



**NOTICE AND AGENDA  
CITY COUNCIL  
TUESDAY, JANUARY 21, 2025, 7:00 P.M.  
REGULAR CITY COUNCIL MEETING**

Notice is hereby given that the City Council of the City of Glenn Heights, Texas will hold a Regular City Council Meeting on Tuesday, January 21, 2025, beginning at 7:00 P.M., in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, as prescribed by Vernon's Texas Civil Statutes, Government Code Section §551.041, to consider and possibly take action on the following agenda items. Items do not have to be taken in the same order as shown in this meeting Notice and Agenda.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members, including the presiding officer, will be physically present at the location noted above on this Agenda.

This Notice and Meeting Agenda, and the Agenda Packet, are posted online at <https://www.glennheightstx.gov/129/Agendas-Minutes>.

This City Council Meeting will be live-streamed at <https://www.glennheightstx.gov/229/City-Council-Meeting-Videos>.

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE** - Javien Grady, S.P.A.R.K. Ambassador

**SWEARING-IN CEREMONY**

- Cornel Benford II, Mayor Pro Tem-Elect

**PUBLIC COMMENT**

*The public is invited to address City Council on any topic. Speakers should complete a Public Comment form and submit it to the City Secretary prior to the beginning of the meeting. The Texas Open Meetings Act prohibits City Council from discussing or taking action on issues not posted on the agenda; however, the Mayor, City Manager or designee may provide specific factual information, recite an existing policy, or schedule a discussion of the issue for possible placement on a future agenda. Speakers are limited to a maximum of three (3) minutes.*

**PROCLAMATIONS**

- School Board Appreciation Month, January 2025
- Black History Month, February 2025

**EVENTS**

- State of the City Address, February 1, 2025, 10:00 A.M. - 11:30 A.M., Glenn

Heights Community Center, Banquet Rooms A & B, 1938-D South Hampton Road, Glenn Heights, Texas 75154

- Black History Month Showcase, February 20, 2025, 6:00 P.M. - 9:00 P.M., Glenn Heights City Center, 1938 South Hampton Road, Glenn Heights, Texas 75154
- Glenn Heights County Line Cookoff (Red Oak Area Chamber of Commerce), Noon, February 21 – 5:00 P.M., February 22, 2025, Glenn Heights Heritage Park, 400 East Bear Creek Road, Glenn Heights, Texas 75154

**STAFF INTRODUCTIONS** - Jaynice Porter-Brathwaite, Human Resources Director

## **CONSENT AGENDA**

1. Discussion and take action to approve the City Council Meeting Minutes of the November 19, 2024, Regular City Council Meeting. (Brandi Brown, City Secretary)
2. Discussion and take action to approve Ordinance O-23-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending Article A12.000 (“Parks and Recreation”) of Appendix A, the City’s Master Fee Schedule, of the Code of Ordinances, City of Glenn Heights, Texas, to amend Section A12.001 to add Subsection (g) to provide a definition of “Resident” to include City Water and Wastewater Utility Customers; providing that other fees not listed but now charged pursuant to other Ordinances and Resolutions shall remain in effect until transferred to the Master Fee Schedule by amendment; and providing that future amendments to the Master Fee Schedule may be effected by Ordinance or Resolution. (Second Reading) (Council Member Cornel Benford II)
3. Discussion and take action to approve Ordinance O-01-25, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, by granting a specific use permit to allow for a Neighborhood Market/Grocery Store, for an approximately 1.25 acre tract of land situated in Lot 2, in Block A of Lots 1 and 2 in Block A of Family Dollar Addition, an Addition, being commonly known as 1710 S. Hampton Road, Glenn Heights, Dallas County, Texas. (Second Reading) (Parviz Pourazizian, Director of Planning and Development Services)
4. Discussion and take action to approve Ordinance O-02-25, regarding amending Section 1 (“General Definitions”) of Article XIX (“Basic Definitions and Interpretations”) of exhibit 14A (“Zoning Ordinance”) of Chapter 14 (“Zoning”) to amend the general definitions of the City’s Comprehensive Zoning Ordinance. (Second Reading) (Parviz Pourazizian, Director of Planning and Development Services)
5. Acknowledge receipt of the December 2024 Financial Reports. (Sherry Roberts, Finance Director)
6. Discussion and take action to approve Resolution R-04-25, a Resolution of the City Council of the City of Glenn Heights, Texas, supporting the full funding of the Dallas Area Rapid Transit (DART) System and urging continued investment in public transit. (Clifford Blackwell, City Manager)

## **AGENDA**

1. Discussion and take action to approve Resolution R-03-25, a Resolution of the City Council of the City of Glenn Heights, Texas, adopting the Investment Policy attached hereto as Exhibit "A"; declaring that the City Council has completed its review of the Investment Policy and investment strategies of the City and that Exhibit "A" includes any changes to both the Investment Policy and the investment strategies. (Sherry Roberts, Finance Director)
2. Discussion regarding a joint Animal Shelter between the City of Glenn Heights and the City of Hutchins, Texas. (Keith Moore, Deputy City Manager)

## **EXECUTIVE SESSION**

1. The City Council shall convene into Executive Session:
  - A. pursuant to Texas Government Code section 551.071 – consultation with City Attorney - to seek legal advice regarding potential litigation regarding the Hillwood Development Project.
2. The City Council shall reconvene into Open Session and take any action arising from Executive Session.

## **ADJOURNMENT**

In accordance with the Americans with Disabilities Act, If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 ext. 125 or email [brandi.brown@glennheightstx.gov](mailto:brandi.brown@glennheightstx.gov). Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

I, Brandi Brown, City Secretary, do hereby certify that the above Meeting Notice and Agenda was posted in a place convenient to the Public at Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas by 5:00 P.M. on Friday, January 17, 2025.

Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in closed session with its attorney at any time during the course of this meeting and to receive legal advice regarding any item listed on this agenda.

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Brandi Brown, City Secretary

# PROCLAMATION



**Office of the Mayor • City of Glenn Heights**

## **School Board Appreciation Month January 2025**

**WHEREAS**, an excellent public education system is vital to the quality of life and economic well-being of our community, and local school boards play a crucial role in ensuring that every child receives a high-quality education; and

**WHEREAS**, school board members are elected by the citizens of our community to represent their voice and are entrusted with the responsibility of providing leadership and oversight for our public schools; and

**WHEREAS**, school board members work diligently and selflessly to make informed decisions that promote student achievement, ensure financial accountability, and create opportunities for all students to succeed; they collaborate with educators, parents, and community leaders to foster innovative programs and initiatives that support lifelong learning and equity for every student; and

**WHEREAS**, the men and women serving on school boards commit countless hours to governing, planning, policymaking, engaging with their communities, and tirelessly advocating for the needs and aspirations of our students and schools; and

**WHEREAS**, School Board Appreciation Month provides a unique opportunity to recognize and celebrate the dedicated efforts of these elected officials and to express gratitude for their unwavering commitment to our community's future;

**NOW, THEREFORE, I, Sonja A. Brown**, Mayor of the City of Glenn Heights, Texas, do hereby proclaim January 2025 as **School Board Appreciation Month** in the City of Glenn Heights, and I urge all members of our community to join us in expressing our heartfelt appreciation to School Board Members of DeSoto and Red Oak Independent School Districts for their service and dedication to improving the lives of students in our community.

**IN WITNESS WHEREOF**, I have hereunto set my hand this twenty-first day of January in the year of our Lord two thousand twenty-five.

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Sonja A. Brown, Mayor  
Glenn Heights, Dallas County, Texas



# PROCLAMATION



## Office of the Mayor • City of Glenn Heights

### Black History Month February 2025

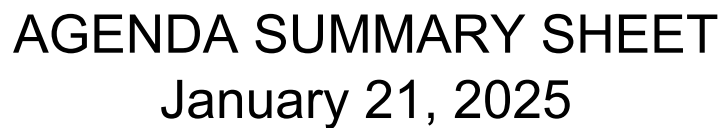
- WHEREAS,** Black History Month stands as a vital observance, celebrating the innumerable contributions, sacrifices, and triumphs of African Americans who have shaped the course of history, enriched our culture, and driven progress in every aspect of our society; and
- WHEREAS,** this month provides an opportunity to honor the courage and tenacity of those who endured and overcame the injustices of slavery, segregation, and systemic racism, laying the foundation for a more just and equitable future; and
- WHEREAS,** Black history is American history, and the achievements of African Americans have been integral to the nation's development, from science, technology, and education to the arts, politics, and activism; and
- WHEREAS,** leaders such as Frederick Douglass, Sojourner Truth, Harriet Tubman, Ida B. Wells, Martin Luther King Jr., Malcolm X, Rosa Parks, and countless others have inspired generations to rise against oppression and work toward the dream of equality; and
- WHEREAS,** the richness of African American culture, including its music, literature, art, and cuisine, has profoundly influenced the American identity and continues to resonate across the globe; and
- WHEREAS,** the fight for racial equity is ongoing, and Black History Month serves as a powerful reminder of the work that remains to confront systemic barriers, eliminate prejudices, and ensure equal opportunities for all; and
- WHEREAS,** communities, organizations, and individuals across the nation come together during this month to reflect, educate, and inspire action that fosters inclusion, understanding, and appreciation for diversity.

**NOW, THEREFORE, I, Sonja A. Brown,** Mayor of the City of Glenn Heights, Texas, do hereby proclaim February 2025 as **Black History Month**, encouraging it to be used as a time for learning, celebration, and reflection on the history, culture, and achievements of African Americans; for citizens to be inspired to participate in events, programs, and discussions that highlight the contributions of African Americans and promote greater understanding of our shared history; to be reminded that your City Council reaffirms our collective commitment to the principles of justice, equality, and dignity for all, drawing strength from the resilience and vision of those who have come before us; and that this is a time to address ongoing disparities, foster equity in our communities, and build bridges of unity and mutual respect.

**IN WITNESS WHEREOF,** I have hereunto set my hand this twenty-first day of January in the year of our Lord two thousand twenty-five.

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Sonja A. Brown, Mayor  
Glenn Heights, Dallas County, Texas



Discussion and take action to approve the City Council Meeting Minutes of the November 19, 2024, Regular City Council Meeting. (Brandi Brown, City Secretary)

[illegible]

**MINUTES OF THE CITY COUNCIL OF  
THE CITY OF GLENN HEIGHTS, TEXAS**

**NOVEMBER 19, 2024**

**STATE OF TEXAS** \*

**COUNTIES OF DALLAS AND ELLIS** \*

**CITY OF GLENN HEIGHTS** \*

On the 19<sup>th</sup> day of November 2024, the City Council of the City of Glenn Heights, Texas, met in a Regular Meeting in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

**CITY COUNCIL:**

|                   |   |                         |
|-------------------|---|-------------------------|
| Sonja A. Brown    | * | Mayor                   |
| Harry A. Garrett  | * | Mayor Pro Tem           |
| Travis Bruton     | * | Council Member, Place 3 |
| Stephanne Hale    | * | Council Member, Place 4 |
| Laymon Lightfoot  | * | Council Member, Place 5 |
| Cornel Benford II | * | Council Member, Place 6 |

**STAFF:**

|                    |   |                                             |
|--------------------|---|---------------------------------------------|
| Clifford Blackwell | * | City Manager                                |
| Keith Moore        | * | Deputy City Manager                         |
| Brandi Brown       | * | City Secretary                              |
| Parviz Pourazizian | * | Director of Planning & Development Services |
| Andrew Waits       | * | Director of Public Works                    |
| Chris Womack       | * | Interim Chief of Police                     |
| Nicholas Williams  | * | Fire Chief                                  |

**CALL TO ORDER**

Mayor Sonja A. Brown called the City Council Meeting to order at 7:14 P.M., with a quorum of the City Council present.

**PUBLIC COMMENT**

There were no Public Comments.

**PROCLAMATION**

Mayor Sonja A. Brown read the following Proclamations:

- Thanksgiving Day, November 28, 2024

**EVENTS**

Mayor Sonja A. Brown announced the following Events:

- Season of Service - Nominate a Neighbor (Thanksgiving Meal Basket) – November 11, 2024 - November 22, 2024
- All Abilities Park Grand Opening and Ribbon Cutting Ceremony and Christmas Tree Lighting and Holiday Celebration, December 6, 2024, 6:00 P.M. - 9:00 P.M., Park Site, 1938 S Hampton Road, Glenn Heights, TX 75154
- Season of Service - Nominate a Neighbor (Christmas Meal Basket) - December 9, 2024 - December 20, 2024

## CONSENT AGENDA

1. Acknowledge receipt of the October 2024 Financial Reports. (Sherry Roberts, Finance Director)
2. **Plat Case FP-04-24:** Discuss and take action to approve a Final Plat Request by Todd Wintters, on behalf of Bloomfield Homes L.P. for Hampton Park Phase 2. This Final Plat request is for an addition to the City of Glenn Heights, Texas, being 26.396-acres, situated in the John C. Patton Survey, Abstract No. 841 and William G. Berry Survey, Abstract No. 74, City of Glenn Heights, Ellis County, Texas. (Parviz Pourazizian, Director of Planning and Development Services)
3. **Site Plan:** Discuss and take action to approve a request concerning a Site Plan for Tractor Supply by Garret Howicz with SE3, LLC. The 5.09-acre property is zoned Commercial "C" and situated in the James Porter Survey, Abstract No. 1129, Dallas County, Texas, also known as lots 2, 3, 4, 5, 6, 7, and 8, in Block B of Willow Run Addition, an Addition to the City of Glenn Heights, Dallas County, Texas and being commonly known as 1523 S. Beckley Road, Glenn Heights, Dallas County, Texas. (Parviz Pourazizian, Director of Planning and Development Services)
4. **Replat Case:** Discuss and take action to approve a Replat request for a tract of land situated in the James Porter Survey, Abstract No. 1129, Dallas County, Texas, for an approximate 5.09-acre tract of land described as being Lots 2, 3, 4, 5, 6, 7, and 8, in Block B of Willow Run, Addition, an Addition to the City of Glenn Heights, Dallas County, Texas and being commonly known as 1523 S. Beckley Road, Glenn Heights, Dallas County, Texas. (Parviz Pourazizian, Director of Planning and Development Services)

Mayor Pro Tem Harry A. Garrett made a motion to approve Consent Agenda Items 1-4. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford**

## AGENDA

1. Public Hearing to receive testimony regarding the Land Use Assumptions and Water, Wastewater, and Roadway Capital Improvement Plans under which an Impact Fee may be imposed on water, wastewater, and roadway facilities.

Mayor Pro Tem Harry A. Garrett made a motion to open the Public Hearing. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that the Public Hearing was opened at 7:20 P.M.

Hearing no testimony, Mayor Pro Tem Harry A. Garrett made a motion to close the Public Hearing. Council Member Travis Bruton made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that the Public Hearing was closed at 7:21 P.M.

2. Discuss and take action on Land Use Assumptions and Water, Wastewater, and Roadway Capital Improvement Plans under which an Impact Fee may be imposed on water, wastewater, and roadway facilities.

Parviz Pourazizian, Director of Planning and Development Services, introduced this item and Chris Johnson, with Freese and Nichols, completed a presentation. Mr. Pourazizian answered Council's questions related to what data was used for the water model.

Mayor Pro Tem Harry A. Garrett made a motion to approve the Land Use Assumptions and Water, Wastewater, and Roadway Capital Improvement Plans. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

3. Public Hearing to receive testimony regarding amending the Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, by granting a specific use permit to allow for the continuation of use as a rehabilitation care institution on a 2.784 acre +/- tract of land located at 1201 and 1205 E. Bear Creek Road, Glenn Heights, Dallas County, Texas.

Council Member Travis Bruton made a motion to open the Public Hearing. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that the Public Hearing was opened at 7:34 P.M.

Hearing no testimony, Mayor Sonja A. Brown made a motion to close the Public Hearing. Council Member Travis Bruton made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford**

Mayor Sonja A. Brown announced that the Public Hearing was closed at 7:35 P.M.

4. Discuss and first reading of Ordinance O-22-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, by granting a specific use permit to allow for the continuation of use as a rehabilitation care institution on a 2.784 acre +/- tract of land located at 1201 and 1205 E. Bear Creek Road, Glenn Heights, Dallas County, Texas.

Parviz Pourazizian, Director of Planning and Development Services, introduced this item and completed a presentation. Mr. Pourazizian and Dennis DeVaughn, with Athletes for Change, answered Council's questions related to business partners, current zoning, possible future renewals, and possible restrictions on participant ages.

5. Discuss and take action on Resolution R-34-24, a Resolution of the City Council of the City of Glenn Heights, Texas, canvassing the returns and declaring the results of the November 5, 2024, Joint and General Election for the purpose of electing Council Member Places 1, 3, and 5.

Brandi Brown, City Secretary, introduced this item and announced Sherron Mosley was declared duly elected as Council Member, Place 1; Travis Bruton was declared duly elected as Council Member, Place 3; and that Council Member, Place 5 would be elected during the December 14, 2024, Runoff Election, and that the candidates would be Leon Tate and Laymon Lightfoot.

Council Member Stephanie Hale made a motion to approve Resolution R-34-24, a Resolution of the City Council of the City of Glenn Heights, Texas, canvassing the returns and declaring the results of the November 5, 2024, Joint and General Election for the purpose of electing Council Member Places 1, 3, and 5. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford**

6. Discuss and take action on Resolution R-35-24, a Resolution of the City Council of the City of Glenn Heights, Dallas County, Texas, casting its vote for a member of the Board of Directors of the Dallas Central Appraisal District.

Brandi Brown, City Secretary, introduced this item, and completed a presentation regarding the candidates.

Mayor Pro Tem Harry A. Garrett made a motion to approve Resolution R-35-24, a Resolution of the City Council of the City of Glenn Heights, Dallas County, Texas, casting its



5 votes for Clyde C. Hairston to be a member of the Board of Directors of the Dallas Central Appraisal District. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford**

7. Discuss and take action on Resolution R-36-24, a Resolution of the City Council of the City of Glenn Heights, Texas, casting its votes to elect Directors for the Ellis Appraisal District for the Year 2025.

Brandi Brown, City Secretary, introduced this item, and completed a presentation regarding the candidates.

Council Member Laymon Lightfoot made a motion to approve Resolution R-36-24, a Resolution of the City Council of the City of Glenn Heights, Texas, casting its 40 votes for Travis Bruton to be elected as a Director for the Ellis Appraisal District for the Year 2025. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford**

8. Update on the Fiscal Year 2022-2023 Audit.

Clifford Blackwell, City Manager, introduced this item and completed a presentation.

9. Discuss and take action excusing the absence of Council Member Stephanie Hale from the June 4, 2024, July 2, 2024, August 20, 2024, September 17, 2024, and October 1, 2024, Regular City Council Meetings, and the July 9, 2024, and August 13, 2024, Special Called City Council Meetings, pursuant to Code of Ordinances Section 1.02.008(a)(2).

