-892 TLF INTEREST	31,911	31,911	1,325.89	14,054.73	16,727.14	0.00	44.04	17,856.26
TOTAL CAPITAL EXPENSES	263,631	263,631	11,515.86	127,320.57	208,526.27	0.00	48.29	136,310.43
<u>OTHER INCOME/EXPENSES</u>								
13-500-900 PRIOR PERIOD ADJUSTMENT	0	0	0.00	0.00	(6,954.00)	0.00	0.00	0.00
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	(6,954.00)	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	487,618	487,618	28,258.97	241,631.98	358,635.57	0.00	49.55	245,986.02
TOTAL EXPENDITURES	487,618	487,618	28,258.97	241,631.98	358,635.57	0.00	49.55	245,986.02
REVENUE OVER/(UNDER) EXPENDITURES	14,879	14,879	30,184.57	168,687.27	33,864.04	0.00	1,133.73 (	153,808.27)

CITY OF WINCREST
BALANCE SHEET
AS OF: AUGUST 31ST, 2016

16 -HOTEL/MOTEL TAX FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
16-1102	CLAIM ON CASH	305.62	
16-1105	SAVINGS	35,984.93	
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	
		<u>36,290.55</u>	
			36,290.55
=====			
LIABILITIES			
=====			
16-2315	DUE TO GENERAL FUND	39,225.00	
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	<u>39,225.00</u>	
EQUITY			
=====			
16-3201	FUND BALANCE	10,408.06	
	TOTAL BEGINNING EQUITY	<u>10,408.06</u>	
	TOTAL REVENUE	126,657.49	
	TOTAL EXPENSES	<u>140,000.00</u>	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(13,342.51)	
	TOTAL EQUITY & FUND BALANCE	(<u>2,934.45</u>)	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE		36,290.55
=====			

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

16 -HOTEL/MOTEL TAX FUND

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	153,997	153,997	12,808.51	126,657.49	143,947.28	0.00	82.25	27,339.56
TOTAL REVENUES	153,997	153,997	12,808.51	126,657.49	143,947.28	0.00	82.25	27,339.56
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	0	0	0.00	0.00	2,098.56	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	2,098.56	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0	0.00	0.00	2,098.56	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	153,997	153,997	12,808.51	126,657.49	141,848.72	0.00	82.25	27,339.56

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

16 -HOTEL/MOTEL TAX FUND

% OF YEAR COMPLETED: 91.67

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	153,989	153,989	12,808.13	126,644.30	143,938.68	0.00	82.24	27,344.70
16-4105 INCOME-OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
16-4115 INCOME-INTEREST	8	8	0.38	13.19	8.60	0.00	163.85 (	5.14)
TOTAL REVENUES	153,997	153,997	12,808.51	126,657.49	143,947.28	0.00	82.25	27,339.56

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

16 -HOTEL/MOTEL TAX FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>00-GENERAL EXPENDITURES</u>								
=====								
<u>SALARIES & BENEFITS</u>								
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	2,098.56	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0	0.00	0.00	2,098.56	0.00	0.00	0.00
<u>CAPITAL EXPENSES</u>								
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	2,098.56	0.00	0.00	0.00
TOTAL EXPENDITURES	0	0	0.00	0.00	2,098.56	0.00	0.00	0.00
REVENUE OVER/(UNDER) EXPENDITURES	153,997	153,997	12,808.51	126,657.49	141,848.72	0.00	82.25	27,339.56

CITY OF WINCREST
BALANCE SHEET
AS OF: AUGUST 31ST, 2016

17 -DEBT SERVICE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
17-1102	CLAIM ON CASH	439.09	
17-1105	SAVINGS	0.00	
17-1115	INVESTMENTS	0.00	
17-1315	DUE FROM GENERAL FUND	0.00	
17-1356	DUE FROM HOTEL/MOTEL TAX FND	0.00	
17-1501	A/R - ADVALOREM TAXES	5,463.77	
17-1505	ALLOW FOR DOUBTFUL ACCTS	(619.91)	
17-1515	A/R - ACCRUED INTEREST	0.00	
17-1550	A/R - MISCELLANEOUS	0.00	
		<u>5,282.95</u>	
	TOTAL ASSETS		5,282.95
			=====
LIABILITIES			
=====			
17-2315	DUE TO GENERAL FUND	0.00	
17-2356	DUE TO HOTEL/MOTEL TAX FUND	0.00	
17-2400	A/P PENDING	0.00	
17-2501	DEFERRED REVENUE - TAXES	4,842.50	
	TOTAL LIABILITIES	<u>4,842.50</u>	
EQUITY			
=====			
17-3201	FUND BALANCE	440.45	
	TOTAL BEGINNING EQUITY	<u>440.45</u>	
	TOTAL REVENUE	0.00	
	TOTAL EXPENSES	0.00	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	<u>0.00</u>	
	TOTAL EQUITY & FUND BALANCE	<u>440.45</u>	
	TOTAL LIABILITIES, EQUITY & FUND BALANCE		5,282.95
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

17 -DEBT SERVICE

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	0	0	0.00	0.00 (	0.03)	0.00	0.00	0.00
TOTAL REVENUES	0	0	0.00	0.00 (	0.03)	0.00	0.00	0.00
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
OTHER 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	0	0	0.00	0.00 (	0.03)	0.00	0.00	0.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

17 -DEBT SERVICE

% OF YEAR COMPLETED: 91.67

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	0.00	0.00	0.00	0.00	0.00
17-4105 INCOME - OTHER	0	0	0.00	0.00	0.00	0.00	0.00	0.00
17-4115 INCOME - INTEREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
17-4116 INCOME - SALES TAX (.25)	0	0	0.00	0.00 (	0.03)	0.00	0.00	0.00
17-4117 AD VALOREM TAX (I&S .073841)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0	0	0.00	0.00 (	0.03)	0.00	0.00	0.00

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

17 -DEBT SERVICE

% OF YEAR COMPLETED: 91.67

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	0	0	0.00	0.00	0.00	0.00	0.00	0.00
17-500-210 TAX NOTE INTEREST EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
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	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	0	0	0.00	0.00 (	0.03)	0.00	0.00	0.00

CITY OF WINCREST
BALANCE SHEET
AS OF: AUGUST 31ST, 2016

18 -WCC&PD FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
18-1102	CLAIM ON CASH	41,799.15	
18-1105	CASH - SAVINGS	554,170.36	
18-1210	PREPAID MAINTENANCE	0.00	
18-1315	DUE FROM GENERAL FUND	0.00	
18-1510	A/R-SALES TAX	0.00	
18-1515	A/R - MISC.	0.00	
		<u>595,969.51</u>	
TOTAL ASSETS			595,969.51
			=====
LIABILITIES			
=====			
18-2250	INSURANCE A/P	0.40	
18-2315	DUE TO GENERAL FUND	37,000.00	
18-2400	A/P PENDING	713.73	
18-2410	A/P - SALES TAX	0.00	
	TOTAL LIABILITIES	<u>37,714.13</u>	
EQUITY			
=====			
18-3201	FUND BALANCE	358,767.52	
	TOTAL BEGINNING EQUITY	<u>358,767.52</u>	
TOTAL REVENUE		576,192.61	
TOTAL EXPENSES		<u>376,704.75</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		199,487.86	
TOTAL EQUITY & FUND BALANCE		<u>558,255.38</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			595,969.51
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

18 -WCC&PD FUND

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	642,269	642,269	79,219.81	576,192.61	494,385.81	0.00	89.71	66,076.39
TOTAL REVENUES	642,269	642,269	79,219.81	576,192.61	494,385.81	0.00	89.71	66,076.39
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	253,800	253,800	17,213.70	224,907.47	210,905.27	0.00	88.62	28,892.74
OTHER EXPENSES	91,019	91,019	40,126.97	69,126.52	61,967.47	0.00	75.95	21,892.48
CAPITAL EXPENSES	258,380	258,380	5,329.80	82,670.76	173,894.40	0.00	32.00	175,709.24
OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	603,199	603,199	62,670.47	376,704.75	446,767.14	0.00	62.45	226,494.46
TOTAL EXPENDITURES	603,199	603,199	62,670.47	376,704.75	446,767.14	0.00	62.45	226,494.46
REVENUE OVER/(UNDER) EXPENDITURES	39,070	39,070	16,549.34	199,487.86	47,618.67	0.00	510.59 (	160,418.07)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

18 -WCC&PD FUND

% OF YEAR COMPLETED: 91.67

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	642,255	642,255	79,215.09	576,152.89	488,778.71	0.00	89.71	66,102.11
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	5,579.00	0.00	0.00	0.00
18-4115 INCOME - INTEREST	14	14	4.72	39.72	28.10	0.00	283.71 (	25.72)
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	642,269	642,269	79,219.81	576,192.61	494,385.81	0.00	89.71	66,076.39

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

18 -WCC&PD FUND

% OF YEAR COMPLETED: 91.67

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	160,087	160,087	10,725.87	142,572.35	136,204.05	0.00	89.06	17,514.85
18-500-010 ADMINISTRATIVE EXPENSE	2,000	1,500	0.00	0.00	1,169.93	0.00	0.00	1,500.00
18-500-011 LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-013 STIPEND	0	0	0.00	4,331.36	0.00	0.00	0.00	4,331.36
18-500-014 SPECIAL ASSIGNMENT PAY K-9	13,500	13,500	1,038.48	11,146.35	0.00	0.00	82.57	2,353.65
18-500-015 INCENTIVE PAY-BILING & SHIFT	2,400	2,400	6.96	50.59	203.18	0.00	2.11	2,349.41
18-500-017 CERTIFICATION PAY	0	500	46.16	593.15	526.22	0.00	118.63	93.15
18-500-018 EDUCATION PAY	300	300	46.16	438.52	0.00	0.00	146.17	138.52
18-500-019 TUITION REIMBURSEMENT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-020 OVERTIME	22,200	22,200	1,453.15	15,482.36	26,316.48	0.00	69.74	6,717.64
18-500-021 7K HOURS	4,900	4,900	244.32	1,813.07	2,853.91	0.00	37.00	3,086.93
18-500-026 HAZARDOUS DUTY PAY	1,380	1,380	64.62	698.83	270.50	0.00	50.64	681.17
18-500-030 SOCIAL SECURITY	12,247	12,247	1,023.92	14,047.91	13,197.77	0.00	114.71	1,801.24
18-500-040 HEALTH INSURANCE	19,655	19,655	1,550.33	19,748.01	14,844.68	0.00	100.47	92.95
18-500-050 RETIREMENT	11,526	11,526	1,013.73	13,444.97	12,253.55	0.00	116.65	1,918.69
18-500-060 WORKERS COMPENSATION	3,065	3,065	0.00	0.00	3,065.00	0.00	0.00	3,065.00
18-500-070 UNEMPLOYMENT COMPENSATION	540	540	0.00	540.00	0.00	0.00	100.00	0.00
TOTAL SALARIES & BENEFITS	253,800	253,800	17,213.70	224,907.47	210,905.27	0.00	88.62	28,892.74
OTHER EXPENSES								
18-500-130 BONDS & TRAINING	8,500	8,500	748.57	5,690.27	4,509.50	0.00	66.94	2,809.73
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	1,000	1,000	0.00	934.39	570.68	0.00	93.44	65.61
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	10,000	10,000	355.33	6,676.63	5,340.43	0.00	66.77	3,323.37
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	14,035	14,035	0.00	0.00	0.00	0.00	0.00	14,035.00
18-500-480 UNIFORMS	2,700	3,700	0.00	2,694.13	2,105.34	0.00	72.81	1,005.87
18-500-500 MISC. CRIME PREVENTION	9,500	8,500	1,373.07	7,849.10	7,449.59	0.00	92.34	650.90
18-500-515 DEBT SERVICE - PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-516 DEBT SERVICE - PRINCIPAL	0	0	0.00	0.00	0.00	0.00	0.00	0.00
18-500-517 MAINTENANCE ON EQUIPMENT	45,284	45,284	37,650.00	45,282.00	41,991.93	0.00	100.00	2.00
18-500-518 DEBT SERVICE - INTEREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	91,019	91,019	40,126.97	69,126.52	61,967.47	0.00	75.95	21,892.48
CAPITAL EXPENSES								
18-500-800 CAPITAL EXPENDITURES	258,380	258,380	5,329.80	82,670.76	173,894.40	0.00	32.00	175,709.24
TOTAL CAPITAL EXPENSES	258,380	258,380	5,329.80	82,670.76	173,894.40	0.00	32.00	175,709.24
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	603,199	603,199	62,670.47	376,704.75	446,767.14	0.00	62.45	226,494.46

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

18 -WCC&PD FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
TOTAL EXPENDITURES	603,199	603,199	62,670.47	376,704.75	446,767.14	0.00	62.45	226,494.46
REVENUE OVER/(UNDER) EXPENDITURES	39,070	39,070	16,549.34	199,487.86	47,618.67	0.00	510.59 (	160,418.07)

19 -CAPITAL PROJECTS STREETS

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
19-1102	CLAIM ON CASH	423.25	
19-1105	CASH - SAVINGS	24,016.25	
19-1115	INVESTMENTS-TEXPOOL #1590000002	10,273.70	
19-1116	INVESTMENTS-TEXPOOL#1590000001	8,312.08	
19-1204	PREPAID SALES TAX	0.26	
19-1315	DUE FROM GENERAL FUND	0.00	
19-1510	A/R-SALES TAX	(90.03)	
		<u>42,935.51</u>	
TOTAL ASSETS			42,935.51
			=====
LIABILITIES			
=====			
19-2315	DUE TO GENERAL FUND	338,000.00	
19-2400	A/P PENDING	(0.10)	
19-2410	A/P - SALES TAX	16,098.33	
19-2441	Construction Retainage	<u>2,495.47</u>	
TOTAL LIABILITIES		<u>356,593.70</u>	
EQUITY			
=====			
19-3201	FUND BALANCE	<u>242,953.46</u>	
TOTAL BEGINNING EQUITY		<u>242,953.46</u>	
TOTAL REVENUE		410,122.73	
TOTAL EXPENSES		<u>966,734.38</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(556,611.65)	
TOTAL EQUITY & FUND BALANCE		(<u>313,658.19</u>)	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			42,935.51
			=====

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

19 -CAPITAL PROJECTS STREETS

% OF YEAR COMPLETED: 91.67

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	502,264	502,264	58,446.83	410,122.73	505,648.61	0.00	81.65	92,141.06
TOTAL REVENUES	502,264	502,264	58,446.83	410,122.73	505,648.61	0.00	81.65	92,141.06
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENSES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
TOTAL 00-GENERAL EXPENDITURES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
TOTAL EXPENDITURES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
REVENUE OVER/(UNDER) EXPENDITURES	(568,742)	(568,742)	(27,630.40)	(556,611.65)	504,935.92	0.00	97.87	(12,130.56)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

19 -CAPITAL PROJECTS STREETS

% OF YEAR COMPLETED: 91.67

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 TRANSFER FROM GENERAL FUND	0	0	0.00	0.00	113,940.00	0.00	0.00	0.00
19-4115 INCOME - INTEREST	17	17	3.46	27.42	4.26	0.00	158.96	10.17
19-4116 INCOME-SALES TAX (.25)	502,247	502,247	58,443.37	410,095.31	391,704.35	0.00	81.65	92,151.23
TOTAL REVENUES	502,264	502,264	58,446.83	410,122.73	505,648.61	0.00	81.65	92,141.06

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2016

19 -CAPITAL PROJECTS STREETS

% OF YEAR COMPLETED: 91.67

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	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								
19-500-800 CAPITAL EXPENDITURES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
19-500-810 STREET MAINTENANCE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENSES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
TOTAL 00-GENERAL EXPENDITURES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
TOTAL EXPENDITURES	1,071,006	1,071,006	86,077.23	966,734.38	712.69	0.00	90.26	104,271.62
REVENUE OVER/(UNDER) EXPENDITURES	(568,742)	(568,742)	(27,630.40)	(556,611.65)	504,935.92	0.00	97.87	(12,130.56)

City of Windcrest

Quarterly Investment Report
April 1, 2016 to June 30, 2016
Portfolio Summary Management Report

<u>Portfolio as of April 1, 2016</u>		<u>Portfolio as of June 30, 2016</u>	
Beginning Book Value	\$ 3,518,752	Ending Book Value	\$ 2,885,536
Beginning Market Value	\$ 3,518,752	Ending Market Value	\$ 2,885,536
		Investment Income for the quarter	\$ 197
Unrealized Gain / Loss	\$ -	Unrealized Gain/Loss	\$ -
		Change in Unrealized Gain/Loss	\$ -
		*Change in Market Value:	\$ (633,216)

Authorized by:

 08/15/2016

Donald Hakala
Municipal Finance Officer, CPA



Rafael Castillo, Jr.
City Manager

This report is prepared in compliance with the City's Investment Policy and reporting requirements in the Government Code Chapter 2256.

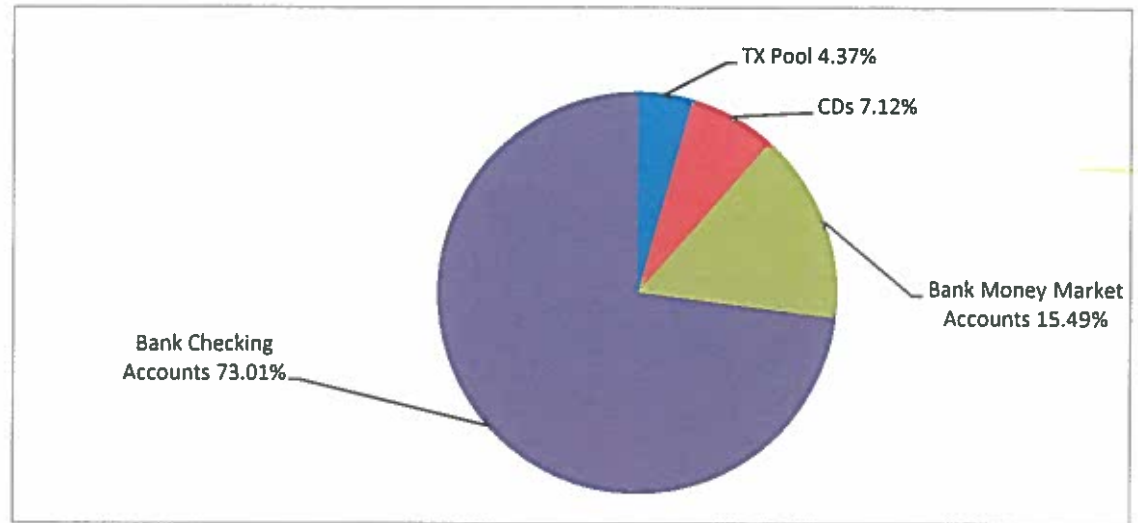
*Change in Market Value is required data, but will primarily reflect the receipt and expenditures of the City's funds from quarter to quarter.

Your Portfolio

As of June 30, 2016

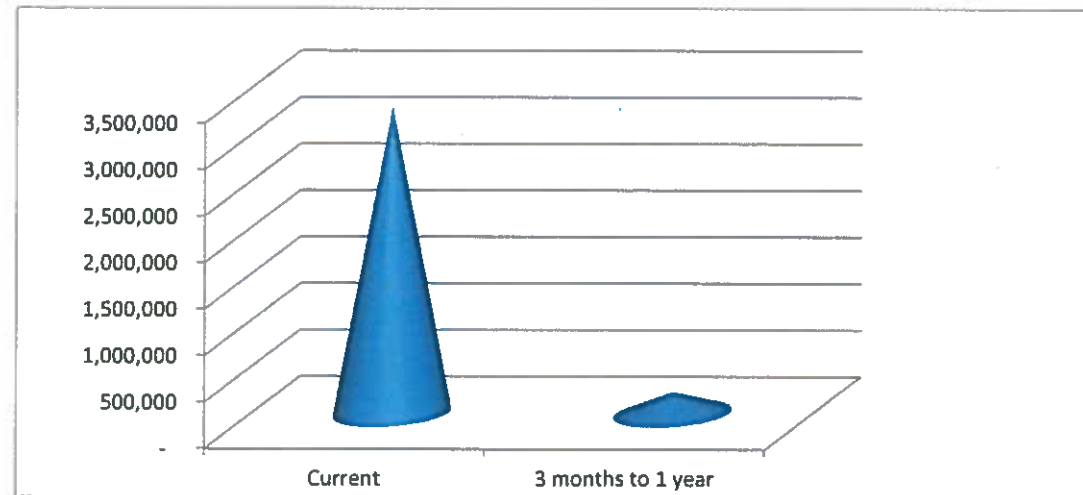
Your portfolio by diversification.

TX Pool	142,623
CDs	232,089
Bank Money Market Accounts	505,113
Bank Checking Accounts	2,380,423



Your portfolio by maturity.

Current	3,028,159
3 months to 1 year	232,089



Your Portfolio

As of June 30, 2016

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term (days)
Investment Pools	142,623	142,623	142,623	4.37%	1
Money Market Funds	505,113	505,113	505,113	15.49%	1
Bank Accounts	2,380,423	2,380,423	2,380,423	73.01%	1
CDs	232,089	232,089	232,089	7.12%	129/365
Weighted Average Maturity (TexPool)					57

CITY OF WINDCREST FINANCE SUMMARY
For the Period Ending June 2016

Acct Code	Frost Bank Accounts:	Account	Rate	Term (days)
99-1102	Pooled Checking	\$ 1,226,100	0.0010%	1
01-1105	General Fund Money Market	\$ 505,113	0.0010%	1
01-1126	General Fund Development Escrow	\$ -	0.0010%	1
02-1100	Garbage Fund Checking	\$ 25,521	0.0010%	1
02-1105	Garbage Fund Money Market	\$ 460	0.0010%	1
03-3201	Windcrest Animal Control Taskforce	\$ 2,567	0.0010%	1
17-1105	Debt Service Fund	\$ 0	0.0010%	1
19-1105	Capital Projects Street Fund	\$ 24,016	0.0010%	1
16-1105	Hotel/Motel Occupancy Tax Fund	\$ 68,154	0.0010%	1
18-1105	Windcrest Crime Control & Prevention Dist. Fund	\$ 592,402	0.0010%	1
13-1105	Economic Development Corporation	\$ -	0.0010%	1
13-1106	Economic Development Corporation Escrow	\$ -	0.0010%	1
04-1105	Asset Forfeiture/Seizure Savings (Federal)	\$ 347	0.0010%	1
05-1105	County Fire Contribution Savings	\$ -	0.0010%	1
06-1105	School Crossing Guard Savings	\$ 14,078	0.0010%	1
07-1105	Dare Program Fund Savings	\$ -	0.0010%	1
08-1105	Police Donation Savings	\$ 3,370	0.0010%	1
09-1105	Asset Forfeiture/Seizure Savings (State)	\$ 384	0.0010%	1
10-1105	Police Education/Training Savings	\$ 1,059	0.0010%	1
11-1105	Roosevelt Scholarship Fund	\$ 4,094	0.0010%	1
14-1105	Municipal Court Technology Fund	\$ 42,452	0.0010%	1
15-1105	Municipal Court Building Security Fund	\$ 707	0.0010%	1
	Total - Frost National Bank	\$ 2,510,824	0.0010%	1
	INVESTMENTS:			
01-1127	IBC Bank Escrow CD Account	\$ 207,089	0.2500%	129
	General Fund Certificate of Deposit	\$ 25,000	0.2500%	365
18-1115	Texpool for Streets	\$ 10,267	0.0871%	1
	Texpool (breakout by fund below)	\$ 132,356	0.0871%	1
01-1125	General Fund	119,665.61		
02-1115	Garbage	432.15		
17-1115	Debt Service	-		
19-1116	Capital Project Street	8,312.08		
13-1115	Economic Dev. Fund	-		
05-1115	County Fire Contribution	3,946.07		
09-1115	Asset Seizure Fund - State	-		
	TOTAL ALL FUNDS	\$ 2,885,536		

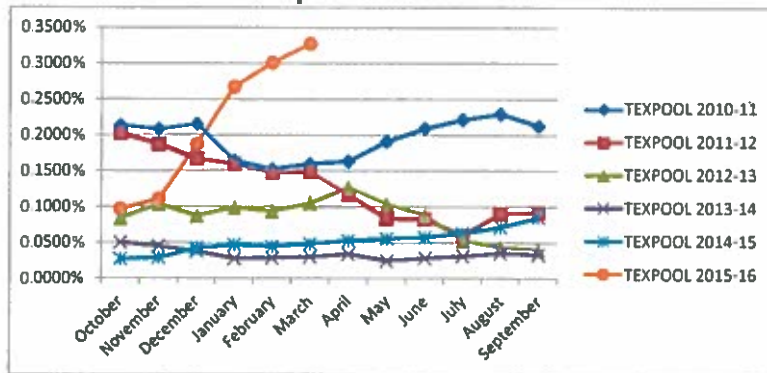
Fund	Fund Title	Balance	Interest Earned
01	General Fund	856,867.61	170.11
02	Garbage Fund	26,413.51	0.57
03	Windcrest Animal Control Taskforce	2,566.55	-
04	Asset Seizure - Fed	346.84	-
05	County Fire Contribution	3,946.07	-
06	School Crossing Guard	14,078.00	0.31
07	Dare Program	-	-
08	Police Donations	3,370.11	0.07
09	Asset Seizure - State	383.71	-
10	Police Education/Training	1,059.22	0.03
11	Roosevelt Scholarship	4,094.00	0.09
13	Economic Development	-	-
14	Court Technology	42,452.00	0.94
15	Court Building Security	706.97	0.03
16	Hotel / Motel	68,154.00	3.11
17	Debt Service	0.03	-
18	WCCPD	592,402.00	12.74
19	Capital Projects Streets	42,595.08	9.47
99	Pooled cash	1,226,100.00	-
	Total	2,885,535.70	197.47

\$

TEXPOOL

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
October	0.2129%	0.2019%	0.0835%	0.0498%	0.0268%	0.0966%
November	0.2077%	0.1867%	0.1033%	0.0446%	0.0286%	0.1105%
December	0.2145%	0.1661%	0.0871%	0.0372%	0.0418%	0.1863%
January	0.1639%	0.1590%	0.0986%	0.0273%	0.0465%	0.2674%
February	0.1518%	0.1471%	0.0935%	0.0283%	0.0441%	0.3010%
March	0.1594%	0.1481%	0.1047%	0.0299%	0.0480%	0.3273%
April	0.1630%	0.1160%	0.1264%	0.0336%	0.0524%	0.3377%
May	0.1910%	0.0832%	0.1032%	0.0244%	0.0553%	0.3374%
June	0.2090%	0.0827%	0.0878%	0.0284%	0.0575%	0.3613%
July	0.2216%	0.0597%	0.0531%	0.0313%	0.0630%	
August	0.2294%	0.0900%	0.0437%	0.0353%	0.0716%	
September	0.2127%	0.0917%	0.0394%	0.0333%	0.0850%	

Tex pool Rates



IBC CD

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
November	1.1500%	0.6000%	0.6000%	0.6000%	25.0000%	25.0000%
March	1.1500%	0.6000%	0.6000%	0.6000%	25.0000%	25.0000%
July	1.1500%	0.6000%	0.6000%	0.6000%	25.0000%	25.0000%

No graph for this CD.

Frost CD

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
July	0.2300%	0.2500%	0.2500%	0.2500%	0.2500%	0.2500%

No graph for this CD.

FROST - ALL ACCOUNTS

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
October	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
November	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
December	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
January	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
February	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
March	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
April	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
May	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
June	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
July	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
August	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
September	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%

No graph for Frost Accounts.

**Windcrest EDC
Quarterly Investment Report
April 1, 2016 to June 30, 2016
Portfolio Summary Management Report**

<u>Portfolio as of April 1, 2016</u>		<u>Portfolio as of June 30, 2016</u>	
Beginning Book Value	\$ 293,795	Ending Book Value	\$ 348,592
Beginning Market Value	\$ 293,795	Ending Market Value	\$ 348,592
		Investment Income for the quarter	\$ 92
Unrealized Gain / Loss	\$ -	Unrealized Gain/Loss	\$ -
		Change in Unrealized Gain/Loss	\$ -
		*Change in Market Value:	\$ 54,797

Authorized by:



Donald Hakala
Municipal Finance Officer, CPA

EDC Director

This report is prepared in compliance with the City's Investment Policy and reporting requirements in the Government Code Chapter 2256.

*Change in Market Value is required data, but will primarily reflect the receipt and expenditures of the City's funds from quarter to quarter

Your Portfolio

As of June 30, 2016

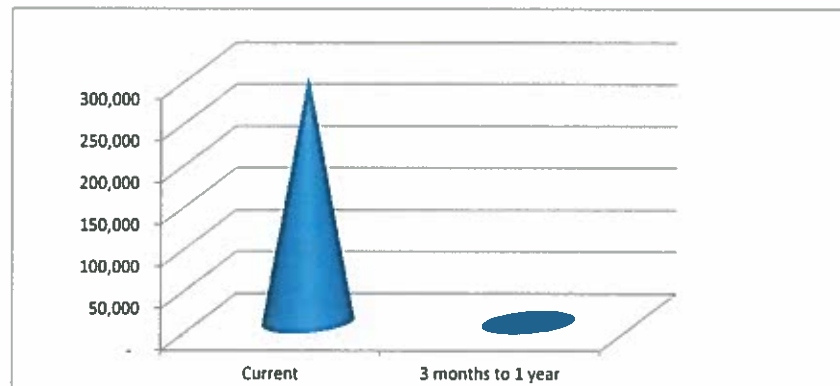
Your portfolio by diversification.

Lonestar Investment	107,362
Bank Checking Accounts	241,230



Your portfolio by maturity.

Current	348,592
3 months to 1 year	-



Your Portfolio

As of June 30, 2016

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term (days)
Investment Pools	107,362	107,362	107,362	30.80%	1
Money Market Funds	-	-	-	0.00%	1
Bank Accounts	241,230	241,230	241,230	69.20%	1
CDs	-	-	-	0.00%	129/365

WINDCREST EDC FINANCE SUMMARY
For the Period Ending June 30, 2016

Acct Code		Account	Rate	Term (days)
Frost Bank Accounts:				
13-1102	Pooled Cash*****	\$ 201,830		
13-1105	Economic Development Corporation	\$ 39,400	0.0010%	1
13-1115	Economic Development Corporation Lonestar Investment Pool	\$ -	0.0010%	1
13-1116	Economic Development Corporation Escrow	\$ -	0.0010%	1
	Total - Frost National Bank	\$ 241,230	0.0010%	1
INVESTMENTS:				
		\$ 107,362	0.0000%	1
13-1118	Lonestar Investment Pool	107,361.70		
	TOTAL ALL FUNDS	\$ 348,592		

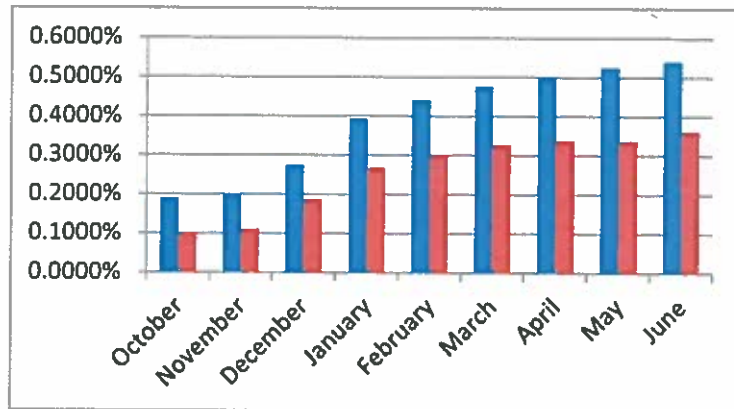
Fund	Fund Title	Balance	Interest Earned
13	Economic Development	348,592.09	91.60
	Total	348,592.09	91.60

FROST - ALL ACCOUNTS

	2009-10	2010-11	2011-12	2012-2013	2013-14	2014-15	2015-16
October	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
November	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
December	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
January	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
February	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
March	0.5000%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
April	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
May	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
June	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
July	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
August	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%
September	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%	0.0010%

No graph for Frost Accounts.

Lonestar vs. TexPool Rates



	2015-16 Lonestar	2015-16 TexPool
October	0.1893%	0.0966%
November	0.1967%	0.1105%
December	0.2743%	0.1863%
January	0.3929%	0.2674%
February	0.4390%	0.3010%
March	0.4752%	0.3273%
April	0.4983%	0.3377%
May	0.5235%	0.3374%
June	0.5400%	0.3613%
July		
August		
September		



ORDINANCE NO. 2016-749(O)

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING ON SEPTEMBER 30, 2017; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of City of Windcrest for the fiscal year October 1, 2016, to September 30, 2017, has been prepared in accordance with Chapter 102 of the Texas Local Government Code for the City of Windcrest, Texas; and

WHEREAS, said budget has been submitted to the City Council in accordance with the Local Government Code; and

WHEREAS, public notice of a public hearing upon this budget has been duly and legally made as required by the Local Government Code; and

WHEREAS, said public hearing on the Proposed Budget has been held; and

WHEREAS, the City's Proposed Budget has been amended in accordance with the Local Government Code; and

WHEREAS, a public hearing has been had upon said amendments to the Proposed Budget and, after full and final consideration of proposed expenditures, revenues, financial condition, and comparative expenditures as presented, it is the consensus of opinion that the budget as considered and amended at said hearings should be approved and adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST:

SECTION 1.

That the City Council of the City of Windcrest ratifies, approves and adopts the budget as finally considered for the fiscal year of October 1, 2016, to September 30, 2017, a copy of which shall be filed with the office of the City Secretary and with the Bexar County Clerk and which shall also be posted on the City's Internet Website, and which is incorporated herein for all intents and purposes.

SECTION 2.

That the appropriations for the 2016-2017 fiscal year for the different administrative units and purposes of the City of Windcrest, Texas be fixed and determined for said fiscal year in accordance with the expenditures shown in said budget, and that the distribution and division of said appropriations be made in accordance with said budget including such amounts shown for providing for sinking funds for payment of the principal and interest and the retirement of the bonded debt of the City of Windcrest.

SECTION 3.

That should any part, portion, or section of this ordinance be declared invalid or inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way affect the remaining portions, parts, or sections or parts of section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

SECTION 4.

That all ordinances and appropriations for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

SECTION 5.

That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED, APPROVED AND ADOPTED this ____th day of September, 2016, at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

APPROVED:

Michael S. Brennan



ORDINANCE NO. 2016-750(O)

AN ORDINANCE ADOPTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF WINDCREST, TEXAS, FOR THE 2016 TAX YEAR FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WINDCREST FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING ON SEPTEMBER 30, 2017; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED INCLUDING PROVIDING A SINKING FUND FOR THE RETIREMENT OF THE BONDED DEBT OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Chief Appraiser of the Bexar County Tax Appraisal District has prepared and certified the appraisal roll of the City of Windcrest, Texas, said roll being that portion of the approved appraisal roll of the Bexar County Tax Appraisal District which lists property taxable by the City of Windcrest, Texas; and

WHEREAS, the Tax Assessor and Collector of Bexar County has performed the statutory calculations required by Section 26.04 of the Texas Tax Code, and has published the effective tax rate, the rollback tax rate, an explanation of how they were calculated, and has fulfilled all other requirements for publication as contained in Section 26.04(e) of the Texas Tax Code, in a manner designed to come to the attention of all residents of said City and has submitted said rates to the City Council of said City prior to the regular City Council meeting of September 19th 2016; and

WHEREAS, the City Council has complied with all applicable requirements of the Texas Tax Code prior to the setting of the tax rate for said City for 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST:

SECTION 1.

That the tax rate of the City of Windcrest, Texas for the tax year 2016 be, and is hereby, set at \$0.308092 on each one hundred dollars (\$100) of the taxable

value of real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City.

SECTION 2.

That there is hereby levied for the tax year 2016 upon all real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City, and there shall be collected for the use and support of the municipal government of the City of Windcrest, Texas, to provide a sinking fund for the retirement of the bonded debt of said City and to provide for permanent improvements in said City, and said tax, so levied and collected, shall be apportioned to the specific purposes hereinafter set forth; to-wit:

- A. For the payment of current expenses and to be deposited in the general fund (for the purposes of maintenance and operations) \$0.308092 cents on each one hundred dollars (\$100) of the taxable value of such property; and,
- B. To provide for sinking funds for the payment of the principal and interest and the retirement of the bonded debt, and the same shall become due as shall be necessary to pay the principal and interest of the current year as follows:

\$0.00 cents per one hundred dollars (\$100) valuation.

SECTION 3.

That the Bexar County Tax Assessor and Collector is hereby authorized to assess and collect the taxes of said City employing the above tax rate.

SECTION 4.

That the Municipal finance Officer of said City shall keep accurate and complete records of all monies collected under this Ordinance and the purposes for which same are expended.

SECTION 5.

That monies collected pursuant to this Ordinance shall be expended as set forth in the City of Windcrest's FY 2016-2017 Annual Budget.

SECTION 6.

That all monies collected which are not specifically appropriated shall be deposited in the general fund.

SECTION 7.