Council Member Stephanie Hale introduced this item. Mr. Blackwell answered Council's questions related to where this item was placed on the Agenda.

Council Member Cornel Benford II made a motion to excuse the absence of Council Member Stephanie Hale from the June 4, 2024, July 2, 2024, August 20, 2024, September 17, 2024, and October 1, 2024, Regular City Council Meetings, and the July 9, 2024, and August 13, 2024, Special Called City Council Meetings, pursuant to Code of Ordinances Section 1.02.008(a)(2). Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

**VOTE 6 Ayes – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford**

**EXECUTIVE SESSION**

1. The City Council shall convene into Executive Session:

- A. pursuant to Government Code, Section 551.074, Personnel Matters, to deliberate the appointment, employment, evaluation, reassignment, duties,

discipline, or dismissal of a public officer or employee: City Manager.

Council Member Cornel Benford II made a motion to go into Executive Session. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that Council went into Executive Session at 8:24 P.M.

2. The City Council shall reconvene into Open Session and take any action arising from Executive Session.

Council Member Travis Bruton made a motion to go into Open Session. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that Council was in Open Session at 10:01 P.M.

Council Member Travis Bruton made a motion to extend the Council Meeting to 10:30 P.M. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Council Member Travis Bruton made a motion to go into Executive Session. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that Council went into Executive Session at 10:02 P.M.

Council Member Laymon Lightfoot made a motion to go into Open Session. Council Member Cornel Benford II made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown announced that Council was in Open Session at 10:23 P.M. and that no action was taken on the Executive Session Item.

## **ADJOURNMENT**

Council Member Cornel Benford II made a motion to adjourn. Council Member Laymon Lightfoot made the second. The motion carried with the following record vote:

**VOTE 6 Ayes** – Brown, Garrett, Bruton, Hale, Lightfoot, and Benford

Mayor Sonja A. Brown adjourned the meeting at 10:24 P.M.

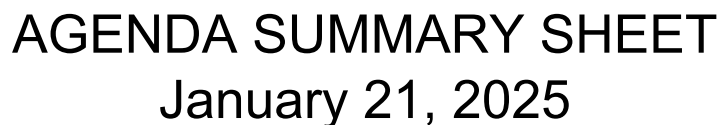
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Sonja A. Brown, Mayor

Attest:

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Brandi Brown, City Secretary  
Passed and approved on the 7<sup>th</sup> day of January 2025



Discussion and take action to approve Ordinance O-23-24, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending Article A12.000 ("Parks and Recreation") of Appendix A, the City's Master Fee Schedule, of the Code of Ordinances, City of Glenn Heights, Texas, to amend Section A12.001 to add Subsection (g) to provide a definition of "Resident" to include City Water and Wastewater Utility Customers; providing that other fees not listed but now charged pursuant to other Ordinances and Resolutions shall remain in effect until transferred to the Master Fee Schedule by amendment; and providing that future amendments to the Master Fee Schedule may be effected by Ordinance or Resolution. (Second Reading) (Council Member Cornel Benford II)

[illegible]

**CITY OF GLENN HEIGHTS, TEXAS**

**ORDINANCE NO. O-23-24**

**AN ORDINANCE OF THE CITY OF GLENN HEIGHTS GLENN HEIGHTS, TEXAS, AMENDING ARTICLE A12.000 (“PARKS AND RECREATION”) OF APPENDIX A, THE CITY’S MASTER FEE SCHEDULE, OF THE CODE OF ORDINANCES, CITY OF GLENN HEIGHTS, TEXAS, TO AMEND SECTION A12.001 TO ADD SUBSECTION (g) TO PROVIDE A DEFINITION OF “RESIDENT” TO INCLUDE CITY WATER AND WASTEWATER UTILITY CUSTOMERS; PROVIDING THAT OTHER FEES NOT LISTED BUT NOW CHARGED PURSUANT TO OTHER ORDINANCES AND RESOLUTIONS SHALL REMAIN IN EFFECT UNTIL TRANSFERRED TO THE MASTER FEE SCHEDULE BY AMENDMENT; PROVIDING THAT FUTURE AMENDMENTS TO THE MASTER FEE SCHEDULE MAY BE EFFECTED BY ORDINANCE OR RESOLUTION; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Glenn Heights has heretofore adopted a Master Fee Schedule, which is published and codified as Appendix “A” to the Code of Ordinances, City of Glenn Heights, Texas, for the purpose of setting forth the comprehensive fees assessed and collected by the City for a range of applications, permits, licenses, services and activities; and

**WHEREAS**, the City Council desires to amend the said Fee Schedule to add new fees and does so by this Ordinance; and

**WHEREAS**, in the event there is a conflict between a fee listed in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; and

**WHEREAS**, although the purpose of this ordinance is to amend the Master Fee Schedule, this ordinance is not intended to amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule, Now, Therefore

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:**

**SECTION 1.** That Article A12.000, “Parks and Recreation,” of Appendix A, the Master Fee Schedule, of the Code of Ordinances, City of Glenn Heights, Texas, be and is hereby amended by amending Section A12.001 to add a new subsection (g), redefining “resident” to include City water and wastewater utility customers, without amendment or repeal to any other subsection or subpart of Article A12.000 or Section A12.001, such that from the effective date of this ordinance, the fees and charges attached hereto as Exhibit “A” shall be collected on behalf of the City for the listed applications, permits, licenses, activities or services.

**SECTION 2.** That in the event of a conflict between a fee set out in the Master Fee Schedule and the provisions of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this ordinance shall not amend, abolish or change any fee heretofore established that is not listed in the Master Fee Schedule and such fees shall continue in effect for all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

**SECTION 3.** That future amendments to the Master Fee Schedule may be made by the City Council by ordinance or resolution, each of which shall have the same effect in amending the provisions of the Master Fee Schedule.

**SECTION 4.** That all provisions of the ordinances and resolutions of the City of Glenn Heights in conflict with the provisions of this ordinance be and the same are hereby repealed and all other provisions of the ordinances and resolutions of the City of Glenn Heights not in conflict with the provisions hereof shall remain in full force and effect.

**SECTION 5.** That if any section, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity of the remaining sections, sentences, clauses, or phrases of this ordinance, it being the legislative intent that the provisions of this ordinance are severable and that the ordinance shall continue in effect notwithstanding the invalidity of such section, sentence, clause, or phrase.

**SECTION 6.** This Ordinance shall take effect immediately from and after its passage and the publication of the caption as the law in such cases provides.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS ON THIS THE 21<sup>ST</sup> DAY OF JANUARY 2025.**

APPROVED:

\_\_\_\_\_  
Sonja A. Brown, Mayor

ATTEST:

\_\_\_\_\_  
Brandi Brown, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
David M. Berman, City Attorney

## **APPENDIX A**

### **MASTER FEE SCHEDULE**

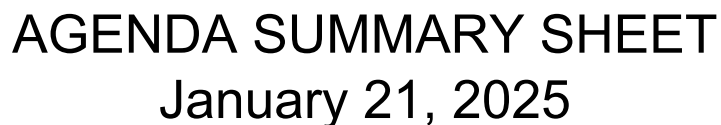
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#### **ARTICLE A12.000 Parks and recreation.**

##### **§A12.001 Parks and recreation.**

. . .

- (g) For purposes of subsections (a), (b), and ( c) of this section, “resident” includes residents of the City and persons whose residence is serviced by Glenn Heights water and/or wastewater utilities.



Discussion and take action to approve Ordinance O-01-25, an Ordinance of the City Council of the City of Glenn Heights, Texas, amending the Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, by granting a specific use permit to allow for a Neighborhood Market/Grocery Store, for an approximately 1.25 acre tract of land situated in Lot 2, in Block A of Lots 1 and 2 in Block A of Family Dollar Addition, an Addition, being commonly known as 1710 S. Hampton Road, Glenn Heights, Dallas County, Texas. (Second Reading) (Parviz Pourazizian, Director of Planning and Development Services) .

[illegible]



# AL – NEJMAH MARKET



PARVIZ POURAZIZIAN, DIR. DEVELOPMENT SERVICES

JANUARY 21, 2025

# SPECIFIC USE PERMIT REQUEST

---



Discuss taking action to consider providing a recommendation to City Council of the City of Glenn Heights, Texas, regarding granting a Specific Use Permit (SUP) for the purpose of a Neighborhood Market/Grocery Store, for approximately, 1.25 acres tract of land situated in Lot 2, in Block A of Lots 1 and 2 in Block A of Family Dollar Addition, an Addition, being commonly known as 1710 S. Hampton Road, Glenn Heights, Dallas County, Texas.

# SPECIFIC USE PERMIT REQUEST

---



**Applicant:** Mohammad Allan, on behalf of Al- Nejmah Market

**Location:** 1710 S Hampton Rd, Glenn Heights

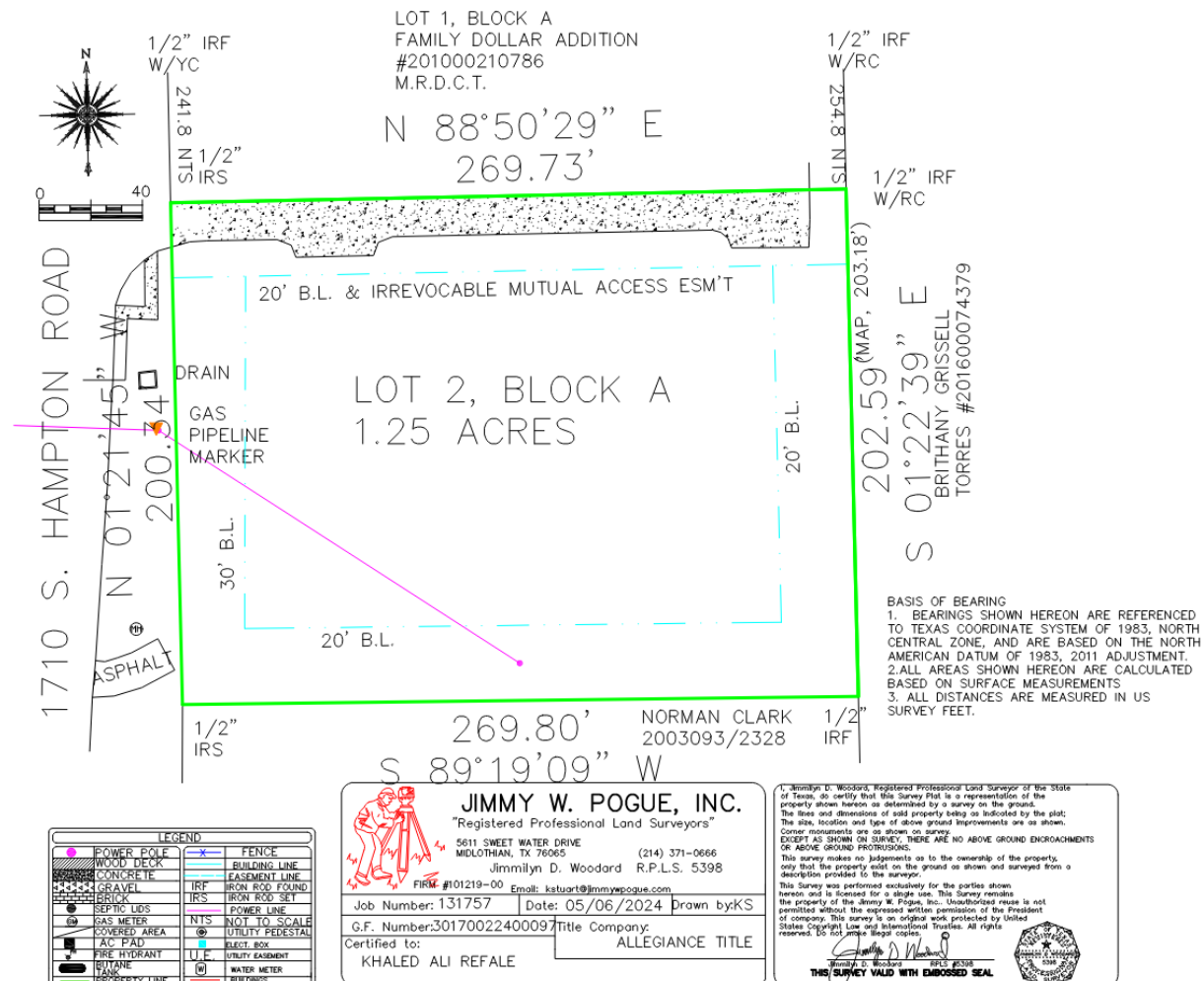
**Request:** Specific Use Permit (SUP)

**Acres:** 1.25-Ac.



COPYRIGHT © DATE 05/06/2024

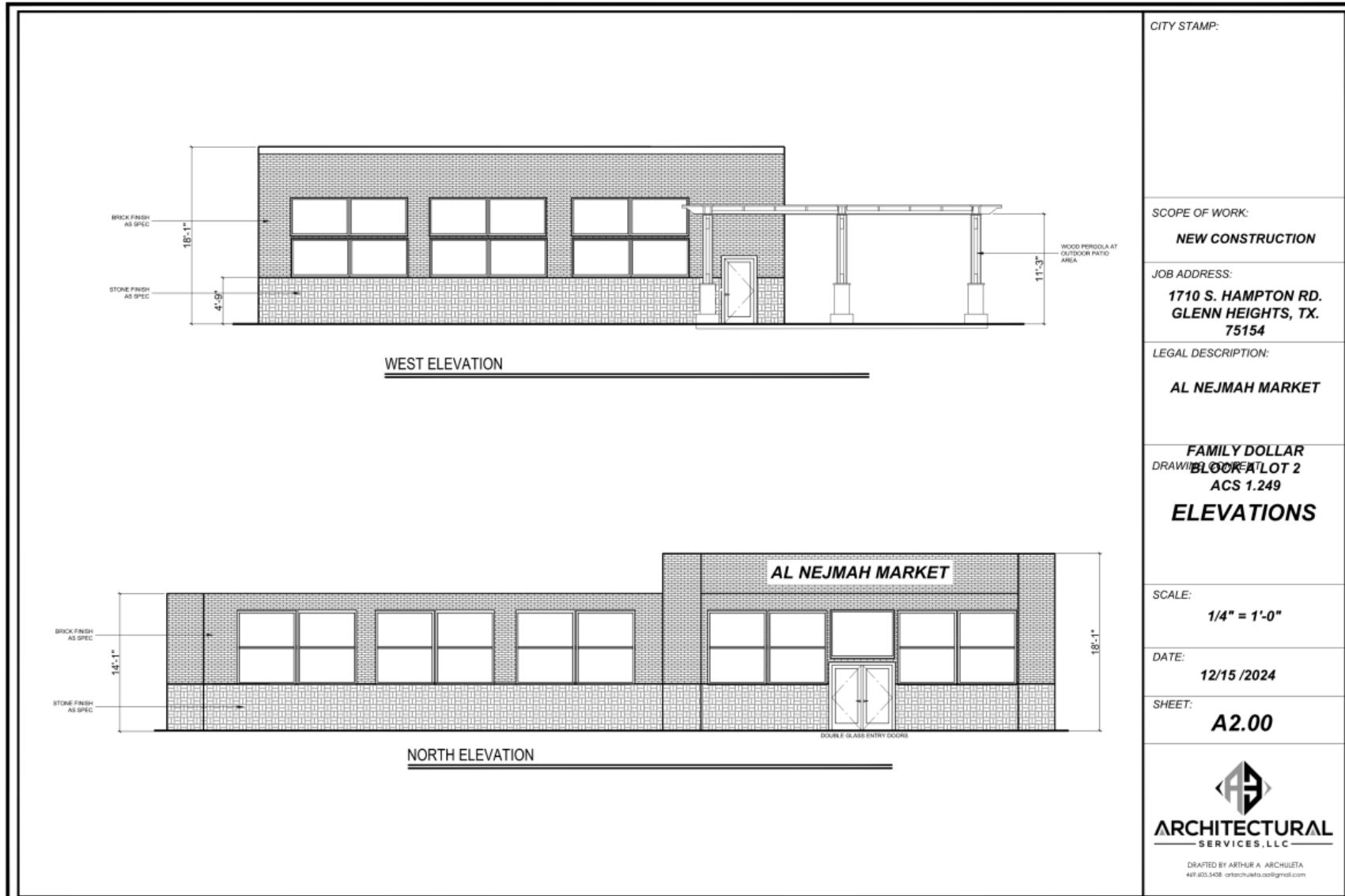
LOT 2, IN BLOCK A OF LOTS 1 AND 2 IN BLOCK A OF FAMILY DOLLAR ADDITION, AN ADDITION TO THE CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED UNDER CLERK'S FILE NO. 2010-210786, MAP RECORDS, DALLAS COUNTY, TEXAS.







# ELEVATION PLAN

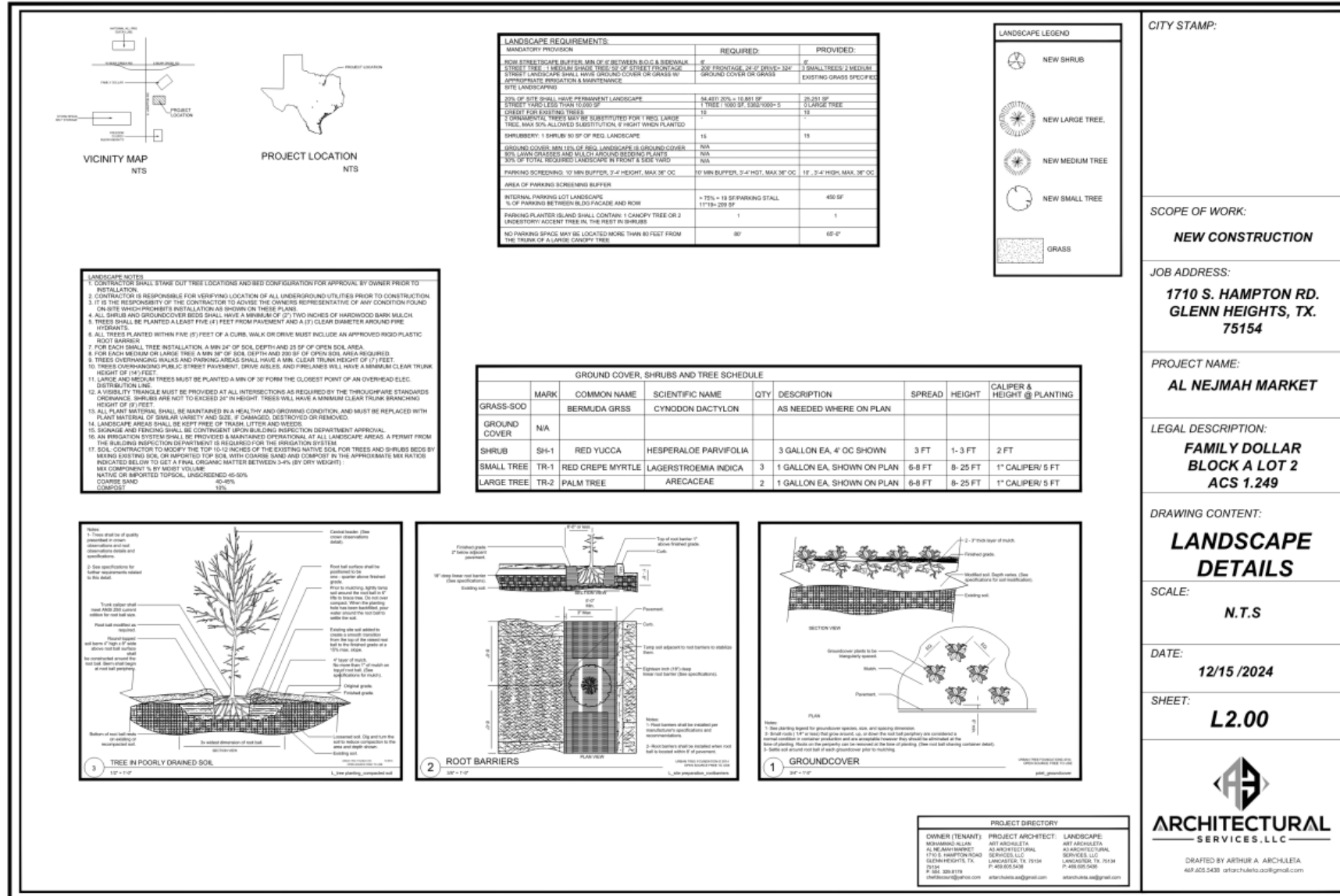


11/17 11/12/2018 10





# LANDSCAPE DETAILS



**CITY STAMP:**

**SCOPE OF WORK:**  
**NEW CONSTRUCTION**

**JOB ADDRESS:**  
**1710 S. HAMPTON RD.  
GLENN HEIGHTS, TX.  
75154**

**PROJECT NAME:**  
**AL NEJMAH MARKET**

**LEGAL DESCRIPTION:**  
**FAMILY DOLLAR  
BLOCK A LOT 2  
ACS 1.249**

**DRAWING CONTENT:**  
**LANDSCAPE  
DETAILS**

**SCALE:**  
**N.T.S**

**DATE:**  
**12/15/2024**

**SHEET:**  
**L2.00**

**ARCHITECTURAL  
SERVICES, L.L.C.**

**DRAFTED BY ARTHUR A. ARCHULETA**  
409.543.5438 artarchitects@aol.com

# Description



## WHAT DO WE OFFER?

- INTERNATIONAL GROCERY
- BAKERY
- FRESH PRODUCE
- HALAL MEAT & POULTRY
- SNACKS & BEVERAGES
- HOT FOOD
- HOURS 8:00-9:00 PM DAILY

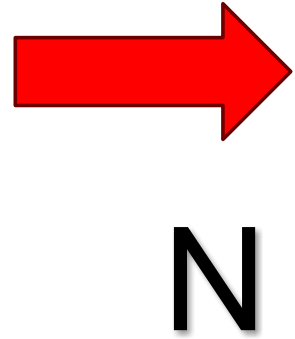
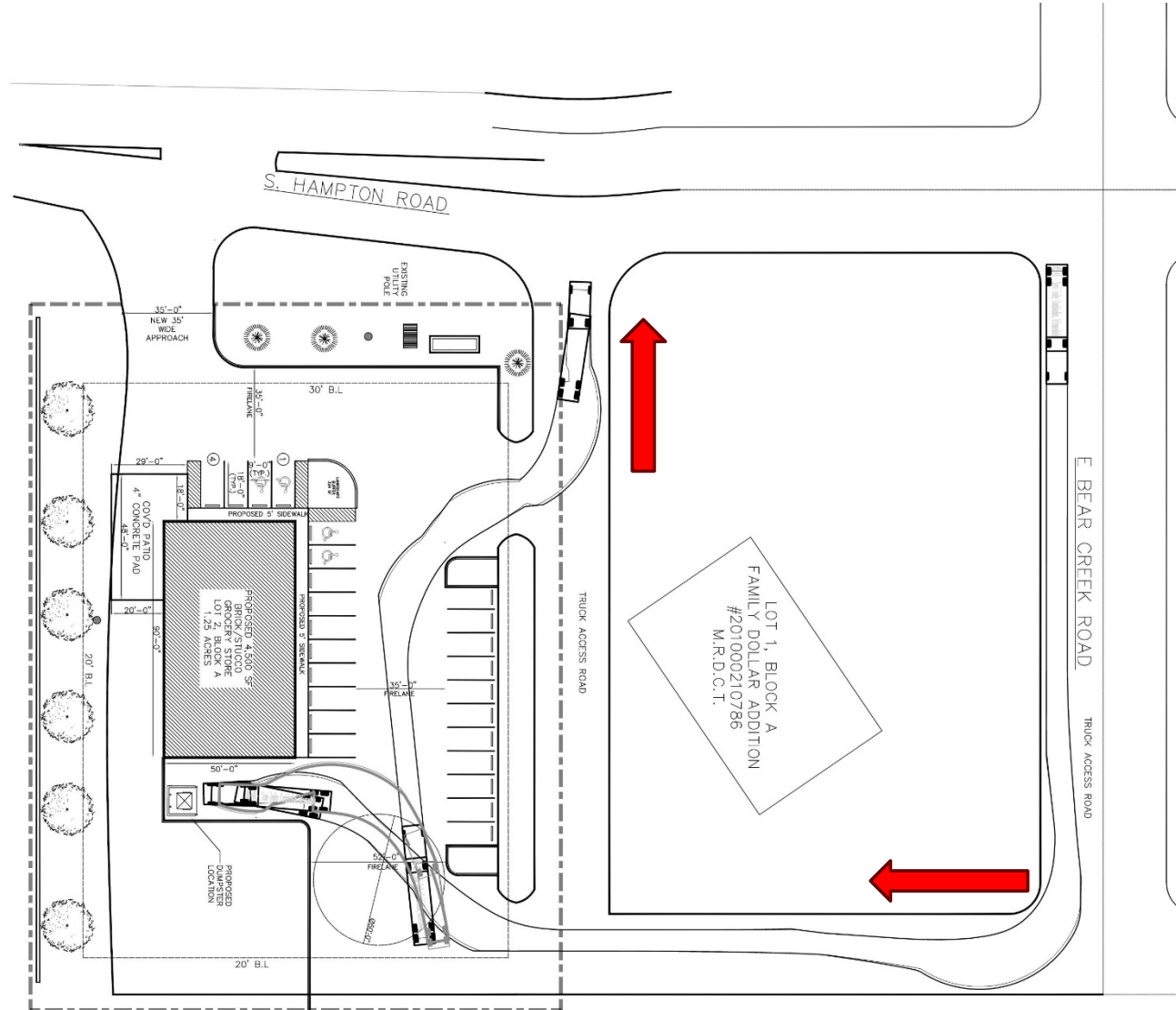
# Description



## KITCHEN MENU EXAMPLES.....

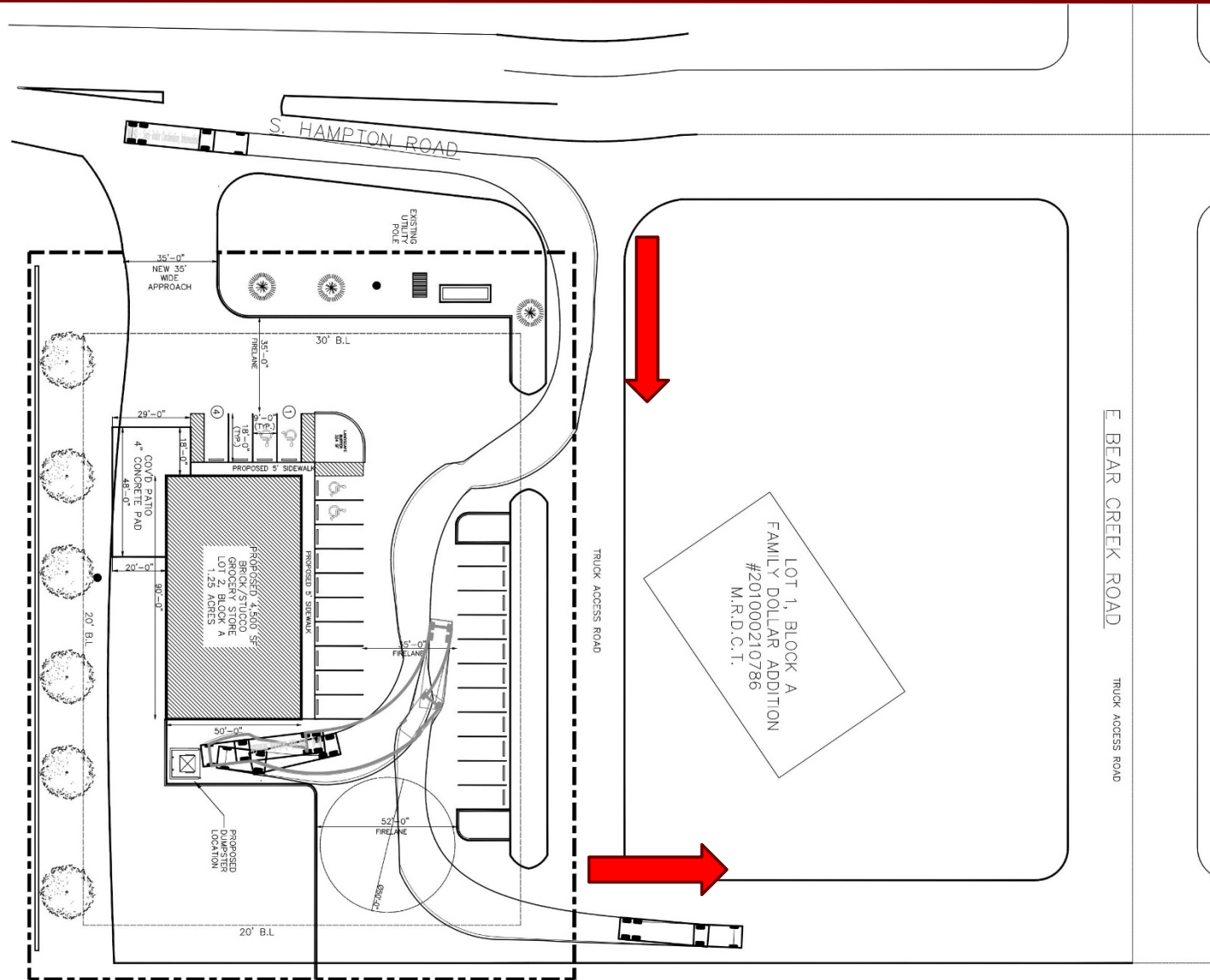


# Traffic Circulation

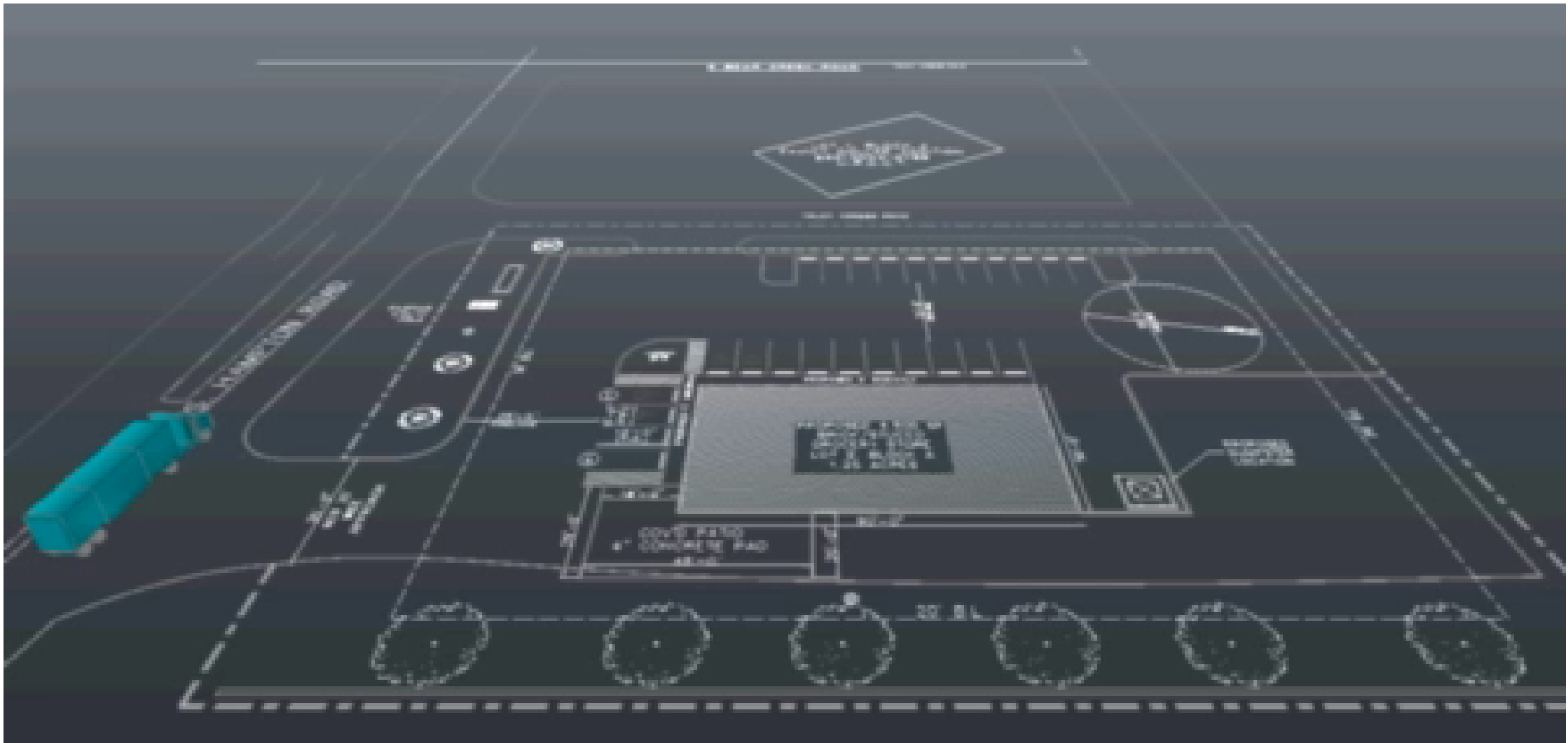




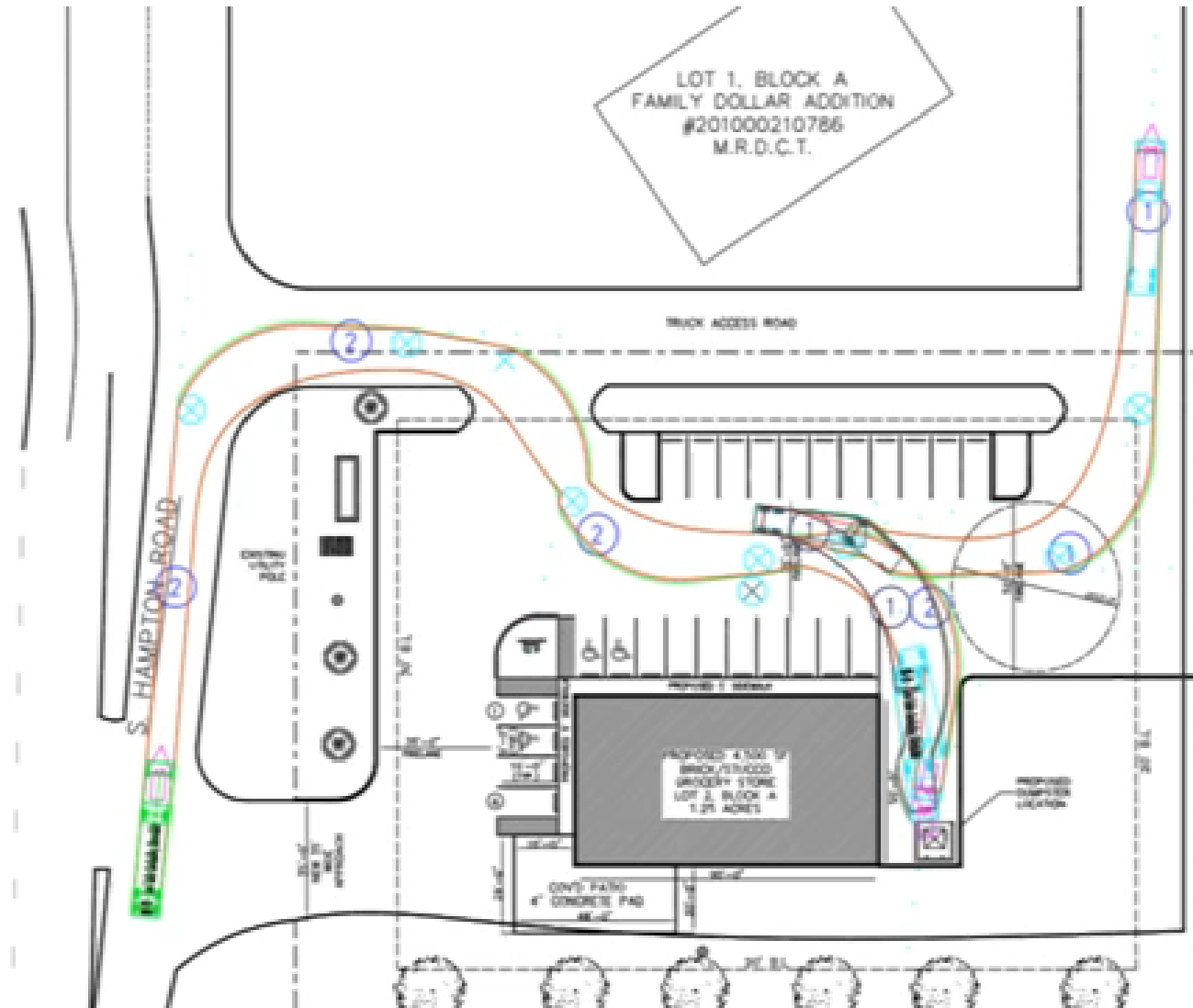
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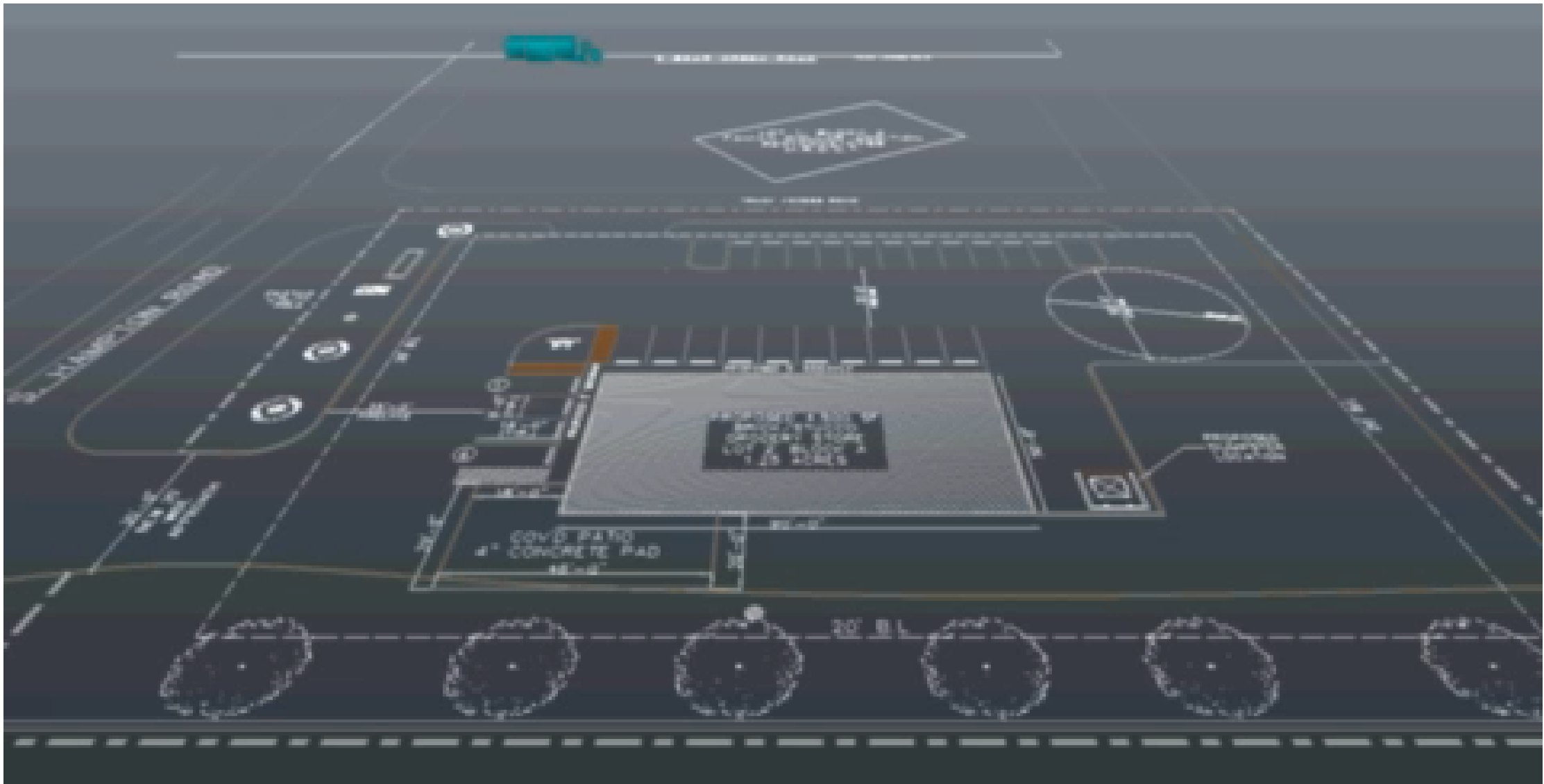