That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED, APPROVED AND ADOPTED this _____ day of September, 2016, at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, *Tex. Gov't Code* 551.001, et.seq., at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

APPROVED:

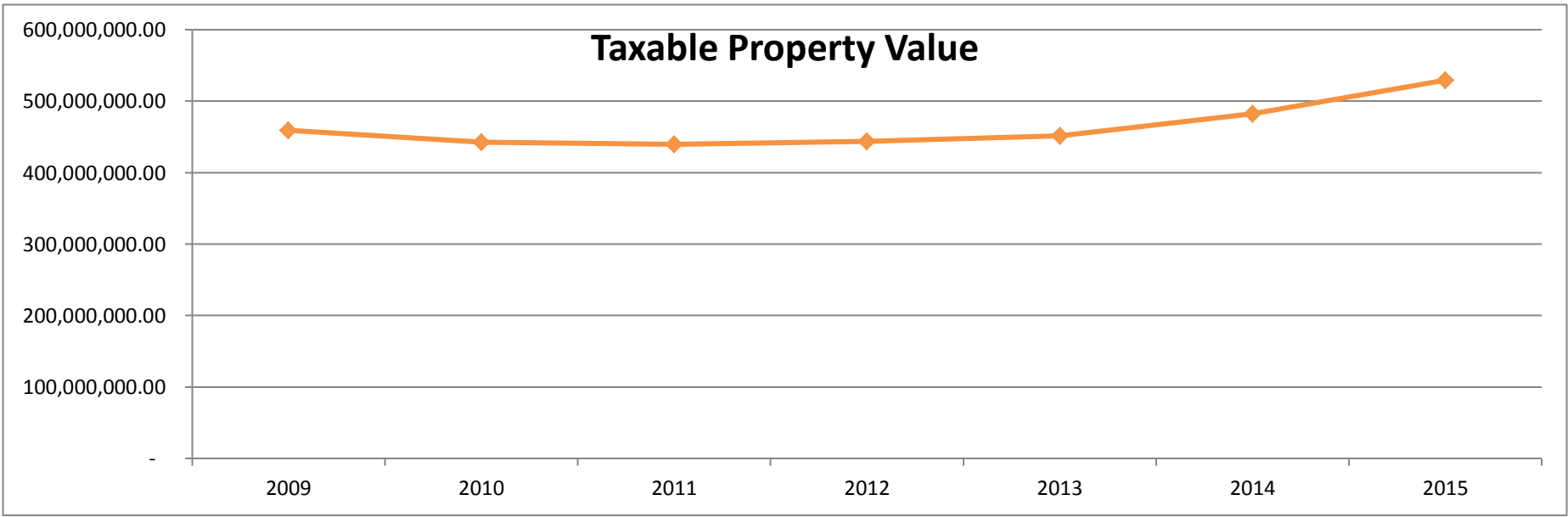
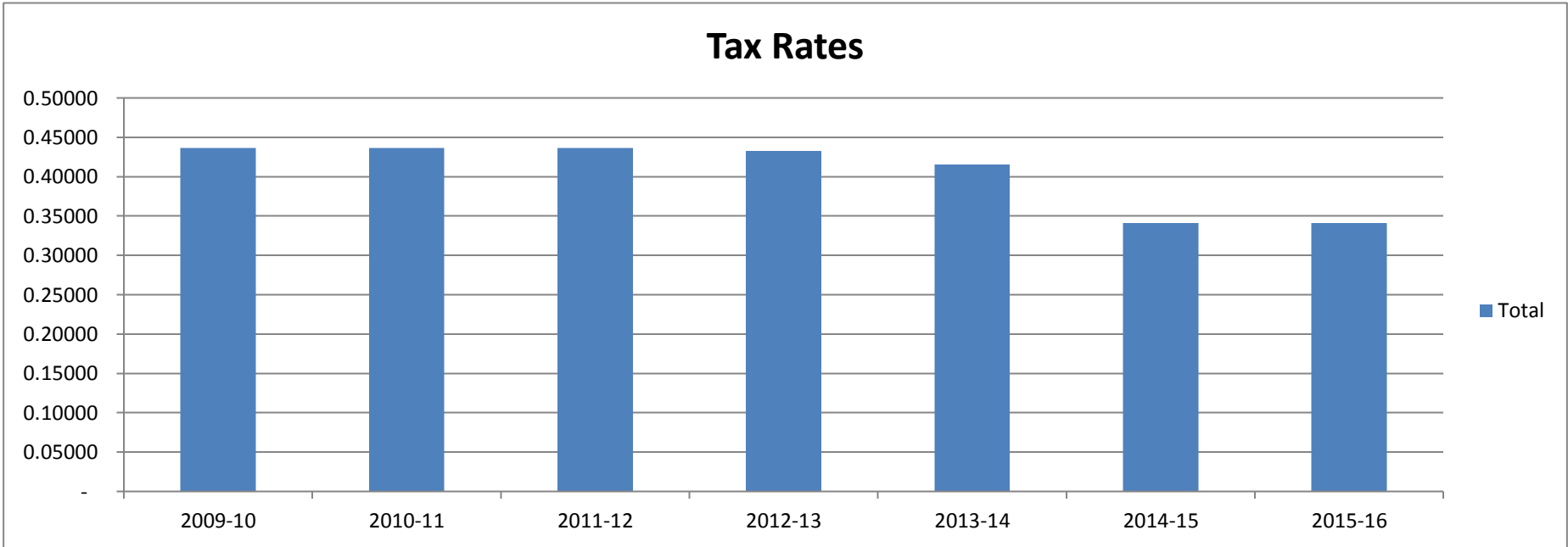
Michael S. Brennan, City Attorney

**AD VALOREM TAXES ANALYSIS
ESTIMATE OF AD VALOREM TAX REVENUE
AND PROPOSED DISTRIBUTION OF COLLECTIONS
BASED ON PRELIMINARY TOTALS DATED 08/25/2016**

Taxable Assessed Valuation	\$560,645,444	Taxes under Review
Less TIF	\$0	\$35,129,539.00
Net Taxable Assessed Valuation	\$560,645,444	\$17,564,769.50
Proposed Tax Rate of \$100 Valuation	0.308092	
Gross Revenue from Taxes	\$1,727,304	
Estimated Percent of Collections	100%	
Estimated Funds from Tax Levy	\$1,723,676	

PROPOSED DISTRIBUTION OF ALL TAX COLLECTIONS	1,727,303.76	\$	0.308092	Estimated Effective
	1,909,502.32	\$	0.340590	Estimated Rollback

	<u>% of Total</u>	<u>Tax Rate</u>	<u>Collections</u>			
COMPARISON OF PREVIOUS YEARS TAX RATES AND PROPERTY VALUE ANALYSIS						
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-2017</u>
General Fund (Operations & Maintenance)	0.354785	0.351654	0.335127	0.340900	0.334100	0.308092
Interest & Sinking	0.081710	0.081316	0.080104	0.000000	0.000000	0.000000
Total	0.436495	0.432970	0.415231	0.340900	0.340900	0.308092





ORDINANCE NO. 2016-751(O)

AN ORDINANCE SETTING FEES FOR VARIOUS CITY SERVICES AND CONSOLIDATING THOSE FEES FOR CONVENIENCE; AMENDING VARIOUS CITY ORDINANCES; AND CONTAINING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE.

WHEREAS, the City of Windcrest has adopted numerous ordinances that provide for various fees and charges that are subject to change from time to time; and

WHEREAS, the City has determined that it would be convenient to consolidate those fees in one ordinance that can be reviewed and amended as needed from time to time; and

WHEREAS, the City has adopted a budget for the upcoming fiscal year that incorporates the fees and charges specified herein; and

WHEREAS, the City has determined that the fees and charges specified herein are reasonable, necessary, fair and designed to fund the various activities to which they pertain; and

WHEREAS, the City has conducted a public hearing at which the fees imposed herein were made known to the public and the governing body; and

WHEREAS, the City has determined that the fees set forth herein will promote the health, safety, and welfare of the citizens of Windcrest; and

WHEREAS, this ordinance was adopted at a meeting of the Windcrest City Council held in strict compliance with the Texas Open Meetings Act at which a quorum of the City Council was present and voting;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS:

SECTION 1. Rates Imposed.

The City hereby adopts the Fee Schedule attached as Exhibit "A" hereto and imposes the fees set forth therein upon the services, activities, events, materials, and

supplies that are described therein. These rates shall be collected by the City in accordance with the various City ordinances that more particularly describe each of the fees.

SECTION 2. Ordinances Amended.

Each City ordinance that originally provided a fee, charge, or fine that is mentioned on Exhibit “A” is hereby amended as shown on Exhibit “A.”

SECTION 3. Severability.

Should any portion or part of this ordinance be held for any reason invalid or unenforceable by a court of competent jurisdiction, the same shall not be construed to affect any other valid portion hereof, but all valid portions hereof shall remain in full force and effect.

SECTION 4. Effective Date.

This Ordinance shall be effective upon its passage.

PASSED AND APPROVED THE th day of September, 2016.

CITY OF WINDCREST, TEXAS

By: _____
Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary



ORDINANCE NO. 2016-752(O)

**AN ORDINANCE ADOPTING AN ORGANIZATIONAL
CHART AND DEPARTMENTAL CLASSIFICATIONS**

WHEREAS, the City Charter requires the City Council to establish the city's organizational chart and departmental classifications in Section 3.03 (3) and Section 5.01.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
THE CITY OF WINDCREST THAT** the attached organizational chart with departmental classifications is hereby approved and adopted as required by the City Charter and that the previous organizational charts are repealed.

This ordinance shall take effect upon its final passage, and it is so ordained.

PASSED and ADOPTED this the ____ day of _____, 2016.

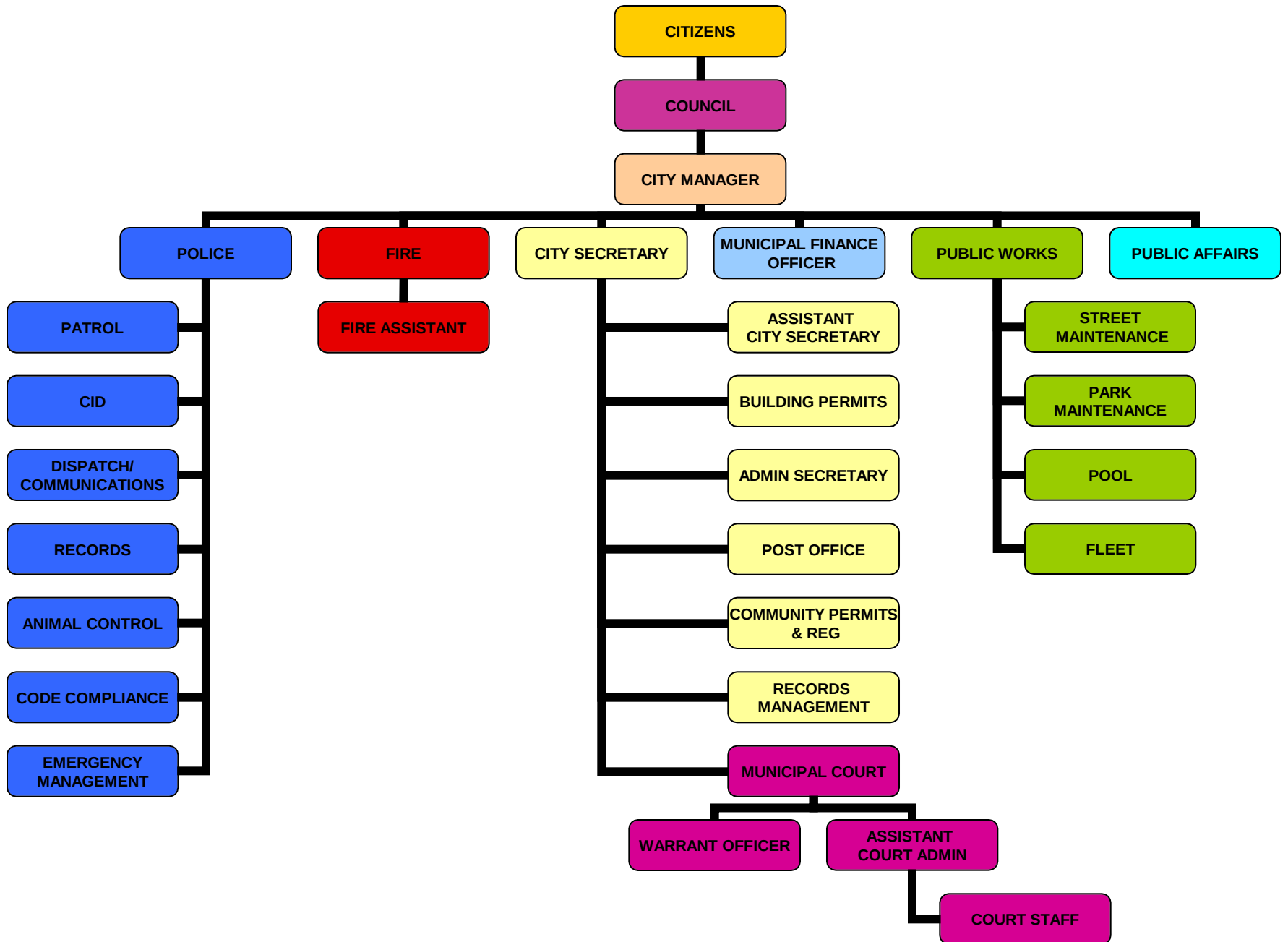
Alan Baxter, Mayor

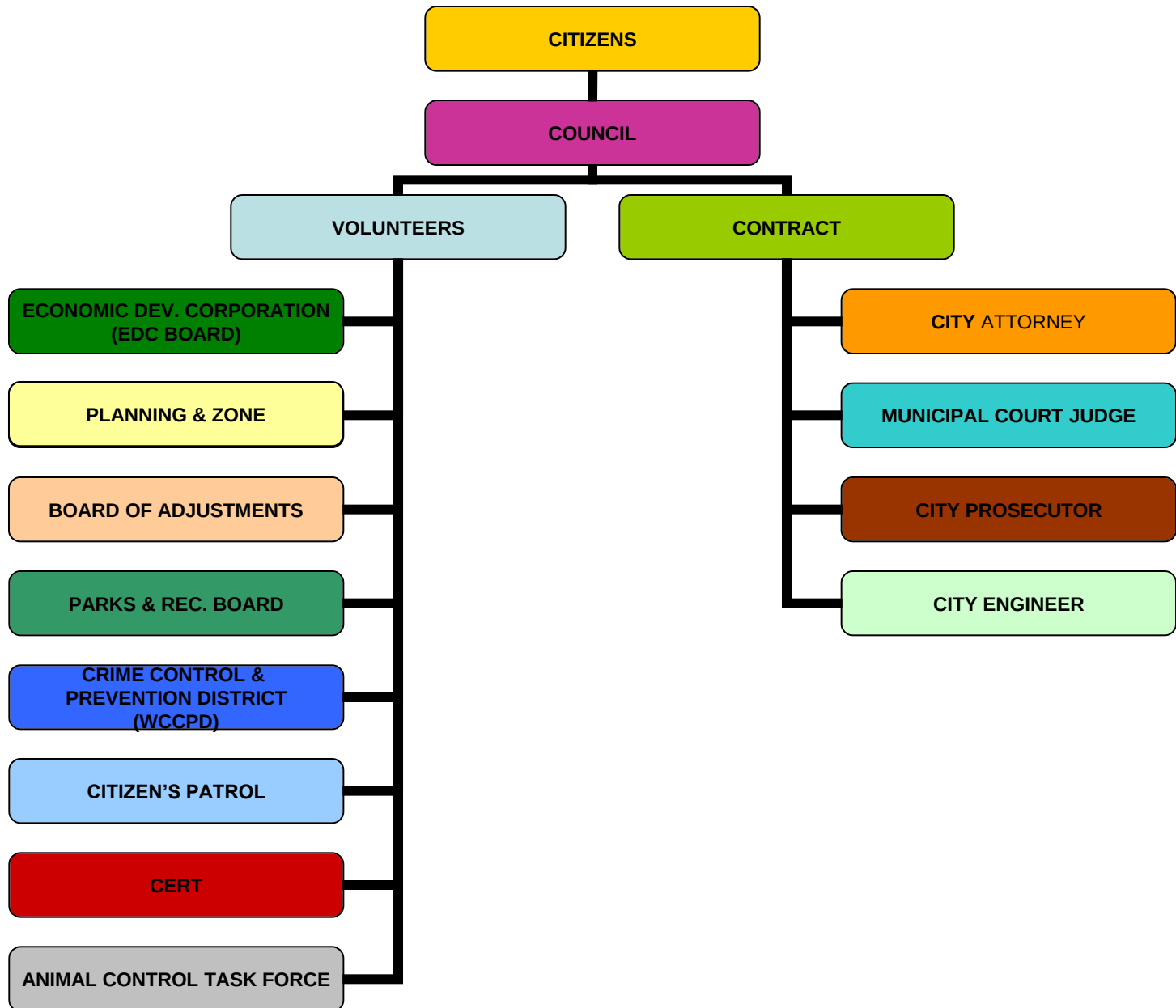
ATTEST:

Kelly Rodriguez, City Secretary

APPROVED AS TO FORM:

Michael S. Brenan, City Attorney







City Council Agenda Item Report

September 19, 2016

Contact – Natalia Witmer, Tom Garcia
nwitmer@windcrest-tx.gov , tgarcia@windcrest-tx.gov

Resolution

SUBJECT: Deliberation and possible action on a resolution to award a contract for the performance of Greenspace Maintenance to Maldonado Nursery and Landscaping.

1. BACKGROUND/HISTORY

On July 27, 2016 the City of Windcrest released a Request for Proposal for the performance of Greenspace Maintenance at City of Windcrest, and advertised notices for such bids on July 27, 2016 and August 3, 2016 in the San Antonio Express News; and

On August 17, 2016 in the City Council Chambers two sealed bids from prospective contractors were opened, publicly read aloud, and reviewed. Maldonado Nursery and Landscaping was the lowest bidder for ground maintenance.

2. FINDINGS/CURRENT ACTIVITY

Maldonado Nursery and Landscaping have performed the Greenspace Maintenance for the past 4 years, with one complaint from a citizen. Mowing Cycles for Parks (Area A) will be once every 10 weekdays from March through September and once every 15 weekdays from October through February. Mowing Cycles for Drainage Areas (Area B) will be once every 15 weekdays from March through September and once every 30 weekdays for September through October.

3. FINANCIAL IMPACT -

Funding provided in FY 16-17 Budget, line item 01-506-250

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to award the Greenspace Maintenance contract to Maldonado Nursery & Landscaping for the Fiscal Year 2016-2017.

LOCATION		ACREAGE	BIDDER	MAR.-SEPT. MOWING CYCLE COST			OCT. – FEB. MOWING CYCLE COST		
ID	AREA A			7	10	14	15	30	45
1	Windy Hollow	9.44	LaMed Facility Maintenance	\$ 641.92	\$ 706.11	\$ 738.20	\$ 738.20	\$ 770.39	\$ 802.40
			Maldonado Nursery and Landscaping	\$ 424.00	\$ 472.00	\$ 519.00	\$ 424.00	\$ 472.00	\$ 579.00
2	Autumn Sunset Pond	18.71	LaMed Facility Maintenance	\$ 1,272.28	\$ 1,399.50	\$ 1,463.12	\$ 1,463.12	\$ 1,556.75	\$ 1,590.35
			Maldonado Nursery and Landscaping	\$ 841.00	\$ 935.50	\$ 1,029.00	\$ 841.00	\$ 935.50	\$ 1,029.00
6	Crestwind Ditch and Park	2.1	LaMed Facility Maintenance	\$ 142.80	\$ 157.08	\$ 164.22	\$ 164.22	\$ 171.36	\$ 178.50
			Maldonado Nursery and Landscaping	\$ 94.50	\$ 105.00	\$ 115.00	\$ 94.50	\$ 105.00	\$ 115.00
3	Brook Falls Pond #1	11.64	LaMed Facility Maintenance	\$ 791.52	\$ 870.67	\$ 910.24	\$ 910.24	\$ 949.82	\$ 989.40
			Maldonado Nursery and Landscaping	\$ 523.00	\$ 582.00	\$ 640.00	\$ 523.00	\$ 582.00	\$ 640.00
3	Brook Falls Pond #2	2.83	LaMed Facility Maintenance	\$ 192.44	\$ 211.68	\$ 221.30	\$ 221.30	\$ 230.92	\$ 240.55
			Maldonado Nursery and Landscaping	\$ 127.00	\$ 141.00	\$ 155.00	\$ 127.00	\$ 141.00	\$ 155.00
3	Brook Falls Pond #3	0.99	LaMed Facility Maintenance	\$ 67.32	\$ 74.05	\$ 77.41	\$ 77.41	\$ 80.78	\$ 84.15
			Maldonado Nursery and Landscaping	\$ 45.00	\$ 50.00	\$ 55.00	\$ 45.00	\$ 50.00	\$ 55.00
TOTAL		45.71	LaMed Facility Maintenance	\$ 3,108.28	\$ 3,419.09	\$ 3,574.49	\$ 3,574.49	\$ 3,760.02	\$ 3,885.35
			Maldonado Nursery and Landscaping	\$ 2,054.50	\$ 2,285.50	\$ 2,513.00	\$ 2,054.50	\$ 2,285.50	\$ 2,573.00

AREA B				10	15	25	30	45	60
4	DAHELER DITCH	2.88	LaMed Facility Maintenance	\$ 215.42	\$ 225.21	\$ 229.13	\$ 235.00	\$ 244.80	\$ 264.38
			Maldonado Nursery and Landscaping	\$ 173.00	\$ 187.00	\$ 202.00	\$ 173.00	\$ 187.00	\$ 202.00
5	WINDSOR HILL/ SUBWAY DRAINAGE EASMENT	1.65	LaMed Facility Maintenance	\$ 123.42	\$ 129.03	\$ 131.27	\$ 134.64	\$ 140.25	\$ 151.47
			Maldonado Nursery and Landscaping	\$ 99.00	\$ 107.00	\$ 115.50	\$ 99.00	\$ 107.00	\$ 115.50
5	WINDSOR HILL/ WINDWAY DRAINAGE EASMENT	5.12	LaMed Facility Maintenance	\$ 382.97	\$ 400.38	\$ 407.34	\$ 417.49	\$ 435.20	\$ 470.01
			Maldonado Nursery and Landscaping	\$ 307.00	\$ 332.00	\$ 358.00	\$ 307.00	\$ 332.00	\$ 358.00
5	WINDSOR HILL/ MIDCROWN DRAINAGE EASMENT	7.11	LaMed Facility Maintenance	\$ 531.82	\$ 556.00	\$ 565.67	\$ 580.17	\$ 604.35	\$ 652.69
			Maldonado Nursery and Landscaping	\$ 426.00	\$ 462.00	\$ 497.00	\$ 426.00	\$ 462.00	\$ 497.00
TOTAL		16.76	LaMed Facility Maintenance	\$ 1,253.63	\$ 1,310.62	\$ 1,333.41	\$ 1,367.30	\$ 1,424.60	\$ 1,538.55
			Maldonado Nursery and Landscaping	\$ 1,005.00	\$ 1,088.00	\$ 1,172.50	\$ 1,005.00	\$ 1,088.00	\$ 1,172.50

TOTAL		62.47	LaMed Facility Maintenance	\$ 4,361.91	\$ 4,729.71	\$ 4,907.90	\$ 4,941.79	\$ 5,184.62	\$ 5,423.90
			Maldonado Nursery and Landscaping	\$ 3,059.50	\$ 3,373.50	\$ 3,685.50	\$ 3,059.50	\$ 3,373.50	\$ 3,745.50

FY 13-14		Maldonado Nursery and Landscaping	2,782.20	2,907.14	3,032.08	2,815.72	3,099.12	3,440.42
Increase/Decrease			\$ 277.30	\$ 466.36	\$ 653.42	\$ 243.78	\$ 274.38	\$ 305.08
%			10.81					

\$ 31,997.00 \$ 11,427.50 \$ 43,424.50

\$ 10,880.00 \$ 5,440.00 \$ 16,320.00

\$ 59,744.50 \$ 34,414.58 \$ 59,744.50
\$ 25,329.92
\$ 42.40



RESOLUTION NO. 2016-598(R)

A RESOLUTION ACCEPTING THE BID OF MALDONADO NURSERY AND LANDSCAPING FOR THE PERFORMANCE OF GREENSPACE MAINTENANCE (RFP-15-16-001) AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT FOR SUCH WORK.

WHEREAS, on July 27, 2016 the City of Windcrest released a Request for Proposal for the performance of greenspace maintenance in the City of Windcrest, and advertised notices for such bids on July 27, 2016 and August 3, 2016 in the San Antonio Express News; and

WHEREAS, on August 17, 2016 in the City Council Chambers two sealed bids from prospective contractors were opened, publicly read aloud, and reviewed. Maldonado Nursery and Landscaping was the lowest bidder for greenspace maintenance.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINDCREST, TEXAS, that the City Council of the City of Windcrest hereby accepts the bid of Maldonado Nursery and Landscaping in the amount of at Fifty Nine Thousand Seven Hundred Forty Four Dollars and Fifty Cents (\$59,744.50) for the performance of greenspace Maintenance in the City of Windcrest. (RFP-15-16-001). The City Manager is instructed to provide notice of award to the contractor and negotiate and execute a contract for such work.

PASSED AND APPROVED ON THIS THE ____ DAY OF SEPTEMBER, 2016.

Alan E. Baxter, Mayor

ATTEST

Kelly Rodriguez, City Secretary

APPROVED AS TO FORM

Michael Brenan, City Attorney

2016-598(R)



City Council Agenda Item Report

September 19, 2016

Contact – Donald Hakala
dhakala@windcrest-tx.gov

Resolution:

SUBJECT: DELIBERATION AND POSSIBLE ACTION ON A RESOLUTION APPROVING ACQUISITION OF CERTAIN ADP, LLC HUMAN RESOURCE SERVICES AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A CONTRACT FOR SUCH PURCHASES

1. BACKGROUND/HISTORY

This purchase would enhance the safety of the citizens of the City of Windcrest for the City to purchase human resource services from ADP, LLC.

2. FINDINGS/CURRENT ACTIVITY

City of Windcrest has determined that this procurement is necessary to ensure that we are upgrading the environment for our employees and providing the full support to workforce management needs.

3. FINANCIAL IMPACT -

Approximate amount of \$46,248.00 per year (Forty Six Thousand Two Hundred Forty Eight Dollars And Zero Cents).

4. ACTION OPTIONS/RECOMMENDATION

Staff recommends to take action on Resolution to purchase ADP Comprehensive HR Services form ADP, LLC.



A more human resource.™

Workforce Now[®]



The right mix
of technology,
people and
strategy.

Comprehensive Services

City Of Windcrest

9/8/2016

Don Hakala

Romeo Garza

HRO District Manager

211 North Loop 1604 East

San Antonio, TX 78232

A Message from Larry Feinstein



Thank you for your interest in ADP's Comprehensive Services solutions. Comprehensive Services is a key component of ADP's Human Capital Management (HCM) Solution Portfolio. It enables us to be a true differentiator in the marketplace – with a suite of unified technology and outsourced services that comprehend the full workforce management cycle. This outsourced HCM offer combines the proven ADP Workforce Now™ platform with ADP Human Capital Specialists to support the full scope of an employer's workforce management needs – from recruiting and benefits administration to time and attendance, payroll and talent management. HCM Business Process Outsourcing – or "BPO" – is one of ADP's top strategic growth initiatives.

Today's complex HR, Benefits and Payroll regulatory environment has opened the door for mid-sized companies to rethink their options and consider outsourcing. Comprehensive Services is an exceptional choice for them because we provide the broadest suite of technology and services in the marketplace. Comprehensive Services is a one-stop solution and it covers the entire HR value chain.

What makes Comprehensive Services a competitive differentiator? I believe it is our service culture. First, we want to develop a real partnership with our clients. We want to become their trusted advisor, their solutions-oriented partner. We also want to use our knowledge and expertise to drive their success – and, in the process, be proactive, anticipating not just reacting to situations. Additionally, we believe it is our role to make the job of each of our clients easier, keeping them out of "trouble" with our compliance focus and ensuring that they are receiving maximum value from our services. We want every interaction to be a "Positive Defining Moment" for our clients, so they'll always say – "We don't know what we would ever do without you!"

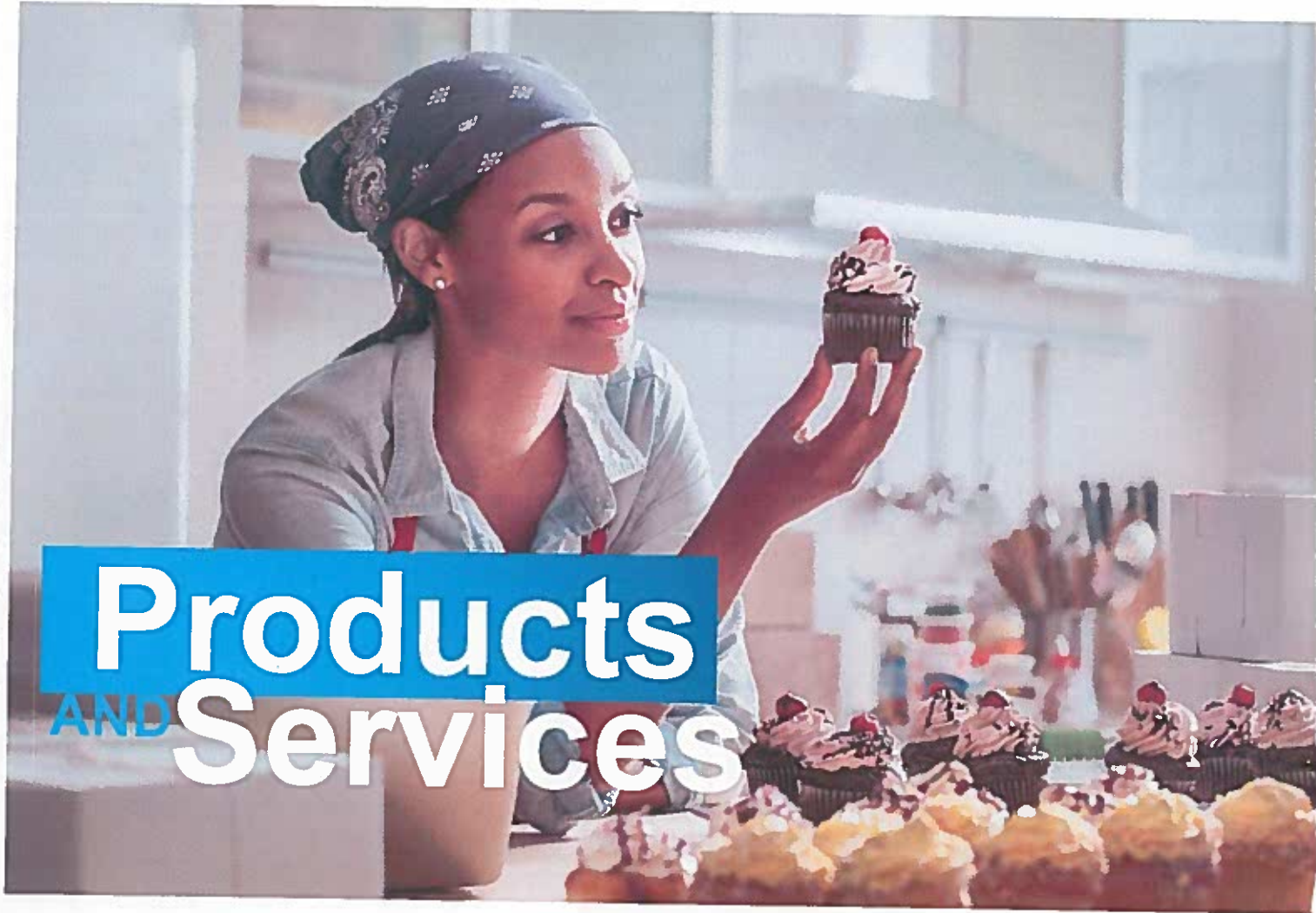
My best wishes to you as you begin your journey towards optimizing your HR, Benefits and Payroll solutions. I hope our Comprehensive Services team has the opportunity to work with you on achieving your business goals. We would love to add you to the list of our most valued and satisfied clients!



Larry Feinstein, Senior Vice President
ADP Workforce Now™ Comprehensive Services
770-325-7898
larry.feinstein@adp.com



A more human resource.™



Products AND Services



Comprehensive Services – Strategy Simplified

ADP Workforce Now™ Comprehensive Services solution consists of HR, Payroll, and Benefit Services designed to meet the needs of your organization to help you focus on what matters – your business, your employees, and your bottom line. A sound, cost-effective infrastructure has the potential to improve your company's profitability and productivity.

By collaborating with ADP Workforce Now™ Comprehensive Services, you have the opportunity to:



Utilize Leading Technology and Services

- Integration that gives you more control in a single web-based system with:
- Standard and analytical reporting features
- Employee and manager work and life event wizards



Avoid Costs

- Access to a secure leading-edge Human Resources Management System (HRMS) featuring web-based tools for new hire start-up, payroll data management, forms library, online self-service benefits enrollment, employee status updates and more
- Minimize time and expense for external HR consultants, compliance advisors, and risk professionals with a dedicated team of experts



Reduce Administrative Burden

- Single-source access to a comprehensive suite of resources to take care of all your HR needs, thus reducing your vendor management time and expense
- Freedom to focus on your core competencies and strategic initiatives while ADP fields routine employee questions and requests, helps manage employee complaints and disciplinary procedures, and attends to other day-to-day administrative tasks



Improve Regulatory Compliance

- End-to-end risk management solutions as well as safety support and guidance
- Comprehensive oversight of key federal and state employment laws such as Title VII, FLSA, ADA, FMLA, HIPAA, ERISA, and OSHA
- Timely notification and analysis of proposed and newly-enacted federal, state and local HR, payroll, benefits, and employment laws, including explanations of how these laws impact you
- Real-time updates of compliance requirements into our HRMS systems, products and services to enhance your HR infrastructure



Become an Employer of Choice

- Providing your employees with an innovative but proven approach to Benefits Administration – best-in-class service, supported by state-of-the-art, web-based technology and support center
- Comprehensive training designed to sharpen your employees' business and management skills, meet compliance requirements, and promote organizational development



Increase Employee Productivity

- Access to a range of health and life management programs, including the Employee Assistance Program, Health Advocate and wellness programs
- Timely, engaging communication that alerts employees to events such as open enrollment; promotes health, wellness and financial security; and reinforces the value of your employment offer
- Self-service tools that empower employees to efficiently retrieve pay and benefits information and completed HR transactions

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ADP Support and Expertise

At the core of the ADP Workforce Now Comprehensive Services is your dedicated Relationship Manager. This individual is your primary strategic partner at ADP and is the conduit through which you gain access to experts from across the HR spectrum. Your Relationship Manager will work closely with you to ensure ADP service components are properly aligned with your strategic goals and will be your primary resource for your company's strategic HR activities.

Your company is supported by your dedicated ADP Workforce Now™ Comprehensive Services team. They deliver the guidance you need to manage day-to-day HR tasks efficiently, effectively and in compliance with applicable employment laws and regulations.

Payroll and Tax Specialist

Our Payroll Specialists provide day-to-day payroll best practice and compliance assistance for your payroll staff. The Payroll Specialist is assigned to your company, so he or she will know your company's specific needs. Payroll specialists can assist with questions regarding:

- Payroll processing
- Checks and direct deposit
- Tax administration and filing
- W-2 administration
- Wage garnishment processing
- General ledger
- Payroll report



Risk and Safety Specialist

Our Risk Management and Safety Specialists are certified risk professionals with extensive industry experience who can provide assistance with:

- Risk & safety education and certification
- Implementation of safety programs
- Recommendation and support for OSHA compliance
- Risk reporting and ongoing service plans

HR Specialist

Our HR Specialists will help your HR staff respond to daily HR issues and inquiries that come up by:

- Researching and providing guidance on relevant federal, state HR regulations
- Provide best practices recommendations to address daily HR challenges

Benefit Specialist

Our Benefit Specialists will assist your HR staff with administration of your benefit plans and strategy. Our Benefit Specialists can provide insights on how to best leverage Comprehensive Benefits for:

- Eligibility
- Affordability
- New Hire and Annual Enrollment
- ACA Reporting & Legal Compliance

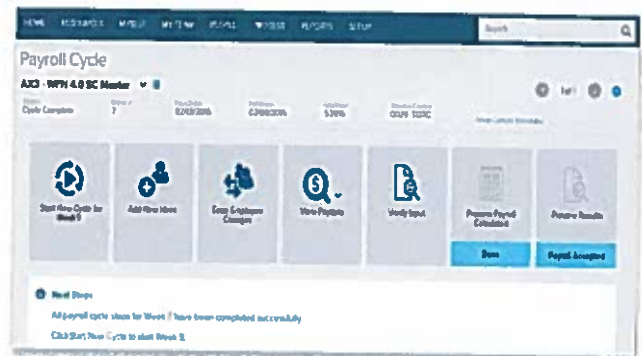
Workforce Now® at Work

Workforce Now® Enhanced Payroll

ADP is redefining workforce management with the needs of mid-sized companies in mind, bringing together mission-critical functions in a single web-based system that eliminates redundant tasks, reduces the potential for errors, and lessens the learning curve for users. This solution provides web-based support for the full spectrum of Workforce Management, from HR & benefits administration to payroll, tax, and time & attendance.