# Traffic Circulation

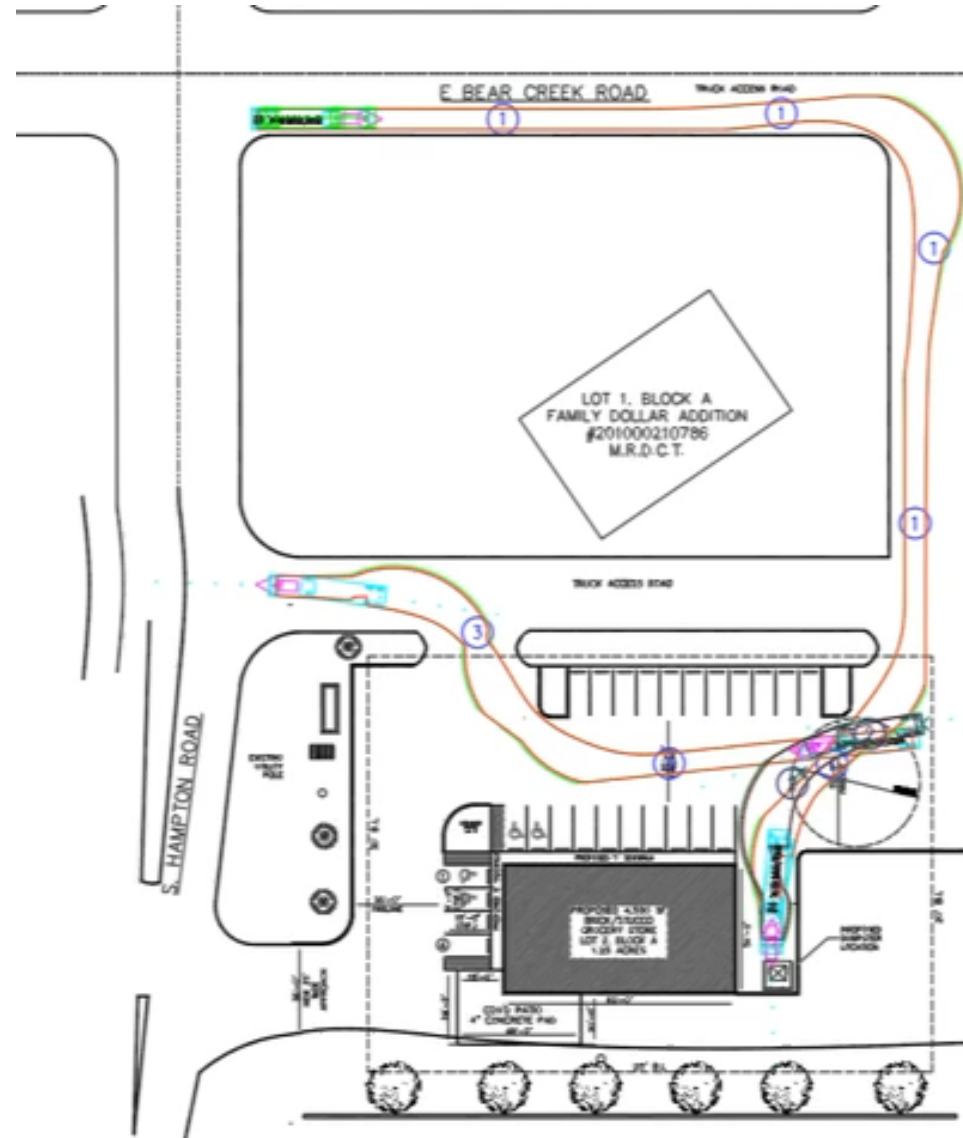


# Traffic Circulation



The logo of the City of Glenn Heights is a circular seal. It features a blue outer ring with the text "CITY OF" at the top and "GLENN HEIGHTS" at the bottom, separated by two stars. The center of the seal is white and contains a stylized graphic of a star and a building.



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# RECOMMENDATION

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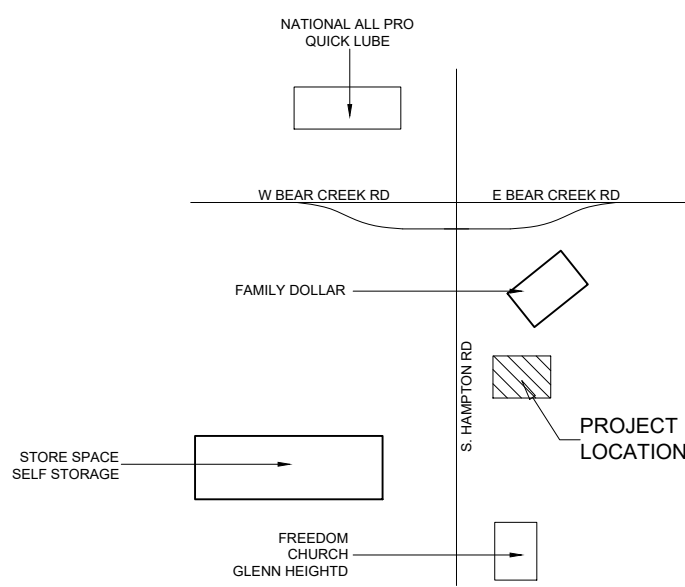


- ☐ Staff recommends the APPROVAL of this Specific Use Permit (SUP) requests.

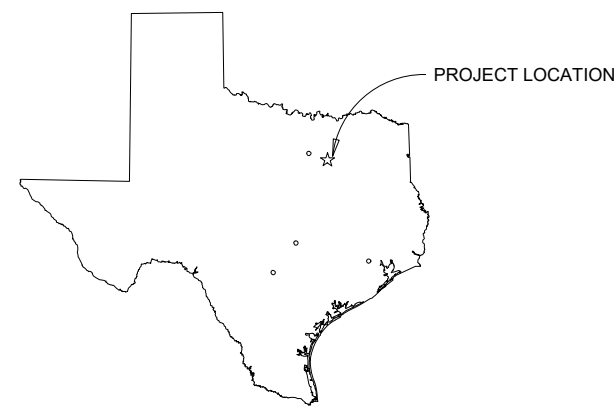
# QUESTIONS



# COMMENTS



VICINITY MAP  
NTS



PROJECT LOCATION  
NTS

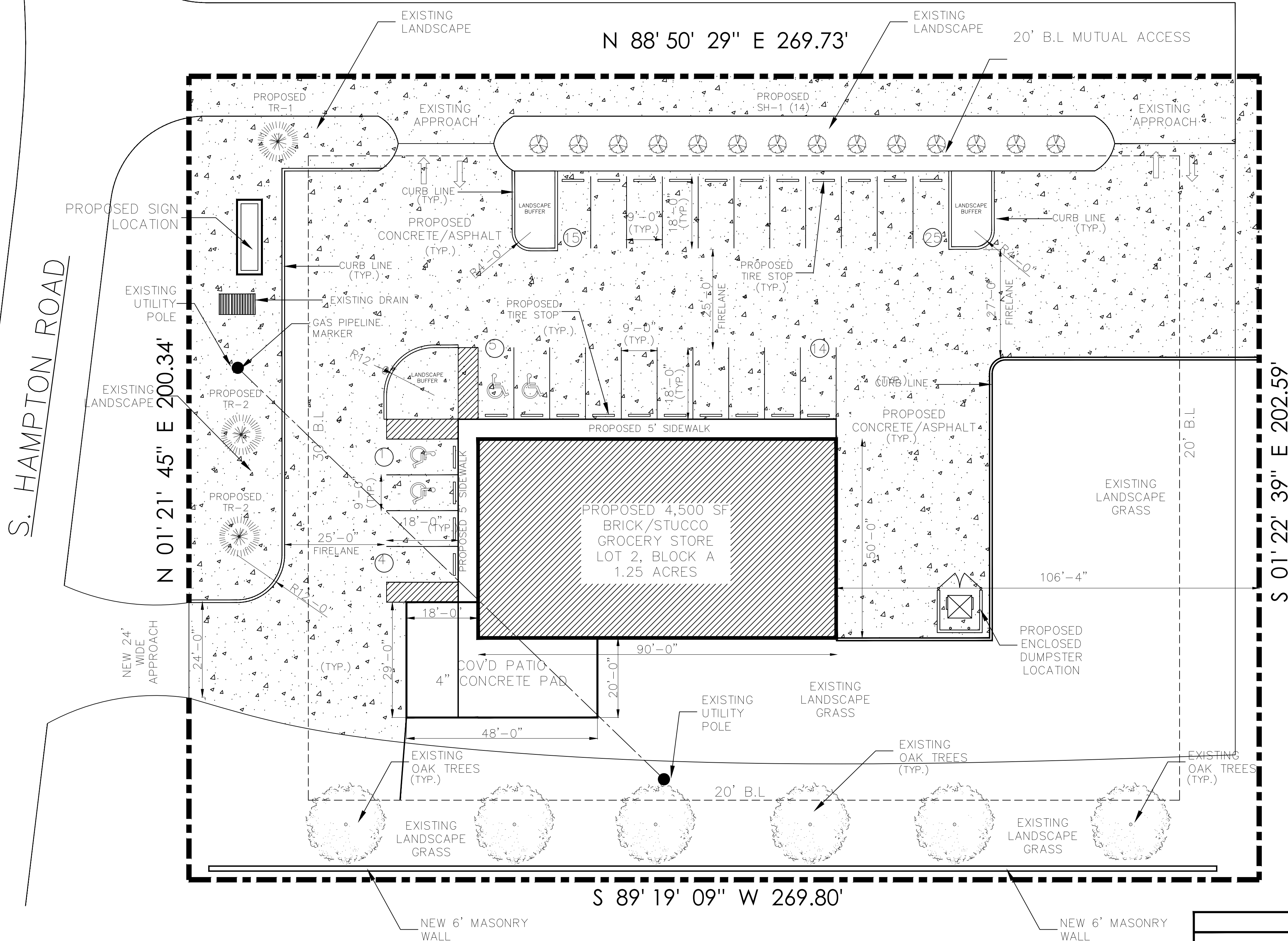
### SITE PLAN GRAPHIC LEGEND

- PROPERTY LINE
- BUILD LINE
- PLATTED LOT LINE



LOT 1, BLOCK A  
FAMILY DOLLAR ADDITION  
#201000210786  
M.R.D.C.T.

| SITE DATA SUMMARY TABLE                                                                                                |                       |
|------------------------------------------------------------------------------------------------------------------------|-----------------------|
| ZONING (FROM ZONING MAP)                                                                                               | COMMERCIAL            |
| LOT AREA (SQUARE FEET & ACRES)                                                                                         | 1,249 ACRES/54,407 SF |
| BUILDING FOOTPRINT AREA (SQUARE FEET)                                                                                  | 4,500 SF              |
| TOTAL BUILDING AREA (SQUARE FEET)                                                                                      | 4,500 SF              |
| BUILDING HEIGHT PERMITTED                                                                                              | 20'-0"                |
| BUILDING HEIGHT (FEET - DISTANCE TO TALLEST BUILDING ELEMENT)                                                          | 14'-0"                |
| LOT COVERAGE -                                                                                                         | 9 %                   |
| PARKING                                                                                                                |                       |
| PARKING RATIO (FROM ZONING ORDINANCE)                                                                                  | 3 SPOTS/100 SF        |
| REQUIRED PARKING (# SPACES)                                                                                            | 15                    |
| PROVIDED PARKING (# SPACES)                                                                                            | 29                    |
| ACCESSIBLE PARKING REQUIRED (# SPACES)                                                                                 | 2                     |
| ACCESSIBLE PARKING PROVIDED (# SPACES)                                                                                 | 4                     |
| PARKING IN EXCESS OF 10% OF REQUIRED PARKING (# SPACES)                                                                | 0                     |
| LANDSCAPE AREA (INCLUDING TURF AREAS, 20% REQUIRED)                                                                    | 3,160 SF REQUIRED     |
| TREES IN FRONT YARD AREA SHALL BE 1/1000 SQUARE FEET                                                                   | 1                     |
| SHRUBBERY SHALL BE 1/50 SF                                                                                             | 15                    |
| GROUND COVER 10% OF LANDSCAPE AREA, THE REST CAN BE GRASSES                                                            |                       |
| REQUIRED INTERIOR LANDSCAPE AREA (PARKING LOT LANDSCAPING) (SQ. FT.)                                                   |                       |
| INTERIOR LANDSCAPE AREA PROVIDED (SQUARE FEET)                                                                         | 25,251 SF             |
| TOTAL LANDSCAPE AREA (SQUARE FEET) - EXISTING                                                                          | 450 SF                |
| PERMEABLE AREA (NOT INCLUDING LANDSCAPING OF TURF AREAS)                                                               | 323                   |
| PERMEABLE PAVEMENT (SQUARE FEET)                                                                                       | 0                     |
| OTHER PERMEABLE AREA WITHIN THE LOT NOT INCLUDING LANDSCAPING OR TURF AREAS                                            | 0                     |
| TOTAL PERMEABLE AREA (SQUARE FEET)                                                                                     | 323                   |
| IMPERVIOUS AREA                                                                                                        |                       |
| BUILDING FOOTPRINT AREA (SQUARE FEET)                                                                                  | 4,500 SF              |
| AREA OF SIDEWALKS, PAVEMENT & OTHER IMPERVIOUS FLATWORK (SQ. FT.)                                                      | 19,893 SF             |
| OTHER IMPERVIOUS AREA - DUMPSTER                                                                                       | 121 SF                |
| TOTAL IMPERVIOUS AREA                                                                                                  | 24,514 SF             |
| TOTAL LANDSCAPE + TOTAL PERMEABLE AREA - EXISTING                                                                      | 29,893 SF             |
| SUM OF TOTAL LANDSCAPE AREA + TOTAL PERMEABLE AREA + TOTAL IMPERVIOUS AREA (SQUARE FEET) NOTE: SUM MUST EQUAL LOT AREA | 54,407 SF             |



BRITHANY GRISSSELL  
#201600074379

| PROJECT DIRECTORY                                                                                                                                       |                                                                                                                                                  |                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| OWNER (TENANT):<br>MOHAMMAD ALLAN<br>AL NEJMAH MARKET<br>1710 S. HAMPTON ROAD<br>GLENN HEIGHTS, TX.<br>75154<br>P: 504.329.8179<br>chefscount@yahoo.com | PROJECT ARCHITECT:<br>ART ARCHULETA<br>A3 ARCHITECTURAL<br>SERVICES, LLC<br>LANCASTER, TX. 75134<br>P: 469.605.5438<br>artarchuleta.aa@gmail.com | LANDSCAPE:<br>ART ARCHULETA<br>A3 ARCHITECTURAL<br>SERVICES, LLC<br>LANCASTER, TX. 75134<br>P: 469.605.5438<br>artarchuleta.aa@gmail.com |

CITY STAMP:

SCOPE OF WORK:

**NEW CONSTRUCTION**

JOB ADDRESS:

**1710 S. HAMPTON RD.  
GLENN HEIGHTS, TX.  
75154**

PROJECT NAME:

**AL NEJMAH MARKET**

LEGAL DESCRIPTION:

**FAMILY DOLLAR  
BLOCK A LOT 2  
ACS 1.249**

DRAWING CONTENT:

**SITE PLAN**

SCALE:

**1/16" = 1'-0"**

DATE:

**10 / 9 / 2024**

SHEET:

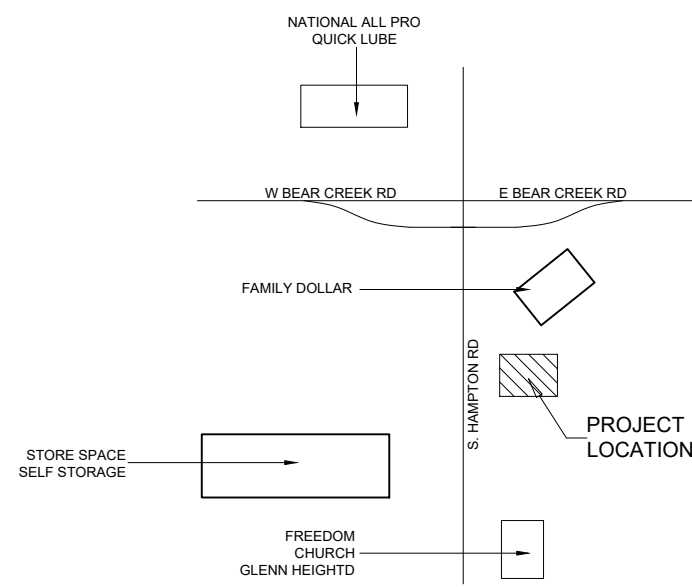
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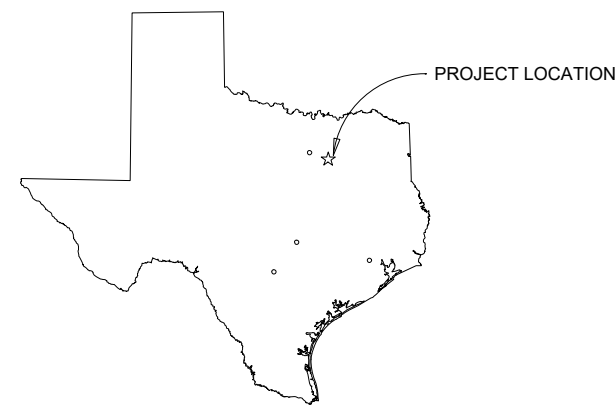
**ARCHITECTURAL  
SERVICES, LLC**

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469.605.5438 artarchuleta.aa@gmail.com





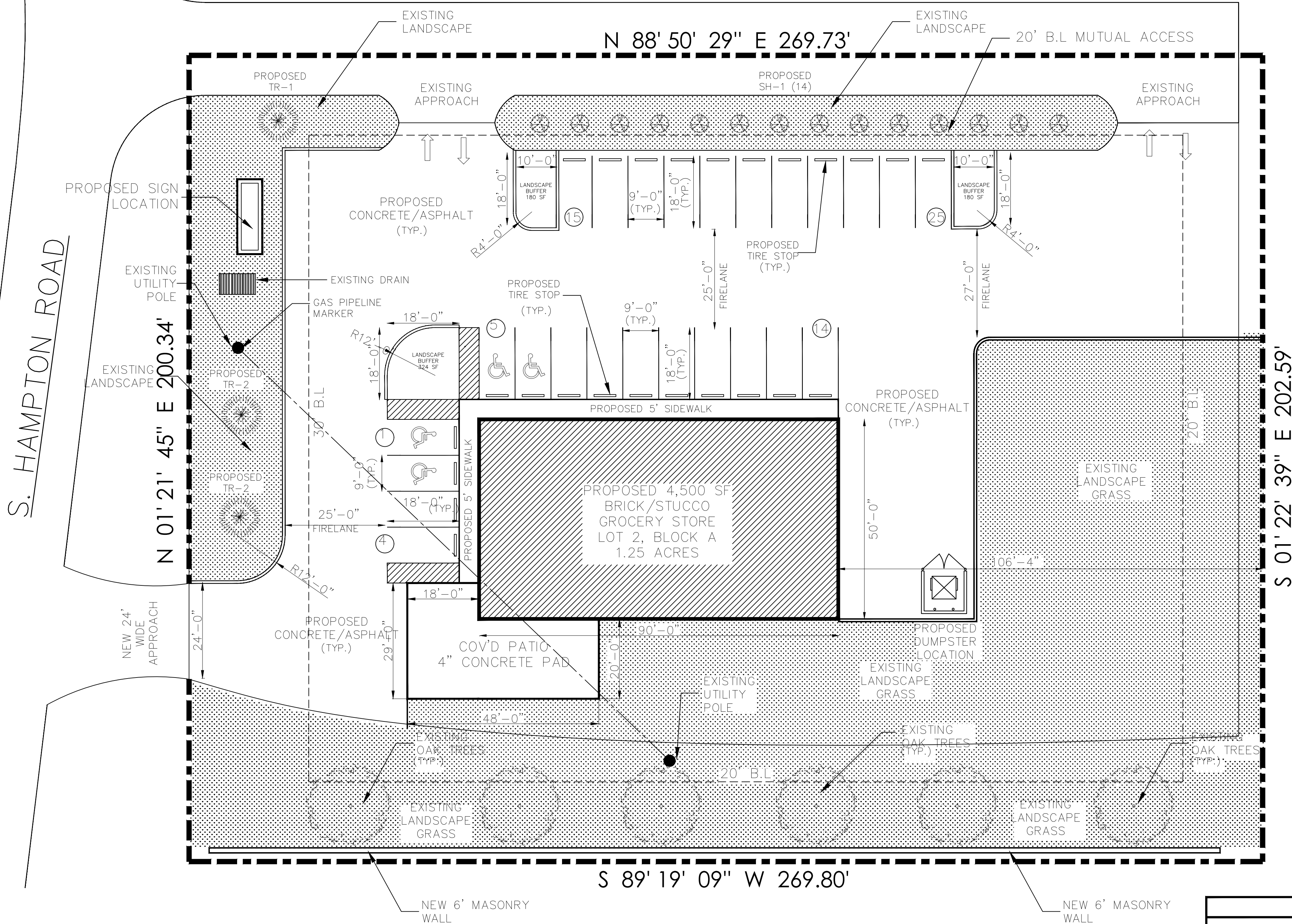
VICINITY MAP  
NTS



PROJECT LOCATION  
NTS

LOT 1, BLOCK A  
FAMILY DOLLAR ADDITION  
#201000210786  
M.R.D.C.T.

| LANDSCAPE LEGEND |                 |
|------------------|-----------------|
|                  | NEW SHRUB       |
|                  | NEW LARGE TREE, |
|                  | NEW MEDIUM TREE |
|                  | NEW SMALL TREE  |
|                  | GRASS           |



BRITHANY GRISSSELL  
#201600074379

| PROJECT DIRECTORY                                                                                                                                          |                                                                                                                                                  |                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| OWNER (TENANT):<br>MOHAMMAD ALLAN<br>AL NEJMAH MARKET<br>1710 S. HAMPTON ROAD<br>GLENN HEIGHTS, TX.<br>75154<br>P: 504. 329.8179<br>chefdiscourt@yahoo.com | PROJECT ARCHITECT:<br>ART ARCHULETA<br>A3 ARCHITECTURAL<br>SERVICES, LLC<br>LANCASTER, TX. 75134<br>P: 469.605.5438<br>artarchuleta.aa@gmail.com | LANDSCAPE:<br>ART ARCHULETA<br>A3 ARCHITECTURAL<br>SERVICES, LLC<br>LANCASTER, TX. 75134<br>P: 469.605.5438<br>artarchuleta.aa@gmail.com |

CITY STAMP:

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**NEW CONSTRUCTION**

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GLENN HEIGHTS, TX.  
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**FAMILY DOLLAR  
BLOCK A LOT 2  
ACS 1.249**

DRAWING CONTENT:

**LANDSCAPE  
PLAN**

SCALE:

**1/16" = 1'-0"**

DATE:

**10 / 9 / 2024**

SHEET:

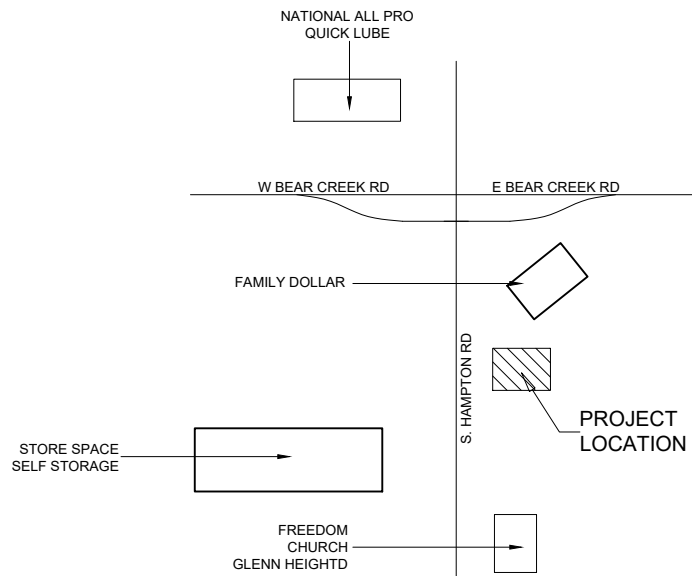
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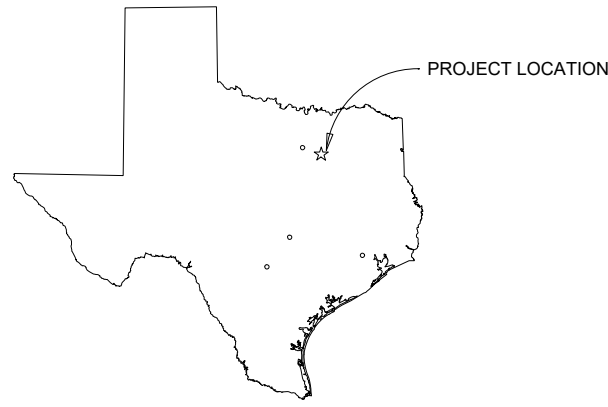
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VICINITY MAP  
NTS



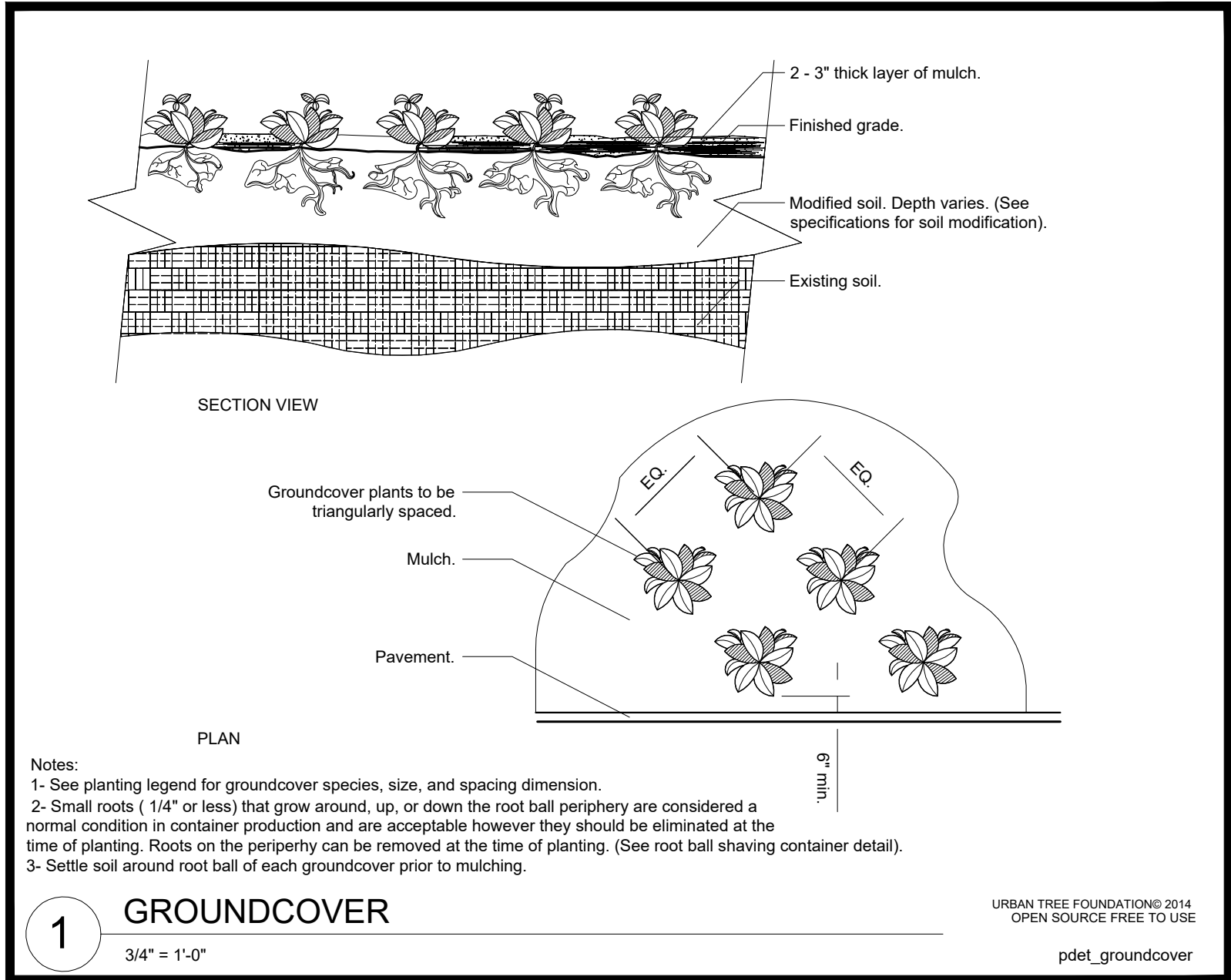
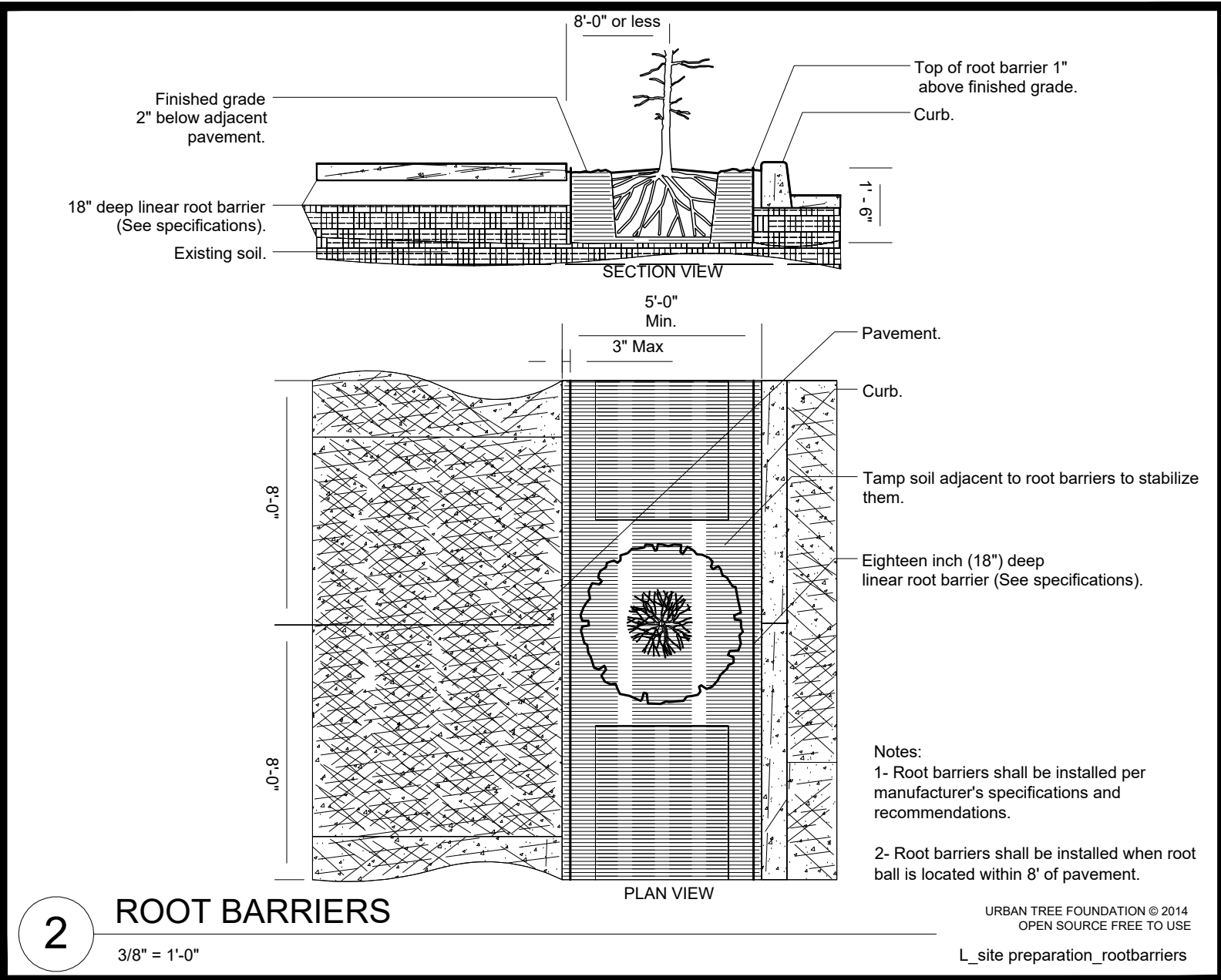
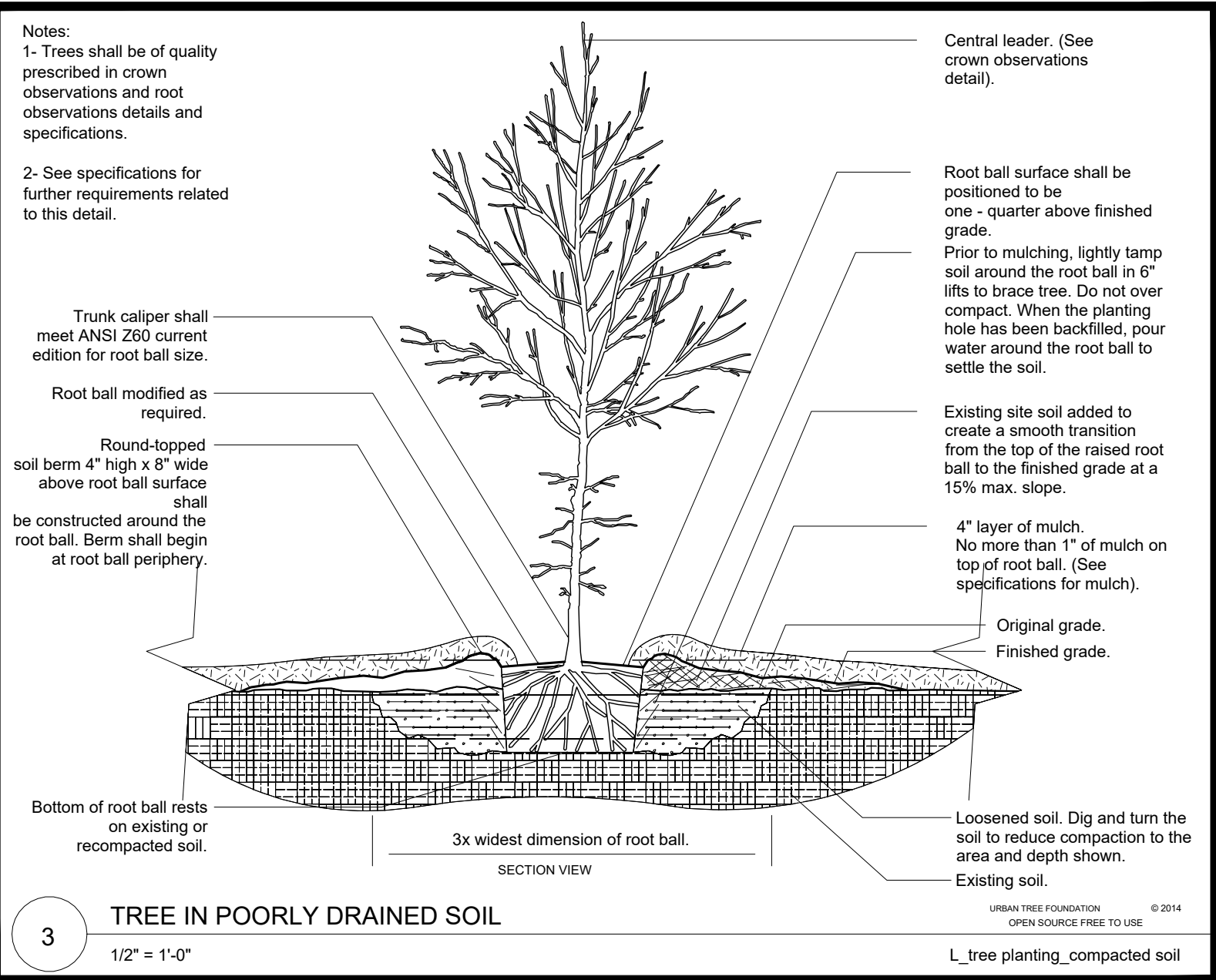
PROJECT LOCATION  
NTS