Organizations using multiple in-house platforms experience a TCO that is 18% higher than organizations using a common in-house solution and 32% higher than organizations outsourcing these three functions to a single vendor. – PriceWaterhouseCoopers LLP

Eliminate the non-strategic, non-revenue producing task of payroll processing and enable your staff to focus on growing your top line. With 60 years in the payroll processing business, ADP not only automates routine tasks, but provides you with resources to keep you up to speed on tax rate and filing changes and answers to your payroll questions. ADP Workforce Now® Enhanced Payroll allows you to manage the entire payroll process, from customizing pay grids and reports to accessing key payroll functions, with a flexible system that is easy to learn and is accessible from anywhere.



Included Features

- Payroll Processing
- Real-Time Payroll Preview Reports
- New Hire & Termination Wizards
- New Hire Reporting
- Effective-Dating
- Paid Time Off Accruals
- Checkview
- Labor Distribution
- Wage Garnishment Processing Service
- Employee Payment Services
- Check Signing and Stuffing
- Tax Filing Service
- ACA Lookback & Affordability Worksheets
- Unemployment Claim Assistance
- Reports Library and Custom Report Writer
- General Ledger Solution
- Group Term Life Auto Calculation
- Online Payroll Reports & Electronic Pay Statements
- External Pay Data Interface / Data Exchange
- ADP Portal
- Employee & Manager Self Service
- Access to Mobile Apps
- Employee Discount Program

Tax Filing Service & Year-End Processing

ADP prepares, files, and deposits federal, state, and local taxes, while also issuing the required monthly reporting to relevant tax authorities. ADP also responds to associated inquiries from any tax agency. ADP will also handle your company's year-end requirements, including direct reporting to the proper taxing authorities and statements of deposits and filings made on your behalf.

The information contained in this proposal is confidential and proprietary, and should not be shared with individuals outside your company. The ADP logo and ADP are registered trademarks of ADP, LLC. ADP Workforce Now is a service mark of ADP, LLC. All other trademarks and service marks are the property of their respective owners. © 2016 ADP, LLC. All rights reserved

Workforce Now® at Work continued

Employee Payment Services

Employees' paychecks are delivered to your workplace ready for distribution — signed and inserted into individual envelopes — according to your specified schedule. Alternatively, you can choose time-saving direct deposit, an electronic payment option that deposits employees' pay directly into their bank accounts.

- Employee payroll information sent to the employee bank
- One-stop service for reversals, deletions and inquiries
- Online pay statements for total electronic solution



The **ALINE Pay Card** by ADP is available as another payment option for employees who may not be able or willing to setup Direct Deposit into a traditional bank account. Direct Deposit employees can also use it to save for a goal or to easily share funds from their payroll with trusted family members (additional cost / setup may apply).

Product features:



- Designed to be compliant in the 50 U.S. States
 - Fully Reg. E compliant
 - Funds are FDIC insured
- ALINE Card works for all employees
 - No Employee bank account required
 - Shop in stores or online and pay bills
 - Nearly 70,000 surcharge-free, in-network ATMs Nationwide
 - Manage your account on the go with the free ADP® Mobile Solutions app
- 100% pay to the penny funds access through:
 - Over-the-counter teller cash withdrawals for no charge at nearly 90,000 Visa Member banks nationwide

Wage Garnishment Processing Service

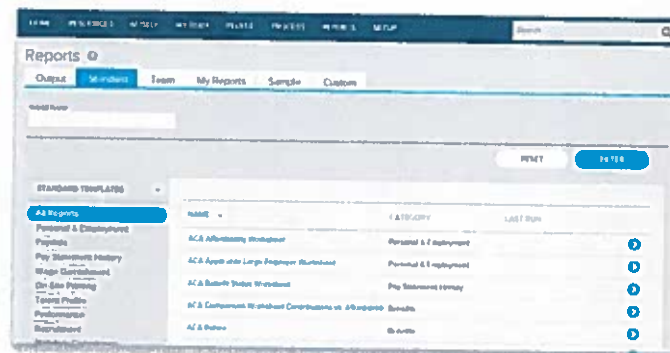
Let ADP address the complex calculations of court-ordered garnishments, levies and child support payments and make the necessary payments to appropriate agencies.

Reports Library

ADP Workforce Now includes an extensive library of standard reports that are preconfigured and easy to run — simply enter your selection criteria, and you'll be able to:

- Preview reports right on your screen
- Print reports
- Export to a file or a software application
- Email your reports

Standard reporting in ADP Workforce Now makes it easy to access the data you need, and to share it with others across your organization.



Custom Report Writer

ADP Workforce Now also features a robust report writer that enables you to create user-defined reports and gain valuable insights across multiple workforce management functions.

This online reporting tool makes it easy to create a wide range of reports using current and cumulative data from your payroll, HR, or time & attendance modules. Use it when you want answers that go beyond the extensive reporting capabilities standard to ADP Workforce Now.

Creating a custom report is fast easy and flexible — simply log on to access a report setup wizard that guides you step by step. Select from a wide array of data fields, sorting criteria, totaling and formatting options, plus the ability to create robust calculations. Then, choose to view your finished report online, save it, print it and/or distribute it via email just like our standard reports.

Workforce Now[®] at Work continued

Employee Relations & Communications

One of the best ways to increase employee retention and satisfaction is to provide your employees with convenient, web-based, self-service access and the ability to manage their own benefits, 24/7. Your employee portal is the tool for communicating accurate, timely information to your employees and managers while reinforcing your corporate brand. Add your company logo and color palette, and then use the content management tool to post important documents:

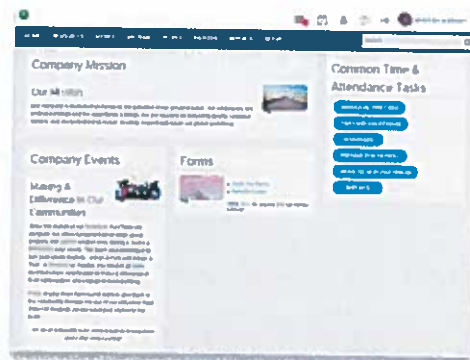
- Company mission statement
- News and announcements
- Company policies and handbook, with trackable acknowledgement feature

The system's Security Access feature allows you to create groups and post targeted content for secure viewing by designated groups. Customized manager and employee workflows can be designed to meet the unique demands of your business.

Employee Self-Service

Research by Gallup has shown a direct correlation between increased employee engagement and key business metrics. For example, companies with engaged employees have two and a half times the earnings per share growth rate than their peers. ADP Workforce Now onboards employees with ease and empowers them to:

- Enroll and/or make coverage changes to benefit plans
- View pay statements and W-2 information
- Change W-4 tax information
- Set up direct deposit
- Manage their 401(k) account
- View the company directory
- Use online tools such as retirement planners or payroll calculators
- View approvals and notifications



These automated self-service tools do more than increase employee engagement and satisfaction. They also free up HR staff to focus on strategic initiatives rather than administrative tasks. When employees need help with self-service functions, detailed online support and task assistance are always available.

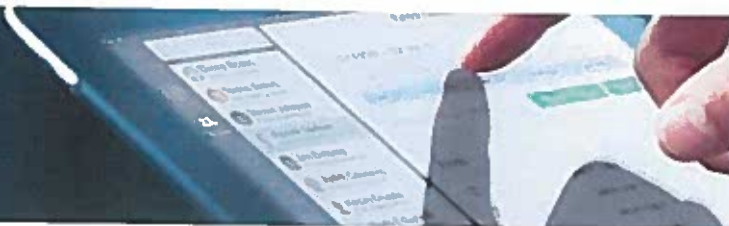
Manager Self-Service

Similar to employee self-service tools, ADP Workforce Now automates routine processes for managers so they can spend more time helping you build your business. For example, ADP Workforce Now Manager Self-Service empowers your managers to:

- Conduct performance reviews
- Disseminate vital information and eliminate repetitive tasks such as data re-keying

Workforce Now® at Work continued

ADP Mobile Solutions: Connect virtually, virtually connected.



ADP Mobile Solutions

One of the best ways to increase employee retention and satisfaction is to provide your employees with convenient, web-based, self-service access and the ability to manage their own benefits, 24/7. Your employee portal is the tool for communicating accurate, timely information to your employees and managers while reinforcing your corporate brand. Add your company logo and color palette, and then use the content management tool to post important documents.

The system's Security Access feature allows you to create groups and post targeted content for secure viewing by designated groups. Customized manager and employee workflows can be designed to meet the unique demands of your business.

Save Your Employees Time and Money on Life's Everyday Needs.

Employee Discount Program

LifeMart® is one of the largest members-only online discount shopping websites, where your employees will find discounts up to 40% on more than 4 million products and services, including groceries, clothing, hotels, restaurants, tickets, computers, cell phones and electronics, financial services and so much more.

LifeMart features great deals on millions of products and services, including:

- **Senior Care Products and Services** — AARP, ComForcare Senior Services, Beltone, Interim Healthcare
- **Travel, Car Rentals, and Hotels** — Enterprise, Budget, Alamo, Cruises, Super 8
- Magazine, Forbes
- **Computers and Electronics** — Apple, Panasonic, Dell, Lenovo
- **Movie Tickets** — AMC, National Amusements, Cinemark
- **Theme Parks** — Six Flags, Busch Gardens, Disney World
- **Gifts and Retail Shopping** — Kohl's, Kmart, Macy's
- **Child Care and Parenting** — Gymboree, Care.com
- **Flowers** — FTD, 1-800-FLOWERS
- **Restaurants** — Restaurant.com

Workforce Now® at Work continued

Workforce Now® Enhanced HR

The challenges of managing your workforce, either under one roof or around the world are formidable. Doing business in multiple states and across several countries can reduce visibility into your personnel and increase your organization's complexity, while also introducing new risks. The pressures are real, but ADP Workforce Now® Enhanced HR can help.

A robust Human Resource Management Solution helps companies comply with applicable government regulations, increase efficiencies and improve employee satisfaction.

Here are some of the ways in which ADP's unified approach to global human capital management (HCM) can help you identify and extract the value that's there in the people you already have:

Focus on Your Business

Workforce Now suite of leading edge HR tools, strengthen how important HR functions are managed and delivered:

- Allow employees to make online inquiries and receive immediate responses concerning company policies and other employment-related information
- Customize to fit your hiring process and the way you work
- Receive on-demand access to HR compliance reporting

Effectively manage the employee life cycle

Workforce Now helps you stay compliant across the employee life cycle, putting you in control from HR to payroll to ever changing employer-related compliance administration. You can:

- Access, manage and analyze sensitive or complex HR information, like salaries and pay grades for performance reviews
- Improve employee recordkeeping
- Gain convenient access to standard reports that help you maintain compliance with government regulations concerning COBRA, EEO administration and OSHA events

Global HR System of Record

Workforce Now Enhanced HR helps you manage HR data, through one consolidated and consistent view to track, audit, report and gain insight and control of your global workforce:



- Support multiple pay rate currencies through a global currency tool
- Create custom fields and processes specific to an individual country that only display when needed
- Provide easy access to global employee data for consolidated reporting such as headcount, cross currency compa ratio and full compensation analysis
- Ensure data accuracy with global formatting of tax identifier, addresses and phone numbers so all data entered has valid characters and is the proper length

Key Benefits of Automating Human Resource Activities

- **Do More With Less**
Productivity no longer has to come with a steep price tag. With tools to optimize nearly every aspect of your staff's productivity, ADP Workforce Now helps you do more, know more, grow more — all without boosting your headcount or your budget.
- **Improve Your Bottom Line**
If you're like most businesses, information is the key to a better-looking financial statement. With ADP Workforce Now, you'll find just what you need to manage HR-related expenses more effectively and help to make smarter fiscal decisions.
- **Help Minimize Compliance Risks**
With the U.S. Department of Labor's renewed focus on wage and hour enforcement, accurate and accessible records are a must. Let ADP® handle the data details and help reduce your administrative burden as well as your compliance worries.
- **Find, Grow, And Keep Great People**
From attracting the best candidates to keeping them engaged and productive, ADP Workforce Now works the way you work. In a single system, you gain the tools to leverage your most powerful competitive advantage — your people.

Workforce Now® at Work continued

Workforce Now® Essential ACA

Managing the complex world of the Affordable Care Act (ACA) compliance is easier with a partner who is an expert in compliance. Workforce Now® Essential ACA solutions can help companies, who are impacted by the ACA, have peace of mind that they are collecting the right data required for compliance reporting.

Because Workforce Now is built on a single database, all of your Human Resources, Payroll, and Benefits data are in one place. It's accurate and easily accessible which is imperative when it comes to being able to report on your employees' Benefit offerings and fulfilling the ACA annual reporting requirements.

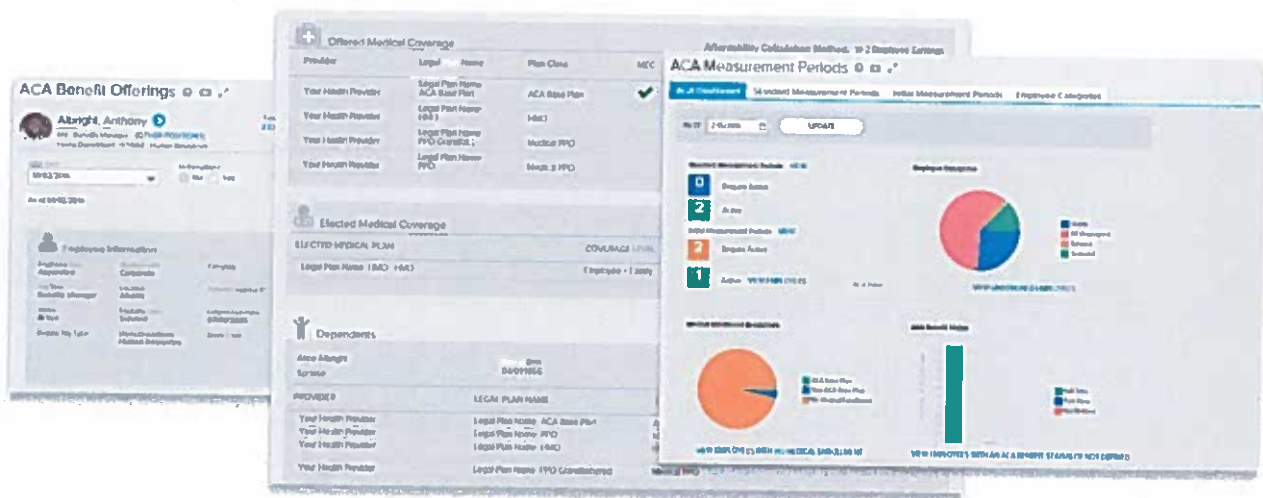
ADP is your trusted partner. You can count on us to help you with the challenges of ACA and providing you with products and services to help keep you compliant.

ACA Compliance

ADP Workforce Now Essential ACA provides you with the information to certify that the benefit plans you are offering

- Qualify as meeting the Minimum Essential Coverage
- Are affordable as defined by the ACA guidelines
- Meet the minimum value for coverage

Workforce Now Essential ACA provides you with easy to read dashboards, screens and reports that prominently highlight ACA information. Our screens produce an automated view of your employees' every day changes to salary, life events and dependents that impact ACA without manual intervention. You can view each employee and see how the ACA impacts them.



ACA Annual Filing

When it comes to completing the IRS forms 1094 and 1095 annual reporting, ADP has a comprehensive, integrated and affordable solution. We are dedicated to solving your ACA reporting needs and helping you avoid any issues or fees for non-compliance. ADP will handle the annual reporting requirements for IRS forms 1094-C and 1095-C including distribution of the notice of coverage to your employees so you don't have to worry about completing and filing these forms.

Workforce Now[®] at Work continued

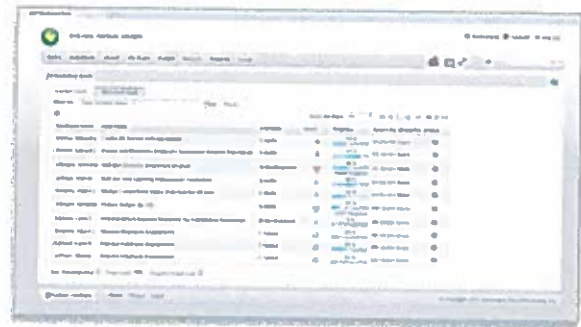
Workforce Now[®] Talent: Performance and Goals Management

ADP Workforce Now[®] Talent Management Solution is a complete approach to managing your talent, from newly hired to retirement. You get one system to help make the most of your biggest asset — your people.

Empower & engage employees to drive growth.

Engage managers and employees alike with a proactive, consistent approach that makes performance reviews and goal management a pleasure. Use our completely configurable tools and at-a-glance dashboard to:

- Rate and weight key performance information
- Speed up the review and approval process
- Take a competency-based approach that can help drive continuous growth
- Use performance reviews to establish and execute on personal, team & company goals.



Connect employees, managers and HR professionals, with no IT involvement. ADP Performance Management enables HR departments to operate in a more proactive, timely and responsive manner throughout the performance management process. Additionally, it helps HR professionals to better service managers by putting performance information at their fingertips to identify professional growth opportunities and employee retention and satisfaction strategies. Employees can access current and historical review information as well as receive notification of upcoming reviews.

Custom performance review templates can be assigned to the group or individual level. At a group level, they can be mass assigned based on common review or anniversary date. These templates can include questions, rating scales and acknowledgment collection. Automated reminders are included in the workflow based on review due dates. This eliminates the manual administration often associated with tracking and reminding users.

Highly effective talent management strategies mean greater employee productivity where the average revenue per employee is 26% higher; reduced voluntary turnover with high performers having 41% lower turnover; and improved ability to adapt to today's economy with 28% less likely to have experienced a major layoff (>10%). Another Bersin & Associates study titled, High Impact Talent Management: Trends, Best Practices, and Industry Solutions, showed organizations that have implemented fully integrated talent management suites have achieved a 60% higher return when compared to organizations that are utilizing non-integrated solutions.

— Bersin & Associates

Workforce Now[®] at Work continued

With Workforce Now[®] Performance Management Tools, Employers can ensure alignment of Organizational Goals, Team Goals and Personal (individual) Goals. These can allow for employee contribution to update progression and completion. Managers can add and assess an employee's goals on the performance review form.

Current Goals Historical Goals						
Filter by: Team Member Name			Filter Reset		Rows Per Page 10	
Employee Name	Goal Name	Goal Category	Goal Level	Progress	Target Date	Obstacles
Bonner, Edward J	Create and Distribute Employee Su	S-Skills		75 %	11/30/2011	None
Jeffreys, Melvin	Roll Out New Learning Managemen	S-Skills		30 %	1/2/2012	None
Delaney, Albert L	Design Competitive Salary Structur	S-Skills		35 %	1/31/2012	None
Albright, Anthony	Reduce Budget by 15%	S-Skills		15 %	8/10/2012	None
Garland, Carlo E	Improve Direct Reports Statutory T	D-Development		Team Progress 5 %	8/10/2012	None
Delaney, Albert L	Improve Employee Engagement	T-Talent		20 %	8/10/2012	None
Garland, Carlo E	Improve Employee Engagement	T-Talent		35 %	8/10/2012	None
Jeffreys, Melvin	Improve Employee Engagement	T-Talent		15 %	8/10/2012	None
Albright, Anthony	Training	S-Skills		0 %	8/31/2012	None
Bonner, Edward J	Improve Employee Engagement	T-Talent		Team Progress 0 %	12/31/2012	None

Gain a 360° view of employee performance.

Once you've made a great hire, ADP Workforce Now[®] can help turn a stellar candidate into a performance star. We'll bring together the data you need to spot performance trends, identify candidates for career growth, and address issues before they become problems.

- Leverage the power of a complete historical performance record for every employee.
- Track progress toward individual and organizational goals.
- Strengthen your compensation and succession planning.

Anthony Albright Performance Review						
Current Review Historical Review						
Filter by: Performance Review						
Rows Per Page 10						
Employee Name	Review Name	Review Date	Due Date	Feedback Received	Status	Action
Bonner, Edward J	Annual Review	12/01/2011	11/31/2011	W	In Progress	
Garland, Carlo E	Annual Review	05/21/2012	05/09/2012		Pending Review to	
Delaney, Albert L	Annual Review	01/19/2012	01/09/2012		In Progress	
Jeffreys, Melvin	Annual Review	05/09/2012	04/23/2012		Not Started	



Workforce Now® Talent: Recruiting & Staffing

Every job candidate you hire brings to your organization knowledge, skills and experience to propel your business forward. Your company depends on you to hire and develop the best talent to give your organization a distinct competitive advantage. The strategy starts with you. Executing your plan? We can help with that.

According to a January 2009 study by ADP, published in *HR Outsourcing Redefined: Options for Workforce Management*, HR professionals are spending an estimated 45% of their time on administrative tasks. This requires a system to relieve the paperwork burden. At ADP, we specialize in cutting the “administrivia” so you have time to think — and hire — more strategically.

Ace your first impression with unique job postings.

Hiring is a lot like dating — first impressions matter. Let ADP Workforce Now help you put your best foot forward so you can attract the kind of candidates that become your best employees.

- Create customized postings that get you noticed...first.
- Build your talent pipeline by letting candidates create a unique secure profile on your recruiting website.
- Track your time to hire and find top talent.

Find your employees on the sites they frequent.

According to a recent study by the Society for Human Resources Management, employers have stepped up their use of social media by nearly 25% over the last two years. With ADP's fast & friendly requisition wizard, now you can:

- Place your posting on Career Builder™, LinkedIn™, Monster™ and Facebook™.
- Pre-populate your job information with data that's already in your ADP system.
- Customize the approval process to fit your company's unique workflow.

Make screening a snap.

Add ADP's integrated Screening and Selection Services to your ADP Workforce Now system, and you've got a powerful one-stop interface for applicant management.

- Avoid re-keying into multiple systems
- Choose from an array of background checks, including identity validation, past employment, government and criminal records, and drug testing
- Help ensure compliance throughout your screening and hiring process

Align your strategic & financial goals.

Hiring can be a time-consuming undertaking — and an expensive one if not executed wisely. Leverage the power of ADP Workforce Now to help control your costs, improve your process, and create the fastest route to success.

- Know your cost and time to hire.
- Uncover obstacles that are making your hiring process less than effective.
- Identify and hire excellent talent before your competition can.

Onboarding & Engagement

- There's no doubt that the onboarding process represents significant investments in time and money, especially for companies that still handle each task manually. Now, you have a system that pulls it all together for you

Workforce Now® at Work continued

Workforce Now® Essential Time

Workforce Now® Essential Time is an automated employee time and labor management solution that can help you tighten control over your labor costs by proactively reducing overtime through real-time labor tracking and scheduling forecasts, in addition to improved wage and hour compliance and payroll accuracy. Enable supervisors to complete routine tasks and simplify employee scheduling in a fraction of the time so your managers can spend more time analyzing labor data and addressing issues that impact productivity and profits.

Integrating time & attendance with payroll – this leads to a cost efficiency of 14% over a manual approach or an approach that is not integrated. – PriceWaterhouseCoopers LLP

Focus on Your Business – Leave the Time & Labor Management to ADP

With continued pressure to reduce costs, employers need to take a more proactive approach to managing employee time and maximizing productivity. Automating time and labor management can be one of the fastest ways for you to improve your bottom line.

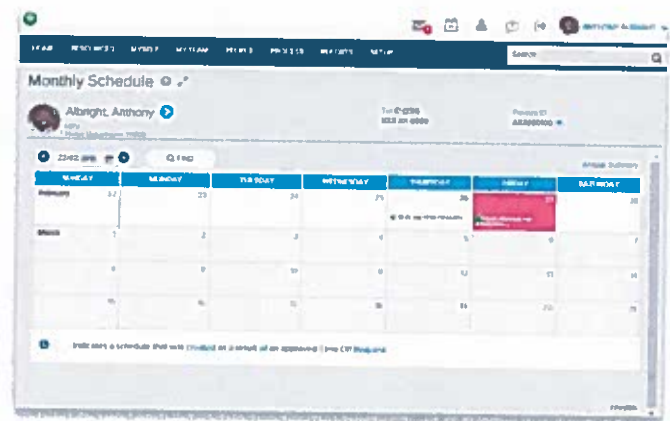
ADP's Workforce Now® Essential Time Module is an ideal time and labor management solution. It provides a complete set of tools to schedule, track, and measure workforce performance. Through seamless integration of time and attendance, scheduling, and absence management, you'll have access to accurate, up-to-the-minute information, eliminating the need for duplicate data entry and enabling you to make informed workforce management decisions.

Compatible and Flexible Solution – No Installation or Maintenance of Hardware or Software

With Workforce Now® Essential Time, your time and labor management solution is hosted at our secure data center – eliminating the need for you to install or maintain any software or hardware. You enjoy complete peace of mind knowing that ADP takes care of everything – data backups, software updates, and network security measures that include 24/7 monitoring of unauthorized access attempts, plus industry leading 128-bit encryption Secure Socket Layer (SSL) and firewall protection.

Collection and Calculation

Workforce Now® Essential Time automates the error-prone process of collecting and tracking employee time manually. Its parameter-driven, rules-based engine accommodates complex pay policies, such as multiple pay codes, rounding rules, overtime calculations, and multiple wage rates. Accurate time calculation with Workforce Now® Essential Time begins with flexible, intelligent data collection via PC, biometric, telephone, wireless, and ID badge card devices. You enjoy accurate data collection wherever your workforce is located.



Your employees will welcome access to data, such as hours worked, accrual balances, schedules, and ability to request time off. Your managers will have all the real-time data they need to make better decisions and keep a tight control over labor costs. Also reduced is the time employees spend on payroll-related matters, and administrative time that managers spend grappling with time and labor management questions and issues.

Workforce Now® at Work continued

Automate the Scheduling Process

Workforce Now Essential Time helps companies to streamline their scheduling process and schedule adequate staffing coverage. By automating the scheduling process you:

- Prevent unauthorized work
- Highlight attendance issues before they impact morale and profitability
- Manage groups that work rotating or variable shifts more easily
- Identify potential over and understaffing issues

Make Better Decisions with Better Information

Workforce Now Essential Time does more than supply you with accurate, real-time data. It makes data available in a variety of ways, providing you with actionable insights to make better decisions concerning your most important – and most expensive – resource...your people.

ADP's automated time and labor management solution:

- Uses one centralized collection, calculation, and tracking tool, so the information you need to access is always up-to-date
- Provides you with daily visibility to costs and budget impacts
- Enables you to share information with your managers, empowering them to help you lower your organization's labor costs
- Provides information to help you comply with government labor reporting requirements

Improve Productivity with Self Service

Self service enables you to provide better service to your employees, while freeing your managers and administrators to focus on core business matters. Employees and supervisors can get the answers themselves. Authorized users will be able to view hours worked, schedules and paid time off balances online 24 hours a day prior to initiating time off requests. Supervisors and managers can readily access their own information, as well as that of employees who report to them so critical requests such as time off can be acted upon in a timely manner. In addition, with online help at your fingertips, you and your employees can get answers to questions in minutes and quickly take advantage of new features as they become available.

Employees:

- Can access hours, schedules, and accrual balances without manager or HR interface
- Use tools such as built-in templates to request time off or shift coverage

Managers:

- Gain easy access to scheduling, accrual balances, and total hours worked to make better and faster decisions in response to employee requests
- Can spend more time focusing on core responsibilities

Self-Service can also significantly enhance communication and productivity within your organization by reducing the cost of HR transactions, improving employee satisfaction, and contributing to reduced employee turnover

DATE	IN	OUT	IN	OUT	TOTAL
Sat 08/07	7:00am	11:00am	11:30am	3:30pm	8.00
Sun 08/08	6:30am	11:00am	11:27am	4:30pm	9.00
Tue 08/09	7:00am	11:00am	11:30am	3:30pm	8.00
Wed 08/10	7:00am	11:00am	11:30am	3:30pm	8.00

Workforce Now[®] at Work continued

Workforce Now Essential Time is the Labor Management Solution for Your Company

When you select Workforce Now Essential Time from ADP, you benefit from the stability and resources of a recognized industry leader. From implementing your system to delivering ongoing support, ADP is constantly there for you. You'll benefit from a totally unified system with these added advantages:

- Start using Workforce Now Essential Time without a major capital investment.
- Because there is no long term contract, ADP has a powerful incentive to continually provide upgrades and Service Excellence.
- Unlike other time & attendance vendors, ADP doesn't require you to purchase equipment. Simply add hardware as your needs change.
- Data can be electronically transferred to and from your payroll service without having to re-key it — whether you have an ADP payroll product or not.
- With ADP payroll, employees can view their in-and-out punches directly on their ADP pay stubs.
- Upgrades and changes are always compatible with ADP payroll services.

By automating your time and attendance, Workforce Now Essential Time gives your company a tremendous efficiency boost. You can save money through improved accuracy and reduced labor expenses, while accelerating your payroll process in the bargain.

Workforce Now Essential Time summarizes year-to-date attendance information such as total hours worked, vacation and sick time, plus exception information. This makes it a tremendous help for performance evaluations! Workforce Now Essential Time also compiles easy-to-retrieve records of employees' actual in-and-out punches. This helps you comply with government regulations, including the provisions of the FLSA, while eliminating the need to store most paper files.

The screenshot shows the 'Individual Timecard' for Betty Lawrence. It displays a table with columns for Date, Pay Code, Hours, Location, Department, and Daily Totals. The data is organized by week, with Week 1 and Week 2 visible. The interface includes a search bar, a user profile section, and a 'Print Timecard' button.

DATE	PAY CODE	HOURS	LOCATION	DEPARTMENT	DAILY TOTALS
WEEK 1					
Mon 10/01	001	8.00	001	000000	8.00 0.00 0.00 0.00
Tue 10/02	001	8.00	001	000000	8.00 0.00 0.00 0.00
Wed 10/03	001	8.00	001	000000	8.00 0.00 0.00 0.00
Thu 10/04	001	8.00	001	000000	8.00 0.00 0.00 0.00
Fri 10/05	001	8.00	001	000000	8.00 0.00 0.00 0.00
Sat 10/06	001	8.00	001	000000	8.00 0.00 0.00 0.00
Sun 10/07	001	8.00	001	000000	8.00 0.00 0.00 0.00
WEEK 2					
Mon 10/08	001	8.00	001	000000	8.00 0.00 0.00 0.00
Tue 10/09	001	8.00	001	000000	8.00 0.00 0.00 0.00
Wed 10/10	001	8.00	001	000000	8.00 0.00 0.00 0.00
Thu 10/11	001	8.00	001	000000	8.00 0.00 0.00 0.00
Fri 10/12	001	8.00	001	000000	8.00 0.00 0.00 0.00
Sat 10/13	001	8.00	001	000000	8.00 0.00 0.00 0.00
Sun 10/14	001	8.00	001	000000	8.00 0.00 0.00 0.00

Reporting – Manage Labor more effectively

Workforce Now Essential Time provides valuable management reports so you can easily analyze labor costs and make better decisions. Standard reports can be scheduled in advance and include:

Timecard Reports: Review in and out times, as well as daily totals for each employee (supervisors and payroll administrators)

Payroll Reports: Verify payroll totals by reviewing each employee's hours for the pay period

Attendance Reports: Analyze absences and late punches for evaluations and performance reviews

Schedule Reports: Helps ensure that you have appropriate coverage for each shift

Workforce Now® at Work continued

Workforce Now® Document Cloud™

Introducing Workforce Now Document Cloud, a place where you can store employee documents in one unified database. With Document Cloud™ you can access your employee documents anytime, anywhere and from any location.

Workforce Now Document Cloud supports a company's green initiatives while helping to stay compliant with document storage regulations. Workforce Now Document Cloud includes role-based security functionality designed to assist with the multitude of recordkeeping requirements under federal law such as the ADA, FMLA and HIPAA. By using Workforce Now Document Cloud, your HR Department can become more productive and can reduce storage costs associated with physical document storage.

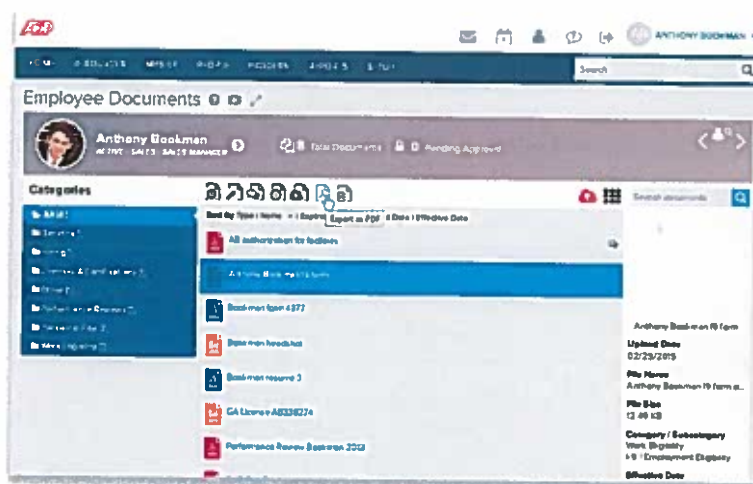
Organizations spend in labor costs \$20 (on average) to file a document; \$120 to find a misfiled document; \$220 to reproduce a lost document. Of all documents, 7.5% get lost; 3% of the remainder are misfiled.

– PriceWaterhouseCoopers LLP

Every company is required to manage, safely store, retrieve and retain specific employee records for compliance reasons. Additionally, there are many other employee documents that need to be accessible to various authorized individuals within an organization. ADP is redefining the document management process for mid-sized companies by providing a vehicle to simply and securely store and provide access to all your employee documents – in the Cloud!

Included Features:

- Secure Cloud based Documents Storage
- Attach any digital document / file to an employee
- Integrated with HCM
- Document Access Auditing
- Categorize, tag, annotate documents
- Easily search, view, print and send documents on demand
- Universal web mobile viewer



*ADP does not offer legal advice, please consult your Legal or HR professional for specifics on what documents may be required to retain, who in your organization should have access and record retention requirements under any applicable laws.

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Comprehensive HR – Included Services

Recruitment

Job Descriptions

When you have a job opening, ADP provides your company with custom job descriptions based on information you provide. These job descriptions detail the main duties, qualifications and responsibilities of particular jobs in your organization to set proper expectations with candidates and employees.

An HR Specialist can help you with filling out the job description questionnaire and avoiding language which can put your company at risk according to existing laws such as the Americans with Disabilities Act (ADA) and the Fair Labor Standards Act (FLSA). You simply fill out the questionnaire and approve your ADP created final job description!

Salary Benchmarking

Making sure that the salaries in your organization are competitive and current within your job market is critical to becoming an employer of choice. To help with this, you have access to a compensation analysis tool which enables you to view thousands of job titles in selected geographic regions and review competitive salaries for your industry. Use an online wizard that walks you through requesting the exact compensation evaluations you need. An HR Specialist is available to help you get the information you need.

New Hires

ADP ensures that relevant personal information for new hires is captured in the Payroll and HR & Benefits modules and that new hire reports are submitted to appropriate state agencies monthly. In addition, ADP provides you a wealth of information to support the new hire process in your organization such as:

- Sample interview questions
- Access to a pay scale benchmarking wizard
- Access to relevant forms such as IRS Form W-4 and Employment Eligibility Forms
- Best practices information and consultation
- New hire welcome kit that contains important information about using the self-service tools included in the offering and working with ADP

Latest estimates have nearly **7 out of 10 employers** noting the cost (of recruitment, training, severance, and productivity) of replacing a bad hire at **200-300%** of an employee's salary.

-American Management Association



Employee Relations

Employee Handbook

Using information provided by you, ADP provides your company with a customized employee handbook. This handbook communicates your company policies on subjects such as benefits eligibility, paid time off, dress code and other related subjects. The employee handbook helps ensure company-wide clarity and mutual understanding on subjects that are important to your company. The employee handbook is available online via ADP Workforce Now Comprehensive HR.

Employee Service Center (ESC)

The ADP ESC supplies service specialists to answer employee and manager questions including, but not limited to, self-service tools, your company's policies, benefits enrollment and coverage and payroll deductions. To access these specialists, employees call a dedicated phone number and select from a menu. The service center is available during core business hours.

Comprehensive HR – Included Services continued

Welcome Kit

During the onsite kick-off meeting, your Relationship Manager distributes welcome kits to your employees. In addition, ADP supplies you with welcome kits for you to give new employees going forward. The welcome kit provides your employees with information about the services that are available, how to access them and where they can go if they have questions. This welcome kit is also available electronically via ADP Workforce Now HR.

Employee Assistance Program (EAP)

EAP services provide confidential assistance for employees and their dependents that may be experiencing any of life's personal challenges such as depression or anxiety, relationship issues, alcohol and substance abuse or financial difficulties. Confidential assessment and referral services are available by calling a toll-free hotline. Emergency and crisis assistance is available 24 hours a day, 7 days a week.

EAP services are provided in partnership with an extensive network of independent licensed mental health and financial advisors. These professionals are highly qualified and poised to help with a wide range of issues. Employees and their family members get up to (3) free visits for each reported incident and will receive assistance with finding additional counseling if needed. All conversations are strictly confidential, as are records of treatment or follow-up assistance.