| LANDSCAPE REQUIREMENTS:                                                                                          |                                              |                               |
|------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------------------|
| MANDATORY PROVISION                                                                                              | REQUIRED:                                    | PROVIDED:                     |
| ROW STREETSCAPE BUFFER: MIN OF 6' BETWEEN B.O.C. & SIDEWALK                                                      | 6'                                           | 6'                            |
| STREET TREE : 1 MEDIUM SHADE TREE/ 50' OF STREET FRONTAGE                                                        | 200' FRONTAGE, 24'-0" DRIVE= 324'            | 3 SMALL TREES/ 2 MEDIUM       |
| STREET LANDSCAPE SHALL HAVE GROUND COVER OR GRASS W/ APPROPRIATE IRRIGATION & MAINTENANCE                        | GROUND COVER OR GRASS                        | EXISTING GRASS SPECIFIED      |
| SITE LANDSCAPING                                                                                                 |                                              |                               |
| 20% OF SITE SHALL HAVE PERMANENT LANDSCAPE                                                                       | 54,407/ 20% = 10,881 SF                      | 25,251 SF                     |
| STREET YARD LESS THAN 10,000 SF                                                                                  | 1 TREE / 1000 SF, 5382/1000= 5               | 0 LARGE TREE                  |
| CREDIT FOR EXISTING TREES                                                                                        | 10                                           | 10                            |
| 2 ORNAMENTAL TREES MAY BE SUBSTITUTED FOR 1 REQ. LARGE TREE, MAX 50% ALLOWED SUBSTITUTION, 6' HIGHT WHEN PLANTED | -                                            | -                             |
| SHRUBBERY: 1 SHRUB/ 50 SF OF REQ. LANDSCAPE                                                                      | 15                                           | 15                            |
| GROUND COVER: MIN 10% OF REQ. LANDSCAPE IS GROUND COVER                                                          | N/A                                          |                               |
| 90% LAWN GRASSES AND MULCH AROUND BEDDING PLANTS                                                                 | N/A                                          |                               |
| 30% OF TOTAL REQUIRED LANDSCAPE IN FRONT & SIDE YARD                                                             | N/A                                          |                               |
| PARKING SCREENING: 10' MIN BUFFER, 3'-4' HEIGHT, MAX 36" OC                                                      | 10' MIN BUFFER, 3'-4' HGT, MAX 36" OC        | 10' , 3'-4' HIGH, MAX. 36" OC |
| AREA OF PARKING SCREENING BUFFER                                                                                 |                                              |                               |
| INTERNAL PARKING LOT LANDSCAPE<br>% OF PARKING BETWEEN BLDG FACADE AND ROW                                       | > 75% = 19 SF/PARKING STALL<br>11*19= 209 SF | 450 SF                        |
| PARKING PLANTER ISLAND SHALL CONTAIN: 1 CANOPY TREE OR 2 UNDESTORY/ ACCENT TREE IN, THE REST IN SHRUBS           | 1                                            | 1                             |
| NO PARKING SPACE MAY BE LOCATED MORE THAN 80 FEET FROM THE TRUNK OF A LARGE CANOPY TREE                          | 80'                                          | 65'-0"                        |

| LANDSCAPE LEGEND |                 |
|------------------|-----------------|
|                  | NEW SHRUB       |
|                  | NEW LARGE TREE, |
|                  | NEW MEDIUM TREE |
|                  | NEW SMALL TREE  |
|                  | GRASS           |

|                                                                                                                                                                                                                                                                                                |        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| LANDSCAPE NOTES                                                                                                                                                                                                                                                                                |        |
| 1. CONTRACTOR SHALL STAKE OUT TREE LOCATIONS AND BED CONFIGURATION FOR APPROVAL BY OWNER PRIOR TO INSTALLATION.                                                                                                                                                                                |        |
| 2. CONTRACTOR IS RESPONSIBLE FOR VERIFYING LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ADVISE THE OWNERS REPRESENTATIVE OF ANY CONDITION FOUND ON-SITE WHICH PROHIBITS INSTALLATION AS SHOWN ON THESE PLANS.                    |        |
| 4. ALL SHRUB AND GROUND COVER BEDS SHALL HAVE A MINIMUM OF (2") TWO INCHES OF HARDWOOD BARK MULCH.                                                                                                                                                                                             |        |
| 5. TREES SHALL BE PLANTED A LEAST FIVE (4') FEET FROM PAVEMENT AND A (3') CLEAR DIAMETER AROUND FIRE HYDRANTS.                                                                                                                                                                                 |        |
| 6. ALL TREES PLANTED WITHIN FIVE (5') FEET OF A CURB, WALK OR DRIVE MUST INCLUDE AN APPROVED RIGID PLASTIC ROOT BARRIER                                                                                                                                                                        |        |
| 7. FOR EACH SMALL TREE INSTALLATION, A MIN 24" OF SOIL DEPTH AND 25 SF OF OPEN SOIL AREA.                                                                                                                                                                                                      |        |
| 8. FOR EACH MEDIUM OR LARGE TREE A MIN 36" OF SOIL DEPTH AND 200 SF OF OPEN SOIL AREA REQUIRED.                                                                                                                                                                                                |        |
| 9. TREES OVERHANGING WALKS AND PARKING AREAS SHALL HAVE A MIN. CLEAR TRUNK HEIGHT OF (7') FEET.                                                                                                                                                                                                |        |
| 10. TREES OVERHANGING PUBLIC STREET PAVEMENT, DRIVE AISLES, AND FIRELANES WILL HAVE A MINIMUM CLEAR TRUNK HEIGHT OF (14') FEET.                                                                                                                                                                |        |
| 11. LARGE AND MEDIUM TREES MUST BE PLANTED A MIN OF 30' FORM THE CLOSEST POINT OF AN OVERHEAD ELEC. DISTRIBUTION LINE.                                                                                                                                                                         |        |
| 12. A VISIBILITY TRIANGLE MUST BE PROVIDED AT ALL INTERSECTIONS AS REQUIRED BY THE THROUGHFARE STANDARDS ORDINANCE. SHRUBS ARE NOT TO EXCEED 24" IN HEIGHT. TREES WILL HAVE A MINIMUM CLEAR TRUNK BRANCHING HEIGHT OF (9') FEET.                                                               |        |
| 13. ALL PLANT MATERIAL SHALL BE MAINTAINED IN A HEALTHY AND GROWING CONDITION, AND MUST BE REPLACED WITH PLANT MATERIAL OF SIMILAR VARIETY AND SIZE, IF DAMAGED, DESTROYED OR REMOVED.                                                                                                         |        |
| 14. LANDSCAPE AREAS SHALL BE KEPT FREE OF TRASH, LITTER AND WEEDS.                                                                                                                                                                                                                             |        |
| 15. SIGNAGE AND FENCING SHALL BE CONTINGENT UPON BUILDING INSPECTION DEPARTMENT APPROVAL.                                                                                                                                                                                                      |        |
| 16. AN IRRIGATION SYSTEM SHALL BE PROVIDED & MAINTAINED OPERATIONAL AT ALL LANDSCAPE AREAS. A PERMIT FROM THE BUILDING INSPECTION DEPARTMENT IS REQUIRED FOR THE IRRIGATION SYSTEM.                                                                                                            |        |
| 17. SOIL: CONTRACTOR TO MODIFY THE TOP 10-12 INCHES OF THE EXISTING NATIVE SOIL FOR TREES AND SHRUBS BEDS BY MIXING EXISTING SOIL OR IMPORTED TOP SOIL WITH COARSE SAND AND COMPOST IN THE APPROXIMATE MIX RATIOS INDICATED BELOW TO GET A FINAL ORGANIC MATTER BETWEEN 3-4% (BY DRY WEIGHT) : |        |
| MIX COMPONENT % BY MOIST VOLUME                                                                                                                                                                                                                                                                |        |
| NATIVE OR IMPORTED TOPSOIL, UNSCREENED                                                                                                                                                                                                                                                         | 45-50% |
| COARSE SAND                                                                                                                                                                                                                                                                                    | 40-45% |
| COMPOST                                                                                                                                                                                                                                                                                        | 10%    |

| GROUND COVER, SHRUBS AND TREE SCHEDULE |      |                  |                       |     |                            |        |          |                             |
|----------------------------------------|------|------------------|-----------------------|-----|----------------------------|--------|----------|-----------------------------|
|                                        | MARK | COMMON NAME      | SCIENTIFIC NAME       | QTY | DESCRIPTION                | SPREAD | HEIGHT   | CALIPER & HEIGHT @ PLANTING |
| GRASS-SOD                              |      | BERMUDA GRSS     | CYNODON DACTYLON      |     | AS NEEDED WHERE ON PLAN    |        |          |                             |
| GROUND COVER                           | N/A  |                  |                       |     |                            |        |          |                             |
| SHRUB                                  | SH-1 | RED YUCCA        | HESPERALOE PARVIFOLIA |     | 3 GALLON EA, 4' OC SHOWN   | 3 FT   | 1- 3 FT  | 2 FT                        |
| SMALL TREE                             | TR-1 | RED CREPE MYRTLE | LAGERSTROEMIA INDICA  | 3   | 1 GALLON EA, SHOWN ON PLAN | 6-8 FT | 8- 25 FT | 1" CALIPER/ 5 FT            |
| LARGE TREE                             | TR-2 | PALM TREE        | ARECACEAE             | 2   | 1 GALLON EA, SHOWN ON PLAN | 6-8 FT | 8- 25 FT | 1" CALIPER/ 5 FT            |



| PROJECT DIRECTORY                                                                                                                                          |                                                                                                                                                  |                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
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DETAILS**

SCALE:

**N.T.S**

DATE:

**10 / 9 / 2024**

SHEET:

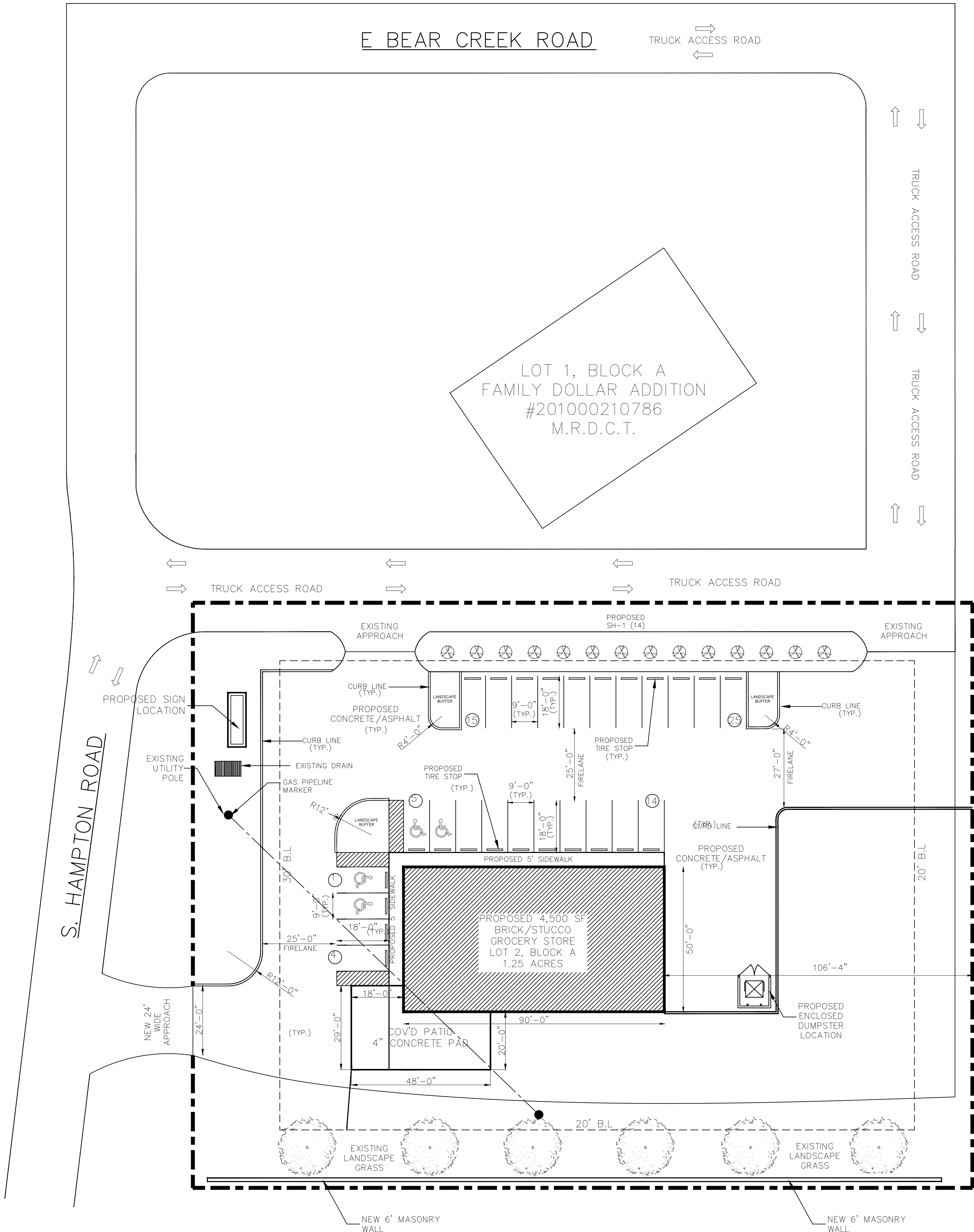
**L2.00**



**ARCHITECTURAL  
SERVICES, LLC**

DRAFTED BY ARTHUR A. ARCHULETA  
469.605.5438 artarchuleta.aa@gmail.com





NORMAN CLARK  
#2003093/2328

BRITHANY GRISSSELL  
#201600074379

| PROJECT DIRECTORY                                                                                                                                          |                                                                                                                                                  |                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| OWNER (TENANT):<br>MOHAMMAD ALLAN<br>AL NEJMAH MARKET<br>1710 S. HAMPTON ROAD<br>GLENN HEIGHTS, TX.<br>75154<br>P: 504. 329.8179<br>chefdiscourt@yahoo.com | PROJECT ARCHITECT:<br>ART ARCHULETA<br>A3 ARCHITECTURAL<br>SERVICES, LLC<br>LANCASTER, TX. 75134<br>P: 469.605.5438<br>artarchuleta.aa@gmail.com | LANDSCAPE:<br>ART ARCHULETA<br>A3 ARCHITECTURAL<br>SERVICES, LLC<br>LANCASTER, TX. 75134<br>P: 469.605.5438<br>artarchuleta.aa@gmail.com |

CITY STAMP:

SCOPE OF WORK:

**NEW CONSTRUCTION**

JOB ADDRESS:

**1710 S. HAMPTON RD.  
GLENN HEIGHTS, TX.  
75154**

PROJECT NAME:

**AL NEJMAH MARKET**

LEGAL DESCRIPTION:

**FAMILY DOLLAR  
BLOCK A LOT 2  
ACS 1.249**

DRAWING CONTENT:

SCALE:

**N.T.S**

DATE:

**10 / 9 / 2024**

SHEET:

**A0.01**



DRAFTED BY ARTHUR A. ARCHULETA  
469.605.5438 artarchuleta.aa@gmail.com

## **ORDINANCE O-01-25**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS AMENDING THE COMPREHENSIVE ZONING ORDINANCE, PLAN AND MAP OF THE CITY OF GLENN HEIGHTS, AS HERETOFORE AMENDED, BY GRANTING A SPECIFIC USE PERMIT TO ALLOW FOR A GROCERY STORE AND NEIGHBORHOOD MARKET ON A 1.25-ACRE +/- TRACT OF LAND LOCATED AT LOT 2, BLOCK "A," OF THE FAMILY DOLLAR ADDITION AND BEING COMMONLY KNOWN AS 1710 S HAMPTON ROAD, GLENN HEIGHTS, DALLAS COUNTY, TEXAS, AS MORE SPECIFICALLY DESCRIBED IN EXHIBIT "A"; PROVIDING CONDITIONS OF USE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Planning and Zoning Commission of the City of Glenn Heights and the City Council of the City of Glenn Heights, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and the City Council of the City of Glenn Heights is of the opinion and finds that a zoning change should be granted, and that the Comprehensive Zoning Ordinance, Plan and Map should be amended.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:**

**SECTION 1.** All of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.** The City of Glenn Heights Comprehensive Zoning Ordinance, Plan and Map are hereby amended and a Specific Use Permit is hereby granted to allow the subject property to be used as a Grocery Store and neighborhood market, subject to the terms and conditions hereof, said subject property being generally located at 1710 S Hampton Road, Glenn Heights, Dallas County, Texas, and being more specifically described in Exhibit "A," attached hereto and incorporated herein (the "Property").

**SECTION 3.** The Property shall be used as a grocery store and only in the manner and for the purposes provided for in the City of Glenn Heights Code of Ordinances, including the Zoning Ordinance and Zoning Map.

**SECTION 5.** All provisions of the Ordinances of the City of Glenn Heights, Texas, in conflict with the provisions of this ordinance as applicable to the Property be and are hereby repealed and all other provisions of the ordinances of the City of Glenn Heights, Texas, not in conflict with the provisions of this ordinance shall remain in full force and effect.