ADP Real Estate Services Team (REST)

ADP REST has over 50 years of combined real estate experience and is ready to assist your employees with:

- Finding a new home and sale of a home
- Assignment of a top real estate agent
- Preferred mortgage rates
- Moving discounts
- Full-time counselor to act as your advocate throughout the process

Benefits Administration

ADP Workforce Now Comprehensive HR Services' Human Resources Management System (HRMS) technology is a full-featured, human resources and benefits administration system. With this solution, you experience increased control over HR and benefits processes by doing the following:

- Control benefits costs by avoiding unnecessary benefit and premium payments while reducing the cost of benefits administration and communication
- Improve employee retention by providing your employees with online access to resources anytime, anywhere
- Reduce labor costs by allowing your employees to make benefit changes as a result of life changes or during open enrollment
- Help to ensure tax and regulatory compliance via the creation of a HIPAA certificate and Employee Summary report

Benefit Carrier Connections

ADP customers have the unique ability to not only improve productivity in-house, but to improve administrative processes as they extend beyond the walls of the HR department.

ADP takes full advantage of the Internet's power to connect with other systems and entities such as payroll providers, managed care organizations, insurance carriers, third party administrators, COBRA vendors, and other internal or hosted systems. This powerful offering eliminates redundant data entry, improves data accuracy and lowers overall administrative costs.

The ADP Carrier Connection houses a robust library of interfaces for quickly establishing connections with other systems. If you need a connection that isn't in the Connection Library, ADP can quickly meet this need.

ADP enables you to deliver electronic files on a regularly scheduled basis to the appropriate parties via secure drop box or FTP (optional; PGP encryption). Information can be sent as a change file or a full file.

Comprehensive HR – Included Services continued

Enrollment Tools

Reduce administrative burdens and labor costs by enabling your employees to make their own benefit elections during open enrollment or change their benefit elections when a life event occurs. You can also customize their open enrollment experience based on the needs of your employees and your organization.

COBRA Administration

ADP COBRA enables you to lessen your risk of COBRA noncompliance. You no longer have to commit time, personnel and other valuable resources to maintain COBRA paperwork and understand its complex and challenging administrative procedures. COBRA notification services are provided to your employees and qualified beneficiaries that are identified by you and meet qualifying event requirements under COBRA.

ADP COBRA manages notice requirements, participant elections, premium payments and associated grace periods. In addition, ADP also provides HIPAA certificates of creditable coverage administration as it relates to COBRA participants.

Benefits Reporting

Use ADP Workforce Now Comprehensive Services' HRMS technology to access pre-defined report templates for employees and dependents. Administrators have access to standard reports based upon point-in-time data as well as analytical reports which give them an intelligent multidimensional view of HR and benefits data. An easy-to-use ad-hoc reporting tool is available for creating custom reports to help you with timely and accurate compliance, decision making, and forecasting.

Training & Development

Comprehensive Learning

Comprehensive Learning is a Web-based application that allows employees to access all courses in the Comprehensive Services training offering from one site. Employees can register for and take trainings, access their Training records and run reports 24 hours a day, 7 days a week, from any location with Web access. Managers can view, manage and report on their teams' learning activities. Comprehensive Learning includes access to:

- Online Professional Development Training
- Online Health and Safety Training
- Instructor-led Webinars
- Custom Training Solutions

Online Professional Development Training

In partnership with SkillSoft®, ADP offers online professional development training available 24 hours a day. Many courses apply toward CPE, CEU, HRCI and PMEI credits. Employees can access e-learning courses that cover a broad range of topics including:

- Business Strategy
- Desktop Computer Skills
- Human Resources
- IT Professional
- Legal Compliance
- Management and Leadership
- Professional Effectiveness
- Sales and Customer Service

Instructor-led Webinars

ADP offers specially designed virtual classroom training for supervisors and managers. These live, instructor-led webinars are interactive, allowing supervisors and managers to develop professional skills at their desks. They are scheduled on a quarterly basis and webinar topics have included:

- Becoming a supervisor
- Performance appraisals
- Effective feedback
- Employment law
- Harassment prevention
- Preventing violence in the workplace
- Recruitment and selection
- Terminating employee relationships

Comprehensive HR – Included Services continued

Risk Management & Safety

ADP provides guidance regarding generally accepted loss prevention, workplace safety practices and guidance regarding staying compliant with Occupational Safety and Health Act (OSHA) regulations. ADP monitors OSHA regulatory changes and send relevant updates to you.

Safety & Loss Prevention Hotline

You also get access to a toll-free Safety & Loss Prevention Hotline with specialists that provide:

- OSHA consultation on industry standards and record keeping requirements
- Consultation for the control of occupational health hazards and workplace safety best practices
- Guidance on the development of health and safety programs

Online Health & Safety Training

You have access to self-paced online training provided by Skillsoft®. Select from a large library of courses covering many aspects of environmental and health safety. ADP provides a reasonable number of training courses per year for employee access based on your organization's specific safety training needs.

Regulatory Compliance

Staying current with constantly changing laws and regulations, meeting strict government deadlines and avoiding costly fines and penalties can be an administrative burden for any company.

The median compensatory award has increased 69%, to \$326,640 from \$175,000 in 2002, in the last 8 years and 12% of plaintiff verdicts reach seven figures. Some verdicts are far higher, with eight-figure awards being granted in 2008 in Discrimination and whistle-blower cases.

Employment Practice Liability: Jury Award Trends and Statistics,

ADP helps you by:

- Providing access to systems, experts and best practices necessary to establish and consistently administer compliance in your organization.
- Providing access to an ADP HR Specialists who offer guidance and consultation to minimize liabilities within your organization. Your team of HR Specialists will be familiar with your organization, objectives and challenges. Having established a relationship with your HR Specialists allows you to quickly and confidentially address compliance challenges.
- Tracking changes to legislation and rules that can affect your business. This information is proactively communicated to you in a way that is easy to understand and act upon.
- Providing access to Compliance Alerts highlighting the latest HR developments to help you stay current with constantly changing laws and regulations.
- Providing access to an online HR Library that includes Alerts, Forms and Policies, a Knowledge Base with HR topics overviews and an HR encyclopedia.

Comprehensive HR – Included Services continued

Separations

When an employee is terminated from your company, ADP removes that employee from the payroll system on the termination effective date you specified. ADP also provides you with guidance and useful forms for employee terminations, exit interviews, return of company property, and more, to help ensure a smooth transition when separating from your company.

Expert HR Guidance

Your ADP HR Specialist offers assistance to your HR administrators for employee terminations. They provide HR best practice guidance to minimize liability and provide tips and best practices for the termination conversation with the employee.

COBRA

COBRA qualified events that are entered in the ADP system will initiate COBRA services.

Unemployment Compensation Services

ADP's Unemployment Compensation Services is an employee separation service that helps you manage the intricate and time consuming issues related to unemployment insurance. The service includes the processing of unemployment claims, coaching and counseling, status updates on any pending claim upon request and unfavorable determinations review.



A more human resource.™

Automatic Data Processing The Story of **ADP**



Thought Leadership



The definitive source for exclusive, data-driven insights on today's working world.

Thought leadership is a vital component of the ongoing success of today's organizations and is essential to helping organizations understand not only what a company does, but also how and why. One of our goals is to rise above the "clutter of information" in the Human Capital Management space by analyzing, benchmarking and providing insights based on our access to aggregate statistical client data.

The work of the ADP Research Institute is based on practical and deep associate and industry expertise that will help our clients and organizations, in general, make well-informed and strategic decisions about their business and employees. Research will be based on aggregated and anonymous data elements in ADP's systems that relate to employment trends and practices. Please visit www.adp.com/research and see what's available.

An example of ADP's Research Institute in action is our New York and New Jersey Innovation Labs and ADP's new Innovation Center in Pasadena, CA, each showcasing ADP's latest HCM platforms. Our Labs are made up of highly specialized and creative members focused on quickly incubating and delivering capabilities that will dramatically increase the value of our HCM platforms for our clients

Every month ADP collects a wealth of information related to payroll employment based on the 24 million employees we pay across all major industries and states. ADP contracted with Moody's Analytics to offer the public a deep, rich and illuminating look at U.S. monthly employment. This dataset of nonfarm private employment is published monthly in the **ADP National Employment Report** and released two days prior to the Employment Situation. ADP's Report provides labor market watchers with an expanded level of employment detail by company size and by industry. To learn more, please visit www.ADPemploymentreport.com.

ADP Employment Reports

December 2015

↑ **257,000**

Change in U.S. nonfarm private sector employment

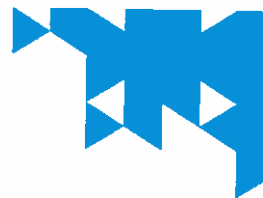


- [National Employment Report >](#)
- [Small Business Report >](#)
- [National Franchise Report >](#)
- [Regional Employment Report >](#)



ADP Compliance Resources ADP keeps a staff of dedicated staff professionals who carefully monitor federal and state legislative and regulatory measures affecting employment-related human resource, payroll, tax and benefits administration, and help ensure that ADP systems are updated as relevant laws evolve.

ADP is committed to assisting businesses with increased compliance requirements resulting from rapidly evolving legislation. Our goal is to help minimize your administrative burden across the entire spectrum of employment-related payroll, tax, HR and benefits, so that you can focus on running your business. For the latest on how federal and state tax law changes may impact your business, visit the ADP **Eye on Washington** Web page located at www.adp.com/regulatorynews.



Financial Considerations



A more human resource.™



Full

ADP Comprehensive HR Pricing for City of WINDCREST

66 employees

Comprehensive HR	Per Employee (per Month)	Monthly	Annually
Comprehensive HR Services	\$49.95	\$3,298	\$39,576
Base Admin/Delivery Fee		\$275 (monthly fee only)	\$3,300
ADP Document Cloud	\$1.00	\$66	\$792
Time & Attendance	\$3.25	\$214.50	\$2,574
Promotion: 1 st month free			-\$3,854
Total	\$54.20	\$3,854	\$46,248

Services Included in ADP Comprehensive HR Solution

- Assigned Strategic Human Resource Relationship Manager (onsite and virtual/Bi-Lingual)
- Strategic approach: highlight process improvements/challenges, make recommendations, quantify financial impact and create a solid infrastructure for your organization
- Employee related HR guidance, regulatory change monitoring, ACA Compliance
- FMLA, ADA, EEOC, Title VII, guidance & EEO-1 and Vets-100 Reporting
- HRIS (Human Resource Information System) to manage employee life cycle
- Payroll & Tax Processing (FICA, FUTA, SUTA, 941, 940, W2, ETC.)
- Mobile Technology (ADP App for iPhone and Android users)
- Time & Labor: WFN clock in/out, Online time sheets, PTO tracking, Scheduler
- General Ledger Interface, Wage Garnishment Services, Labor Law Posters (federal & state)
- Wage & Hour Compliance & Guidance, DOL Guidelines
- PTO accruals tracking (available to employees online, mobile, and on checks)
- Customized job descriptions for new positions & audit current
- Customized employee handbook and policies/procedures
- Benefits administration & integration: 3 carrier feeds and integration with HRIS
- COBRA Administration & Section 125 Plan (POP)
- OSHA Compliance to include: Customized safety manual, online training, safety consultant support
- Unemployment Claims Management
- Employee Self-Service Center & customized web portal (bilingual support)
- Employee Assistance Program (EAP), Employee work/life discounts, financial/legal assistance
- Training & Development program – Full suite of courses online, onsite, and via webinar
- Talent Management and Career Center Landing page
- Applicant tracking, drill down tracking, and company career center for recruits
- Kenexa: Employee assessment & abilities testing for candidates to increase retention
- ACA Compliance 1094c/1095c Reporting
- ACA Center of Excellence – Dedicated team to review and ensure ACA compliance as law changes

Investment Summary

City Of Windcrest
8601 Midcrown Dr
Windcrest, TX 78239
United States

Today's Date: 9/8/2016
Quote Number: 02-2016-1769870.3

Executive Contact
Don Hakala
CFO
dhakala@windcrest-tx.gov
(210) 655-0022

ADP Sales Associate
Romeo Garza
romeo.garza@adp.com
(210) 491-5487

Comprehensive Services Bundle: \$275.00 Administration Fee

Per employee per month based on the following tiers:

\$55.50 for the first 99 pays

\$45.50 for 100-249 pays

\$34.50 for 250-499 pays

\$29.50 for 500-749 pays

\$24.50 for 750-999 pays

Minimum monthly fee: \$2,775.00

TIME: \$5.00 per employee per month; \$100.00 Minimum Monthly Fee applies

W2s: \$6.95 per W2

Annual Total Investment: \$58,768.05

Discount: \$4,995.00

Annual Investment: \$53,773.05

One Time Implementation Cost: \$1,700.00

Discount: \$1,275.00

Implementation Cost: \$425.00

Promotion: First Month Free

*Promotion Financial Impact: \$4,107.65

Expiration Date: 9/21/2016

*Promotion Financial Impact value is an estimate based on pay count and services selected under Comprehensive Services. Actual savings may vary.

SALES ORDER

City Of Windcrest
8601 Midcrown Dr
Windcrest, TX 78239
United States

Today's Date: 9/8/2016
Quote Number: 02-2016-1769870.3

Control Start Date: 1/3/2017

Executive Contact
Don Hakala
CFO
dhakala@windcrest-tx.gov
(210) 655-0022

ADP Sales Associate
Romeo Garza
romeo.garza@adp.com
(210) 491-5487

Number of Employees for Payroll processing : 75 on control: City Of Windcrest

Monthly Fees	Count	Min	Base	Rate	Monthly Fee	Annual Totals
Comprehensive Services Bundle * - 10.0%	75	\$2,775.00		Sec Below	\$4,162.50	\$49,950.00
Workforce Now Comprehensive HR						
Enhanced Payroll			Enhanced Benefits			
Enhanced HR			Employee & Manager Service Center			
COBRA Administration			Relationship Manager			
Team of Specialists			SKILLSOFT Online Learning			
Employee Assistance Program			KENEXA Compensation Analyst Tool			
PURESAFETY Risk & Safety Training			Workforce Now Performance			
Workforce Now Recruitment			Essential ACA			
Workforce Now Essential Time and Attendance	66	\$100.00		\$5.00	\$330.00	\$3,960.00
Essential Time						
Time Collection			Rule Based Calculations			
PTO Management & Reporting			Scheduling			
Request & Approval Workflows			Mobile Access			
ADP Portal with Customized Content			Paid Time Off Accruals			
Monthly Administrative Fee	1		\$275.00		\$275.00	\$3,300.00
Workforce Now Document Cloud	76			\$1.00	\$76.00	\$912.00
Secure Cloud Based Document Storage			Digital Employee Record			
Search & Auditing Functionality			Roles Based Security			
Non-Paid Employees, if applicable, based upon client's active coding to 'Non-Paid'	1			\$10.40	\$10.40	\$124.80

Billing for Essential Time will begin on the earlier of (i) the date the ADP Product or Service is available for use by the client in a production environment OR (II) ninety (90) days from the date of this sales order. The billing counts for Essential Time are based on all non-terminated employees in the Time Module.

*Discount

	<\$416.25>	<\$4,995.00>
Sub Total	\$4,437.65	\$53,251.80

Invoice Details

Comprehensive Services Bundle

Unit Fees

1 - 99	\$55.50
100 - 249	\$45.50
250 - 499	\$34.50
500 - 749	\$29.50
750 - 999	\$24.50

Health & Welfare Benefit Carrier Feed Setup included at no charge: 3

Carrier Connection Annual Maintenance Fee: 1 Feed - \$250 per year; 2 Feeds - \$500 per year; Over 2 Feeds - \$750 per year

Annual Fees	Count	Min	Base	Rate	Annual Totals
Year End Forms, W2s or 1099s	75			\$6.95	\$521.25
Sub Total					\$521.25

Implementation Fees	Count	One Time Fee
Implementation WFN Essential Time & Attendance	1	\$425.00
Client does not need or already has hours history in Workforce Now	N/A	N/A

Health & Welfare Benefit Carrier Feed Setup	3	\$0.00
Sub Total		\$425.00

Promotion:

First Month Free

Summary

Total Annual Fees (Total of all annual fees)	\$521.25
Annual Total of Monthly Fees	\$53,251.80
Total One-Time Fees (Total of all one-time fees)	\$425.00

Start Date Type	Start Date
Payroll	1/3/2017
Time	1/3/2017

Contact Type	Contact	Phone
HR	Don Hakala	(210) 655-0022
Payroll	Don Hakala	(210) 655-0022
Time	Don Hakala	(210) 655-0022
Executive	Don Hakala	(210) 655-0022
Client Security Master	Don Hakala	(210) 655-0022
Primary	Don Hakala	(210) 655-0022

Control Summary

Control I	Control Name	Company Code	Pays
	City Of Windcrest		75

Client agrees to direct debit of fees for service: Yes

Expiration Date: 9/21/2016

THE ADP SERVICES LISTED ON THIS SALES ORDER ARE PROVIDED AT THE PRICES SET FORTH ON THE ABOVE PAGES AND IN ACCORDANCE WITH ADP'S STANDARD TERMS AND CONDITIONS OF SERVICE ATTACHED TO THIS SALES ORDER. BY SIGNING BELOW YOU ARE ACKNOWLEDGING RECEIPT OF AND AGREEMENT TO SUCH TERMS AND CONDITIONS AND TO THE LISTED PRICES

ADP, LLC

Client:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

CLIENT ACCOUNT AGREEMENT AND AUTHORIZATION TO DEBIT/CREDIT

CLIENT NAME: CITY OF WINDCREST
ADDITIONAL APPLICABLE COMPANY CODES:

BRANCH: CO.CODE:

With respect to the services for which ADP, LLC ("ADP") has been engaged as described in the services agreement or other understanding between ADP and Client (each, a "Service" and collectively the "Services"), Client agrees to the debit method listed below for collection of (1) payroll tax obligations related to ADP's Tax Filing Services, (2) payroll obligations related to ADP's ALINE Pay, Workers' Compensation, FSDD, ADPCheck, ALINE Pay Card and/or Instant Pay Services, (3) wage garnishment deduction amounts related to ADP's WGPS Services, and/or (4) business tax deposit obligations related to ADP's Electronic Business Tax Services, and Client agrees to the ACH debit method listed below for collection of the applicable fees for the Services, all pursuant to this Client Account Agreement and Authorization to Debit/Credit, and the provisions of Exhibit A attached hereto and incorporated by reference herein (this "Agreement"). Such debits will be initiated by ADP out of Client's applicable account specified below (the "DDA Account") at the financial institution specified below ("BANK"). Additional authorizations may be required by CLIENT's BANK(s) authorizing reverse wire and/or ACH (fees for services) transactions. Client understands and acknowledges that the implementation and ongoing provision of Services are conditioned upon Client passing (and continuing to pass) a credentialing process that ADP may deem necessary in connection with the provision of Services.

DEBIT METHOD (Check Applicable Box): ☐ ACH ☐ Credit Card ☐ Other ☐ Note: ACH method will be used to collect all service fees

☐ Reverse Wire	ADP will initiate request for a wire transfers of funds from the DDA ACCOUNT indicated below in accordance with the Reverse Wire provisions of this Agreement. Each applicable BANK is authorized to charge the applicable DDA Account in accordance with the Reverse Wire provisions of this Agreement.
☐ ACH	BANK is authorized to charge the DDA ACCOUNT in accordance with the ACH provisions of this Agreement. NOTE: CLIENT electing ACH may be contacted by an ADP representative to make arrangements for a wire transfer of funds for impounds exceeding the established dollar limit for processing by ACH. Such dollar limit shall be determined by ADP in its sole discretion.
☐ Reverse Wire (Over ACH Limit)	In the event a single impound exceeds the established threshold for ACH processing, CLIENT agrees that ADP may initiate a request for a wire transfer of funds from the DDA ACCOUNT in accordance with the Reverse Wire instructions on the back of this Agreement.

BANK INFORMATION *(FSDD & ADPCheck funds must be debited from the same account):

☐ Payroll Taxes ☐ FSDD* ☐ ADPCK ☐ Aline Pay ☐ ACA ☐ WGPS ☐ Gam Svcs ☐ Benefit Svcs ☐ EBTS ☐ 401K ☐ Workers Comp ☐ Other	
BANK Transit/ABA #	BANK Account (DDA)#
Bank Name	BANK Contact
BANK Address	BANK Phone
☐ Reverse Wire ☐ ACH ☐ Reverse Wire (Over ACH Limit)	

☐ Payroll Taxes ☐ FSDD* ☐ ADPCK ☐ Aline Pay ☐ ACA ☐ WGPS ☐ Gam Svcs ☐ Benefit Svcs ☐ EBS ☐ 401K ☐ Workers Comp ☐ Other

BANK Transit/ABA #		BANK Account (DDA)#	
Bank Name		BANK Contact	
BANK Address		BANK Phone	
☐ Reverse Wire ☐ ACH ☐ Reverse Wire (Over ACH Limit)			

ACH FEES FOR SERVICES

ADP will initiate ACH debits for its Fees for Services from the DDA Account indicated below in accordance with the ACH provisions of this Agreement. The applicable BANK is authorized to charge the applicable DDA Account in accordance with the ACH provisions of this Agreement.

☐ Fees for Service (ACH Debit Method)	
BANK Transit/ABA #	BANK Account (DDA)#
Bank Name	BANK Contact
BANK Address	BANK Phone

COMPLETE THIS SECTION ONLY IF FSDD, ADPCHECK OR ALINE PAY IS INDICATED ABOVE:

Est. No. of Employees:	Est. Net Payroll	FSDD Start Date:	ADPCK Start Date	Federal ID#
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In consideration of each BANK's compliance with this authorization, CLIENT agrees that such BANK's treatment of any charge, and such BANK's rights with respect thereto, shall be the same as if the charge were initiated personally by CLIENT, and that if any charge is dishonored, whether with or without cause, such BANK shall be under no liability whatsoever. In addition, CLIENT authorizes ADP to credit the applicable DDA ACCOUNT when necessary, at ADP's sole discretion, for any refund or credit amount due CLIENT.



CLIENT acknowledges and agrees that (i) ADP Payroll Services Inc. ("ADPPSI"), a licensed money transmitter, is responsible for providing the money transmission services hereunder and is a party to this Agreement and (ii) ADP's provision of services hereunder shall be deemed acceptance of this Agreement by ADP and ADPPSI. Exhibit B, to the extent applicable, contains information related to how to file a complaint in connection with the money transmission services.

CLIENT acknowledges and agrees that (i) ADP Payroll Services Inc. ("ADPPSI"), a licensed money transmitter, is responsible for providing the money transmission services hereunder and is a party to this Agreement and (ii) ADP's provision of services hereunder shall be deemed acceptance of this Agreement by ADP and ADPPSI. Exhibit B, to the extent applicable, contains information related to how to file a complaint in connection with the money transmission services.

In the event of any conflict between the terms and conditions of this Agreement and the terms and conditions of any other agreement, this Agreement shall control. CLIENT acknowledges and agrees that, notwithstanding anything to the contrary, CLIENT'S right to refund under any State law shall first be subject to any offset for funds due to ADP with respect to any previous transactions completed on Client's behalf by ADP, and subject to the terms and conditions of this Agreement and any other agreement between CLIENT and ADP.

This authorization shall remain in effect unless and until revoked in writing by an authorized representative of CLIENT and until the applicable BANK(s) and ADP have each received such notice and have had reasonable time to act upon such notice.

CLIENT Signature: _____ Date: 9/8/2016

Name & Title: _____
(Must be an authorized signatory on the accounts listed above)

FOR REGION USE ONLY / ADP DO NOT DEBIT ACCOUNT

CLIENT CHECK (This bank account below will be printed on your company checks.):

BANK Transit/ABA #	BANK Account(DDA)#
Bank Name	Starting Check Number:
Bank Address	

ACH

Client understands that funds representing the total of Fees for Services must be on deposit in the applicable DDA Account no later than the date specified in the "Advice of Debit" or "Advice of Charge" periodically delivered to the Client after such services are rendered. ADP will initiate a transfer of such funds out of such DDA Account on such date.

REVERSE WIRE

CLIENT understands that funds representing the total of (i) CLIENT's payroll tax obligations for the applicable payroll (if CLIENT receives ADP's Tax Filing Services), (ii) CLIENT's wage payment obligations for the applicable payroll (if CLIENT receives ADP's FSDD, ADPCheck, Aline Pay, Instant Pay Services or Workers Compensation), (iii) CLIENT's wage garnishment deduction obligations with respect to CLIENT's employees for the applicable payroll (if CLIENT receives ADP's WGPS or Garnishment Services), (iv) CLIENT's electronic business tax deposit obligations (if CLIENT receives ADP's Electronic Business Tax Services), must be on deposit in the applicable DDA Account no later than the applicable date(s) specified within the contractual agreement between ADP and CLIENT for the applicable services. ADP will cause such funds to be wire transferred from the DDA Account to one of the following accounts located at the banks listed below on such specified funding date (unless and until changed by notice from ADP).

In consideration for the additional costs incurred by ADP in providing wire transfer service, Client agrees to pay a reasonable fee for each wire transfer.

ALINE Pay, FSDD, ADPCheck, WGPS, Garnishment Services, EFTS, Benefit Services, Other

Bank	Bank Address	Account Name	ABA	DDA	Collection Method
JPMorgan Chase	One Chase Manhattan Plaza New York, NY 10005	ADP Tax Services	021000021	323269036	Reverse Wire Impound
Deutsche Bank	60 Wall Street New York, NY 10005-2858	ADP Tax Services	021001033	00416217	Reverse Wire Impound

Tax & 401(k)

Bank	Bank Address	Account Name	ABA	DDA	Collection Method
JPMorgan Chase	One Chase Manhattan Plaza New York, NY 10005	ADP Tax Services	021000021	9102628675	Reverse Wire Impound
Deutsche Bank	60 Wall Street New York, NY 10005-2858	ADP Payroll Tax Deposit	021001033	00153170	Reverse Wire Impound

Workers' Compensation

Bank	Bank Address	Account Name	ABA	DDA	Collection Method
JPMorgan Chase	One Chase Manhattan Plaza New York, NY 10005	ADP Tax Services	021000021	304939315	Reverse Wire Impound

NOTICE

CLIENT acknowledges that if sufficient funds are not available by the date required pursuant to the foregoing provisions of this Agreement, (1) CLIENT will immediately become solely responsible for all tax deposits and filings, all employee wages, all wage garnishments, all CLIENT third-party payments (e.g., vendor payments) and all related penalties and interest due then and thereafter, (2) any and all ADP Services may, at ADP's option, be immediately terminated, (3) neither BANK nor ADP will have any further obligation to CLIENT or any third party with respect to any such Services and (4) ADP may take such action as it deems appropriate to collect ADP's Fees for Services.

Client shall not initiate any ACH transactions utilizing ADP's services that constitute International ACH transactions without first (i) notifying ADP of such IAT transactions in writing utilizing ADP's Declaration of International ACH Transaction form (or such other form as directed by ADP) and (ii) complying with the requirements applicable to IAT transactions. ADP shall not be liable for any delay or failure in processing any ACH transaction due to Client's failure to so notify ADP of Client's IAT transactions or Client's failure to comply with applicable IAT requirements.

EXHIBIT A

The provisions set forth in this Exhibit A shall be incorporated by reference into the Client Account Agreement and Authorization to Debit/Credit (Reverse Wire) (the "Agreement"). Capitalized terms used but not defined herein shall have the meanings ascribed to such terms in the Agreement or the NACHA Operating Rules & Guidelines, as the same may be amended from time to time (the "NACHA Rules"), as applicable.

CLIENT, as an Originator, makes the following representations, warranties, covenants, certifications, authorizations and acknowledgments:

- (i) CLIENT (1) agrees to be bound by and warrants it will comply with the NACHA Rules, as the same may be amended from time to time, (2) warrants it will not submit Entries that violate the laws of the United States, (3) warrants it will comply with all U.S. laws, rules and regulations, including, as applicable, laws, rules and regulations applicable to IAT Entries (including those of the Office of Foreign Assets Control (OFAC) and the Financial Crimes Enforcement Network), (4) acknowledges and agrees that ADP shall have the right to audit CLIENT'S compliance with the provisions of this Exhibit A, the Agreement and the NACHA Rules, and (5) acknowledges and agrees that ADP shall have the right to suspend or terminate initiating ACH transactions immediately upon notice to CLIENT in the event CLIENT breaches any of the NACHA Rules;
- (ii) CLIENT (1) certifies that it has not been suspended and does not appear on a National Association list of suspended Originators, and (2) warrants that it will not transmit any Entry if it has been suspended or appears on a National Association list of suspended Originators;
- (iii) CLIENT authorizes ADP to initiate Entries on behalf of CLIENT to its Receivers' accounts and CLIENT agrees to be financially responsible to Originating Depository Financial Institution ("BANK") for all Entries initiated by ADP on CLIENT'S behalf;
- (iv) CLIENT acknowledges and agrees that ADP and BANK (1) may restrict certain types of Entries, (2) shall have the right to reject any Entry or series of Entries, and (3) shall have the right to reverse Erroneous Entries;
- (v) CLIENT represents, warrants and certifies that (1) prior to submission, each Entry has been properly authorized by CLIENT and the Receiver in accordance with the NACHA Rules, including, but not limited to (a) the authorization has not been revoked, (b) the Agreement has not been terminated, (c) CLIENT has no knowledge of the revocation of the Receiver's authorization or termination of the agreement between the Receiver and the RDFI concerning the Entry, and (d) at the time the Entry is processed by a RDFI, the authorization for that Entry has not been terminated, in whole or in part, by operation of law, (2) CLIENT will retain all authorizations for a minimum of two (2) years following termination or revocation of the authorization, and (3) CLIENT will provide a copy of such authorization to ADP or BANK upon request;
- (vi) CLIENT represents, warrants and certifies that (1) all credit and debit Entries will be accurate and timely, and (2) each Entry will contain all information required by the NACHA Rules for specific Entry types, including, but not limited to, the Receiver's correct account number, dollar amount of the Entry, CLIENT'S Name, CLIENT'S Entry description;
- (vii) CLIENT acknowledges and agrees that (1) CLIENT shall be responsible for promptly detecting and correcting any errors, (2) any Entry sent to ADP that identifies the Receiver inconsistently by name and account number may be processed by BANK based solely on the account number provided, (3) ADP is authorized to take such measures as ADP deems appropriate to carry out the intent of CLIENT in completing any particular Entry, including, but not limited to, ADP may contact CLIENT or may attempt to retransmit any Return Entry, and (4) subject to any limitations set forth in the applicable client services agreement with ADP, CLIENT shall indemnify ADP, its parent, subsidiaries, predecessors, successors, affiliates, directors, officers, fiduciaries, insurers, employees and agents, for any claim, demand, loss, liability or expense (including reasonable attorneys' fees, penalties, fines or interest) resulting from the debiting or crediting of any Entry or a breach of the Agreement (including the provisions of this Exhibit A);
- (viii) CLIENT agrees to implement and maintain safeguards to protect against (1) any unauthorized access to confidential information being stored, processed or transmitted in connection with Entries, and (2) submission of fraudulent Entries purportedly on CLIENT'S behalf; and
- (ix) CLIENT represents and warrants, to the extent applicable, that (1) the origination of each IAT Entry shall comply with the laws and payment systems rules of the receiving country, and (2) any submission by CLIENT requiring initiation of an IAT Entry by ADP shall include the name and physical address of each of CLIENT and the Receiver, the account number of the Receiver and the identity of the Receiver's bank, bank ID number and bank branch code.

EXHIBIT B

California Clients see below for information about filing complaints about the money transmission service:

If you have any complaints regarding money transmission activities, please contact California Department of Business Oversight at:

Department of Business Oversight
Attn: Consumer Services
1515 K Street, Suite 200
Sacramento, CA 95814
Telephone: (866) 275-2677
Email: consumer.complaint@dbo.ca.gov



ACH Debit Filters – ADP Company ID's

For various reasons, including fraud and asset protection within financial institutions, it is becoming more common that account holders in the United States, in particular businesses; request that their bank set up a "debit filter" on their bank account. The intention of the debit filter is to block all unauthorized ACH debit transactions to a specific account, making it less likely that an account holder will incur fraud.

For ACH transactions that an account holder wants to be debited from their account, the account holder will give a listing of ACH ID's to their bank, which will allow authorized debits to process. These debit transactions, or ACH ID's, are identified by a 10 digit company ID.

ADP uses various banks to send debits to our client's accounts and has multiple company ID's attached to each of these accounts. The reason for this is to ensure that debits are processed timely, and for disaster recovery purposes. For example, if a bank is doing an upgrade to their system causing a delay, ADP will send a debit from a different account at a different bank.

ADP has no visibility of knowing if our clients have a filter set up on their account.

If you have debit filters on your account, please forward the following Company ID's to your bank for set up. It is advisable that you set up all ID's associated with the product(s) you are processing with ADP.

Money Movement Company ID's Employer Impounds			
Name	Product Type	Domestic Co ID	IAT Co ID
Bank of America	ACH	9333006057	E133036745
Harris	ACH	9333006057	E133036745
JP Morgan Chase	ACH	9333006057	E133036745
JP Morgan Chase	ACH - Flexible Spending Account	9666666606	H133036745
PNC	ACH	9333006057	E133036745
Wells Fargo	ACH	9333006057	E133036745
Wells Fargo	Property & Casualty ACH Impound	9333006058	D9333006058
Wells Fargo	Benefit Services ACH Impound	9333006060	E9333006060
Wells Fargo	Health & Benefits ACH Impound	9333006059	G9333006059
Deutsche	Reverse Wire Impound	9553006057	N/A
JP Morgan Chase	Flexible Spending Account Impound	9883006057	H133036745
JP Morgan Chase	Workers Comp Reverse Wire Impound	9555006057	N/A
JP Morgan Chase	Workers Comp ACH Impound	9555555505	G133036745
JP Morgan Chase	Wage Garnishment Payment Services ACH Credits	9876543202	N/A
JP Morgan Chase	Health & Benefits Reverse Wire Impound	955536057	N/A
JP Morgan Chase	Property & Casualty Reverse Wire Impound	5223006060	N/A
JP Morgan Chase	Health & Benefits Reverse Wire Impound	955536057	N/A
JP Morgan Chase	Reverse Wire Impound	9883006057	N/A
JP Morgan Chase	Employee/Employer Wire Payments	9443006057	H133036745
JP Morgan Chase	Benefit Services Reverse Wire Impound	955536058	N/A
Tax Company ID's			
Bank of America	ACH	1941711111	V133036745
Bank of America	ACH	2223006057	W133036745
Bank of America	Direct Debit of Funds - DDF	9223006057	N/A
JP Morgan Chase	ACH	009220014	Z223006057
JP Morgan Chase	ACH	9102628675	Z102628678
JP Morgan Chase	ACH	1223006057	X223006057
PNC	ACH	1223006057	U133036745
Harris	ACH	0001600238	S133036745
Wells Fargo	ACH	9095926526	Y133036745
JP Morgan Chase	Direct Debit of Funds - DDF	9659605001	N/A
JP Morgan Chase	Direct Debit of Funds - DDF (TotalSource)	9659605002	N/A



Reporting Agent Authorization
(State Limited Power of Attorney &
Tax Information Authorization)

(In accordance with Internal Revenue Service Revenue Procedures)

Tax Filing Service

1 Co/Code	2 Branch	3 Federal ID Number
4 If you are a seasonal employer, check here ☐		

5 TAXPAYER LEGAL NAME (Use all capital letters. Include spaces, ampersands, and hyphens. Do not enter any other punctuation.)

CITY OF WINDCREST

6 DBA NAME (Use all capital letters. Include spaces, ampersands, and hyphens. Do not enter any other punctuation.)

7 Address(number, street, and room or suite no.)
 8601 Midcrown Dr

City or town, state, ZIP Code and Country
 Windcrest, TX, 78239, United States

REPORTING AGENT: ADP Tax Services, 400 West Covina Boulevard, San Dimas, CA 91773 ID # 22-3006057, 800-235-7212

Authorization of Reporting Agent to Sign and File Returns

8 Use the entry lines below to indicate the tax return(s) to be filed by the Reporting Agent. Enter the beginning year for annual tax returns or beginning quarter for quarterly tax returns. See the instructions for how to enter the quarter and year. Once this authority is granted, it is effective until revoked by the taxpayer or Reporting Agent.

940 Tax Year	941 Qtr/Yr	940-PR Tax Year	941-PR Qtr/Yr	941-SS Qtr/Yr	943 Tax Year
943-PR Tax Year	944 Tax Year	944-PR Tax Year	945 Tax Year		

Authorization of Reporting Agent to Make Deposits and Payments

9 Use the entry lines below to enter the starting date (the first month and year) for any tax return(s) for which the Reporting Agent is authorized to make deposits or payments. See the instructions for how to enter the month and year. Once this authority is granted, it is effective until revoked by the taxpayer or Reporting Agent.

940 Mo/Yr	941 Mo/Yr	943 Mo/Yr	944 Mo/Yr	945 Mo/Yr
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Disclosure of Information to Reporting Agent

10a Check here to authorize the Reporting Agent to receive or request duplicate copies of tax information, notices and other communications from the IRS, related to the authorization granted on Line 8 and/or Line 9.

X

10b Check here if the Reporting Agent also wants to receive copies of notices from the IRS.