**SECTION 6.** An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

**SECTION 7.** Should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance or the Comprehensive Zoning Ordinance as a whole, or any part or provision thereof, other than the part declared to be invalid, illegal, or unconstitutional.

**SECTION 8.** Any person, firm, or corporation violating any of the provisions or terms of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, shall be subject to a penalty by fine not to exceed two thousand dollars (\$2,000.00) for each offense, and each and every day such violation continues or is allowed to exist shall constitute a separate offense.

**DULY PASSED** by the City Council of the City of Glenn Heights, Texas this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**APPROVED:**

\_\_\_\_\_  
Sonja A. Brown, Mayor

**ATTEST:**

\_\_\_\_\_  
Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
David M. Berman, City Attorney

## **EXHIBIT A**

LOT 2, IN BLOCK A OF LOTS 1 AND 2 IN BLOCK A OF FAMILY DOLLAR ADDITION, AN ADDITION TO THE CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED UNDER CLERK'S FILE NO. 2010-210786, MAP RECORDS, DALLAS COUNTY, TEXAS.

LOT 1, BLOCK A  
FAMILY DOLLAR ADDITION  
#201000210786  
M.R.D.C.T.

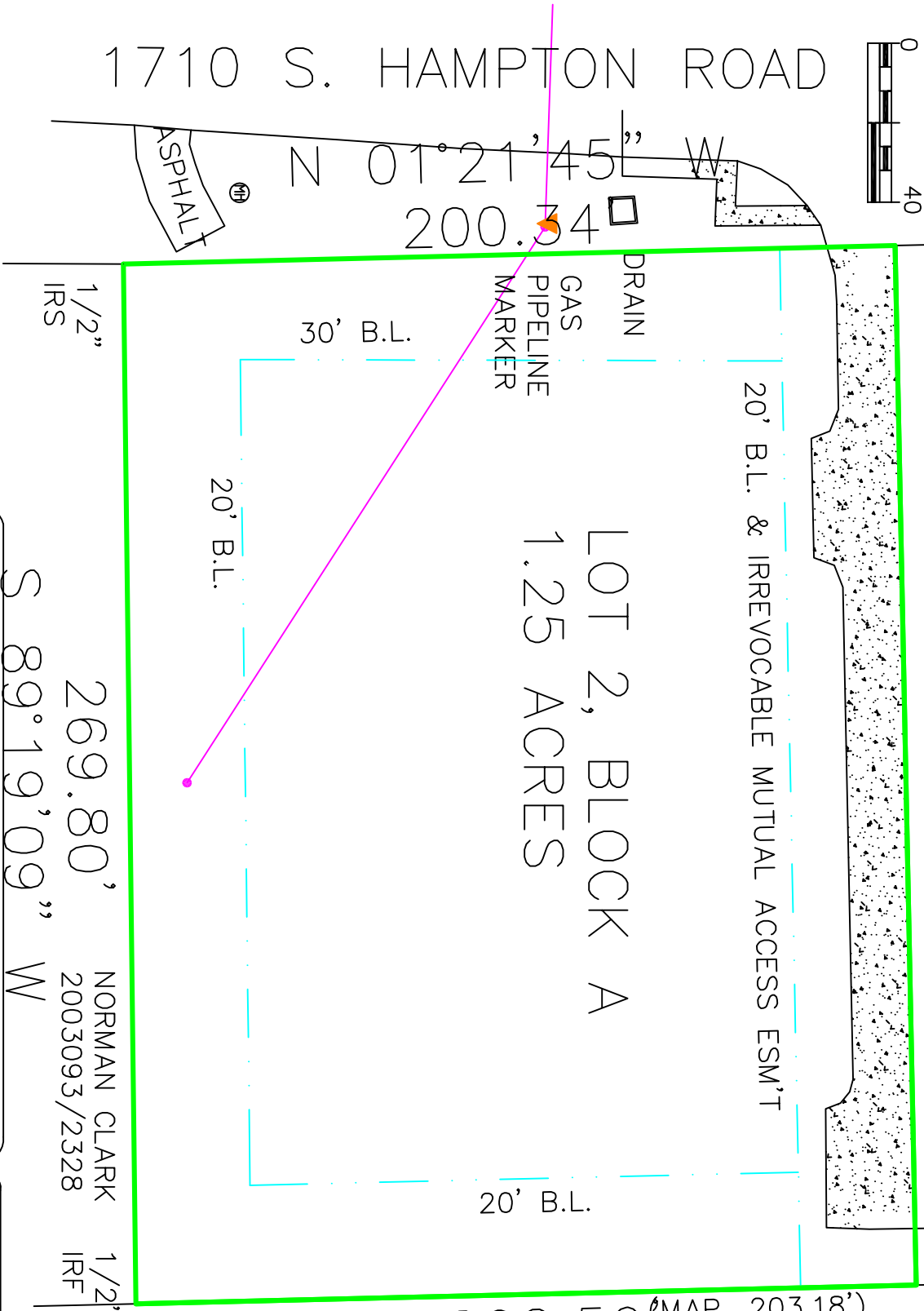
1/2" IRF  
W/YC  
241.8  
N 1/2"  
S IRS

N 88°50'29" E  
269.73'

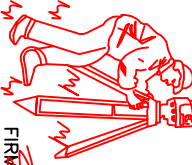
1/2" IRF  
W/RC  
254.8  
N 1/2"  
S IRS

202.59' (MAP, 203.18')  
S 01°22'39" E  
BRITHANY GRISSELL  
TORRES #201600074379

BASIS OF BEARING  
1. BEARINGS SHOWN HEREON ARE REFERENCED TO TEXAS COORDINATE SYSTEM OF 1983, NORTH CENTRAL ZONE, AND ARE BASED ON THE NORTH AMERICAN DATUM OF 1983, 2011 ADJUSTMENT.  
2. ALL AREAS SHOWN HEREON ARE CALCULATED BASED ON SURFACE MEASUREMENTS  
3. ALL DISTANCES ARE MEASURED IN US SURVEY FEET.



| LEGEND |                  |
|--------|------------------|
|        | POWER POLE       |
|        | WOOD DECK        |
|        | CONCRETE         |
|        | GRAVEL           |
|        | BRICK            |
|        | SEPTIC LIDS      |
|        | GAS METER        |
|        | COVERED AREA     |
|        | AC PAD           |
|        | FIRE HYDRANT     |
|        | BUTANE TANK      |
|        | PROPERTY LINE    |
|        | FENCE            |
|        | BUILDING LINE    |
|        | EASEMENT LINE    |
|        | IRON ROD FOUND   |
|        | IRON ROD SET     |
|        | POWER LINE       |
|        | NOT TO SCALE     |
|        | UTILITY PEDESTAL |
|        | ELECT. BOX       |
|        | UTILITY EASEMENT |
|        | WATER METER      |
|        | BUILDINGS        |



**JIMMY W. POGUE, INC.**  
"Registered Professional Land Surveyors"  
5611 SWEET WATER DRIVE  
MIDLOTHIAN, TX 76065  
(214) 371-0666  
Jimmilyn D. Woodard R.P.L.S. 5398  
Firm #101219-00 Email: kstuart@jimwypogue.com

Job Number: 131757 Date: 05/06/2024 Drawn by: KJS

G.F. Number: 3017002240009 Title Company: ALLEGIANCE TITLE

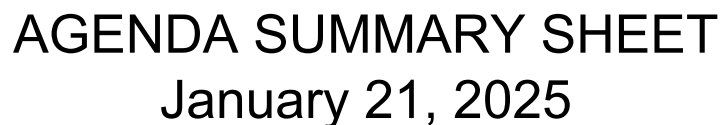
Certified to: KHALED ALI REFALE

I, Jimmilyn D. Woodard, Registered Professional Land Surveyor of the State of Texas, do certify that this Survey Plat is a representation of the property shown hereon as determined by a survey on the ground. The lines and dimensions of said property being as indicated by the plat. The size, location and type of above ground improvements are as shown. Corner monuments are as shown on survey. EXCEPT AS SHOWN ON SURVEY, THERE ARE NO ABOVE GROUND ENCROACHMENTS OR ABOVE GROUND PROTRUSIONS. This survey makes no judgments as to the ownership of the property, only that the property exist on the ground as shown and surveyed from a description provided to the surveyor.

This Survey was performed exclusively for the parties shown hereon and is licensed for a single use. This Survey remains the property of the Jimmy W. Pogue, Inc. Unauthorized reuse is not permitted without the expressed written permission of the President of company. This survey is an original work protected by United States Copyright Law and International Treaties. All rights reserved. Do not make illegal copies.

**Jimmilyn D. Woodard**  
R.P.L.S. 5398  
THIS SURVEY VALID WITH EMBOSSED SEAL





Discussion and take action to approve Ordinance O-02-25, regarding amending Section 1 (“General Definitions”) of Article XIX (“Basic Definitions and Interpretations”) of exhibit 14A (“Zoning Ordinance”) of Chapter 14 (“Zoning”) to amend the general definitions of the City’s Comprehensive Zoning Ordinance. (Second Reading) (Parviz Pourazizian, Director of Planning and Development Services)

[illegible]

**AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS**

**ORDINANCE NO. O-02-25**

**AN ORDINANCE OF THE CITY OF GLENN HEIGHTS, TEXAS, AMENDING THE CODE OF ORDINANCES, CITY OF GLENN HEIGHTS, TEXAS, BY AMENDING SECTION 1 (“GENERAL DEFINITIONS”) OF ARTICLE XIX (“BASIC DEFINITIONS AND INTERPRETATIONS”) OF EXHIBIT 14A (“ZONING ORDINANCE”) OF CHAPTER 14 (“ZONING”) TO AMEND THE GENERAL DEFINITIONS OF THE CITY’S COMPREHENSIVE ZONING ORDINANCE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Planning and Zoning Commission of the City of Glenn Heights and the City Council of the City of Glenn Heights, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given requisite notices by publication and otherwise, and have held due hearings and afforded a full and fair hearing to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof, and the City Council of the City of Glenn Heights is of the opinion and finds that a zoning regulation change should be adopted, and that the Comprehensive Zoning Ordinance, Plan and Map should be amended accordingly to the extent inconsistent with the terms hereof.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:**

**SECTION 1:** The Comprehensive Zoning Ordinance, Plan and Map of the City of Glenn Heights, Texas, as heretofore amended, be and the same are hereby amended by amending Section 1 (General Definitions”) of Article XIX (“Basic Definitions and Interpretations”) of Exhibit 14A (Zoning Ordinance”) of Chapter 14 (“Zoning”) by replacing the General Definitions in the Code with the General Definitions attached hereto and, by this reference, incorporated herein as Exhibit “A” to this Ordinance.

**SECTION 2:** All provisions of the Ordinances of the City of Glenn Heights, Texas, in conflict with the provisions of this ordinance as applicable to the Property be and are hereby repealed and all other provisions of the ordinances of the City of Glenn Heights, Texas, not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 3:** An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

**SECTION 4:** Should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance or

the Comprehensive Zoning Ordinance as a whole, or any part or provision thereof, other than the part declared to be invalid, illegal, or unconstitutional.

**SECTION 5:** Any person, firm, or corporation violating any of the provisions or terms of this ordinance or the Comprehensive Zoning Ordinance, as amended hereby, shall be subject to a penalty by fine not to exceed two thousand dollars (\$2,000.00) for each offense, and each and every day such violation continues or is allowed to exist shall constitute a separate offense.

**SECTION 6:** This ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law and charter in such cases provide.

**DULY PASSED** by the City Council of the City of Glenn Heights, Texas this 21<sup>st</sup> day of January 2025.

**APPROVED:**

\_\_\_\_\_  
Sonja A. Brown, Mayor

**ATTEST:**

\_\_\_\_\_  
Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
David M. Berman, City Attorney

## **EXHIBIT A**

### **CHAPTER 14 ZONING**

#### **EXHIBIT 14A ZONING ORDINANCE**

...

#### **ARTICLE XIX BASIC DEFINITIONS AND INTERPRETATIONS**

##### **§1 GENERAL DEFINITIONS.**

XIX.1.1 For the purpose of these regulations, certain terms and words are to be used and interpreted as defined hereinafter. Words used in the present tense shall include the future tense; words in the singular number include the plural and words in the plural number include the singular, except where the natural construction of the writing indicates otherwise. Words and phrases that are not defined below shall be given their common, ordinary meaning unless the context clearly requires otherwise. The word “shall” is mandatory and not directory; while the word “may” is merely directory.

ACCESSORY BUILDING. A subordinate building or a portion of the main building located on the same lot as the main building, the use of which is incidental to that of the dominant use of the building or premises and not exceeding the maximum lot coverage. Accessory buildings must meet all requirements of the zoning district in which they are located. Accessory buildings generally include parking garages, adjacent farm structures, home workshops and tool houses, storage sheds, home greenhouses, etc. Farms with working barns may be exempt if the land is subject to an agricultural use exemption; proof of receipt of such an exemption from the applicable appraisal district must be available for inspection. Accessory Buildings may only exist in conjunction with a primary structure and may not be constructed in the absence of a primary structure, unless provided by ordinance. In the event a primary structure is destroyed, the accessory building may continue to exist in the absence of the primary structure for six months provided a primary structure is being reconstructed. Failure to timely construct a primary structure requires the removal of the accessory structure. Accessory structures shall not include structures commonly known as sea boxes, PODs, trailer containers, railroad boxes and the like.

ACCESSORY RESIDENCE/GUEST HOUSE. Living quarters within a detached accessory building located on the same premises with the main building, for use by temporary guests of the occupants of the premises, such quarters having no kitchen facilities and not rented or otherwise used as a separate dwelling and shall not exceed six hundred fifty (650) square feet in size (a/k/a Guest House) (Article XVII).

ACCESSORY USE. A use that is customarily incidental, appropriate and subordinate to the principal use of land or buildings and located upon the same lot therewith. The land and building area used for the accessory use must be significantly less than that used for the primary use and gross receipts, if any, must be significantly less than those derived from the primary use. Accessory



uses must comply with the requirements of the zoning district in which they are located.

ACCOUNTANT OR BOOKKEEPING OFFICE. See Business Office, General.

ADMINISTRATIVE OR CORPORATE HEADQUARTERS. The center of operations or administration for a legal entity, that may conduct its primary operations in another location, and designate the location as its principal place of business for legal transactions.

AIRPORT. A place where an aircraft can land and take off, usually equipped with hangars, facilities for refueling and repair and various accommodations for passengers and regulated by state and federal entities with jurisdiction over airspace.

ALLEY. A minor right-of-way, dedicated to public use, which affords a secondary means of vehicular access to the back or side of properties otherwise abutting a street, and which may be used for public utility purposes.

AMERICANS WITH DISABILITIES ACT (“ADA”). The applicable federal statute and regulations relative to new construction and rehabilitation as may be required in 42 U.S.C. 1281, et seq., Pub. L. 101-336 and implementing regulations at 28 C.F.R. parts 35 and 36, and similar regulations as they exist and as they may be amended.

AMORTIZATION. The required removal of a nonconformity after a stated period of time without compensation.

AMUSEMENT OR VIDEO ARCADE, COMMERCIAL. Any building, room, place or establishment of any nature or kind and by whatever name called, that contains at least three (3) amusement devices, such as pinball and video machines [that] are operated for a profit, whether the same be operated in conjunction with any other business or not, including but not limited to such amusement devices as coin-operated pinball machines, video games, electronic games, shuffle boards, pool tables or other similar amusement devices. Provided, however, the term “amusement device,” as used herein, shall not include musical devices, billiard tables which are not coin-operated, and devices designed to train persons in athletic skills or golf, tennis, baseball, archery or other similar sports. May be Indoor or Outdoor; See also, Amusement Park, Permanent

AMUSEMENT PARK, PERMANENT. An outdoor area or structure, open to the public, which provides entertainment or amusement for a fee or admission charge, including, but not limited to, batting cages, miniature golf, go-kart tracks and thrill rides.

ANIMAL POUND (MUNICIPAL). An enclosure, owned by the municipality, under or subject to its control, to house stray or unlicensed animals captured within the municipality. The pound may also be used as a holding pen for animals under observation consistent with state law regulations.

ANTENNA, SATELLITE DISH. An apparatus capable of receiving communications from a transmitter relay located in planetary orbit.

A

ANTIQUÉ SHOP, SALES IN BUILDING. A retail establishment engaged in the selling of works

of art, furniture or other artifacts of an earlier period, with all sales and storage occurring inside a building. Antiques are objects which show some degree of craftsmanship, value and is considered a collectible.

APARTMENT HOUSE. See Multiple-Family Dwelling. ARCHITECT'S OFFICE. See Business Office, General.

ASPHALT PAVING. A composite material commonly used for construction of pavement, highways and parking lots, comprised primarily of petroleum-based products as a tar-like substance used as a binder with an aggregate base. All asphalt paving, residential driveways and parking, shall conform to the standards adopted in the City's Subdivision Regulations and the adopted Standard Construction Details.

ASSEMBLY HALL. A building, or part of a building, in which facilities are provided and used for such purposes as a meeting, gathering, or assembly of persons for civic, educational, political, religious, or social events, including weddings and receptions, and may include a banquet hall, or fraternal organization.

ASSEMBLY OF ELECTRONIC INSTRUMENTS AND DEVICES. An industrial site where technological devices are assembled for the purpose of manipulation of voltages and electric currents through the various devices for the result of performing some useful action.

ATHLETIC STADIUM OR FIELD. An athletic field or stadium owned and operated by a public agency and/or political subdivision for use by the general public including a baseball field, golf course, football field or stadium which may be lighted for nighttime play.

AUTOMOBILE (AUTO).

- A. A self-propelled mechanical vehicle designed for use on streets and highways for the conveying of goods and people including but not limited to the following: passenger cars, trucks, buses, motor scooters and motorcycles.
- B. A motor vehicle subject to registration under Transportation Code, Title 7, Subtitle A, or any other device designed to be self-propelled or transported on a public highway.

All Automobile related business listed below include office area.

AUTOMOBILE ASSEMBLY AND REBUILD. Assembly is a system of workers and machinery in which a new product is assembled in a series of consecutive operations; typically the product is attached to a continuously moving belt. Rebuilding is the independent rehabilitation of a used automobile product.

AUTOMOBILE PAINTING, BODY AND UPHOLSTERY REPAIR. The painting, upholstery and Repair or replacing of damaged auto body part. (Collision repair. Center.) Work will take place inside the store or garage.

AUTOMOBILE CENTER. A business whose primary purpose is to stock automotive parts and accessories, and which may provide a limited amount of maintenance services. All services are inside.

AUTOMOBILE LEASING AND RENTING. A location where vehicles (e.g. automobiles, motorcycles and light load vehicles) are stored for leasing or rental purposes.

AUTOMOBILE PARKING LOT OR GARAGE. An area or structure designed for the short-term parking of motor vehicles. See Parking Lot and Parking Garage.

AUTOMOBILE PARTS, SALES IN BUILDING (Inside). The use of any building or other premises for the primary inside display and sale of new or used parts for automobiles, panel trucks or vans, trailers, or recreation vehicles.