X

Form W-2 Series or Form 1099 Series Disclosure Authorization

11 The Reporting Agent is authorized to exchange otherwise confidential taxpayer information with the IRS, including responding to certain IRS notices relating to the form W-2/1099 series information returns. This authority is effective for calendar years beginning:

W-2 Tax Year	1099 Tax Year
-----------------	------------------

State and Local Authorization

12 By checking the box to the right and signing in Box 13 below, the taxpayer identified above hereby appoints ADP as Reporting Agent and grants ADP a limited power attorney with the authority to sign and file employment and file tax returns and make deposits electronically, on magnetic media, or on paper for all state and local jurisdictions in which the taxpayer is required to file tax returns and make tax deposits. ADP is also hereby authorized to receive notices, correspondence and transcripts from all applicable state and local jurisdictions, resolve matters pertaining to these deposits and filings, and to request and receive deposit frequency data and any other information from applicable state and local jurisdictions related to taxpayer's employment tax returns and deposits for the tax periods indicated in section 8 and all returns filed and deposits made by ADP from the date hereof.

X

This authorization shall include all applicable state and local forms and shall commence with the tax period indicated and shall remain in effect through all subsequent periods until either revoked by the taxpayer or terminated by the ADP. Unless the taxpayer is required to file or deposit electronically, ADP will, in its discretion, file and make deposits on the taxpayer's behalf in one of the filing methods: electronic, magnetic media or paper.

Qtr/Yr

Authorization Agreement I understand that this agreement does not relieve me, as the taxpayer, of the responsibility to ensure that all tax returns are filed and that all deposits and payments are made. If Line 8 is completed, the Reporting Agent named above is authorized to sign and file the return indicated, beginning with the quarter or year indicated. If any starting dates on line 9 are completed, the Reporting Agent named above is authorized to make deposits and payments beginning with the period indicated. Any authorization granted remains in effect until it is revoked by the taxpayer or Reporting Agent. I am authorizing the IRS to disclose otherwise confidential tax information to the reporting agent relating to the authority granted on Line 8 and/or Line 9 including disclosure required to process Form 8655. Disclosure authority is effective upon signature of the taxpayer and IRS receipt of Form 8655. The authority granted on Form 8655 will not revoke any Power of Attorney (Form 2848) or Tax Information Authorization (Form 8821) in effect.	13 Signature of Taxpayer or Authorized Representative I certify that I have the authority to execute this form and authorize disclosure of otherwise confidential information on behalf of the taxpayer. Name (Required) Title Signature (Required) Date (Required)
--	---

For Privacy Act and Paperwork Reduction Act notice, see attached.

TX-6911 Revised: 12/06/2017

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INSTRUCTIONS: Only one Limited Power of Attorney (LPOA) per federal ID number is required. Do not submit multiple LPOAs for a federal ID number. However, if the taxpayer uses more than one federal ID number, a separate LPOA must be submitted for each.

1.	Company Code: Enter the client's three- or four-character company code.
2.	Branch: Enter the client's two-character region branch code.
3.	Federal ID Number: Enter the nine-digit Employer Identification Number (EIN) issued by the IRS to each employer. The number provided by the client must be verified against one of the following sources, in order of priority: 1) Form 941 original or copy with pre-printed name and address; 2) CP129, EFTPS "Mandate Letter"; 3) CP575 Verification of an EIN; 4) Internet SS-4 IRS screen print of issued EIN; 5) CP148 Notice of Name and/or Address change; 6) CP136 or 137, Frequency Notification; 7) Pre-printed Form 9779, Business Enrollment Form (for EFTPS); 8) FTD Coupon (Form 8109) or FTD Address Change (Form 8109C) with a revision date of 01-94 or later.
4.	Seasonal Employer: Mark this box if this client is a seasonal employer. (Seasonal is defined as less than four 941s per year.)
5.	Taxpayer Legal Name: Enter the client's legal name in ALL CAPITAL LETTERS. This must match the name on the IRS file. The first name line on an IRS source document listed in #3 above must be entered on the LPOA form. Only the first 35 characters of the first name line are used. Include spaces, ampersands, and hyphens; do not include other punctuation such as slashes, commas, or periods. Do not use the word THE as the first word unless it is followed by only one other word. Include legal/formal suffixes with individual names (MD, PHD, CPA, JR, SR, III, etc.), but do not include general/informal titles such as owner, accountant, attorney, etc. See examples below.
6.	DBA Name: Enter the taxpayer's Doing Business As (DBA) or Trading As (TA) name, if one is used. Follow the same instructions as shown in #5 above, and see examples below. Do not enter DBA or TA on this line; show the name only.
Master's Plumbing and Air Conditioning Service	
M A S T E R S P L U M B I N G A N D A I R C O N D I T I O N	
A & J Construction Co.	
A & J C O N S T R U C T I O N C O	
Sandra J. White, MD Family Health Care	
S A N D R A J W H I T E M D	
Mary Smith-Bennett, Owner DBA Mary's Bike Shop	
M A R Y S M I T H - B E N N E T T	
Murphy/Jason Realty, Inc.	
M U R P H Y J A S O N R E A L T Y I N C	
The Linden Co.	
L I N D E N C O	
The Linden	
T H E L I N D E N	
7.	Address: Enter client's primary business location.
8.	Authorization of Reporting Agent to Sign and File Returns: For 940, 940-PR, 941, 941-PR, 944, 944-PR, and 945, enter the first tax year (2007, 2008, etc.) ADP will start the annual filing. For forms 941, 941-PR and 941-SS, enter the quarter and year (4/07, 1/08, etc.). ADP will file this return for the first time.
9.	Authorization of Reporting Agent to Make Deposits and Payments: For deposits, enter the first month of the quarter and year (1/06, 4/06, 7/06, and 10/06) ADP will make any deposit, regardless of the tax type provided.
10a.	Disclosure of Information to Reporting Agent: These premarked boxes will allow ADP to receive a copy of notices and other communication from the IRS related to the authorization granted on Line 8 and/or Line 9. It also allows ADP to obtain verification of client name and/or FEIN by calling the IRS Practitioner Priority Services line (PPS) at (866) 860-4249.
10b.	Form W-2 Series or Form 1099 Series Disclosure Authorization: For W-2/1099, enter the first year ADP is authorized to discuss the W-2/1099 information with the IRS. (This includes Form 1099R and Form 1099-MISC.)
11.	State and Local Authorization: Enter the quarter and year (4/07, 1/08, etc.). ADP will file this return for the first time.
12.	Signature of Taxpayer or Authorized Representative: After reading the Authorization Agreement, an officer of the company must enter his/her name and title as appropriate and then sign and date the LPOA. (The sole proprietor of a business or the member of a partnership will not have a title to show here.) The name, signature, and date must be entered.

Federal Forms:

- 940 Employer's Annual Federal Unemployment (FUTA)
- 940-PR Employer's Annual Federal Unemployment (FUTA) - Puerto Rico
- *941 Employer's Quarterly Federal Tax Return
- 941-SS Employer's Quarterly Federal Tax Return for American Samoa, Guam, Northern Mariana, and Virgin Islands
- 943 Employer's Annual Federal Tax Return for Agricultural Employees
- 943-PR Employer's Annual Federal Tax Return for Agricultural Employees - Puerto Rico
- *944 Employer's Annual Federal Tax Return
- *944-PR Employer's Annual Federal Tax Return - Puerto Rico
- 945 Employer's Quarterly Federal Tax Return for NW2 Employees

*Recommend marking both 941 and 944 for new and small employers.



**ADP Workforce Now Comprehensive Services
MASTER SERVICES AGREEMENT**

9/8/2016

(Effective Date)

ADP, LLC: One ADP Boulevard
Roseland, New Jersey 07068

(referred to herein as "ADP")

CLIENT: City Of Windcrest
8601 Midcrown Dr Windcrest, TX 78239, United States

(referred to herein as "Client")

Attention: Don Hakala

ADP and Client agree that ADP shall provide Client with the following services in accordance with the terms and subject to the conditions set forth in this ADP Workforce Now Comprehensive Services Master Services Agreement (the "Agreement").

ANNEX A:	GENERAL TERMS AND CONDITIONS
ANNEX B:	ADP WORKFORCE NOW COMPREHENSIVE HR SERVICES STANDARD COMP HR
ANNEX E:	ESSENTIAL ACA
ANNEX I:	TIME AND ATTENDANCE SERVICES
ANNEX L:	PERFORMANCE, RECRUITMENT AND COMPENSATION MANAGEMENT SERVICES

BY SIGNING BELOW, CLIENT ACKNOWLEDGES THAT THEY HAVE REVIEWED THE ENTIRE AGREEMENT INCLUDING THE TERMS AND CONDITIONS IN EACH ANNEX CORRESPONDING TO SERVICES PURCHASED PURSUANT TO THE SALES ORDER.

This Agreement includes the Annexes related to the services selected by Client. Each Annex listed above is attached hereto and is incorporated into this Agreement in full by this reference as if set forth in this Agreement in full.

ADP, LLC		CLIENT	
(Signature of Authorized Representative)		(Signature of Authorized Representative)	
(Name - Please Print)		(Name - Please Print)	
(Title)	(Date)	(Title)	(Date)

ANNEX A GENERAL TERMS AND CONDITIONS

1. CERTAIN DEFINITIONS

Unless otherwise specified, any reference in this Annex A to a section or subdivision is a reference to a section or subdivision of this Annex A. Capitalized words used in this Agreement but not otherwise defined herein shall have the meanings set forth below.

- A. "ADP Products" mean (i) the computer software programs and modules delivered, or otherwise made available, to Client as part of the Services, other than pre-packaged third-party software, (ii) all manuals and related documentation generally provided or made available by ADP to Client in connection with such computer software programs and modules, (iii) tutorials and other training materials provided or made available by ADP to Client, (iv) all ADP provided manuals, and (v) other documentation related to the foregoing.
- B. "ADP Workforce Now" means ADP's web-based portal that provides a single point of access to ADP online solutions and employee-facing websites and resources related to payroll, HR and benefits, and time and attendance.
- C. "Amendment", means a written supplement or addendum to this Agreement, signed by Client and ADP, describing additional Services to be provided by ADP to Client or amending the terms and conditions set forth in this Agreement.
- D. "Buy Out Fee" has the definition set forth in Section 9D.
- E. "Client" means Client and its affiliates receiving Services and ADP Products under this Agreement. For purposes of this Agreement, "affiliate" means, with respect to any individual, corporation or partnership or any other entity or organization (a "person"), any person that controls, is controlled by or is under common control with such person in question. For purposes of the preceding definition, "control" as used with respect to any person, means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of such person, whether through ownership of voting securities or by contract or otherwise.
- F. "Client Content" means information and materials provided by Client, its agents or employees, regardless of form.
- G. "Client Infringement Event" means (i) any change, or enhancement in the Services made by Client or any third party on behalf of Client other than at the direction of ADP, (ii) Client's use of the Services except as contemplated by this Agreement, or (iii) to the extent ADP Products include computer software programs, Client's use of other than the most current release or version of such computer software programs included in the ADP Products, or Client's failure to use corrections or enhancements to such computer software programs included in the ADP Products, in each case provided by ADP to Client at no charge, that results in a claim or action for infringement that could have been avoided by use of such current release or version, or by such corrections or enhancements.
- H. "Confidential Information" means all information of a confidential or proprietary nature, including pricing and pricing related information and all personally identifiable payroll and employee-level data, provided by the disclosing party to the receiving party for use in connection with ADP Products or Services, or both, but does not include (i) information that is already known by the receiving party, (ii) information that becomes generally available to the public other than as a result of disclosure by the receiving party in violation of this Agreement, and (iii) information that becomes known to the receiving party from a source other than the disclosing party on a non-confidential basis.
- I. "Effective Date" means the date set forth in the cover sheet to this Agreement.
- J. "Incident" has the meaning set forth in Section 8D.
- K. "Initial Term" means the period beginning as of the Effective Date and ending one (1) year after the date of Client's first monthly invoice for Services pursuant to Section 3C below.
- L. "Intellectual Property Rights" means all rights, title and interest to or in patent, copyright, trademark, service mark, trade secret, business or trade name, know-how and rights of a similar or corresponding character.
- M. "Payment Services" means any Services that require ADP, as part of such Services, to impound funds from Client's bank account to pay Client's third-party payment obligations (e.g., Tax Filing Services, Wage Garnishment Processing Services, ALINE Card, Full Service Direct Deposit Services and/or ADPCheckTM Services).
- N. "Personal Information" means any information relating to an identified or identifiable natural person. An identifiable person is one who can be identified, directly or indirectly, in particular by reference to an identification number or to one or more factors specific to such person's physical, physiological, mental, economic, cultural or social identity.
- O. "Renewal Term" means each additional one (1) year period after the Initial Term.
- P. "Services" means the services described in each Annex elected by Client under this Agreement or Amendment and any other services offered pursuant to this Agreement and that ADP provides to Client at Client's request.
- Q. "Term" means, either individually or collectively, the Initial Term and each Renewal Term.

2. GENERAL TERMS

- A. **Services.** ADP shall provide the Services and ADP Products required for such Services in accordance with sales order(s) between Client and ADP (the "Sales Order(s)"). Services may include the provision of certain ADP Products and Client shall comply with the terms of this Agreement related to such ADP Products. All Services provided hereunder may be modified from time to time at ADP's sole discretion; provided, however, that any such modifications will not delete or have a material adverse impact on any of the Services Client is receiving. The Services are hosted in the United States and are intended for use in the United States only, except that the HR and/or Talent modules of ADP Workforce Now (but specifically excluding any eLearning Courses accessible through the Comprehensive HR Learning Content Management Tool, the EAP and employee perks services, document cloud services and any other modules/tools that ADP, in its sole discretion, determines shall not be accessible to Client employees located outside the United States) have been approved for access and use by Client in the countries specified on the "Approved Country List" which may be viewed at www.productdescription.majoraccounts.adp.com (which may be modified from time to time). To the extent Client determines that any such use in an Approved Country located in the European Union requires the parties to enter into model contract clauses, ADP shall provide such model clauses upon Client's request. ADP will provide the Services in a good, diligent and

professional manner in accordance with industry standards, utilizing personnel with a level of skill commensurate with the Services to be performed.

- B. **Errors; Review of Data.** All Services provided hereunder will be based upon information provided to ADP by Client or any person who is authorized by Client to use, access or receive the Services. Client will promptly review all documents and reports produced by ADP and provided or made available to Client in connection with the Services and promptly notify ADP of any error, omission, or discrepancy with Client's records. ADP will promptly correct such error, omission or discrepancy and, if such error, omission or discrepancy was caused by ADP, then such correction will be done at no additional charge to Client. To help prevent employee fraud, ADP recommends that Client has someone other than its designated payroll contact, promptly and thoroughly review Client's disbursement reports to enable Client to spot and correct errors and inconsistencies.
 - C. **Records.** ADP does not serve as Client's record keeper and Client will be responsible for retaining copies of all documentation received from or provided to ADP in connection with the Services to the extent required by Client or applicable law.
 - D. **Use of ADP Products and Services.** ADP Products and Services include confidential and proprietary information. Client shall use the ADP Products and Services only for its internal business purposes. Client shall not provide, directly or indirectly, any of the ADP Products or Services or any portion thereof to any other party. Client shall not provide service bureau or other data processing services that make use of the ADP Products or Services or any part thereof without the express written consent of ADP. Client shall be responsible for the use of the Services by its affiliates, employees, plan participants and any other persons authorized by Client to access or use the Services in accordance with the terms of this Agreement. Client will be responsible for the consequences of any instructions Client may give to ADP. Client shall use Services in accordance with the instructions and reasonable policies established by ADP from time to time and communicated to Client. Client is responsible for the accuracy, completeness and use of all Client Content.
 - E. **Compliance.**
 - i. **Applicable Laws.** Each party will comply with applicable laws and regulations that affect its business generally, including any applicable anti-bribery, export control and data protection laws and rules and regulations promulgated by the United States Department of Treasury, Office of Foreign Assets Control ("OFAC") regarding export controls and trade with prohibited parties. For clarity, Client represents that Personal Information transferred by Client or at Client's direction to ADP has been collected in accordance with applicable privacy laws, and ADP agrees that it shall only process the Personal Information as needed to perform the Services, or as required or permitted by law.
 - ii. **Design of the Services.** ADP will design the Services, including the functions and processes applicable to the performance of the Services, to assist the Client in complying with its legal and regulatory requirements applicable to the Services, and ADP will be responsible for the accuracy of such design. Client and not ADP will be responsible for (x) how it uses the Services to comply with its legal and regulatory requirements and (y) the consequences of any instructions that it gives or fails to give to ADP, including as part of the implementation of the Services, provided ADP follows such instructions. Services do not include any legal, financial, regulatory, benefits, accounting or tax advice.
 - iii. **Online Statements.** If Client instructs ADP to provide online pay statements, Forms W2, or Forms 1099 without physical copies thereof, Client will be exclusively responsible for determining if and to what extent Client's use of online pay statements, Forms W-2 or Forms 1099 satisfies Client's obligations under applicable laws and the consequences resulting from such determinations.
 - F. **Links to Third-Party Sites.** Certain ADP Products or Services may be accessed by Client and its authorized employees and plan participants through the Internet at a website provided by ADP or on behalf of ADP, including those hosted by ADP on behalf of Client (a "Site"). Links to and from the Site to other third-party sites do not constitute an endorsement by ADP or any of its subsidiaries or affiliates of such third-party sites or the acceptance of responsibility for the content on such sites. Client's business dealings with any third-party advertiser found on the Site(s) are solely between Client and such advertiser and ADP shall not be responsible or liable for any loss or damage of any sort incurred as the result of any such dealings or as the result of the presence of such advertisers on ADP Workforce Now.
 - G. **Transmission of Data.** In the event that Client elects to use an application programming interface ("API") to provide, or requests that ADP provide any Client Content or employee or plan participant information to any third party or to any non-U.S. Client location, Client represents that it has acquired any consents or provided any notices required to transfer such content or information and that such transfer does not violate any applicable international, federal, state or local laws and/or regulations. Additionally, ADP shall not be responsible for any services or data provided by any such third party.
3. **FEES, PAYMENTS, AND TAXES**
- A. **Fees.** Client agrees to pay ADP for the Services indicated on the Sales Order at the rates and for the number of employees set forth thereon for the Initial Term, assuming no changes in requirements, specifications, volumes or quantities. Total fees charged, including within the Initial Term, may change commensurate with the number of Client's employees being serviced. Client shall pay ADP for Services added by Client after the Effective Date at ADP's then prevailing prices for such Services. ADP may increase prices for Services at any time after the Initial Term upon at least thirty (30) days prior written notice to Client if such change is part of a general price change by ADP to its clients for affected items.
 - B. **Travel and Expenses.** Except as may be included in the Services or otherwise specified in writing, Client shall reimburse ADP for all reasonable expenses incurred by ADP personnel in connection with services performed by such personnel under this Agreement. Upon written request, ADP will provide Client with itemized invoices with respect to such expenses. ADP will adhere to its Travel and Expense Policy (which can be made available to Client upon Client's request) as may be modified from time to time by ADP.
 - C. **Billing.** Client will be invoiced for fees on a monthly billing cycle. If Client is purchasing Comprehensive HR alone or with any other of the Services under this Agreement, billing shall begin starting the monthly billing cycle following the initial kickoff call with Client's applicable ADP Relationship Manager. If Client is purchasing Comprehensive Benefits and/or Comprehensive Payroll (without Comprehensive HR), billing shall begin upon the earlier of (a) the date the Client is first able to use the services in a live production environment or (b) ninety (90) days from the Effective Date. Client will pay all invoices via direct debit of funds ("DDF") pursuant to a schedule set by ADP. Client will receive a consolidated bill regardless of the number of ADP-assigned company codes

attributed to Client. If Client fails to pay any amount due hereunder (whether by acceleration or otherwise) not under good faith dispute, Client, after written notice, shall pay interest at the rate of 1.5% per month (or the maximum allowed by law if less) on such past due amount from the due date thereof until the payment date. Client shall reimburse ADP for any expenses incurred, including interest and reasonable attorney fees, in collecting amounts due ADP hereunder that are not under good faith dispute by Client.

- D. **Taxes.** Client shall be responsible for payment of all taxes (excluding those on ADP's net income) relating to the provision of Services, except to the extent a valid tax exemption certificate or other written documentation acceptable to ADP to evidence Client's tax exemption status is provided by Client to ADP prior to the delivery of Services.

4. **WARRANTIES AND DISCLAIMER**

- A. **Warranties.** Each party warrants that (i) it has full corporate power and authority to execute and deliver this Agreement and to consummate the transactions contemplated hereby and (ii) this Agreement has been duly and validly executed and delivered and constitutes the valid and binding agreement of the parties, enforceable in accordance with its terms.
- B. **DISCLAIMER.** EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, ALL EQUIPMENT PROVIDED BY ADP OR ITS SUPPLIERS IS PROVIDED "AS IS" AND ADP AND ITS LICENSORS EXPRESSLY DISCLAIM ANY WARRANTY, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, NON-INTERRUPTION OF USE, AND FREEDOM FROM PROGRAM ERRORS, VIRUSES OR ANY OTHER MALICIOUS CODE WITH RESPECT TO THE SERVICES, THE ADP PRODUCTS, ANY CUSTOM PROGRAMS CREATED BY ADP OR ANY THIRD-PARTY SOFTWARE DELIVERED BY ADP. ADP AND ITS LICENSORS FURTHER DISCLAIM ANY WARRANTY THAT THE RESULTS OBTAINED THROUGH THE USE OF THE SERVICES, THE ADP PRODUCTS, ANY CUSTOM PROGRAMS CREATED BY ADP OR ANY THIRD-PARTY SOFTWARE DELIVERED BY ADP WILL MEET CLIENT'S NEEDS.

5. **INTELLECTUAL PROPERTY**

- A. **Client IP Rights.** Except for the rights expressly granted to ADP in this Agreement, all rights, title and interests in and to Client Content, including all Intellectual Property Rights inherent therein and pertaining thereto, are owned exclusively by Client or its licensors. Client hereby grants to ADP for the Term a non-exclusive, worldwide, non-transferable, royalty-free license to use, edit, modify, adapt, translate, exhibit, publish, reproduce, copy and display the Client Content for the sole purpose of performing the Services; provided Client has the right to pre-approve the use by ADP of any Client trademarks or service marks.
- B. **ADP IP Rights.** Except for the rights expressly granted to Client in this Agreement, all rights, title and interest in and to the Services, including all Intellectual Property Rights inherent therein and pertaining thereto, are owned exclusively by ADP or its licensors. ADP grants to Client for the term of this Agreement a personal, non-exclusive, non-transferable, royalty-free license to use and access the ADP Products or Services in accordance with the terms of this Agreement. The ADP Products or Services do not include any Client-specific customizations unless otherwise agreed in writing by the parties. Client will not obscure, alter or remove any copyright, trademark, service mark or proprietary rights notices on any materials provided by ADP in connection with the Services, and will not copy, decompile, recompile, disassemble, reverse engineer, or make or distribute any other form of, or any derivative work from, such ADP materials.
- C. **Ownership of Reports.** Client will retain ownership of the content of reports and other materials that include Client Content produced and delivered by ADP as a part of the Services, provided that ADP will be the owner of the format of such reports. To the extent any such reports or other materials incorporate any ADP proprietary information, ADP (i) retains sole ownership of such proprietary information and (ii) provides the Client a fully paid up, irrevocable, perpetual, royalty-free license to access and use same for its internal business purposes without the right to create derivative works (other than derivative works to be used solely for its internal business purposes) or to further distribute any of the foregoing rights except to its affiliates, employees, plan participants and any other persons authorized by Client to access or use the Services.
- D. **ADP Infringement Indemnity.** Subject to Section 5F, ADP shall defend Client against any third party claims, and indemnify and hold Client harmless against any resulting damage awards or settlement amounts in any cause of action to the extent such cause of action is based on a claim alleging that the Services or the ADP Products, as provided by ADP and used in accordance with this Agreement, infringe upon any Intellectual Property Rights of a third party in the U.S. or any Approved Country that Client uses a permitted ADP Product. The foregoing infringement indemnity will not apply and ADP will not be liable for any damages assessed in any cause of action to the extent resulting from a Client Infringement Event or ADP's use of Client Content as contemplated by this Agreement.
- E. **Client Indemnity.** Subject to Section 5F, Client will defend ADP against any third party claims and will indemnify and hold ADP harmless from any resulting damage awards or settlement amounts in any cause of action to the extent such cause of action is based on the occurrence of a Client Infringement Event or ADP's use of Client Content as contemplated by this Agreement.
- F. **Indemnity Conditions.** The indemnities set forth in this Section 5 are conditioned upon the following: (i) the indemnitee ("the Indemnitee") promptly notifies the indemnitor ("the Indemnitor") in writing of such suit or cause of action, (ii) the Indemnitor controls any negotiations or defense and the Indemnitee assists the Indemnitor as reasonably required by the Indemnitor, and (iii) the Indemnitee takes all reasonable steps to mitigate any potential damages that may result.
6. **NONDISCLOSURE**
- A. All Confidential Information disclosed hereunder will remain the exclusive and confidential property of the disclosing party. The receiving party will not disclose the Confidential Information of the disclosing party and will use at least the same degree of care, discretion and diligence in protecting the Confidential Information of the disclosing party as it uses with respect to its own confidential information, but in no case less than reasonable care. The receiving party will limit access to Confidential Information to its affiliates, employees and authorized representatives with a need to know and will instruct them to keep such information confidential. Notwithstanding the foregoing, the receiving party may disclose Confidential Information of the disclosing party (a) to the extent necessary to comply with any law, rule, regulation or ruling applicable to it, (b) as appropriate and with prior notice where practicable, to respond to any summons or subpoena or in connection with any litigation, (c) relating to a specific employee, to the extent such employee has consented to its release, and/or (d) in order to provide the Services under this Agreement. Upon the request of the

disclosing party, the receiving party will return or destroy all Confidential Information of the disclosing party that is in its possession. Notwithstanding the foregoing, (x) ADP may retain information for regulatory purposes or in back-up files, provided that ADP's confidentiality obligations hereunder continue to apply; (y) ADP may use the Client's and its employees' and participants' information for purposes other than the performance of the Services but only in an aggregated, anonymized form, such that neither Client nor its employees or participants may be identified, and Client will have no ownership interest in such aggregated, anonymized data. The obligations of ADP set forth in this Section 6 shall not apply to any suggestions and feedback for product or service improvement, correction, or modification provided by Client in connection with any present or future ADP product or service, and, accordingly, neither ADP nor any of its clients or business partners shall have any obligation or liability to Client with respect to any use or disclosure of such information.

7. LIMIT ON LIABILITY

- A. **Limit on Monetary Damages.** Notwithstanding anything to the contrary contained in this Agreement, ADP's aggregate liability under this Agreement during any calendar year for damages (monetary or otherwise) under any circumstances for claims of any type or character made by Client or any third party arising from or related to ADP Products or Services, will be limited to the lesser of (i) the amount of actual damages incurred by Client or (ii) the average monthly charges for three (3) months for the affected ADP Products or Services during such calendar year. ADP will issue Client a credit(s) equal to the applicable amount and any such credit(s) will be applied against subsequent fees owed by Client. The foregoing limit on liability shall not apply to (i) ADP's willful, criminal or fraudulent misconduct; (ii) the infringement indemnity set forth in Section 5D (iii) loss or misdirection of Client funds in possession or control of ADP due to ADP's error or omission; and (iv) in connection with the Tax Filing Services (as defined below), (a) interest charges imposed by an applicable tax authority on Client for the failure by ADP to pay funds to the extent and for the period that such funds were held by ADP and (b) all tax penalties resulting from ADP's error or omission in the performance of such Service. The provisions of Section 7A(iv) shall only apply if (x) Client permits ADP to act on Client's behalf in any communications and negotiations with the applicable taxing authority that is seeking to impose any such penalties or interest and (y) Client assists ADP as reasonably required by ADP.
- B. **No Consequential Damages.** NEITHER ADP NOR CLIENT WILL BE RESPONSIBLE FOR SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR OTHER SIMILAR DAMAGES (INCLUDING, WITHOUT LIMITATION, ANY LOST PROFITS OR DAMAGES FOR BUSINESS INTERRUPTION OR, LOSS OF INFORMATION) THAT THE OTHER PARTY MAY INCUR OR EXPERIENCE IN CONNECTION WITH THIS AGREEMENT OR THE SERVICES OR ADP PRODUCTS, HOWEVER CAUSED AND UNDER WHATEVER THEORY OF LIABILITY, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8. SECURITY AND CONTROLS

- A. **Service Organization Control Reports.** Following completion of implementation of any applicable Services, ADP will, at Client's request and at no charge, provide Client with copies of any routine Service Organization Control 1 reports ("SOC 1 Reports") (or any successor reports thereto) directly related to the core ADP Products utilized to provide the Services provided hereunder for Client and already released to ADP by the public accounting firm producing the report. SOC 1 Reports are ADP Confidential Information and Client will not distribute or allow any third party (other than its independent auditors) to use any such report without the prior written consent of ADP. Client will instruct its independent auditors or other approved third parties to keep such report confidential and Client will remain liable for any unauthorized disclosure of such report by its independent auditors or other approved third parties.
- B. **Business Continuity; Disaster Recovery.** ADP maintains a commercially reasonable business continuity and disaster recovery plan and will follow such plan.
- C. **Data Security.** ADP has an established information security program containing appropriate administrative, technical and physical measures to protect Client data against accidental or unlawful destruction, alteration, unauthorized disclosure or access consistent with applicable laws. In the event ADP suspects any unauthorized access to, or use of, the Services, ADP may suspend access to the Services to the extent ADP deems necessary to preserve the security of the Client's data.
- D. **Data Security Incident Notification.** If ADP becomes aware of a security breach (as defined in any applicable law) or any other event that compromises the security, confidentiality or integrity of Client's Personal Information (an "Incident"), ADP will take appropriate actions to contain, investigate and mitigate the Incident. ADP shall notify Client of an Incident as soon as reasonably possible. In the event that applicable law requires notification to individuals and others of such an Incident, ADP will take additional mitigation steps including providing assistance with the drafting and mailing of such notifications. ADP and Client shall mutually agree on the content and timing of any such notifications, in good faith and as needed to meet applicable legal requirements.

9. TERM AND TERMINATION; DEFAULT BY CLIENT; REMEDIES UPON DEFAULT

- A. **Term.** This Agreement is effective for the Initial Term and will automatically renew at the end of such Term for additional Renewal Terms unless terminated by either party upon at least ninety (90) days prior written notice to the other.
- B. **Termination Event.** Either party may suspend performance and/or terminate this Agreement immediately upon written notice at any time if: (i) the other party is in material breach of any material warranty, term, condition or covenant of this Agreement and fails to cure that breach within sixty (60) days, unless such breach is due to Client's failure to pay amounts due hereunder then time to cure such breach shall be five (5) business days, after written notice thereof, (ii) the other party ceases business operations, or (iii) the other party becomes insolvent, generally stops paying its debts as they become due or seeks protection under any bankruptcy, receivership, trust deed, creditors arrangement, composition or comparable proceeding, or if any such proceeding is instituted against the other (and not dismissed within ninety (90) days after commencement of one of the foregoing events).
- C. **Termination by ADP.** If Client fails to fulfill its obligations in connection with the implementation services such that ADP is unable to complete the implementation services and commence Services, then ADP may terminate this Agreement by further written notice to Client. ADP may also suspend performance and/or terminate this Agreement immediately without prior notice in the event Client, its employee(s) or any other third party (i) includes in any Site any Client Content which is obscene, offensive, inappropriate, threatening, malicious, which violates any applicable law or regulation or any contract, privacy or other third-party right or which otherwise exposes ADP to civil or criminal liability or (ii) wrongfully uses or accesses ADP Products or any other ADP systems used in the

performance of its obligations under this Agreement. ADP may also immediately terminate this Agreement or the Services if Client has violated or, if conducting business with Client, a payee of Client, or Client subsidiary is in violation of, any of the rules or regulations promulgated by OFAC. Notwithstanding anything herein to the contrary, Payment Services may be immediately suspended or terminated by ADP without prior notice if (i) ADP has not received timely funds from Client as required by this Agreement, (ii) a bank notifies ADP that it is no longer willing to originate debits and credits for any reason, (iii) the authorization to debit Client's account is terminated or ADP reasonably believes that there is or has been fraudulent activity on the account, (iv) ADP reasonably determines that Client no longer meets ADP's credit/financial eligibility requirements for such Services, (v) Client has any material adverse change in its financial condition. Without limiting the foregoing, the parties agree that Payment Services involve credit risk to ADP, (vi) Client's violation of any applicable operating rules of the National Automated Clearing House Association ("NACHA") or (vii) with respect to the ADP Wage Payments Card Services, the Issuing Bank (as defined in Annex J) cancels the Cards issued on behalf of Client. As such, ADP shall not be required to provide such Payment Services if ADP reasonably determines that Client presents an undue credit risk to ADP or in the event of any other termination right. If Payment Services are not terminated despite the occurrence of any of the events described above, ADP may require Client to pay its outstanding and all future third-party payment amounts covered by Payment Services and/or ADP's fees and charges for Payment Services to ADP (x) by bank or certified check, (y) by wire transfer of immediately available funds, and/or (z) in advance of the then current schedule, as a condition to receiving further Payment Services.

- D. **Buy Out Fee; Early Termination.** If, prior to the end of any Term, (i) Client terminates any or all the Services, for any reason, except for those reasons set forth in Section 9B or (ii) ADP terminates this Agreement pursuant subitem (i) of Section 9B or Section 9C, Client shall pay to ADP a buy out fee ("Buy Out Fee"). During the Initial Term, the Buy Out Fee shall be equal to A multiplied by B where A equals the number of months remaining in the Initial Term, as of the effective date of termination, and B equals the average monthly fee for the terminated Services. During any Renewal Term, the Buy Out Fee shall be equal to fifty percent (50%) of A multiplied by B. If monthly fees for Services have not been payable at the time of termination, the amount in B above shall be equal to the estimated monthly fees that would have been payable under the Agreement. In the case of a partial termination, ADP may adjust the fees for the remaining Services accordingly. Client shall also pay the Buy Out Fee in the event of any reduction in Client's volume or usage of Services by more than fifty percent (50%).
 - E. **Post-Termination.** If use of any ADP Products or Services are or may be terminated by ADP pursuant to Sections 9B or 9C, ADP shall be entitled to allocate any funds remitted or otherwise made available by Client to ADP in such priorities as ADP (in its sole discretion) may determine appropriate (including reimbursing ADP for payments made by ADP hereunder on Client's behalf to a third party) and if any such ADP Products or Services are terminated, Client will immediately (i) become solely responsible for all of its third-party payment obligations covered by such ADP Products or Services then or thereafter due (including, for Tax Filing Services, all related penalties and interest), (ii) reimburse ADP for all payments made by ADP hereunder on Client's behalf to any third party, and (iii) pay any and all fees and charges incurred by ADP relating to ADP Products or Services rendered prior to the termination date. Client agrees that ADP shall be entitled to collect any fees and charges incurred by ADP prior to the termination date via DDF. At any time prior to the actual termination date, Client may download Client's information or reports available to it in conjunction with all of the Services provided to Client by ADP. Upon termination of this Agreement, Client may order from ADP any data extraction offered by ADP, at the then prevailing hourly time and materials rate.
 - F. **Other Remedies.** If ADP elects not to terminate any or all of the ADP Products or Services as permitted hereunder, ADP, in its sole discretion, may require Client to pay its outstanding and all future third-party payments relating to the provision of ADP Products or Services and/or ADP's fees and charges for ADP Products or Services to ADP by bank or certified check or by wire transfer as a condition to receiving further ADP Products or Services.
- 10. PAYROLL PROCESSING, TAX FILING & PAYMENT SERVICES.**
- ADP will process payroll for Client's employees and payees, deliver pay checks and related reports to Client, process direct deposits to those employees electing such service, remit payroll taxes on Client's behalf to those federal, state, and most local taxing jurisdictions designated by Client (not including the filing or depositing of excise, sales, use, corporate, or similar taxes), and file related tax returns (such remitting of payroll taxes and filing of related tax returns, the "Tax Filing Services"). For an additional fee, ADP will also process calendar year-end Forms W-2 for Client's employees and Forms 1099-MISC for payments to individuals that provide services to Client as independent contractors. Client shall be liable for, and shall indemnify ADP against, any loss, liability, claim, damage or exposure arising from or in connection with any fraudulent or criminal acts of Client's employees or payees.
- A. **Funding.** Client shall have sufficient funds in Client's account within the deadline established by ADP to satisfy Client's third-party payment obligations in their entirety. A mandatory credit check will be performed prior to the provision of any Payment Services. ADP may commingle Client's impounded funds with other clients', ADP's or ADP-administered funds of a similar type. **ALL AMOUNTS EARNED ON SUCH FUNDS WHILE HELD BY ADP WILL BE FOR THE SOLE ACCOUNT OF ADP.**
 - B. **Debits.** Client shall be liable for debits properly initiated by ADP hereunder. Client unconditionally promises to pay to ADP the amount of any unfunded payroll file (including any debit returned to ADP because of insufficient or uncollected funds or for any other reason), plus any associated bank fees or penalties, upon demand and interest on the unfunded payroll amount at the rate of 1.5% per month (or the maximum allowed by law, if less). Also, if any debit to an employee's or other payee's account reversing or correcting a previously submitted credit(s) is returned for any reason, Client unconditionally promises to cooperate with ADP and pay the amount of such debit upon demand and interest thereon. Client agrees to cooperate with ADP and any other parties involved in processing any transactions hereunder to recover funds credited to any employee as a result of an error made by ADP or another party processing a transaction on behalf of ADP.
 - C. **Full Service Direct Deposit (FSDD).** Prior to the first credit to the account of any employee or other individual under FSDD services, Client shall obtain and retain a signed authorization from such employee or individual authorizing the initiation of credits to such party's account and debits of such account to recover funds credited to such account in error.
 - D. **ADPCheck™.** Client shall not distribute any ADPChecks to payees prior to the check date. If Client distributes any ADPChecks prior to the check date, ADP may impose an early cashing fee against Client. If Client desires to stop payment on any ADPCheck,

Client shall provide ADP with a stop payment request in such form required by ADP. ADP shall then place a stop payment order with ADP's bank within twenty-four (24) hours of ADP's receipt of such stop payment request. Client shall not request ADP to stop payment on any ADPCheck that represents funds to which the applicable payee is rightfully entitled. Client agrees to indemnify, defend, and hold harmless ADP and its affiliates and their successors and assigns from and against any liability whatsoever for stopping payment on any ADPCheck requested by Client and from and against all actions, suits, losses, claims, damages, charges, and expenses of every nature and character, including attorney fees, in any claims or suits arising by reason of stopping payment on said check, including claims made by a "holder in due course" of such check.

- E. **Important Tax Information (IRS Disclosure).** Notwithstanding Client's engagement of ADP to provide ADP Tax Filing Services, Client is responsible for the timely filing of payroll tax returns and the timely payment of payroll taxes for its employees. The Internal Revenue Service recommends that employers enroll in the U.S. Treasury Department's Electronic Federal Tax Payment System (EFTPS) to monitor their accounts and ensure that timely tax payments are being made for them. Online enrollment in EFTPS is available at www.eftps.gov; an enrollment form may also be obtained by calling (800) 555-4477. State tax authorities generally offer similar means to verify tax payments. Client may contact appropriate state offices directly for details.
- F. **State Unemployment Insurance Management.** Subject to Section 12, Client's compliance with its obligations in Sections i and ii herein, any delays caused by third parties (e.g., postal service, agency system and broker delays) and events beyond ADP's reasonable control, ADP will deliver the State Unemployment Insurance Management Services ("SUI Management Services") within the time periods established by the relevant unemployment compensation agencies.
 - i. **Provision of Information; Contesting Claims.** Client will on an ongoing basis provide ADP and not prevent ADP from furnishing all information necessary for ADP to perform the SUI Management Services within the timeframes established or specified by ADP. The foregoing information includes without limitation the claimants' names, relevant dates, wage and separation information, state-specific required information, and other documentation to support responses to unemployment compensation agencies.
 - ii. **Transfer of Data.** Client may transfer the information described in Section 10.F.i to ADP via: (i) on-line connection between ADP and Client's computer system, or (ii) inbound data transmissions from Client to ADP. Client will provide the data using mutually acceptable communications protocols and delivery methods. Client will promptly notify ADP in writing if Client wishes to modify the communication protocol or delivery method.
 - iii. Client acknowledges that ADP is not providing storage or record keeping of Client records as part of the SUI Management Services, and that if the SUI Management Services are terminated, ADP may, in conformity with Section 9C, dispose of all such records. If the SUI Management Services are terminated, any access Client has to ADP websites containing Client's data will expire and Client will be responsible for downloading and gathering all relevant data prior to expiration of any such access that may have been granted.

11. HR, BENEFITS AND TALENT MANAGEMENT SERVICES

The terms of this Section 11 shall apply only to the extent Client is receiving HR, Benefits and/or Talent Management products and services hereunder.

- A. **Initial Setup Services.** Client shall promptly deliver to ADP the Client Content required by ADP to perform initial setup services. Such information and materials shall be in an electronic file format acceptable to ADP.
- B. **Additional Configuration.** After completion of initial setup services, any subsequent changes Client requests to the configuration of the Client Content in the HR and/or Benefits module will be charged at ADP's then current benefits maintenance fees.
- C. **ADP Carrier Connection®.** If Client is receiving the WFN HR & benefits module, ADP, or its authorized agent(s), will electronically transmit employee data, including employee benefits enrollment data, to Client's carriers or other third parties authorized by Client, and Client authorizes ADP and its authorized agent(s), to provide such transmission on Client's behalf. Additionally, commencement of the Carrier Connection service is subject to Client completing the configuration setup of Client Content and the format of such transmission to the designated carriers. ADP's ability to transmit Client's employee benefits enrollment data is subject to the provision by the designated carriers of a current functional interface between the benefits module and the designated carriers' systems. ADP will not be obligated to transmit Client's data to the designated carriers if at any time Client's designated carriers fail to provide the proper interface as described above. If Client requires the development of any special interfaces in order to transmit such data to the designated carriers, all work performed by ADP to create such interfaces will be at ADP's then current fees for such services. Client is responsible for promptly reviewing all records of carrier transmissions and other reports prepared by ADP for validity and accuracy according to Client's records, and Client will notify ADP of any discrepancies promptly after receipt thereof. In the event of an error or omission in the Carrier Connection services caused by ADP, ADP will correct such error or omission, provided that Client promptly advises ADP of such error or omission. Client shall remain responsible for transmission of all enrollment/disenrollment data to Client's carriers other third parties authorized by Client until ADP confirms that carrier connection implementation is complete.
- D. **Talent Management Services.** Talent Management Services includes Performance, Recruitment and Compensation Management products and services.
 - i. **Hiring Practices.** Client represents and warrants that it will use Talent Management Services for its own hiring and/or HR management purposes only. Client acknowledges and agrees that ADP will not be deemed to be involved in any hiring decisions or evaluation of candidates in connection with the recruitment services, or with any compensation decisions in connection with the compensation management services.
 - ii. **Customized Content.** Client understands and agrees that to the extent it chooses to customize any content or documents made available to job candidates through Talent Management Services, including but not limited to job descriptions, online application instructions and questions, Client is responsible for the content of any such customization. Client acknowledges that any content provided by the Talent Management Services may not be suitable for all situations or in all locations. Client should review applicable laws in the jurisdictions in which Client operates and should consult with its own legal counsel prior to utilizing the services.

- iii. **Sensitive Data.** If Client implements the Talent Management Services to collect any sensitive data elements (or special categories of data), Client shall comply with any additional requirements for the processing of these data elements, and it shall be responsible for respecting all individual rights of access, correction or deletion and for responding to any individual or regulatory inquiries.

12. COBRA SERVICES

COBRA Services are included as part of the Comprehensive HR and/or Comprehensive Benefits Services at no additional charge. Clients purchasing Comprehensive Payroll Services (without Comprehensive HR and/or Comprehensive Benefits) can add COBRA Services for an additional fee.

- A. **COBRA Administration.** ADP will make available to Client nondiscretionary, ministerial recordkeeping and COBRA notification services regarding Client's group health plans identified by Client on ADP's Health Plan Information Forms (the "COBRA Services"). COBRA notification services will be provided to Client's employees and qualified beneficiaries that Client identifies to ADP and that meet qualifying event requirements under COBRA. ADP will collect the applicable COBRA premium from the participating employees and beneficiaries and credit Client the amounts required for Client to pay the monthly premium directly to Client's applicable health insurance carriers. ADP agrees to perform the Services with respect to the Plan(s) (as defined in subsection 1C below) in accordance with a reasonable good faith interpretation of federal COBRA requirements.
- B. **COBRA Client Guide.** With respect to the COBRA Services, Client will be granted access to ADP's Client Guide for the COBRA Services (the "Guide") via www.BeneDirect.adp.com. Client understands that the Guide may be amended from time to time by ADP and such amendments will be posted at www.BeneDirect.adp.com. Client will be deemed to have accepted and approved the Guide and each amendment to the Guide and to have directed ADP to implement the changes set forth therein if Client does not promptly notify ADP in writing that it objects to such changes.
- C. **ADP's Non-Fiduciary Status.** Client expressly acknowledges and agrees that ADP is not an "Administrator", "Plan Sponsor," or a "Plan Administrator" as defined in Section 3(16)(A) of ERISA, and Section 414(g) of the Internal Revenue Code of 1986, as amended (the "Code"), respectively, nor is ADP a "fiduciary" within the meaning of ERISA Section 3(21), and Client shall not request or otherwise require ADP to act as such. ADP shall not exercise any discretionary authority or control respecting management of any of Client's benefit or welfare plans ("Plan" or "Plans") or management or disposition of any of Client's benefit or welfare Plan assets. ADP has no discretionary authority or discretionary responsibility in the administration of the Plan(s).
- D. **Use of ADP'S Name.** Except for references to ADP as a service provider in IRS Form 5500 or a similar filing as required by ERISA, Client shall not use ADP's name without ADP's prior written consent.
- E. **Client Data.** Client and the Plan Administrator(s) of the Plan(s) must perform their responsibilities and provide the information required of them as set forth in the Guide and any amendments thereto. ADP reserves the right to request additional information from Client and/or the Plan Administrator(s) of the Plans(s) at any time. Prior to the commencement of any COBRA Services, Client shall furnish to ADP all necessary information and data for each Plan, and shall continue to provide ADP with such information and data that is necessary for the provision by ADP of the COBRA Services. ADP shall be entitled to rely on any information provided by the Client and/or the Plan Administrator(s) of the Plan(s) as accurate, valid and complete. Client shall perform all refinement, purification and reformatting of the Client data in order for the COBRA Services to be performed by ADP. ADP shall be compensated on a time and expense basis at ADP's standard rates in effect at such time in the event ADP is required to perform any such refinement, purification or reformatting. Upon receipt from ADP, Client will promptly review all records, reports and documents produced by ADP for accuracy, validity and conformity with Client's records. Client will promptly notify ADP of any error or omission discovered by Client or any discrepancy between the information provided by ADP and Client's records and will not rely on any record, report or document containing any such error, omission or discrepancy until such error, omission or discrepancy, as the case may be, has been corrected. In the event of an error in ADP's records or any reports or statements prepared by ADP and caused by ADP, ADP shall correct such records, reports or statements, provided that Client advised ADP of such error within ninety (90) days of the receipt of such record, report or statement.
- F. **Client Contact.** Prior to the commencement of ADP's provision of COBRA Services, Client shall designate in writing to ADP the name or names of one or more persons who shall serve as ADP's designated contact for the Services and as project manager for the implementation of the COBRA Services (the "Client Contact"). Client hereby represents and warrants to ADP that the Client Contact has, and shall at all times have, the requisite authority to (i) transmit information, directions and instructions on behalf of Client, each Plan Administrator and, if applicable, each "fiduciary" (as defined in Section 3(21) of ERISA) of each separate Plan and (ii) issue, execute, grant, or provide any approvals (other than amendments to this Agreement), requests, notices, or other communications required or permitted under this Agreement or requested by ADP in connection with the COBRA Services.
- G. **Application of Funds.** CLIENT AGREES THAT ADP SHALL RETAIN THE TWO PERCENT (2%) ADMINISTRATIVE FEE THAT SHALL BE ADDED TO THE PREMIUM DUE. ALL AMOUNTS EARNED ON FUNDS OR PREMIUMS REMITTED TO ADP IN CONNECTION WITH THE SERVICES PENDING DISBURSEMENT TO CLIENT, CLIENT'S DESIGNEE OR TO PLAN PARTICIPANTS SHALL BE RETAINED BY ADP AS COMPENSATION. ADP'S CURRENT PROCESS FOR DISBURSEMENT OF SUCH FUNDS IS DESCRIBED IN ATTACHMENT I TO THIS ANNEX G. ADP MAY COMMINGLE SUCH FUNDS WITH SIMILAR FUNDS FROM OTHER CLIENTS AND WITH SIMILAR ADP AND ADP-ADMINISTERED FUNDS.
- H. **Client Indemnity.** Client agrees to defend, indemnify and hold harmless ADP, its affiliates and their directors, officers, employees, legal representatives, agents, successors, and assigns from and against all claims, losses, liabilities, damages, demands, causes of action, costs and expenses (including reasonable attorneys' fees and costs of litigation) (collectively "Losses") incurred as a result of entering into and performing the COBRA Services or any other cause arising out of this Agreement or the Plan(s), except to the extent those Losses resulted from the negligence, willful misconduct or willful breach of this Agreement by ADP in the performance of the COBRA Services.
- I. **Disbursement Process.** Participant payments are received via check or, if arrangements are made by the participant, via ACH transfer. Such payments are made throughout the month and are deposited into an ADP account for processing and reconciliation by

ADP. This ADP account is maintained separately from ADP's operating accounts. Due to the nature of the ACH system, payments received through ACH generally clear within two (2) business days. On average, participant checks require forty-eight (48) to seventy-two (72) hours to clear. On a monthly basis, ADP reviews each payment and records each payment to the participant's record. ADP then reconciles to the particular client, the amounts paid by participants. After completing this recording and reconciliation process, ADP remits to the Client the payment amounts made by participants for that month's premiums, along with payments made by participants that are still within the applicable grace period (in each case, with respect to COBRA Services, less the two percent (2%) administrative fee allowed by COBRA). Such payments to the Client or Carriers are made by ADP either by check or by Fed wire. On occasion, participants may pay for coverage in advance of the applicable due date. Amounts disbursed to ADP are held by ADP for approximately fifteen (15) days prior to disbursement by ADP. Once disbursed by ADP, if payments are made by check, checks are presented for payment approximately fourteen (14) to twenty-one (21) days following disbursement. ADP invests such funds, pending disbursement or presentment for payment, in long and short term investments, such as money market funds, United States treasury obligations, United States government agency obligations, corporate notes, and other investments.

- J. **HIPAA Business Associate Amendment.** Pursuant to the federal Health Insurance Portability and Accountability Act, Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Care Act passed as part of the American Recovery and Reinvestment Act of 2009 ("ARRA"), the U.S. Department of Health and Human Services regulations entitled "Standards for Privacy of Individually Identifiable Health Information" ("Privacy Rule"), Security Standards for the Protection of Electronic Protected Health Information ("Security Rule") and the Breach Notification for Unsecured Protected Health Information ("Breach Notification Rule"), if COBRA Services are subject to HIPAA then such services are subject to additional terms and conditions located at <http://www.adp.com/BAA> which are incorporated herein and may be modified from time to time and as required by law.

13. MISCELLANEOUS

- A. **Inducement; Entire Agreement; Modification.** Client has not been induced to enter into this Agreement by any representation or warranty not set forth in this Agreement. This Agreement contains the entire agreement of the parties with respect to its subject matter and supersedes and overrides all prior agreements on the same subject matter, and shall govern all disclosures and exchanges of Confidential Information made by the parties previously hereto. This Agreement shall not be modified except by a writing signed by ADP and Client.
- B. **Third-Party Beneficiaries.** Except as expressly provided herein or in an applicable exhibit, annex, appendix or schedule by express reference to this Section 12B, nothing in this Agreement creates, or will be deemed to create, third party beneficiaries of or under this Agreement. Client agrees that ADP's obligations in this Agreement are to Client only, and ADP has no obligation to any third party (including, without limitation, Client's personnel, directors, officers, employees, users and any administrative authorities).
- C. **Force Majeure.** Any party to this Agreement will be excused from performance of its obligations under this Agreement, except for Client's obligation to pay the fees to ADP pursuant to Section 3, for any period of time that the party is prevented from performing its obligations under this Agreement due to an act of God, war, earthquake, civil disobedience, court order, labor disputes or disturbances, governmental regulations, communication or utility failures or other cause beyond the party's reasonable control. Such non-performance will not constitute grounds for breach.
- D. **Non-Hire.** During the term of this Agreement and for the twelve (12) months thereafter, neither Client nor the ADP regions providing the Services, shall knowingly solicit or hire for employment or as a consultant, any employee or former employee of the other party who has been actively involved in the subject matter of this Agreement.
- E. **Waiver.** The failure of either party at any time to enforce any right or remedy available to it under this Agreement with respect to any breach or failure by the other party shall not be construed to be a waiver of such right or remedy with respect to any other breach or failure by the other party.
- F. **Headings.** The headings used in this Agreement are for reference only and do not define, limit, or otherwise affect the meaning of any provisions hereof.
- G. **Severability.** If any of the provisions of this Agreement shall be invalid or unenforceable, such invalidity or unenforceability shall not invalidate or render unenforceable the entire Agreement, but rather the entire Agreement shall be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligations of Client and ADP shall be construed and enforced accordingly.
- H. **Relationship of the Parties.** The parties hereto expressly understand and agree that each party is an independent contractor in the performance of each and every part of this Agreement, is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection therewith.
- I. **Governing Law.** This Agreement is governed by the laws of the State of New York without giving effect to its conflict of law provisions.
- J. **Additional Documentation.** In order for ADP to perform the Services, it may be necessary for Client to execute and deliver additional documents (such as reporting agent authorization, client account agreement, limited powers of attorney, etc.) and Client agrees to execute and deliver such additional documents.
- K. **Regulatory Notice.** No state or federal agency monitors or assumes any responsibility for the financial solvency of third-party tax filers.
- L. **Use of Agents.** ADP may designate any agent or subcontractor to perform such tasks and functions to complete any services covered under this Agreement. However, nothing in the preceding sentence shall relieve ADP from responsibility for performance of its duties under the terms of this Agreement.
- M. **Conflicts Clause.** In the event of a conflict between the terms of this Agreement and any additional terms, the terms of this Agreement shall control, unless an Addendum to this Agreement is executed simultaneously herewith or subsequently hereto, in which case the terms of such Addendum shall control.

- N. **Counterparts.** This Agreement may be signed in two or more counterparts by original, .pdf (or similar format for scanned copies of documents) or facsimile signature, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- O. **Assignment.** Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party. However, ADP may assign its rights and obligations under this Agreement to a commonly controlled affiliate of ADP without the prior written notice or consent of Client in order for such affiliate to perform any or all of the Services, provided that ADP will remain responsible for the performance of such Services.
- P. **Notices.** All notices, including any notices of termination in accordance with Section 12 herein, shall be in writing and shall be delivered or sent by recognized courier or registered or certified mail, return receipt requested, to the addresses indicated on the face hereof with an additional copy to ADP at 5800 Windward Parkway, Alpharetta, GA 30005. Attention: ADP WFN Comprehensive Services SVP, or to such other addresses as the parties shall specify by notice given pursuant hereto. A copy of all communications to ADP of a legal nature must be sent to ADP at One ADP Boulevard, Roseland, New Jersey 07068, Attention: Legal Department.
- Q. **Survival.** Those provisions which by their content are intended to, or by their nature would, survive the performance, termination, or expiration of this Agreement) shall survive termination or expiration of this Agreement.

SCHEDULE I TO ANNEX A
ADP Workforce Now® Comprehensive Services
Statements of Core and Optional Services

Statement of Core Services

Services	Service Specifics	Roles and Responsibilities
Solutions Platform		
ADP Workforce Now ("WFN")	WFN is ADP's trademarked, branded, web-based payroll, HR, Benefits and Time and Attendance technology. WFN serves as the access point for all Client administrators, employees and managers. General information about ADP WFN can be found at www.productdescription.majoraccounts.adp.com (which may be modified from time to time).	
WFN Technology Support	Access to specialists to support Client in use of WFN technology solutions.	
Implementation		
Implementation – Project Manager	The ADP Project Manager is responsible for the overall Comprehensive Services technology implementation and as such creates and maintains a project plan during implementation. The Project Manager conducts an implementation planning meeting to review the multi-faceted implementation, holds regular status meetings with the entire project team (Client, ADP, and external assigned resources) and manages deliverables accordingly.	The Project Manager provides cross product guidance for the duration of implementation and introduces the training curriculum to Client. The Project Manager directs the team of ADP implementation specialists and consultants who work on the multi-faceted implementation required for Client to go live on ADP Comprehensive Services, including WFN.
Implementation -- Assignment of a dedicated ADP Relationship Manager	The ADP Relationship Manager participates in implementation and partners with the Project Manager to complete the Implementation. The ADP Relationship Manager: • Schedules onsite visit for Client's strategic analysis during or immediately after implementation kickoff meeting. • Schedules planning meeting to introduce Client's managers and employees to WFN portal and self-service functionality. • Coordinates and schedules Employee/Manager Self Service Launch Meeting and distribution of Welcome Kits. Develops Client Strategic Action Plan for additional services to help assure alignment of Services with Client strategic direction and business drivers in all related functional areas.	The ADP Relationship Manager acts as a business consultant during the implementation process and performs business analysis. Client is responsible for validating the accuracy of all converted data. Client will attend all necessary implementation meetings and provide timely feedback as requested.

Services	Service Specifics	Roles and Responsibilities
Set-up of Payroll, HR & Benefits, and Time and Attendance modules (as applicable)	Implementation includes all activities needed to complete set-up of the Payroll, HR & Benefits, and Time and Attendance modules (the "Module(s)") including the following: • Implementation of all outsourcing services listed in this Statement of Service. • Scheduling and planning all implementation meetings. • Coordinating the collection of implementation service questionnaires. • Setting-up the Module(s) based on Client's requirements. • Collecting all relevant human resources ("HR"), payroll and enrollment data and loading them into the Module(s). Client must provide all data (e.g., corporate information, payroll data, benefit plan information, relevant HR data, including current personal and work data and employee/dependent enrollment information) in a format required by ADP. ADP will determine Client and ADP's readiness to go live based on completion of key deliverables and success of data gathering, conversion and other implementation milestones. ADP will set-up the HR & Benefits module to incorporate Client's (i) corporate structure (e.g., divisions, locations, employee classes, and departments) and user rights; (ii) benefit plans and providers; (iii) HR data, including reports to information, performance management, leave data, job titles, salary structures, and HR reason codes; and (iv) census data, including current personal and work data and employee/dependent enrollment information for all applicable parties.	Client is responsible for (i) accurately completing and providing questionnaires to ADP's implementation team in a timely manner; (ii) providing all HR corporate group information to ADP; (iii) providing all plan requirements information, company policies and procedures to either configure WFN and/or incorporate into administrative practices; (iv) providing all payroll data; (v) providing any documents and materials needed to complete employee access set-up; (vi) providing all plan participant and enrollment data in a predefined format required by ADP; (vii) reviewing all information in the Module(s) for accuracy; and (viii) all fees related to travel. Failure to meet these requirements may impact the date upon which Client may access the Services. Client is responsible for maintaining system configuration of and data related to all HR-related information (e.g., salary structures, job codes, leave policies, manager access, etc.) post implementation. Client's implementation team will determine Client's readiness to start implementation and assign Client its implementation team members. The make-up of Client's implementation team may vary according to the number of complementary products or services purchased. Client's implementation team will coordinate with the service team and Client's designated team members to ensure all requirements are understood and will assist in the transition to service.
Interfaces		
Interfaces - ADP Carrier Connection*	If Client purchases Comprehensive HR and/or Comprehensive Payroll, either separately or together, but without Comprehensive Benefits, Client shall be entitled to up to three (3) standard carrier connections at set up of the Services. If Client purchases Comprehensive Benefits alone or with any other Comprehensive Service(s), Client shall be entitled to unlimited standard carrier connections at set up (initial implementation) of the Services. Client may elect additional standard carrier connections for an additional fee. Subsequent reconfiguration of existing carrier connections and additional elections requested after set up (initial implementation) of the Services are available for an additional fee. Carrier connections shall be subject to an annual maintenance fee.	Client shall promptly deliver to ADP any Client Content required by ADP to set-up standard carrier connections. With respect to Carrier Connections, any changes in Client's benefit providers that require the establishment of a new carrier connection or the modification of an existing carrier connection shall be considered a new carrier connection and shall be completed by ADP at ADP's then current rates.

Services	Service Specifics	Roles and Responsibilities
Interfaces - Payroll Interfaces, Custom Interfaces	Client may require payroll or other custom interfaces in order to electronically transmit data, including but not limited to employee payroll data,, certain HR and other demographic employee data, etc., to designated third parties authorized by Client.. The development of such Interfaces shall be at ADP's then current fees for such services and fees shall be depend on the amount of customization required by ADP to create such interfaces. ADP shall provide Client with an estimate of the cost of the interface prior to its development. An annual maintenance fee shall apply to all interfaces, including Payroll Interfaces and Custom Interfaces.	ADP's construction of interfaces are subject to configuration by Client of the applicable Client Content and the formatting of such transmission to designated third parties. ADP's ability to transmit Client Content is dependent on the agreement by the designated third parties and ADP will not be obligated to transmit data unless the designated third parties have agreed to accept data via the interface.
ADP Personnel – Roles and Responsibilities		
ADP Relationship Manager	The ADP Relationship Manager actively communicates with Client and acts as the liaison between ADP and Client. Each Client is assigned one (1) Relationship Manager, no matter which Services Client has purchased. The Relationship Manager is actively engaged in understanding Client's business model and project objectives to ensure alignment with Client objectives.	The Relationship Manager focuses on assisting Client achieve its goals and promote alignment with the Comprehensive Services offering. . The Relationship Manager is engaged with all levels within the Client organization. They are involved in key client interactions and focused on quality client experience and consultative opportunities. They drive utilization of Services, including applicable technology. The ADP Relationship Manager acts as a client advocate within ADP, escalating issues appropriately within ADP, coordinating with the Client to determine the impact of certain Client business events on the Services, and preparing and presenting regular account reviews. Additionally, the Relationship Manager will coordinate resources for ongoing projects and changes outside of initial implementation and will serve as an escalation point for all ADP products and services received by Client. The Relationship Manager schedules at least an annual review with Client to recap all activities completed on its behalf and discuss goals and objectives for the upcoming years' plan to achieve Client's objectives.
Relationship Manager Onsite Client Visits	During the first year of this Agreement, the Relationship Manager shall conduct up to four (4) onsite visits to Client's primary site. After the first year, the Relationship Manager will conduct up to two (2) onsite visits per year.	All fees for travel and related expenses for the onsite Client visits included in the Services shall be paid by ADP. If Client requests more than the allotted number of visits or visits to worksites in addition to Client's primary site, Client shall be responsible for all fees relating to such

Services	Service Specifics	Roles and Responsibilities
		visits including the Relationship Manager's time as well as travel and related expenses.
ADP Service Centers		
ADP Service Center (for Client administrators)	Access to toll free number with Client identification and issue routing via telephony.	ADP provides access to an assigned specialist team that will be Client's primary support resource. ADP will provide standard service center hours 8:00 am to 5:30 pm, Client local time (Clients in Hawaii will have service center access 8:00 am to 5:30 pm PST), Monday through Friday, except for scheduled downtime for training, meetings and ADP-recognized company holidays. Such scheduled downtime shall not exceed two percent (2%) of available hours each calendar quarter.
Employee Service Center	Access to a toll free number for use by employees and managers for: • General self-service and payroll inquiries • General HR inquiries where Client policy is explicit when WFN Comprehensive HR is elected • Benefit call support when WFN Comprehensive Benefits is elected As authorized by Client, respond to Client's employees inquiries, when ADP has all pertinent information related to: • Employee personal information • Employee pay information and issues • Vacation, holiday, and leave of absence information • Hours of work and overtime information • Benefit Participant Information when WFN Comprehensive Benefits is elected Further, the Employee Service Center can provide bi-lingual support for both English and Spanish speaking employees. Other languages are available via a partnership with AT&T's language line for an additional fee charged back to Client on a pay per usage basis.	As a prerequisite to use of Employee Service Center, Client is responsible to support and promote employee self-service and manager self-service. ADP will conduct one (1) onsite employee self-service/manager self-service launch meeting. On request, ADP will support multiple virtual self-service launch meetings. ADP will answer employee and manager questions that have an apparent relationship to data entry visible through the WFN applications. ADP will provide standard service center hours 8:00 am to 11:30 pm EST, Monday through Friday, except for scheduled downtime for training, meetings and ADP-recognized company holidays. Such scheduled downtime shall not exceed two percent (2%) of available time each calendar quarter.
Pay and Tax Administration		
Payroll and Tax	ADP payroll processing with tax service to authorized jurisdictions (also included: CheckView, Payroll Preview, Total Tax PlusSM, Full Service Direct Deposit or TotalPay[®] banking options, Labor Distribution, iPayStatements, iReports). Additional fees will apply for ADP delivery via courier. Year-end Forms W-2 will be provided and Clients will be billed separately. Additional fees will apply for direct mailing of year-end Forms W-2.	ADP processes payroll and files and deposits appropriate federal, state and local taxes. Client must review and approve final payments.
Time and Attendance Feed to Payroll	Import employee Time and Attendance records provided that such records are in an ADP-acceptable format (if not utilizing ADP's Time and Attendance	ADP provides Client with required file formats to utilize this feed. Client is responsible for adaptation of its file

Services	Service Specifics	Roles and Responsibilities
	Module).	feed to a format that is compatible with ADP's feed.
Checks and Direct Deposit	ADP offers Clients two (2) banking features: Full Service Direct Deposit (payroll wages electronically deposited into employees' bank account(s)) or TotalPay (ADPCheck plus Full Service Direct Deposit).	Client must choose one of the banking features (unless Client is purchasing Comprehensive Payroll which requires TotalPay).
Wage Garnishment Processing Services (WGPS)	ADP provides tools to calculate garnishments based on court orders and client interpretation and also generates reports documenting garnishment activity.	Client provides employee liens and withholding information to ADP. ADP processes employee deductions for liens, wage garnishments and court ordered support and disburses payments to third parties as appropriate. The following shall only apply if Client is not purchasing Comprehensive Payroll Services: Client is responsible for lien interpretation. Client is responsible for all compliance with agency notification requirements; replies to garnishment notices received; notices of employee terminations and all other required written responses. Client must provide minimum of two (2) weeks notice prior to processing of any special pays to accommodate any garnishment requirements.
HR, Payroll and Benefits Reporting	Comprehensive standard and analytical reports cover HR, payroll, and benefits data.	ADP provides access to certain standard payroll reports. Client has access to ADP reporting tools to generate a limited number of custom reports.
GL Interface	ADP will generate a file every payroll that contains labor expense information that can be entered into popular general accounting programs. Custom programming not included.	
Paid Time Off (PTO)	Access to systems to track employees' paid time off.	Client is responsible for leave administration unless Total Absence Management is purchased as an optional service.
Non-Paid Persons	Access to HR & Benefits module to track Client headcount not included in the payroll system. Such persons may include international employees (located outside the U.S.), independent contractors paid outside the payroll system, persons on leave, and retirees.	
State Unemployment Insurance (SUI) Administration		
Administer SUI Claims (where authorized by state law)	Provide pre-separation unemployment insurance (UI) counseling to Client. UI claims administration. Audit SUI tax rate components. Audit UI benefits charges. Voluntary contribution review. Provide a quarterly summary report of claims activity. Client hearing and appeals not included in base services.	ADP assists Client with unemployment claims administration and unemployment tax filings to help Client manage claims and State unemployment costs.
COBRA Services		
COBRA Administration	COBRA Services are included as part of the	COBRA Services will be initiated

Services	Service Specifics	Roles and Responsibilities
	Comprehensive HR and/or Comprehensive Benefits Services at no additional charge. Clients purchasing Comprehensive Payroll Services (without Comprehensive HR and/or Comprehensive Benefits) can add COBRA Services for an additional fee. ADP will make available nondiscretionary, ministerial recordkeeping and COBRA notification services regarding the group health plans identified by Client on ADP's Health Plan Information forms. COBRA notification services are provided to Client's employees and qualified beneficiaries so identified and meet qualifying event requirements under federal COBRA law.	when a COBRA qualifying event is entered by Client into the WFN Benefits module. Client is responsible for compliance with and fulfillment of all state COBRA law requirements.
Training and Development		
Employee/Manager Self-Service Launch Training	Training for both Client employees and managers on the self-service tools and application (includes one on-site Employee Self-Service Kickoff and, upon request, virtual Employee Self-Service Kickoff meetings).	Client shall require its employees and managers to attend self-service tools and application training.
Core Product Training	Product training on all the core products for administrator users (not employees or managers).	Client shall require administrator users to attend core product training.
Compliance Support		
Compliance Newsletters <i>Note: The offering does not include legal advice or guidance.</i>	Access to periodic subject matter Compliance Newsletters	
Alerts <i>Note: The offering does not include legal advice or guidance.</i>	Access to periodic subject matter Alerts and e-mails.	
Tip of the Week <i>Note: The offering does not include legal advice or guidance.</i>	Access to weekly Tips related to best practices and compliance changes.	
Online Compliance Resources	Access to law summaries, best practices, sample forms and sample policies.	
EEO-1 Report	Access to tools through the HR & Benefits module for tracking EEO-1 required data.	Client prepares and files EEO-1 report.
Veterans Report	Access to tools for the tracking of VET-4212 required data.	Client prepares and files VET-4212 report.

ANNEX B
ADP Workforce Now® Comprehensive HR
Statement of Services

The following supplements ADP Workforce Now Comprehensive Services Statements of Core and Optional Services (Schedule 1 to Annex A) and applies to the extent that Client purchases ADP Workforce Now Comprehensive HR services ("Comprehensive HR").

Services	Service Specifics	Roles and Responsibilities
Recruitment and Selection		
Job Descriptions	ADP will create or review up to twenty (20) job descriptions within a rolling twelve (12) month period. Any additional requests shall be at an additional fee as part of ADP's Professional Services.	Client fills out questionnaires and ADP prepares job descriptions for job openings. Client is responsible for determining Fair Labor Standards Act (FLSA) exempt or non-exempt status..
Benchmark Pay Scales	Service that allows Client to have access to a compensation evaluation tool.	ADP will provide Client with the tools to conduct compensation analysis for open positions.
Employee Relations		
Employee Handbook and Policies <i>Note: ADP Workforce Now Comprehensive HR services do not include legal advice or guidance.</i>	ADP will create and/or review one (1) employee handbook per client. Creation and/or review by ADP of additional employee handbooks is available for an additional fee as part of ADP's Professional Services. If Client does not have an employee handbook, using information provided on ADP's Employee Handbook Questionnaire, ADP will generate one (1) handbook for Client. If Client already has an employee handbook, ADP will review the handbook and make best practice recommendations. ADP cannot review handbooks that are copyrighted by any third parties. If Client requires the combination of two or more handbooks into one, ADP will either create a new handbook based upon ADP's template and will add certain policies particular to Client from the former handbooks or, in ADP's sole discretion, recommend that the review of the multiple handbooks and the creation of a new form handbook therefrom be completed for an additional fee as part of ADP's Professional Services. Client requests for subsequent reviews of handbooks either created by ADP or previously reviewed by ADP may be completed for an additional fee as part of ADP's Professional Services.	Client fills out the questionnaire. ADP provides sample policy templates and best practice language. ADP produces a handbook based upon Client's selections. Client must review and approve final handbook. Final approved handbook must be in place for ADP to provide Employee Service Center support. Client must immediately notify ADP of any policy changes in order to provide accurate information to employee and manager inquiries through the Service Center. Handbooks will be posted to ADP Workforce Now to allow Client's employees access for acknowledgement of company policies.
Employee Assistance Program (EAP)	Access to the EAP service that provides confidential assistance for employees and their dependents for issues such as family problems, substance abuse, legal problems, etc.	
Employee Perks	Employee access to a wide range of discounts on premium-brand products and services.	
New Hire Welcome Kit	Client employees receive a Welcome Kit detailing the employee services and perks provided by Client through ADP.	ADP provides Welcome Kits for Client employees as part of the initial ADP launch of Comprehensive HR. After the initial launch, Client receives an electronic version of the Welcome Kit via WFN. Subsequent new hires can

Services	Service Specifics	Roles and Responsibilities
		access the Welcome Kit on WFN.
Workplace Safety and Labor Law Compliance		
Safety and Loss Prevention Hotline	Access to workplace safety specialists who provide support on: • OSHA industry standards and record keeping requirements • Consultation for the control of occupational health hazards • Guidance on the development of health and safety programs • Support documents for health and safety training	
Labor Law Compliance Posters	Provides Client with suitable Federal and State Labor Law Compliance posters for Client's worksites.	Client will receive updated posters as laws and posting requirements change.
Training		
Self-Paced Online Web-Based Training	Online access to ADP self-paced, web-based training library content.	Library will consist of 300 courses and will be available to employees, managers, practitioners and administrators
ADP Workforce Now Comprehensive HR Support Team		
HR Consultants	Access to HR Consultants to provide industry best practices from recruitment to retirement.	
Payroll Consultants	Access to Payroll Consultants to provide industry best practices.	
Risk and Safety Specialists	Access to Risk and Safety Specialists to provide support on OSHA industry standards and record keeping requirements, and guidance on the development of health and safety programs.	
Benefits Support		
Open Enrollment Support (In the event Client does not receive ADP WFN Comprehensive Benefits services)	Access to HR module to maintain benefit plan and enrollment information.	HR Consultants assist Client in using the HR module for maintaining benefit plan information and reporting. Employee Service Center assists Client employees in using self service to make benefit enrollment elections.

ANNEX E Essential ACA

1. OVERVIEW.

- A. **Description.** ADP will provide the Essential ACA solution specified in the Sales Order (and any applicable service specification) (collectively, the “Essential ACA”) to Client in accordance with the terms of this Agreement. Essential ACA is a technology and software solution to assist Client in managing compliance needs related to the Affordable Care Act (ACA), including eligibility calculations and affordability determinations, preparation and electronic filing of Forms 1094-C and 1095-C forms, access to evidence of benefit offering information and benefit offering audit reports. Client must use ADP Workforce Now payroll, HR and benefits services in order to purchase and implement Essential ACA. For those clients that purchase Essential ACA within the 2016 order window (as communicated by ADP to Client based on client status, Workforce Now version and benefits module status as of Effective Date), Essential ACA will commence for the 2016 filing period. If Client purchases Essential ACA after the close of the 2016 order window, Essential ACA will commence in calendar year 2017 (and will not include any filings for the 2016 filing period). For the avoidance of doubt, all Forms filed by ADP with the IRS on behalf of Client will be filed electronically; any Forms sent to Client for its employees by ADP shall be sent in paper form, and, if Client has ADP’s iPay functionality, ADP will also make Forms accessible to Client employees electronically. It will then be Client’s responsibility to distribute the Forms directly to its employees.
- B. **Delivery of Client Content.** Client shall promptly deliver to ADP the Client Content as required by ADP in an electronic file format specified by and accessible to ADP and will include any materials relating to Client and necessary for incorporation in the Essential ACA solution, including, but not limited to, any Human Resources, Payroll, Time and Labor, Benefits, Form I-9, and/or financial data.

2. THE SERVICES.

- A. **Client ACA Liaison.** Prior to the commencement of ADP’s provision of the Essential ACA solution, Client shall designate in writing to ADP the name of one person who shall serve as ADP’s principal designated contact for the Essential ACA solution (the “Client ACA Liaison”). Client hereby represents and warrants to ADP that the Client ACA Liaison has, and shall at all times have, the requisite authority to transmit information, directions and instructions on behalf of Client. The Client ACA Liaison also shall be deemed to have authority to issue, execute, grant, or provide any approvals (other than amendments to this Agreement), requests, notices, or other communications required or permitted under this Agreement (including, without limitation, Change Items) or requested by ADP in connection with the Essential ACA solution. Client shall designate an alternate Client ACA Liaison in the event the principal Client ACA Liaison is not available.
- B. **Client Instructions.** In the event ADP shall have any questions relating to a particular set of facts or client directions, then ADP shall request clarification from the Client ACA Liaison. The Client ACA Liaison shall have the responsibility to obtain answers to any such questions or objections and ADP shall be entitled to rely upon such answers and to follow any directions communicated by the Client ACA Liaison. Client authorizes ADP to release employee-related data to third party vendors of Client as are designated by Client from time to time. ADP shall be under no duty to question the measures taken or directions provided by Client pursuant to any section of this Annex E.
- C. **Disclaimer.** NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN OR IN THE SCOPE OF SERVICES, CLIENT EXPRESSLY ACKNOWLEDGES THAT ADP IS NOT THE “ADMINISTRATOR” OR “PLAN ADMINISTRATOR” AS DEFINED IN SECTION 3(16)(A) OF ERISA AND SECTION 414(g) OF THE INTERNAL REVENUE CODE, RESPECTIVELY, NOR IS ADP A “FIDUCIARY” WITHIN THE MEANING OF ERISA SECTION 3(21). ADP SHALL NOT EXERCISE ANY DISCRETIONARY AUTHORITY OR DISCRETIONARY CONTROL RESPECTING MANAGEMENT OF ANY BENEFIT PLANS SPONSORED OR OFFERED BY CLIENT. ADP HAS NO DISCRETIONARY AUTHORITY OR DISCRETIONARY RESPONSIBILITY IN THE ADMINISTRATION OF THE CLIENT’S BENEFIT PLAN(S).

3. IMPLEMENTATION SERVICES.

- A. **Implementation Services.** ADP will assist Client in implementing the Essential ACA solution for the benefit of and in conjunction with Client in accordance with the provisions of this Section 3. ADP will use commercially reasonable efforts to complete the implementation services in a timely manner.
- B. **Conversion of Data; Required Timeline.** Client shall provide to ADP, such applicable Client files, databases and other information (the “Client Files”) as is necessary to permit the Essential ACA solution to be performed. Client must provide the Client Files to ADP by November 1st of the year preceding the year in which the preparation and electronic filing of the Forms will be provided. For purposes of clarification and example, in order for ADP to perform the preparation and electronic filing of the Forms in January of the current filing year, Client must provide the Client Files in accordance with the terms and conditions of this Addendum, and such Client Files must be accepted and converted by ADP by December 9 of the previous year. Client assumes the responsibility for the Client Files to be transmitted to ADP, including, but not limited to, their condition, content, format, usability or correctness. Client shall perform all Client Files refinement, purification and reformatting in order for the Essential ACA solution to be performed by ADP. With Client’s pre-approval, ADP shall be compensated on a time and expense basis at ADP’s standard rates in effect at such time in the event ADP is required to perform any such refinement, purification or reformatting. Client will cooperate with ADP and provide ADP with all necessary information and assistance required in order for ADP to successfully convert the Client Files. Client understands and agrees that if Client fails to provide the Client Files in order for such Client Files to be accepted and successfully converted by November 1st, in any given year, ADP will not provide the preparation and electronic filing of the Forms for that year and Client will not be eligible for credit of any fees paid for the Essential ACA solution for that year. Client is responsible for the accuracy of all Client Files and will review for accuracy the preview of the Forms prior to filing. In the event that a Form 1094-C or 1095-C needs to be refiled due to an inaccuracy in the Client files, Client will be billed for such refile. The obligations described in this Section 3B shall apply to ongoing provision of Client Files to ADP by Client.
- C. **Project Lead.** Client will designate a project lead for the implementation of the Essential ACA solution and will promptly notify ADP of the name, telephone number and email address of such person. The Client project lead will be deemed to have authority to

issue, execute, grant, or provide any approvals, requests, notices, or other communications required under this Annex or requested by the other party in connection with the implementation of the Essential ACA solution. The project lead will bring appropriate personnel/skillsets to the project as needed.

4. LICENSED ENTITY.

Notwithstanding the use in this Annex E of the word "ADP", in the event that ADP determines that all or a portion of the Essential ACA solution may be subject to licensing or other regulatory requirements, such services shall be performed solely by such wholly owned subsidiary of Automatic Data Processing, Inc. as shall be designated by ADP.



ANNEX I TIME AND ATTENDANCE SERVICES

1. **Time and Attendance Products.** ADP agrees to provide Client with the data collection devices (e.g. Timeclock, HandPunch, etc.) (the "Timeclock Equipment"), time and attendance module or application, and related services (collectively, the "Time Products") described in the Sales Order. For the hosted Enhanced Time (also known as Enterprise eTIME) product only, additional license terms are available at www.adp.com/timlicenseterms. ADP Enhanced and Essential Time products are available for use in a limited number of countries outside the United States, although certain restrictions and requirements may apply.
2. **Billing.** Billing for services will begin when services are ready for use in a production environment
3. **Installation.** Client shall provide and install all power, wiring and cabling required for the installation of any Timeclock Equipment. Client shall also pay an installation and setup fee for each unit of Timeclock Equipment if such equipment is installed on Client's premises by ADP.
4. **Use of Timeclock Equipment and Right to Inspect.** Regarding Timeclock Equipment provided on a subscription basis only, Client shall not make any alterations or attach any device not provided by ADP to the Timeclock Equipment, nor shall Client remove the Timeclock Equipment from the place of original installation without ADP's prior consent. Upon reasonable written notice to Client, ADP shall have the right to enter Client's premises to inspect the Timeclock Equipment during normal business hours. Title to the Timeclock Equipment shall at all times remain in ADP unless Client has chosen the purchase option and has paid ADP in full the purchase price. Except if so purchased and paid for by Client, the Timeclock Equipment is and at all times shall remain, a separate item of personal property notwithstanding its attachment to other Timeclock Equipment or real property.
5. **Return of Timeclock Equipment.** Upon termination or cancellation of this Agreement, Client shall, at its expense, return the Timeclock Equipment to ADP in accordance with ADP's instructions. The Timeclock Equipment shall be returned in as good condition as received by Client, normal wear and tear excepted. In the event the Timeclock Equipment is not returned within ninety (90) days, Client agrees to purchase it at the prevailing manufacturer's suggested retail price. If timely payment for the Timeclock Equipment is not made by Client, ADP shall have the right to take immediate possession of such equipment. The terms of this Section 5 shall not apply if prior to the time of such termination or cancellation Client already purchased and paid for the Timeclock Equipment in full.
6. **Warranty.** ADP warrants to Client that the Timeclock Equipment shall be free from defects in material and workmanship at the date such Timeclock Equipment is shipped and for ninety (90) days thereafter. ADP's sole obligation in case of any breach of any warranty contained herein shall be to repair or replace, at ADP's option, any defective items. The foregoing is the extent of ADP's liability with respect to all claims related to Timeclock Equipment, including without limitation, contract and negligence claims and shall constitute Client's sole remedy.
7. **Maintenance Fees.** Maintenance services for the Timeclock Equipment (set forth below in Section 8) apply automatically to Timeclock Equipment obtained under the subscription option (and any charges therefore are already included in the monthly time and attendance subscription fees). The costs for maintenance services for Timeclock Equipment under the purchase option are not included in the purchase price for such equipment; a separate annual maintenance fee applies. Client, under the purchase option, may terminate its receipt of maintenance services by providing written notice to ADP no less than thirty (30) days prior to the end of the then current annual coverage period. ADP is not required to rebate to Client any maintenance fees relating to a current or prior coverage period. (NOTE: If Client selects the purchase option but opts not to receive (or terminates) maintenance services hereunder by executing a waiver of maintenance services, any such services provided by ADP at Client's request will be subject to ADP's then current charges for such services.) No Timeclock Equipment maintenance is done at the Client site. Client shall bear all delivery/shipping costs and all risk of loss during shipment/delivery of Timeclock Equipment relating to maintenance services.
8. **Maintenance Services.** ADP will maintain the Timeclock Equipment to be free from defects in material and workmanship as follows: Any parts found to be defective (except as specifically excluded below) shall be replaced or repaired, at ADP's or its designee's option, without charge for parts or labor, provided that the Timeclock Equipment has been properly installed and maintained by Client and provided that such equipment has been used in accordance with this Agreement and any online or shrink-wrap terms or license, or other accompanying documentation including, but not limited to, Client's Sales Order provided by ADP or its designee and has not been subject to abuse or tampering. The foregoing repairs and replacements may be made only by ADP or its designee, and will be made only after ADP or its designee is notified of a problem, receives delivery from Client of the Timeclock Equipment at issue and determines that it results from defective materials or workmanship. Notwithstanding the foregoing, ADP may deliver a temporary replacement item for Client's use while such determination is being made with respect to the Timeclock Equipment in question. Repairs and replacements required as a result of any of the following shall not be included in the foregoing maintenance services and shall be charged at ADP's then current rates: (i) damage, defects, or malfunctions resulting from misuse, accident, neglect, tampering, unusual physical, or electrical stress, or causes other than normal or intended use; (ii) failure of Client to provide and maintain a suitable installation environment; (iii) any alterations made to or any devices not provided by ADP attached to the Timeclock Equipment; and (iv) malfunctions resulting from use of badges or supplies not approved by ADP.
9. **Upgrades.** In order to keep the Time Products current, ADP may from time to time perform maintenance fixes and other upgrades to the Time Products Client is then receiving. ADP will perform these upgrades on Client's behalf for all hosted products. For non-hosted products, Client will be required to install the upgrade provided by ADP in accordance with the written notice provided to Client.



ANNEX L PERFORMANCE, RECRUITMENT AND COMPENSATION MANAGEMENT SERVICES

1. **Hiring Practices.** Client represents and warrants that it will use Talent Management Services for its own hiring and/or HR management purposes only. Client acknowledges and agrees that ADP will not be deemed to be involved in any hiring decisions or evaluation of candidates in connection with the recruitment services, or with any compensation decisions in connection with the compensation management services.
2. **Customized Content.** Client understands and agrees that to the extent it chooses to customize any content or documents made available to job candidates through Talent Management Services, including but not limited to job descriptions, online application instructions and questions, Client is responsible for the content of any such customization. Client acknowledges that any content provided by the Talent Management Services may not be suitable for all situations or in all locations. Client should review applicable laws in the jurisdictions in which Client operates and should consult with its own legal counsel prior to utilizing the services.
3. **Sensitive Data.** If Client implements the Talent Management Services to collect any sensitive data elements (or special categories of data), Client shall comply with any additional requirements for the processing of these data elements, and it shall be responsible for respecting all individual rights of access, correction or deletion and for responding to any individual or regulatory inquiries.



RESOLUTION NUMBER 2016-599(R)

**A RESOLUTION APPROVING THE ACQUISITION OF CERTAIN
ADP, LLC HUMAN RESOURCE SERVICES AND
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND
EXECUTE A CONTRACT FOR SUCH PURCHASES**

WHEREAS, it would enhance the health, safety and welfare of the citizens of the City of Windcrest for the City to acquire certain human resource services from ADP, LLC.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windcrest, Texas, that:

1. The acquisition of certain human resource services from ADP, LLC in an amount not to exceed \$_____ per annum is hereby approved.
2. The City Manager is authorized to negotiate and execute a contract for such services.

DULY PASSED AND APPROVED, on the ____ day of September, 2016 at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, Tex. Gov't. Code, §551.001, et. seq. at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

APPROVED AS TO FORM:

Michael S. Brenan, City Attorney



RESOLUTION NUMBER 2016-600(R)

A RESOLUTION APPROVING AN AGREEMENT AND ACKNOWLEDGEMENT OF RIGHTS AND RESPONSIBILITIES BETWEEN THE NON-PROFIT WINDCREST VOLUNTEER FIRE ASSOCIATION, INC. AND THE CITY OF WINDCREST AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY

WHEREAS Windcrest has an established tradition of providing fire and other emergency relief through its Volunteer Fire Department; and

WHEREAS the Windcrest Volunteer Fire Association, Inc. is a non-profit entity organized under the laws of the State of Texas with the purpose of supporting the Volunteer Fire Department and its members; and

WHEREAS during its existence the Windcrest Volunteer Fire Association, Inc. has provided substantial sums that have significantly aided the City as it strives to equip its first responders and provide protection to all residents; and

WHEREAS the Windcrest Volunteer Fire Association, Inc. and the City have determined that it is to the benefit of both entities to clarify the respective roles, rights, and responsibilities of each entity; and

WHEREAS pursuant to a unanimous vote of the City Council on March 7, 2016, a City Council Member, legal counsel for the City, representatives of the Windcrest Volunteer Fire Association, Inc. and its legal counsel have conferred and agreed upon language to be incorporated in an agreement regarding the respective roles, rights, and responsibilities of the entities;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windcrest, Texas that:

1. The agreement appended as Exhibit "A" to this resolution between the Windcrest Volunteer Fire Association, Inc. and the City of Windcrest is hereby approved.
2. The City Manager shall immediately execute and transmit to the Windcrest Volunteer Fire Association, Inc. the agreement appended to this Resolution as Exhibit A.
3. The City shall take all steps necessary to ensure its compliance with the terms of the agreement executed pursuant to the terms of the preceding paragraph.

DULY PASSED AND APPROVED, on the ____ day of September, 2016 at a regular meeting of the City Council of the City of Windcrest, Texas, which meeting was held in compliance with the Open Meetings Act, Tex. Gov't. Code, §551.001, et. seq. at which meeting a quorum was present and voting.

Alan Baxter, Mayor

ATTEST:

Kelly Rodriguez, City Secretary

APPROVED AS TO FORM:

Michael S. Brenan, City Attorney

EXHIBIT A

AGREEMENT AND ACKNOWLEDGEMENT OF RIGHTS AND RESPONSIBILITIES

STATE OF TEXAS §
 §
COUNTY OF BEXAR §

This Agreement is made and entered into by and between the City of Windcrest (hereinafter "City"), a Texas home rule city situated in Bexar County, Texas, and the Windcrest Volunteer Fire Association, Inc. (hereinafter "WVFA"), a non-profit corporation established with the goal of supporting both the Windcrest Fire department and the volunteer members of the Windcrest Fire Department.

WHEREAS, the City desires to cooperate with the WVFA in fundraising for the benefit of both the volunteer members of the Windcrest Fire Department and the City's Fire Department; and

WHEREAS, the WVFA seeks to fundraise for the benefit of both the volunteer members of the Windcrest Fire Department and the City's Fire Department;

THEREFORE, for and in consideration of the promises and mutual agreements, covenants, and conditions hereinafter set forth, the parties hereto contract and agree as follows:

1. The City shall:

- a. Provide fire prevention, fire protection, and emergency rescue services within the corporate city limits of the City of Windcrest, Texas.
- b. Cooperate with the WVFA in efforts to fundraise for the City's Fire Department and Windcrest Volunteer Fire Fighters by providing fire trucks and other equipment for use by the WVFA at fundraising events so long as provision of such equipment does not, in the sole judgment of the Fire Chief of the City, compromise the safety of the residents of Windcrest.
- c. Act in good faith to maintain a positive working relationship with the WVFA that will assist that organization in achieving its charitable objectives.

2. The WVFA shall:

- a. Fundraise for the benefit of the City's Fire Department and the volunteers of the Windcrest Volunteer Fire Fighters Program.
- b. Act in good faith to maintain a positive working relationship with the City during the performance of its charitable objectives.

- c. Maintain all financial books and records in accordance with Generally Accepted Accounting Principles (GAAP).
 - d. The WVFA will comply with all reporting requirements imposed by the IRS and will make mandated information available to the Public upon request.
 - e. The WVFA's tax filing shall be prepared and signed by a Certified Public Accountant.
 - f. Within 10 days from the date of filing, the WVFA shall submit to the City Secretary a copy of any federal, state, local, or governmental filings.
3. This Agreement shall commence upon signing and the initial term shall expire on September 30, 2016 to coincide with the City's fiscal year. Thereafter, this Agreement shall automatically renew from year to year, for a term of one (1) year unless terminated by either party with thirty (30) days written notice.
4. Nothing in this Agreement is intended to expand any liability that the City or WVFA may have to any third party. Nothing contained in the Agreement shall be deemed or construed by the parties hereto or any other third party to create the relationship of principal and agent, partnership, joint venture, or of any other association whatsoever between the parties, it being expressly understood and agreed that no provision contained in this Agreement nor any acts of the parties hereto shall be deemed to create any other relationship between the parties other than the relationship of the City and the WVFA as those terms are understood herein.
5. The specific terms of a tenancy between the City and the WVFA or its members of any residential property shall be memorialized in a separate lease agreement to be agreed upon by the City and the WVFA.
6. Any properties or equipment leased by the City to the WVFA shall remain the sole property of the City.
7. The WVFA shall retain ownership and the right to immediate possession of any property contained on or within any City property that was purchased, granted, or donated to the WVFA and not specifically transferred to the City. The WVFA shall also retain ownership and the right to immediate possession of any property, including property used in fundraising or other activities not directly related to the emergency response obligations of the Department or the City that is located on or within any City property that was purchased, granted, or donated to the WVFA.
8. Except for those properties addressed by the prior paragraph, the WVFA forever relinquishes any right, title, or claim to any ownership of any apparatus or equipment used or which may reasonably be used by the City or the Department for fire suppression or emergency response efforts or activities.

9. WVFA AGREES TO DEFEND, SAVE, INDEMNIFY, AND HOLD HARMLESS THE CITY, ITS OFFICERS, AGENTS, AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTION, SUITS AND LIABILITY OF EVERY KIND, INCLUDING ALL EXPENSES OF LITIGATION, COURT COSTS, INCLUDING REASONABLE ATTORNEY'S FEES, FOR INJURY TO OR DEATH TO ANY PERSON, OR FOR DAMAGES TO ANY PROPERTY, ARISING OUT OF OR IN CONNECTION WITH THE USE OF THE CITY'S EQUIPMENT AT WVFA FUNDRAISERS.

10. No amendment, modification or alteration shall be binding unless the same is approved in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

11. This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings and/or written or oral agreements between the parties. This Agreement shall also supersede any existing agreement, which is hereby terminated.

12. The Agreement may not be assigned without the written consent of both parties.

13. If a dispute arises out of or relates to this contract, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation administered by a mediator in Bexar County, Texas, within thirty (30) days from the date of a written demand for mediation, before resorting to any other dispute resolution procedure. Notwithstanding the foregoing or anything to the contrary contained elsewhere in this Agreement, a party may bring a proceeding against the other party for equitable relief during the pendency of the mediation procedure hereinabove set forth.

14. This agreement shall be interpreted and executed in accordance with the laws of the State of Texas and the ordinances of the City of Windcrest, Texas. Venue and jurisdiction of any suit or right or cause of action arising under or in connection with this Agreement shall be exclusively in Bexar County, Texas, and any court of competent jurisdiction shall interpret this Agreement in accordance with the laws of the State of Texas.

15. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provisions and this agreement shall be construed as if the invalid, illegal or unenforceable provision had never been contained in it. The provisions of this Agreement are severable.

16. Both the City and the WVFA are represented by counsel and have had an opportunity to review this Agreement with the same and this Agreement shall not be construed against the drafting party.

In witness whereof, the parties have signed and executed this Agreement this _____ day of _____, 2016.

CITY OF WINDCREST, TEXAS:

City Manager – Rafael Castillo

Attest:

City Secretary

WINDCREST VOLUNTEER FIRE
ASSOCIATION, INC.

President of Windcrest Volunteer Fire
Association, Inc.

Attest:

Secretary of Windcrest Volunteer Fire
Association, Inc.



8700 Manchaca Road
Suite 106
Austin, Texas 78748
(512) 906-0429

9039 Katy Freeway
Suite 220
Houston, Texas 77024
(713) 481-6975

July 27, 2016

Mr. Rafael Castillo
City Manager
8601 Midcrown Drive
Windcrest, TX 78239

Re: Potential Sales Tax Increase Opportunities

Dear Mr. Castillo,

In the course of our audit and analysis of sales tax receipts for the City of Windcrest (City) and the Windcrest Crime Control/Prevention District (District), we have identified for your consideration two potential areas wherein sales tax revenues could be increased by action of the City and the District. The City and District currently receive approximately **\$231,000** per year in sales tax on commercial utilities and telecommunication services. Assuming none of the currently received tax is in error, we estimate the City and District have the potential to increase sales tax revenue for residential utilities and telecommunications by an estimated **\$126,000** combined per year.

Telecommunications

Recommendation: City and District repeal the exemption of local sales tax on telecommunications services.

We note neither the City nor the District has repealed the exemption of local sales tax on telecommunications services. Our analysis of the sales tax receipts of the City and District shows each is receiving sales tax from telecommunications companies. Some of the tax received can be explained by local sales tax on cable television services provided by telecommunications and cable companies, which are taxable regardless of the exemption, and the sale of equipment (such as phones) by some companies. But our experience suggests it is likely the City and District may be receiving some telecommunications sales tax in error.

The City and District have two options. One option is to leave the exemption in place and continue receiving sales tax from telecommunications companies under current circumstances. The risk is a continuing and growing hidden liability. An audit by the Comptroller of Public Accounts of any one of the reporting companies could result in the City and District being required to return sales tax incorrectly received. The statute of limitations is 4 years. The taxes to be returned would be those paid to the City or District by the audited company for 48 months of history.

The other option is to repeal the telecommunications sales tax exemption, which we recommend. Since some residents and businesses are being charged the telecommunications sales tax and others may not be, removing the exemption will level the “playing field” and make it fair for all. There is also the potential of additional telecommunications sales tax revenue resulting from our work with companies we may identify as potentially under-reporting to bring the sales tax to an expected level. We also recognize the City has within its jurisdiction a large consumer of telecommunications services (Rackspace). It is possible telecommunications services related to this consumer may be under-taxed. We cannot fully assess these additional possibilities for increased telecommunications sales tax until the exemption is repealed and we are presented with the opportunity to freely work with related telecommunications providers.

While repealing the exemption does not remove the liability related to tax received incorrectly, our experience suggests it could reduce its likelihood. Further, the liability disappears 48 months past the repeal date posted by the Comptroller. If the City and District elect to remove the exemption, the Comptroller’s office requires telecommunications companies be provided a full quarter’s notice. Therefore, any notification to the Comptroller of the exemption’s repeal should occur as soon in a new calendar quarter as possible.

Residential Utilities

Recommendation: Impose Sales Tax on Residential Utility Services

The City and the District currently impose a sales tax on gas and electricity used in commercial operations within the City. Legislation enacted in 1978, (House Bill 1, 65th Legislature, Second Called Session) exempted residential use of natural gas and electricity from sales and use taxes. However, the legislation also included a grandfather clause that authorized any city that imposed sales tax prior to October 1, 1979 to either retain the tax by ordinance on or before May 1, 1979; or re-impose the tax at any time after May 1, 1979, (Tax Code Chapter 321, Sub-chapter A, Section 105 (c)). We found in our research of the Texas Comptroller’s database that the City is eligible by these rules to re-impose its local sales tax on residential utility services.

The City can impose its sales tax on residential utility services by ordinance of a majority of the full City Council. Once the City imposes its sales tax on residential gas and electricity services, The District will also be eligible to impose its tax on residential utilities. We estimate imposing

the combined City and District tax on residential gas and electric utility services will add approximately \$2.00 to a typical monthly residential utility bill and generate approximately \$61,000 in increased sales tax revenue annually to the City and District.

Please let us know if you have any questions regarding these recommendations. We welcome the opportunity to assist you with implementation as you deem appropriate.

Sincerely,

Richard Fletcher
Vice President, Marketing and Sales

CONSULTING SERVICES AGREEMENT

AGREEMENT made by and between SALES TAX ASSURANCE LLC, whose mailing address is P.O. Box 152229, Austin, TX 78715-2229, hereinafter referred to as "STA" and the CITY of WINDCREST, whose mailing address is 8601 Midcrown Drive, Windcrest, TX 78239, hereinafter referred to as "CLIENT."

WHEREAS, CLIENT desires to engage the services of STA, as an independent contractor and not as an employee, to provide CLIENT consulting services for the administration of the sales and use taxes to be allocated to the CLIENT; and

WHEREAS, STA desires to consult with CLIENT to assist CLIENT with its sales and use tax administration;

NOW, THEREFORE, it is agreed as follows:

1. **Term.** The respective duties and obligations of the contracting parties shall be for a period of Twelve (12) months, commencing on October 1, 2012. This agreement automatically renews for a Twelve (12) month increment unless terminated as described in Section 9.

2. **Consultations.** STA will provide consulting services as defined in Exhibit I.

A. **Exclusion.** Services provided in Exhibit I cover the normal sales tax compliance administration for CLIENT. Services which may be required for STA to develop information or perform activities in support of CLIENT's contemplated or actual legal activities related to recovering sales/use tax are excluded.

B. **Additional Consultations.** CLIENT may request STA provide additional consulting services at any time during the term of the Agreement. If CLIENT and STA mutually agree on the scope of the additional consulting, then STA will provide those services on a Time and Materials basis, or otherwise, as the parties agree. Hourly rates will vary depending on the scope and structure of the work and the personnel required. Any additional consulting services shall be agreed in writing by the parties prior to any services being performed. STA will invoice monthly any fees and expenses for additional consultation services. Invoices will be due on receipt.

3. **Authorization.** CLIENT authorizes STA to request, receive and discuss tax information, whether or not confidential, related to CLIENT from the Texas Comptroller of Public Accounts (CPA) officials, from County or other appraisal district officials and any other individuals or parties who are or may be obligated to collect sales and use tax on behalf of CLIENT. CLIENT authorizes STA to initiate, request and to represent CLIENT in any discussions or reviews with parties obligated to collect sales and use tax on behalf of CLIENT but in no circumstance may these actions be construed to be, or STA represent that STA is an employee of CLIENT. CLIENT agrees and understands that the Texas Comptroller of Public Accounts has the exclusive authority and responsibility to administer and collect sales and use

taxes on behalf of CLIENT and agrees that in retaining STA, CLIENT is not delegating any of its responsibilities or authority to administer and enforce its sales and use taxes.

4. Retainer. A retainer of Six Thousand Dollars (\$6,000.00) is due and payable for the Twelve (12) month period of the agreement on signing of the agreement and Six Thousand Dollars (\$6,000.00) at the beginning of any subsequent Twelve (12) month renewal of the agreement.

5. Contingent Compensation. For the performance of the services rendered to the CLIENT pursuant to the terms of the agreement CLIENT will pay STA a Contingent Compensation of Thirty Five percent (35%) of any sales and use tax revenues recovered for the CLIENT for prior periods of time as a direct result of STA's work for CLIENT during the term of this Agreement, or any extensions thereof ("Recovered Taxes"). In addition, CLIENT will pay STA a Contingent Compensation of Thirty Five percent (35%) of any new or increase in sales and use tax revenues received by the CLIENT from any entity or individual for a period of Twenty Four (24) months, which period begins upon CLIENT'S first receipt of correct new or increased payments from the entity or individual that are a direct result of STA's work for CLIENT during the term of this Agreement, or any extensions thereof ("New Taxes").

A. Fee Calculation. Recovered Taxes shall be calculated based upon the actual sales and use tax payments received by CLIENT from the Texas State Comptroller for any entity or individual whose sales and use tax payments had not been previously paid to, or had been incorrectly allocated to a governmental entity other than CLIENT, before STA's work resulted in the Texas State Comptroller properly reallocating or paying those payments to CLIENT. New Taxes shall be calculated based on the payment received and documented in reports from the Texas State Comptroller of the actual sales and use tax payments received by CLIENT from the Texas State Comptroller and which tax payments can reasonably be demonstrated to have been the result of STA's work for CLIENT during the term.

B. Retainer Credit. STA will credit CLIENT up to the \$6,000 annual retainer payment against Contingent Fees due as a result of issues identified during a 12 month contract period, even if the fees come due after that contract period, so that the CLIENT's net Contingent Fee for any 12 month contract period is that which is in excess of the annual retainer for that period. Retainer Credit is not cumulative. Any unutilized credit for a 12 month contract period does not apply to Contingent Fees due as a result of issues identified during any subsequent contract period.

STA will submit detailed documentation and justification for payments due with any invoices. Payment is due 30 days from receipt of the invoice by CLIENT. CLIENT agrees to cooperate and to provide access by CLIENT to reports necessary to allow STA to calculate its fees due for the Recovered Taxes or New Taxes until such time as CLIENT's obligation is complete. STA agrees that if an entity's or individual's payment of the Recovered Taxes or New Taxes cease due to annexation, CLIENT will no longer be obligated to pay any amounts to STA based upon that portion of the Recovered Taxes or New Taxes.

6. Expenses Reimbursement. Expenses incurred by STA in providing services in Exhibit 1 are the responsibility of STA. If approved in advance in writing by CLIENT, STA shall be reimbursed for any expenses, including travel, incurred by STA beyond the scope of services included in Exhibit 1. STA shall invoice those expenses quarterly and they are due on receipt of invoice.

7. Client Information, Coordination and Communication Obligations. CLIENT will provide STA a detailed map of CLIENT's jurisdiction boundaries and its sales tax boundaries, if different from its jurisdiction boundaries. CLIENT will designate a person to serve as the coordination person for CLIENT with STA for sales/use tax issues related to CLIENT and who will be available to discuss with and provide STA information, in a timely manner, to resolve questions related to CLIENT's jurisdiction boundaries. CLIENT agrees STA will be the principal communications point related to sales tax between CLIENT and the CPA and businesses and agrees to refer all contacts from the CPA or businesses related to sales tax to STA. CLIENT will promptly notify STA of any annexations, de-annexations or jurisdiction boundary changes during the term of this agreement.

8. Parties Document Retention and Confidentiality Obligations. STA, its principals, employees, agents, contractors and associates agree to maintain confidential, for a period of 5 years or any other period as required by statute, any information marked or designated as confidential by CLIENT or received for CLIENT'S benefit, and agree to destroy, at the written request of the CLIENT, all such documents and any other documents obtained by STA on CLIENT's behalf, whether or not confidential, within 30 days of termination of this agreement. CLIENT, its officers, employees, associates, agents or contractors agree, except as required by the Texas Open Records Act or other legal process, to maintain confidential any STA contacts disclosed to CLIENT, any proprietary analytical methods, procedures or software disclosed to and/or used on behalf of CLIENT.

9. Termination. This agreement may be terminated by either party by giving ninety (90) days' written notice to the other party at the address above or at an address chosen subsequent to the execution of this agreement and communicated in writing. If CLIENT terminates this agreement before its expiration, STA will not refund any retainer paid to STA and additionally CLIENT's obligations as defined in Section 5 remain until fulfilled. If STA terminates this agreement prior to its expiration, STA will return to CLIENT, pro-rata, a portion of the retainer paid to STA based upon the proportionate number of days remaining in the quarter in which the Agreement is terminated but any payments due STA as defined in Section 5 remain until fulfilled.

10. General Provisions.

A. Non-Waiver. It is expressly understood and agreed that, in the execution of this agreement, neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its rights or governmental powers or functions pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation.

B. Assignment; No Third Party Beneficiaries. STA may assign this agreement to another entity in which STA or its Principals have a controlling interest but STA may not assign this Agreement to another entity or party in which STA or principals do not have a controlling interest without the prior written consent of CLIENT. This Agreement shall bind and benefit the Parties hereto. This Agreement shall be for the sole and exclusive benefit of the Parties hereto and their legal successors and assigns and shall not be construed to confer any rights upon any third party.

C. Choice of Law and Venue. This Agreement shall be governed by and interpreted in accordance with laws of the State of Texas, without giving effect to any conflict-of-laws provisions. Venue shall be in the County of Texas in which CLIENT is located.

D. Notices

All notices and other communications required or permitted hereunder or necessary or convenient in connection herewith shall be in writing and shall be deemed to have been given when hand delivered, sent by facsimile with evidence of receipt, sent by reputable overnight courier with signature of recipient required or mailed by registered or certified mail, as follows (provided that notice of change of address shall be deemed given only when received):

If to STA to: Sale Tax Assurance LLC
PO Box 152229
Austin, Texas 78715-2229
Attention: Tina Rodriquez, President

If to CLIENT to: City of Windcrest
8601 Midcrown Drive
Windcrest, TX 78239
Attention: Rafael Castillo, City Manager

or to such other names or addresses as STA or CLIENT, as the case may be, shall designate by notice to each other person entitled to receive notices in the manner specified in this Section.

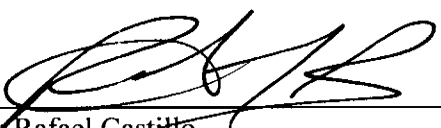
E. Counterparts

This Agreement shall become binding when any one or more counterparts hereof, individually or taken together, shall bear the signatures of CLIENT and STA. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be

an original as against any Party whose signature appears thereon, but all of which together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the dates set forth below.

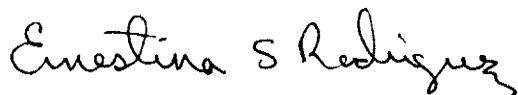
CITY OF WINDCREST



By: Rafael Castillo
City Manager

Date: 9-26-12

TAX REVENUE CONSULTANTS, LLC



By: Ernestina S. Rodriguez, President

Date: 8/30/2012

Exhibit I

Sales/Use Tax Administration Consulting Services

In providing comprehensive sales/use tax compliance administration for CLIENT, STA will:

1. Serve as the primary contact point for CLIENT with the Texas Comptroller of Public Accounts' office (CPA) and businesses collecting sales/use tax for benefit of CLIENT,
2. Provide coordination and information as appropriate with and to the CPA and businesses in order for CLIENT to receive its correct sales/use tax allocations,
3. Research and review all businesses reporting sales tax to CLIENT to assure they should be and are collecting and paying sales tax appropriately to CLIENT,
4. Research new businesses established in CLIENT's locale and fix any not registered appropriately to collect sales tax for the District,
5. Develop the requisite information and work with certain out-of-jurisdiction services and sales providers to assure appropriate tax is collected and reported for CLIENT,
6. Review monthly details of CLIENT's sales tax receipts and research any anomalies,
7. Provide monthly to CLIENT sales tax reports as follows:-
 - a. The current and historical sales tax receipts and their change and trends,
 - b. The change in collections for the CLIENT and other selected jurisdictions in CLIENT's County,
 - c. Elements of CLIENT's net sales tax payment and change from the prior year,
 - d. CLIENT's sales tax from selected industry segments and change from prior year,
8. Provide quarterly (by end of the month following a contract quarter end)-
 - a. A summary of issues STA is working which could result in additional sales tax revenue and if possible an estimate of the increased revenue potential,
 - b. A report of CLIENT's Top 100 sales taxpayers (CONFIDENTIAL) in rank order with change from prior year,
9. Provide as appropriate-
 - a. Special reports and analysis of issues not covered in regular reports which are within the scope of the agreement,,
10. Utilize its Principals in all consultations with CLIENT's staff or governing officials.

CITY OF WINDCREST
8601 Midcrown Drive
Windcrest, TX 78239

October 1, 2012

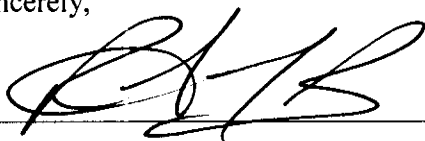
The Honorable Susan Combs
Texas Comptroller of Public Accounts
Post Office Box 13528, Capitol Station
Austin, Texas 78711-3528

Re: AUTHORIZATION

Dear Ms. Combs:

Please be advised that the City of Windcrest (WINDCREST) has retained Sales Tax Assurance LLC (STA) to provide WINDCREST administrative assistance related to its sales and use tax. WINDCREST hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WINDCREST would normally be entitled to receive and which are pertinent to WINDCREST sales and use taxes. This authorization applies to the State of Texas Comptroller's Office and to any entities which collect taxes on behalf of WINDCREST. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WINDCREST.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rafael Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

CITY OF WINDCREST
8601 Midcrown Drive
Windcrest, TX 78239

October 1, 2012

Re: AUTHORIZATION TO RECEIVE INFORMATION
CITY OF WINDCREST

To whom it may concern:

Please be advised that the City of Windcrest (WINDCREST) has retained Sales Tax Assurance LLC (STA) to provide WINDCREST administrative assistance related to its tax revenue. WINDCREST hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WINDCREST would normally be entitled to receive and which are pertinent to WINDCREST property or sales taxes. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WINDCREST.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rafael Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

CONSULTING SERVICES AGREEMENT

AGREEMENT made by and between SALES TAX ASSURANCE LLC, whose mailing address is P.O. Box 152229, Austin, TX 78715-2229, hereinafter referred to as "STA" and the CITY of WINDCREST, whose mailing address is 8601 Midcrown Drive, Windcrest, TX 78239, hereinafter referred to as "CLIENT."

WHEREAS, CLIENT desires to engage the services of STA, as an independent contractor and not as an employee, to provide CLIENT consulting services for the administration of the sales and use taxes to be allocated to the CLIENT; and

WHEREAS, STA desires to consult with CLIENT to assist CLIENT with its sales and use tax administration;

NOW, THEREFORE, it is agreed as follows:

1. **Term.** The respective duties and obligations of the contracting parties shall be for a period of Twelve (12) months, commencing on October 1, 2012. This agreement automatically renews for a Twelve (12) month increment unless terminated as described in Section 9.

2. **Consultations.** STA will provide consulting services as defined in Exhibit I.

A. **Exclusion.** Services provided in Exhibit I cover the normal sales tax compliance administration for CLIENT. Services which may be required for STA to develop information or perform activities in support of CLIENT's contemplated or actual legal activities related to recovering sales/use tax are excluded.

B. **Additional Consultations.** CLIENT may request STA provide additional consulting services at any time during the term of the Agreement. If CLIENT and STA mutually agree on the scope of the additional consulting, then STA will provide those services on a Time and Materials basis, or otherwise, as the parties agree. Hourly rates will vary depending on the scope and structure of the work and the personnel required. Any additional consulting services shall be agreed in writing by the parties prior to any services being performed. STA will invoice monthly any fees and expenses for additional consultation services. Invoices will be due on receipt.

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EM

taxes on behalf of CLIENT and agrees that in retaining STA, CLIENT is not delegating any of its responsibilities or authority to administer and enforce its sales and use taxes.

4. **Retainer.** A retainer of Six Thousand Dollars (\$6,000.00) is due and payable for the Twelve (12) month period of the agreement on signing of the agreement and Six Thousand Dollars (\$6,000.00) at the beginning of any subsequent Twelve (12) month renewal of the agreement.

5. **Contingent Compensation.** For the performance of the services rendered to the CLIENT pursuant to the terms of the agreement CLIENT will pay STA a Contingent Compensation of Thirty Five percent (35%) of any sales and use tax revenues recovered for the CLIENT for prior periods of time as a direct result of STA's work for CLIENT during the term of this Agreement, or any extensions thereof ("Recovered Taxes"). In addition, CLIENT will pay STA a Contingent Compensation of Thirty Five percent (35%) of any new or increase in sales and use tax revenues received by the CLIENT from any entity or individual for a period of Twenty Four (24) months, which period begins upon CLIENT'S first receipt of correct new or increased payments from the entity or individual that are a direct result of STA's work for CLIENT during the term of this Agreement, or any extensions thereof ("New Taxes").

A. **Fee Calculation.** Recovered Taxes shall be calculated based upon the actual sales and use tax payments received by CLIENT from the Texas State Comptroller for any entity or individual whose sales and use tax payments had not been previously paid to, or had been incorrectly allocated to a governmental entity other than CLIENT, before STA's work resulted in the Texas State Comptroller properly reallocating or paying those payments to CLIENT. New Taxes shall be calculated based on the payment received and documented in reports from the Texas State Comptroller of the actual sales and use tax payments received by CLIENT from the Texas State Comptroller and which tax payments can reasonably be demonstrated to have been the result of STA's work for CLIENT during the term.

B. **Retainer Credit.** STA will credit CLIENT up to the \$6,000 annual retainer payment against Contingent Fees due as a result of issues identified during a 12 month contract period, even if the fees come due after that contract period, so that the CLIENT's net Contingent Fee for any 12 month contract period is that which is in excess of the annual retainer for that period. Retainer Credit is not cumulative. Any unutilized credit for a 12 month contract period does not apply to Contingent Fees due as a result of issues identified during any subsequent contract period.

STA will submit detailed documentation and justification for payments due with any invoices. Payment is due 30 days from receipt of the invoice by CLIENT. CLIENT agrees to cooperate and to provide access by CLIENT to reports necessary to allow STA to calculate its fees due for the Recovered Taxes or New Taxes until such time as CLIENT's obligation is complete. STA agrees that if an entity's or individual's payment of the Recovered Taxes or New Taxes cease due to annexation, CLIENT will no longer be obligated to pay any amounts to STA based upon that portion of the Recovered Taxes or New Taxes.

EN

6. **Expenses Reimbursement.** Expenses incurred by STA in providing services in Exhibit 1 are the responsibility of STA. If approved in advance in writing by CLIENT, STA shall be reimbursed for any expenses, including travel, incurred by STA beyond the scope of services included in Exhibit 1. STA shall invoice those expenses quarterly and they are due on receipt of invoice.

7. **Client Information, Coordination and Communication Obligations.** CLIENT will provide STA a detailed map of CLIENT's jurisdiction boundaries and its sales tax boundaries, if different from its jurisdiction boundaries. CLIENT will designate a person to serve as the coordination person for CLIENT with STA for sales/use tax issues related to CLIENT and who will be available to discuss with and provide STA information, in a timely manner, to resolve questions related to CLIENT's jurisdiction boundaries. CLIENT agrees STA will be the principal communications point related to sales tax between CLIENT and the CPA and businesses and agrees to refer all contacts from the CPA or businesses related to sales tax to STA. CLIENT will promptly notify STA of any annexations, de-annexations or jurisdiction boundary changes during the term of this agreement.

8. **Parties Document Retention and Confidentiality Obligations.** STA, its principals, employees, agents, contractors and associates agree to maintain confidential, for a period of 5 years or any other period as required by statute, any information marked or designated as confidential by CLIENT or received for CLIENT'S benefit, and agree to destroy, at the written request of the CLIENT, all such documents and any other documents obtained by STA on CLIENT's behalf, whether or not confidential, within 30 days of termination of this agreement. CLIENT, its officers, employees, associates, agents or contractors agree, except as required by the Texas Open Records Act or other legal process, to maintain confidential any STA contacts disclosed to CLIENT, any proprietary analytical methods, procedures or software disclosed to and/or used on behalf of CLIENT.

9. **Termination.** This agreement may be terminated by either party by giving ninety (90) days' written notice to the other party at the address above or at an address chosen subsequent to the execution of this agreement and communicated in writing. If CLIENT terminates this agreement before its expiration, STA will not refund any retainer paid to STA and additionally CLIENT's obligations as defined in Section 5 remain until fulfilled. If STA terminates this agreement prior to its expiration, STA will return to CLIENT, pro-rata, a portion of the retainer paid to STA based upon the proportionate number of days remaining in the quarter in which the Agreement is terminated but any payments due STA as defined in Section 5 remain until fulfilled.

10. **General Provisions.**

A. **Non-Waiver.** It is expressly understood and agreed that, in the execution of this agreement, neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its rights or governmental powers or functions pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation.

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B. Assignment; No Third Party Beneficiaries. STA may assign this agreement to another entity in which STA or its Principals have a controlling interest but STA may not assign this Agreement to another entity or party in which STA or principals do not have a controlling interest without the prior written consent of CLIENT. This Agreement shall bind and benefit the Parties hereto. This Agreement shall be for the sole and exclusive benefit of the Parties hereto and their legal successors and assigns and shall not be construed to confer any rights upon any third party.

C. Choice of Law and Venue. This Agreement shall be governed by and interpreted in accordance with laws of the State of Texas, without giving effect to any conflict-of-laws provisions. Venue shall be in the County of Texas in which CLIENT is located.

D. Notices

All notices and other communications required or permitted hereunder or necessary or convenient in connection herewith shall be in writing and shall be deemed to have been given when hand delivered, sent by facsimile with evidence of receipt, sent by reputable overnight courier with signature of recipient required or mailed by registered or certified mail, as follows (provided that notice of change of address shall be deemed given only when received):

If to STA to: Sale Tax Assurance LLC
PO Box 152229
Austin, Texas 78715-2229
Attention: Tina Rodriquez, President

If to CLIENT to: City of Windcrest
8601 Midcrown Drive
Windcrest, TX 78239
Attention: Rafael Castillo, City Manager

or to such other names or addresses as STA or CLIENT, as the case may be, shall designate by notice to each other person entitled to receive notices in the manner specified in this Section.

E. Counterparts

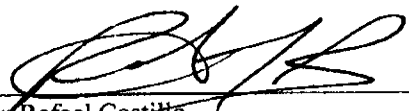
This Agreement shall become binding when any one or more counterparts hereof, individually or taken together, shall bear the signatures of CLIENT and STA. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be

EX

an original as against any Party whose signature appears thereon, but all of which together shall constitute but one and the same instrument.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the dates set forth below.

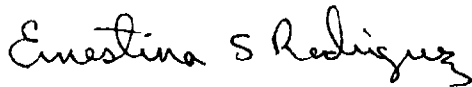
CITY OF WINDCREST



By: Rafael Castillo
City Manager

Date: 9-26-12

TAX REVENUE CONSULTANTS, LLC



By: Ernestina S. Rodriguez, President



09/26/2012

Date: 8/30/2012

EX

CITY OF WINDCREST
8601 Midcrown Drive
Windcrest, TX 78239

October 1, 2012

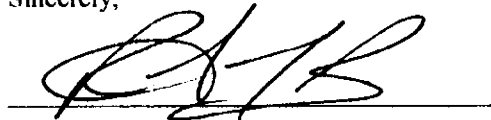
The Honorable Susan Combs
Texas Comptroller of Public Accounts
Post Office Box 13528, Capitol Station
Austin, Texas 78711-3528

Re: AUTHORIZATION

Dear Ms. Combs:

Please be advised that the City of Windcrest (WINDCREST) has retained Sales Tax Assurance LLC (STA) to provide WINDCREST administrative assistance related to its sales and use tax. WINDCREST hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WINDCREST would normally be entitled to receive and which are pertinent to WINDCREST sales and use taxes. This authorization applies to the State of Texas Comptroller's Office and to any entities which collect taxes on behalf of WINDCREST. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WINDCREST.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rafael Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

CITY OF WINDCREST
8601 Midcrown Drive
Windcrest, TX 78239

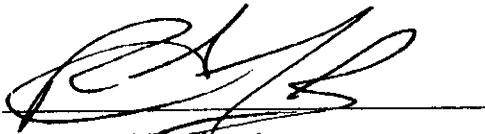
October 1, 2012

Re: AUTHORIZATION TO RECEIVE INFORMATION
CITY OF WINDCREST

To whom it may concern:

Please be advised that the City of Windcrest (WINDCREST) has retained Sales Tax Assurance LLC (STA) to provide WINDCREST administrative assistance related to its tax revenue. WINDCREST hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WINDCREST would normally be entitled to receive and which are pertinent to WINDCREST property or sales taxes. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WINDCREST.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rafael Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

Exhibit I

Sales/Use Tax Administration Consulting Services

In providing comprehensive sales/use tax compliance administration for CLIENT, STA will:

1. Serve as the primary contact point for CLIENT with the Texas Comptroller of Public Accounts' office (CPA) and businesses collecting sales/use tax for benefit of CLIENT,
2. Provide coordination and information as appropriate with and to the CPA and businesses in order for CLIENT to receive its correct sales/use tax allocations,
3. Research and review all businesses reporting sales tax to CLIENT to assure they should be and are collecting and paying sales tax appropriately to CLIENT,
4. Research new businesses established in CLIENT's locale and fix any not registered appropriately to collect sales tax for the District,
5. Develop the requisite information and work with certain out-of-jurisdiction services and sales providers to assure appropriate tax is collected and reported for CLIENT,
6. Review monthly details of CLIENT's sales tax receipts and research any anomalies,
7. Provide monthly to CLIENT sales tax reports as follows:-
 - a. The current and historical sales tax receipts and their change and trends,
 - b. The change in collections for the CLIENT and other selected jurisdictions in CLIENT's County,
 - c. Elements of CLIENT's net sales tax payment and change from the prior year,
 - d. CLIENT's sales tax from selected industry segments and change from prior year,
8. Provide quarterly (by end of the month following a contract quarter end)-
 - a. A summary of issues STA is working which could result in additional sales tax revenue and if possible an estimate of the increased revenue potential,
 - b. A report of CLIENT's Top 100 sales taxpayers (CONFIDENTIAL) in rank order with change from prior year,
9. Provide as appropriate-
 - a. Special reports and analysis of issues not covered in regular reports which are within the scope of the agreement,,
10. Utilize its Principals in all consultations with CLIENT's staff or governing officials.

CONSULTING SERVICES AGREEMENT

AGREEMENT made by and between SALES TAX CONSULTANTS LLC, whose mailing address is P.O. Box 152229, Austin, TX 78715-2229, hereinafter referred to as "STA" and the WINDCREST CRIME CONTROL AND PREVENTION DISTRICT, whose mailing address is 8601 Midcrown Drive, Windcrest, TX 78239, hereinafter referred to as "CLIENT."

WHEREAS, CLIENT desires to engage the services of STA, as an independent contractor and not as an employee, to provide CLIENT consulting services for the administration of the sales and use taxes to be allocated to the CLIENT; and

WHEREAS, STA desires to consult with CLIENT to assist CLIENT with its sales and use tax administration;

NOW, THEREFORE, it is agreed as follows:

1. **Term.** The respective duties and obligations of the contracting parties shall be for a period of Twelve (12) months, commencing on May 1, 2012. This agreement automatically renews for a Twelve (12) month increment unless terminated as described in Section 9.

2. **Consultations.** STA will provide consulting services as defined in Exhibit I.

A. **Exclusion.** Services provided in Exhibit I cover the normal sales tax compliance administration for CLIENT. Services which may be required for STA to develop information or perform activities in support of CLIENT's contemplated or actual legal activities related to recovering sales/use tax are excluded.

B. **Additional Consultations.** CLIENT may request STA provide additional consulting services at any time during the term of the Agreement. If CLIENT and STA mutually agree on the scope of the additional consulting, then STA will provide those services on a Time and Materials basis, or otherwise, as the parties agree. Hourly rates will vary depending on the scope and structure of the work and the personnel required. Any additional consulting services shall be agreed in writing by the parties prior to any services being performed. STA will invoice monthly any fees and expenses for additional consultation services. Invoices will be due on receipt.

3. **Authorization.** CLIENT authorizes STA to request, receive and discuss tax information, whether or not confidential, related to CLIENT from the Texas Comptroller of Public Accounts (CPA) officials, from County or other appraisal district officials and any other individuals or parties who are or may be obligated to collect sales and use tax on behalf of CLIENT. CLIENT authorizes STA to initiate, request and to represent CLIENT in any discussions or reviews with parties obligated to collect sales and use tax on behalf of CLIENT but in no circumstance may these actions be construed to be, or STA represent that STA is an employee of CLIENT. CLIENT agrees and understands that the Texas Comptroller of Public Accounts has the exclusive authority and responsibility to administer and collect sales and use

taxes on behalf of CLIENT and agrees that in retaining STA, CLIENT is not delegating any of its responsibilities or authority to administer and enforce its sales and use taxes.

4. Retainer. The retainer is waived as long as there is in place a concurrent STA consulting services contract with the City of Windcrest.

5. Contingent Compensation. For the performance of the services rendered to the CLIENT pursuant to the terms of the agreement CLIENT will pay STA a Contingent Compensation of Thirty Five percent (35%) of any sales and use tax revenues recovered for the CLIENT for prior periods of time as a direct result of STA's work for CLIENT during the term of this Agreement, or any extensions thereof ("Recovered Taxes"). In addition, CLIENT will pay STA a Contingent Compensation of Thirty Five percent (35%) of any new or increase in sales and use tax revenues received by the CLIENT from any entity or individual for a period of Twenty Four (24) months, which period begins upon CLIENT'S first receipt of correct new or increased payments from the entity or individual that are a direct result of STA's work for CLIENT during the term of this Agreement, or any extensions thereof ("New Taxes").

A. Fee Calculation. Recovered Taxes shall be calculated based upon the actual sales and use tax payments received by CLIENT from the Texas State Comptroller for any entity or individual whose sales and use tax payments had not been previously paid to, or had been incorrectly allocated to a governmental entity other than CLIENT, before STA's work resulted in the Texas State Comptroller properly reallocating or paying those payments to CLIENT. New Taxes shall be calculated based on the payment received and documented in reports from the Texas State Comptroller of the actual sales and use tax payments received by CLIENT from the Texas State Comptroller and which tax payments can reasonably be demonstrated to have been the result of STA's work for CLIENT during the term.

B. Retainer Credit. STA will credit CLIENT up to the \$6,000 annual retainer payment against Contingent Fees due as a result of issues identified during a 12 month contract period, even if the fees come due after that contract period, so that the CLIENT's net Contingent Fee for any 12 month contract period is that which is in excess of the annual retainer for that period. Retainer Credit is not cumulative. Any unutilized credit for a 12 month contract period does not apply to Contingent Fees due as a result of issues identified during any subsequent contract period.

STA will submit detailed documentation and justification for payments due with any invoices. Payment is due 30 days from receipt of the invoice by CLIENT. CLIENT agrees to cooperate and to provide access by CLIENT to reports necessary to allow STA to calculate its fees due for the Recovered Taxes or New Taxes until such time as CLIENT's obligation is complete. STA agrees that if an entity's or individual's payment of the Recovered Taxes or New Taxes cease due to annexation, CLIENT will no longer be obligated to pay any amounts to STA based upon that portion of the Recovered Taxes or New Taxes.

6. Expenses Reimbursement. Expenses incurred by STA in providing services in Exhibit 1 are the responsibility of STA. If approved in advance in writing by CLIENT, STA shall be reimbursed for any expenses, including travel, incurred by STA beyond the scope of

services included in Exhibit 1. STA shall invoice those expenses quarterly and they are due on receipt of invoice.

7. Client Information, Coordination and Communication Obligations. CLIENT will provide STA a detailed map of CLIENT's jurisdiction boundaries and its sales tax boundaries, if different from its jurisdiction boundaries. CLIENT will designate a person to serve as the coordination person for CLIENT with STA for sales/use tax issues related to CLIENT and who will be available to discuss with and provide STA information, in a timely manner, to resolve questions related to CLIENT's jurisdiction boundaries. CLIENT agrees STA will be the principal communications point related to sales tax between CLIENT and the CPA and businesses and agrees to refer all contacts from the CPA or businesses related to sales tax to STA. CLIENT will promptly notify STA of any annexations, de-annexations or jurisdiction boundary changes during the term of this agreement.

8. Parties Document Retention and Confidentiality Obligations. STA, its principals, employees, agents, contractors and associates agree to maintain confidential, for a period of 5 years or any other period as required by statute, any information marked or designated as confidential by CLIENT or received for CLIENT'S benefit, and agree to destroy, at the written request of the CLIENT, all such documents and any other documents obtained by STA on CLIENT's behalf, whether or not confidential, within 30 days of termination of this agreement. CLIENT, its officers, employees, associates, agents or contractors agree, except as required by the Texas Open Records Act or other legal process, to maintain confidential any STA contacts disclosed to CLIENT, any proprietary analytical methods, procedures or software disclosed to and/or used on behalf of CLIENT.

9. Termination. This agreement may be terminated by either party by giving ninety (90) days' written notice to the other party at the address above or at an address chosen subsequent to the execution of this agreement and communicated in writing. If CLIENT terminates this agreement before its expiration, STA will not refund any retainer paid to STA and additionally CLIENT's obligations as defined in Section 5 remain until fulfilled. If STA terminates this agreement prior to its expiration, STA will return to CLIENT, pro-rata, a portion of the retainer paid to STA based upon the proportionate number of days remaining in the quarter in which the Agreement is terminated but any payments due STA as defined in Section 5 remain until fulfilled.

10. General Provisions.

A. Non-Waiver. It is expressly understood and agreed that, in the execution of this agreement, neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its rights or governmental powers or functions pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation.

B. Assignment; No Third Party Beneficiaries. STA may assign this agreement to another entity in which STA or its Principals have a controlling interest but STA may not assign this Agreement to another entity or party in which STA or principals do not have a controlling interest without the prior written consent of CLIENT. This Agreement shall bind

and benefit the Parties hereto. This Agreement shall be for the sole and exclusive benefit of the Parties hereto and their legal successors and assigns and shall not be construed to confer any rights upon any third party.

C. Choice of Law and Venue. This Agreement shall be governed by and interpreted in accordance with laws of the State of Texas, without giving effect to any conflict-of-laws provisions. Venue shall be in the County of Texas in which CLIENT is located.

D. Notices

All notices and other communications required or permitted hereunder or necessary or convenient in connection herewith shall be in writing and shall be deemed to have been given when hand delivered, sent by facsimile with evidence of receipt, sent by reputable overnight courier with signature of recipient required or mailed by registered or certified mail, as follows (provided that notice of change of address shall be deemed given only when received):

If to STA to: Sales Tax Assurance LLC
PO Box 152229
Austin, Texas 78715-2229
Attention: Tina Rodriquez, President

If to CLIENT to: Windcrest Crime Control and Prevention District
8601 Midcrown Drive,
Windcrest, TX 78239
Attention: Rafael Castillo

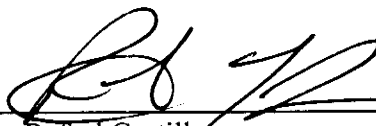
or to such other names or addresses as STA or CLIENT, as the case may be, shall designate by notice to each other person entitled to receive notices in the manner specified in this Section.

E. Counterparts

This Agreement shall become binding when any one or more counterparts hereof, individually or taken together, shall bear the signatures of CLIENT and STA. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original as against any Party whose signature appears thereon, but all of which together shall constitute but one and the same instrument.

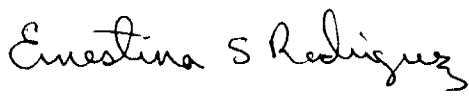
IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the dates set forth below.

WINDCREST CRIME CONTROL AND PREVENTION DISTRICT



By: Rafael Castillo
Title:
Date: 9-26-12

SALES TAX ASSURANCE LLC



By: Ernestina S. Rodriguez, President

Date: 8/30/2012

WINDCREST CRIME CONTROL AND PREVENTION DISTRICT
8601 Midcrown Drive
Windcrest, TX 78239

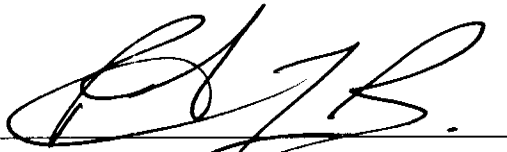
October 1, 2012

Re: AUTHORIZATION TO RECEIVE INFORMATION
WINDCREST CRIME CONTROL AND PREVENTION DISTRICT

To whom it may concern:

Please be advised that the Windcrest Crime Control and Prevention (WCCPD) has retained Sales Tax Assurance LLC (STA) to provide WCCPD administrative assistance related to its tax revenue. WCCPD hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WCCPD would normally be entitled to receive and which are pertinent to WCCPD property or sales taxes. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WCCPD.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

Exhibit I

Sales/Use Tax Administration Consulting Services

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3. Research and review all businesses reporting sales tax to CLIENT to assure they should be and are collecting and paying sales tax appropriately to CLIENT,
4. Research new businesses established in CLIENT's locale and fix any not registered appropriately to collect sales tax for the District,
5. Develop the requisite information and work with certain out-of-jurisdiction services and sales providers to assure appropriate tax is collected and reported for CLIENT,
6. Review monthly details of CLIENT's sales tax receipts and research any anomalies,
7. Provide monthly to CLIENT sales tax reports as follows:-
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 - b. The change in collections for the CLIENT and other selected jurisdictions in CLIENT's County,
 - c. Elements of CLIENT's net sales tax payment and change from the prior year,
 - d. CLIENT's sales tax from selected industry segments and change from prior year,
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WINDCREST CRIME CONTROL AND PREVENTION DISTRICT
8601 Midcrown Drive
Windcrest, TX 78239

October 1, 2012

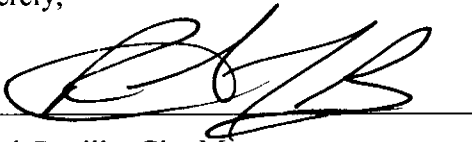
The Honorable Susan Combs
Texas Comptroller of Public Accounts
Post Office Box 13528, Capitol Station
Austin, Texas 78711-3528

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Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

WINDCREST CRIME CONTROL AND PREVENTION DISTRICT
8601 Midcrown Drive
Windcrest, TX 78239

October 1, 2012

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Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

CONSULTING SERVICES AGREEMENT

AGREEMENT made by and between SALES TAX ASSURANCE LLC, whose mailing address is P.O. Box 152229, Austin, TX 78715-2229, hereinafter referred to as "STA" and the WINDCREST CRIME CONTROL AND PREVENTION DISTRICT, whose mailing address is 8601 Midcrown Drive, Windcrest, TX 78239, hereinafter referred to as "CLIENT."

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2. **Consultations.** STA will provide consulting services as defined in Exhibit I.
 - A. **Exclusion.** Services provided in Exhibit I cover the normal sales tax compliance administration for CLIENT. Services which may be required for STA to develop information or perform activities in support of CLIENT's contemplated or actual legal activities related to recovering sales/use tax are excluded.
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A. Fee Calculation. Recovered Taxes shall be calculated based upon the actual sales and use tax payments received by CLIENT from the Texas State Comptroller for any entity or individual whose sales and use tax payments had not been previously paid to, or had been incorrectly allocated to a governmental entity other than CLIENT, before STA's work resulted in the Texas State Comptroller properly reallocating or paying those payments to CLIENT. New Taxes shall be calculated based on the payment received and documented in reports from the Texas State Comptroller of the actual sales and use tax payments received by CLIENT from the Texas State Comptroller and which tax payments can reasonably be demonstrated to have been the result of STA's work for CLIENT during the term.

B. Retainer Credit. STA will credit CLIENT up to the \$6,000 annual retainer payment against Contingent Fees due as a result of issues identified during a 12 month contract period, even if the fees come due after that contract period, so that the CLIENT's net Contingent Fee for any 12 month contract period is that which is in excess of the annual retainer for that period. Retainer Credit is not cumulative. Any unutilized credit for a 12 month contract period does not apply to Contingent Fees due as a result of issues identified during any subsequent contract period.

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services included in Exhibit 1. STA shall invoice those expenses quarterly and they are due on receipt of invoice.

7. Client Information, Coordination and Communication Obligations. CLIENT will provide STA a detailed map of CLIENT's jurisdiction boundaries and its sales tax boundaries, if different from its jurisdiction boundaries. CLIENT will designate a person to serve as the coordination person for CLIENT with STA for sales/use tax issues related to CLIENT and who will be available to discuss with and provide STA information, in a timely manner, to resolve questions related to CLIENT's jurisdiction boundaries. CLIENT agrees STA will be the principal communications point related to sales tax between CLIENT and the CPA and businesses and agrees to refer all contacts from the CPA or businesses related to sales tax to STA. CLIENT will promptly notify STA of any annexations, de-annexations or jurisdiction boundary changes during the term of this agreement.

8. Parties Document Retention and Confidentiality Obligations. STA, its principals, employees, agents, contractors and associates agree to maintain confidential, for a period of 5 years or any other period as required by statute, any information marked or designated as confidential by CLIENT or received for CLIENT'S benefit, and agree to destroy, at the written request of the CLIENT, all such documents and any other documents obtained by STA on CLIENT's behalf, whether or not confidential, within 30 days of termination of this agreement. CLIENT, its officers, employees, associates, agents or contractors agree, except as required by the Texas Open Records Act or other legal process, to maintain confidential any STA contacts disclosed to CLIENT, any proprietary analytical methods, procedures or software disclosed to and/or used on behalf of CLIENT.

9. Termination. This agreement may be terminated by either party by giving ninety (90) days' written notice to the other party at the address above or at an address chosen subsequent to the execution of this agreement and communicated in writing. If CLIENT terminates this agreement before its expiration, STA will not refund any retainer paid to STA and additionally CLIENT's obligations as defined in Section 5 remain until fulfilled. If STA terminates this agreement prior to its expiration, STA will return to CLIENT, pro-rata, a portion of the retainer paid to STA based upon the proportionate number of days remaining in the quarter in which the Agreement is terminated but any payments due STA as defined in Section 5 remain until fulfilled.

10. General Provisions.

A. Non-Waiver. It is expressly understood and agreed that, in the execution of this agreement, neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its rights or governmental powers or functions pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation.

B. Assignment; No Third Party Beneficiaries. STA may assign this agreement to another entity in which STA or its Principals have a controlling interest but STA may not assign this Agreement to another entity or party in which STA or principals do not have a controlling interest without the prior written consent of CLIENT. This Agreement shall bind

EX

and benefit the Parties hereto. This Agreement shall be for the sole and exclusive benefit of the Parties hereto and their legal successors and assigns and shall not be construed to confer any rights upon any third party.

C. Choice of Law and Venue. This Agreement shall be governed by and interpreted in accordance with laws of the State of Texas, without giving effect to any conflict-of-laws provisions. Venue shall be in the County of Texas in which CLIENT is located.

D. Notices

All notices and other communications required or permitted hereunder or necessary or convenient in connection herewith shall be in writing and shall be deemed to have been given when hand delivered, sent by facsimile with evidence of receipt, sent by reputable overnight courier with signature of recipient required or mailed by registered or certified mail, as follows (provided that notice of change of address shall be deemed given only when received):

If to STA to: Sales Tax Assurance LLC
PO Box 152229
Austin, Texas 78715-2229
Attention: Tina Rodriquez, President

If to CLIENT to: Windcrest Crime Control and Prevention District
8601 Midcrown Drive,
Windcrest, TX 78239
Attention: Rafael Castillo

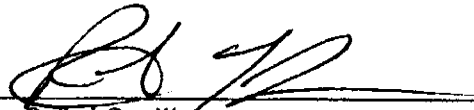
or to such other names or addresses as STA or CLIENT, as the case may be, shall designate by notice to each other person entitled to receive notices in the manner specified in this Section.

E. Counterparts

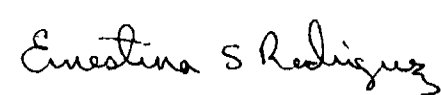
This Agreement shall become binding when any one or more counterparts hereof, individually or taken together, shall bear the signatures of CLIENT and STA. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original as against any Party whose signature appears thereon, but all of which together shall constitute but one and the same instrument.

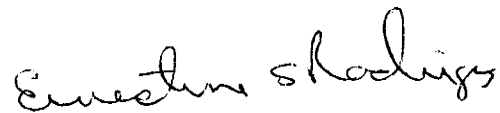
IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the dates set forth below.

WINDCREST CRIME CONTROL AND PREVENTION DISTRICT


By: Rafael Castillo
Title:
Date: 9-26-12

SALES TAX ASSURANCE LLC


By: Ernestina S. Rodriguez, President


09/26/2012

Date: 8/30/2012

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WINDCREST CRIME CONTROL AND PREVENTION DISTRICT
8601 Midcrown Drive
Windcrest, TX 78239

October 1, 2012

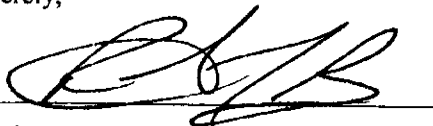
The Honorable Susan Combs
Texas Comptroller of Public Accounts
Post Office Box 13528, Capitol Station
Austin, Texas 78711-3528

Re: AUTHORIZATION

Dear Ms. Combs:

Please be advised that the Windcrest Crime Control and Prevention District (WCCPD) has retained Sales Tax Assurance LLC (STA) to provide WCCPD administrative assistance related to its sales and use tax. WCCPD hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WCCPD would normally be entitled to receive and which are pertinent to WCCPD sales and use taxes. This authorization applies to the State of Texas Comptroller's Office and to any entities which collect taxes on behalf of WCCPD. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WCCPD.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rafael Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

WINDCREST CRIME CONTROL AND PREVENTION DISTRICT
8601 Midcrown Drive
Windcrest, TX 78239

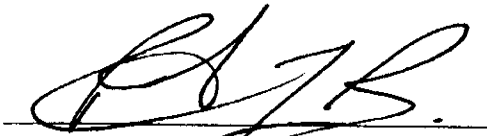
October 1, 2012

Re: AUTHORIZATION TO RECEIVE INFORMATION
WINDCREST CRIME CONTROL AND PREVENTION DISTRICT

To whom it may concern:

Please be advised that the Windcrest Crime Control and Prevention (WCCPD) has retained Sales Tax Assurance LLC (STA) to provide WCCPD administrative assistance related to its tax revenue. WCCPD hereby authorizes STA, its principals, employees and associates, to discuss, request, and receive any data, reports, and information, including any that may be confidential, which WCCPD would normally be entitled to receive and which are pertinent to WCCPD property or sales taxes. This authorization is effective on the date of this notification and continues until cancelled, in writing, by WCCPD.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rafael Castillo', is written over a horizontal line.

Rafael Castillo, City Manager

Cc: Sales Tax Assurance LLC

Exhibit I

Sales/Use Tax Administration Consulting Services

In providing comprehensive sales/use tax compliance administration for CLIENT, STA will:

1. Serve as the primary contact point for CLIENT with the Texas Comptroller of Public Accounts' office (CPA) and businesses collecting sales/use tax for benefit of CLIENT,
2. Provide coordination and information as appropriate with and to the CPA and businesses in order for CLIENT to receive its correct sales/use tax allocations,
3. Research and review all businesses reporting sales tax to CLIENT to assure they should be and are collecting and paying sales tax appropriately to CLIENT,
4. Research new businesses established in CLIENT's locale and fix any not registered appropriately to collect sales tax for the District,
5. Develop the requisite information and work with certain out-of-jurisdiction services and sales providers to assure appropriate tax is collected and reported for CLIENT,
6. Review monthly details of CLIENT's sales tax receipts and research any anomalies,
7. Provide monthly to CLIENT sales tax reports as follows:-
 - a. The current and historical sales tax receipts and their change and trends,
 - b. The change in collections for the CLIENT and other selected jurisdictions in CLIENT's County,
 - c. Elements of CLIENT's net sales tax payment and change from the prior year,
 - d. CLIENT's sales tax from selected industry segments and change from prior year,
8. Provide quarterly (by end of the month following a contract quarter end)-
 - a. A summary of issues STA is working which could result in additional sales tax revenue and if possible an estimate of the increased revenue potential,
 - b. A report of CLIENT's Top 100 sales taxpayers (CONFIDENTIAL) in rank order with change from prior year,
9. Provide as appropriate-
 - a. Special reports and analysis of issues not covered in regular reports which are within the scope of the agreement,,
10. Utilize its Principals in all consultations with CLIENT's staff or governing officials.

September 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Labor Day	6	7	8	9	10
11	12	13	14	15	16 SCCM - Budget WS 10:30 a.m.	17
18	19 RCCM 6:30 p.m.	20 Court	21 CCC 6 p.m.	22	23	24
25	26	27 Food Handler's	28 WEDC 5 p.m.	29 NEBB 6 p.m.	30	

ELECTION CODE

TITLE 6. CONDUCT OF ELECTIONS

CHAPTER 67. CANVASSING ELECTIONS

Sec. 67.001. APPLICABILITY OF CHAPTER. This chapter applies to each general or special election conducted in this state.

Acts 1985, 69th Leg., ch. 211, Sec. 1, eff. Jan. 1, 1986.

Sec. 67.002. CANVASS OF PRECINCT RETURNS. (a) Except as otherwise provided by law, the precinct election returns for each election shall be canvassed by the following authority:

(1) for an election ordered by the governor or by a county authority, the commissioners court of each county in which the election is held; and

(2) for an election ordered by an authority of a political subdivision other than a county, the political subdivision's governing body.

(b) The canvass of precinct returns shall be conducted in accordance with this chapter except as otherwise provided by this code.

Acts 1985, 69th Leg., ch. 211, Sec. 1, eff. Jan. 1, 1986.

Sec. 67.003. TIME FOR LOCAL CANVASS. (a) Except as provided by Subsection (b) or (c), each local canvassing authority shall convene to conduct the local canvass at the time set by the canvassing authority's presiding officer not earlier than the eighth day or later than the 11th day after election day.