AUTOMOBILE PARTS, SALES IN OPEN (Outside). The use of any land for the outside display and sale of new or used parts for automobiles, panel trucks or vans, trailers, or recreation vehicles. This does not include junk or salvage yards.

AUTOMOBILE REPAIR, MAJOR. General repair or reconditioning of engines, air-conditioning systems and transmissions for motor vehicles; wrecker service; collision services, including body, frame or fender straightening or repair; customizing; painting; vehicle steam cleaning; undercoating and rust-proofing; those uses listed under “automobile repair, minor”; and other similar uses. The car service/bay area shall be screened from view from public roads (unless the garage existed before March 31, 2005? [sic]). Or An establishment providing major or minor automobile repair services to all motor vehicles except heavy load vehicles. The car service/bay area shall be screened from view from public roads unless the garage existed before March 31, 2005. Vehicles which are inoperative or are being repaired, may not remain parked outside an Automobile Service Station for a period greater than seven (7) days.

AUTOMOBILE REPAIR, MINOR. Minor repair or replacement of parts, tires, tubes, and batteries; diagnostic services; minor motor services such as grease, changing of oil, oil filters and the chassis lubrication of motor vehicles( All new oil shall be dispensed from drums and all old oil shall be kept in sumps until removed by pumper trucks and at all times shall comply with state environmental quality laws.) , spark plug, and filter changing; tune- ups and automobile washing and polishing. The car service/bay area shall be screened from view from public roads (unless the garage existed before March 31, 2005? [sic]). Vehicles, which are inoperative or are being repaired, may not remain parked outside an Automobile Service Station for a period greater than seven (7) days.

AUTOMOBILE SALES LOT (NEW). A place of business where the primary business is the sales of new automobiles. The place of business and seller of vehicles must comply with the Texas Department of Transportation regulations and licensing requirements.

AUTOMOBILE SALES LOT (USED). A place of business where the primary business is the sales of used automobiles or light load vehicles. The place of business and seller of vehicles must comply with the Texas Department of Transportation regulations and licensing requirements.

AUTOMOBILE STORAGE.

- A. The storage on a lot or tract, which complies with the Texas Department of Licensing

and Regulation licensing requirements of operable automobiles for the purpose of holding such vehicles for sale, distribution or storage.

- B. A garage, parking lot, or other facility owned or operated by a person other than a governmental entity for storing or parking ten (10) or more vehicles per year.

BAKERY AND CONFECTIONERY WORKS. A manufacturing facility for the production and distribution of baked goods and confectioneries.

BANK, (a/k/a SAVINGS AND LOAN, OR CREDIT UNION). An establishment for the custody, loan, exchange or issue of money, the extension of credit, and/or the facilitating of the transmission of funds[.]

BANK, AUTOMATIC TELLER. A stand-alone structure or kiosk associated with a Bank, for either pedestrian or vehicular transactions involving the transmission of funds.

BAR.

- A. Any establishment including, but not limited to, “nightclubs” licensed by the state for the sale of alcoholic beverages that derives more than seventy-five percent (75%) of the establishment’s gross revenue from the on-premises sale of alcoholic beverages for on-premises consumption.
- B. For purposes of this definition, “daily gross sales” shall be calculated using the normal selling price of all food, alcoholic beverages and other items sold in the establishment and shall reflect the price normally charged for such items in the establishment for which the daily gross sales figure is calculated, whether such item is actually sold at normal selling price or below normal price. Prices charged during promotions, happy hours, and other occasions when items are sold at reduced prices or served at no charge, shall not be considered “normal selling price” for calculation of daily gross sales.

BARBER SHOP OR COLLEGE. A place where barbering, as defined in Chapter 1601 of the Texas Occupations Code, as it may be amended, is practiced, offered or attempted to be practiced, except when such place is duly licensed as a barber school or college.

BASEMENT OR CELLAR. A story partly or wholly underground. For purposes of height measurement, a basement shall be counted as a story when more than one-half of its height is above the average level of the adjoining ground or when subdivided and used for commercial or dwelling purposes by other than a janitor employed on the premises.

BATCH PLANT. See Concrete or Asphalt Batching Plant, Permanent and Temporary.

BATH HOUSE. A structure that contains dressing rooms, showers, restrooms and toilet facilities for use with an adjacent public swimming pool, semi-public swimming pool, private swimming pool, spa-pool or public bathing place.

BATTERY MANUFACTURING. See Manufacturing Processes, General

BEAUTY SHOP. A place where cosmetology, as defined by Chapter 1602 of the Texas Occupations Code, as adopted and amended, is practiced.

BED AND BREAKFAST, INN OR FACILITY. A dwelling or group of dwellings at which a meal, usually breakfast, is served and sleeping accommodations are offered and provided to not more than ten (10) rooms or unattached units (e.g. cabins) for transient guests on a nightly basis for compensation. Such terms do not include a hotel, motel or boarding house. See tourist home.

BERM. A small, fabricated hill or elevated land typically used in place of, or in addition to trees or shrubs to screen a business from public view or to act as a visual, light and noise buffer between uses. A rolling topography is generally created through the use of berms. Berms shall not be more than six feet (6') from the ground to its highest point.

BIG BOX. A structure over 45,000 square feet in size including, but not necessarily limited to, membership warehouses and large retail businesses.

BLOCK. A tract of land platted for urban use and generally bound by dedicated public right-of-way, streets, or a combination of streets, parks, cemeteries, or boundary lines of local government.

BOARDING HOUSE. A building, where, for compensation, and by pre-arrangement for definite periods of time, meals or lodging and meals are provided for three (3) persons or more, but not exceeding twenty (20) persons on a weekly or monthly basis. This term does not include a hotel or motel.

BOAT SALES. A place of business where the primary business is the sales of new and used boats. The place of business and seller of vehicles must comply with the Texas Department of Parks and Wildlife regulations and licensing requirements.

BOOK BINDERY. A facility where books are bound. Bookbinding is the process of physically assembling a book from a number of folded or unfolded sheets of paper and usually involves attaching covers to the text block.

BOTTLING WORKS. A manufacturing facility designed to place a product into a bottle for distribution.

BUFFER ZONE. A tract of land between two differently zoned areas (e.g., a city might position a multifamily residential development between a commercial and single-family residential district).

BUFFER-YARD. A designated area, defined in dimension, on the perimeter of a property which is required to have a screening or buffering of landscaping or screening materials installed and maintained between it and the adjacent property. Normally this will be between properties with differing zoning or uses.

BUILDING. Any structure designed, built or occupied, intended for shelter, housing or roofed enclosure for persons, animals or property. When separated by dividing walls without openings, each portion of such structure so separated may be deemed a separate building.

BUILDING ELEVATION. The view of any building, or other structure from any one of four sides showing features such as construction materials, design, height, dimensions, windows, doors, architectural features and the relationship of grade to floor level.

BUILDING HEIGHT. The vertical distance from the average line of the highest and lowest points of that portion of the lot covered by the building to the highest point of coping of a flat roof, or a deck line of a mansard roof or to the average height of the highest gable of a pitch or hip roof.

BUILDING LINE. A line parallel, or approximately parallel, to the front, side or rear lot line at a specific distance therefrom, marking the minimum distance from the front, side or rear lot line that a building may be erected.

BUILDING MATERIALS, LUMBER SALES YARDS AND HARDWARE SALES (INSIDE STORAGE). The sale of new building materials, unfinished lumber and indoor related sales for hardware, carpet, plants, electrical and plumbing supplies all of which are oriented to the retail customer, rather than contractor or wholesale customer. Facilities for storage are inside the building.

BUILDING MATERIALS, LUMBER SALES YARDS AND HARDWARE SALES (OUTSIDE STORAGE). The sale of new building materials, unfinished lumber and indoor related sales for hardware, carpet, plants, electrical and plumbing supplies all of which are oriented to the retail customer, rather than contractor or wholesale customer. Facilities for storage are outside the building.

BUILDING OFFICIAL. The building inspector, administrative official or other authorized designee of the City charged with responsibility for issuing permits and enforcing the City of Glenn Heights Zoning Ordinance, Subdivision Regulations and the adopted Building Code.

BUILDING, PRIMARY (MAIN). A building in which the principal use of the lot on which it is situated is conducted. In a residential district the dwelling unit shall be deemed to be a main building on the lot on which it is situated.

BUS STOP OR SHELTER. A roofed structure with at least three walls located on or adjacent to the right-of-way of a street, and which is designed and used primarily for the protection, convenience and information of bus passengers.

BUS TERMINAL. Any premises for the transient housing or parking of motor-driven buses and the loading and unloading of passengers.

BUSINESS SERVICE. Establishments primarily engaged in providing services, not elsewhere classified, to business enterprises on a fee contract basis including, but not limited to, advertising agencies, computer programming and software services, and office equipment rental or leasing.

CABINET AND UPHOLSTERING SHOP. An establishment for the production, display and sale of cabinets, furniture and soft coverings for furniture.

CAMPING SITES. Land and facilities designated and permitted as a park or site for temporary dwelling by tent, cabin or recreational vehicle, with or without electrical or plumbing infrastructure and/or designated pad sites.

CARWASH. Structure used to wash motorcycles, automobiles and light load vehicles.

CARWASH, AUTOMATED. Facility or structure where chairs, conveyors, blowers, steam cleaners or other mechanical devices are used for the purpose of washing motorcycles, automobiles and light load vehicles and where the operation is generally performed or operated by an attendant.

CARWASH, MANUAL OR SELF-SERVICE. Facility or structure where washing, drying and polishing of vehicles is done by the owner of the vehicle, as a self-service operation, without the use of chain conveyors, blowers, steam cleaners or other mechanical devices.

CARETAKER/GUARD QUARTERS AS PART OF PERMANENT STRUCTURE. An accessory building or portion of an accessory building located on the same lot or grounds with the main building, containing not more than one set of kitchen and bathroom facilities and used as living quarters for a person or persons employed on the premises, and not otherwise used or designed as a separate place of abode, provided the living area of such quarters shall not exceed six hundred fifty (650) square feet.

CARNIVAL, TEMPORARY. A temporary amusement park wherein a special events permit is sought for the purpose of providing entertainment from rides, sideshows and games of skill on public or private property as permitted.

CARPORT. A structure open on a minimum of three sides designed or used to shelter not more than three (3) vehicles and not to exceed twenty-four feet (24') on its longest dimension. Carports shall be constructed as provided by this Zoning Ordinance (Section XII [Article 15.04, division 1 of the Code of Ordinances].).

CARTING OR EXPRESS HAULING. The work of taking something away in a cart or truck, transportation of goods and disposing of it.

CEMETERY OR MAUSOLEUM. Property used for the interring of the dead, where bodies or remains are interred in ground (cemetery) or above ground in staked vaults (mausoleum).

CERTIFICATE OF OCCUPANCY. An official certificate issued by the City through the Building Official which indicates conformance with or approved conditional waiver from the zoning regulations and authorizes legal use and occupancy of the premises for which it is issued; may also be referred to as an "Occupancy Permit."

CHURCH, RECTORY OR RELIGIOUS INSTITUTION. A building for regular assembly for religious worship which is used primarily and designed for such purpose and those accessory activities which are customarily associated therewith, and may be a place of residence for

ministers, priests, nuns or rabbis on the premises. A place of worship, including a church, synagogue, temple, mosque or other building or facility, primarily engaged in religious worship. The term “accessory activities” does not include uses such as schools, recreational facilities, day care or child care facilities, kindergartens, dormitories, or other facilities for temporary or permanent residences, which are connected or related to the church or the principal building on the site, or are located on the same site, even if the curriculum or services offered as part of such use includes religious services or training.

CITY. The City of Glenn Heights, an incorporated home rule municipality and political subdivision of the State of Texas located in Dallas and Ellis Counties.

CITY COUNCIL. The governing body of the City of Glenn Heights, Texas.

CLOTHING OR APPAREL STORE. A retail facility primarily in business for the sale of personal clothing, shoes and other clothing accessories.

CLUB. This term includes assembly halls, private country clubs, fraternal clubs or lodges, private clubs and nightclubs and those terms as defined shall govern.

CLUB, FRATERNAL (FRATERNAL LODGE). An establishment providing meeting or social facilities for a private or nonprofit association, primarily for use by members and guests. Typical uses include, but are not limited to, fraternal lodges and meeting halls.

CLUB, NIGHT. An establishment where there is live entertainment, dancing, karaoke, televised, recorded and/or other performing entertainers.

CLUB, PRIVATE. A place or establishment in which alcoholic beverages are stored, possessed, mixed, consumed or served in broken or unsealed containers, as permitted by the laws of the state, and thirty percent (30%) of the gross receipts are derived from the sale of food. Gross receipts shall be determined by an annual audit provided at the expense of the owner of the private club for review by the City Council. All private clubs require a Specific Use Permit (SUP). Private clubs shall conform to the requirements of state law including, but not limited to, the Alcohol Beverage Code and shall receive a private club permit from the state within six (6) months after the issuance of a SUP.

COLLEGE OR UNIVERSITY. An academic institution of higher learning accredited or recognized by the State and covering a program or series of programs of academic study.

COMMERCIAL AMUSEMENT (INDOOR). An amusement enterprise that is wholly enclosed within a building which is treated acoustically so that noise generated by the enterprise is not perceptible at the bounding property line, and that, for a fee or price of admission, provides activities, services and/or instruction for the entertainment of customers or members, but not including amusement arcades. Uses may include, but are not limited to, the following: bowling alley, ice skating rink, martial arts club, racquetball/handball club, indoor tennis courts/club, indoor swimming pool or scuba diving facility, video arcades, and other similar types of uses. See Amusement, Commercial.



COMMERCIAL AMUSEMENT (OUTDOOR). See Amusement Park, Permanent.

COMMERCIAL PLANT, GENERAL. Establishments other than personal service shops for the treatment and/or processing of products as a service on a for-profit basis including, but not limited to, newspaper printing, laundry plant, or cleaning and dyeing plants.

COMMERCIAL SCHOOL, TRADE SCHOOL OR VOCATIONAL TECHNICAL SCHOOL. Establishments, other than public or parochial schools, private primary and secondary schools or colleges, offering training or instruction on a trade, art or occupation.

COMMISSION. The Planning and Zoning Commission of the City of Glenn Heights. COMMON AREA. A parcel or parcels of land, or an area of water, or combination of land and water and/or developed facilities, complementary structures or improvements, including but not limited to vehicular and pedestrian access and recreational facilities within the site.

COMMUNITY CENTER (PUBLIC). A building or complex of buildings that house cultural, recreational, athletic, or entertainment facilities owned and/or operated by a governmental agency or private nonprofit agency.

COMMUNITY CENTER, PRIVATE. A building or buildings dedicated to social and/or recreational, athletic, cultural or entertainment activities serving residents of a subdivision or development which is operated by an association or incorporated group for their use and benefit and not as a commercial, for profit, business.

COMMUNITY HOME. A community-based residential home qualified to operate by the State of Texas, a nonprofit corporation, a community center organized pursuant to State statute, or an entity which is certified by the State as a provider for a program for the mentally retarded in accordance with Chapter 123 of the Texas Human Resource Code, as it may be amended. Community homes provide for persons who have mental and/or physical impairments that substantially limit one or more major life activities. To qualify as a community home, a home must meet the following state statutory requirements, as they may be amended:

- A. Not more than six (6) disabled persons and two (2) supervisory personnel may reside in the community home at the same time.
- B. The home must provide food and shelter, personal guidance, care, rehabilitation services and supervision.
- C. All applicable licensing and other statutory requirements.

To the extent required by law, such use shall be by right in any residential district.

COMMUNITY SERVICES DIRECTOR. An official of the City of Glenn Heights responsible for the planning and zoning functions of the city, Right-of-Way management, building inspections, builder/developer liaison, management of City real estate, public utility liaison and coordinates business development and retention.

COMPREHENSIVE PLAN. The Comprehensive Plan of the City and adjoining areas as adopted by the City Council and the City Planning and Zoning Commission, including all its revisions and

parts, consistent with City Charter and Ordinances. This plan provides a guide for the future development of the City with graphic and textual policies that govern the general location recommended for various land uses, transportation routes, public and private buildings, streets, parks, and other public and private developments and improvements.

CONCEPT PLAN. Conceptual drawing of a proposed project or development to provide a general understanding and depiction of the intended general use. See also Site Plan.

CONCRETE OR ASPHALT BATCHING PLANT (PERMANENT). A permanent manufacturing facility for the storing of raw materials and production of concrete or asphalt.

CONCRETE OR ASPHALT BATCHING PLANT (TEMPORARY). A temporary manufacturing facility for the storing of raw materials and production of concrete or asphalt during construction of a project. The plant shall be removed when the project is completed.

CONCRETE PAVING. All concrete paving, residential and nonresidential driveways and streets shall conform to the standards adopted in the City's Subdivision Regulations and the adopted Standard Construction Details.

CONSTRUCTION YARD (TEMPORARY). A storage yard or assembly yard for building materials and equipment directly related to a specific construction project and subject to removal at completion of construction.

CONTRACTOR'S SHOP AND STORAGE YARD. A building, part of a building, or land area for the construction or storage of materials, equipment, tools, products, and vehicles.

CONVENIENCE STORE. A retail establishment providing for the sale of consumables, non-prescription drugs, small household items and gifts that are not used or consumed on the premises. Gasoline and diesel fuel may be offered for sale provided they are not the primary source of income for the store and that no more than eight (8) pumps are offered.

CONVENIENCE STORE LESS THAN 2500 S.F. A retail establishment providing for the sale of consumables, non-prescription drugs, small household items and gifts that are not used or consumed on the premises. Gasoline and diesel fuel may be offered for sale provided they are not the primary source of income for the store and that no more than eight (8) pumps are offered. Maximum size of the establishment will be no more than 2,500 square feet, not including storage areas and administrative offices.

CORNER VISIBILITY. An area to be left without obstruction such that the view of traffic is not impeded.

COUNTRY CLUB (PRIVATE). A land area and buildings which may include a golf course, clubhouse, dining room, swimming pool, tennis courts and similar recreational or service uses available to members and their guests.

COURT. An open, unobstructed space, bounded on more than two sides by the walls of a building.

An “inner court” is entirely surrounded by the exterior walls of a building. An “outer court” has one side open to a street, alley, yard, or other permanent open space.

COVERAGE. The area physically covered by all buildings located on a lot or parcel, including the area covered by all overhanging roofs.

CREDIT ACCESS BUSINESS. Shall have the meaning given that term in Section 393.601 of the Texas Finance Code and including any credit services organization that obtains for a consumer or assists a consumer in obtaining an extension of consumer credit in the form of a deferred presentment transaction or a motor vehicle title loan, as those terms are defined in Section 393.601 of the Texas Finance Code, as amended.

CULTURAL ESTABLISHMENTS. Establishments such as museums, art galleries, botanical and zoological gardens, and other facilities of a historic, an educational or a cultural interest that possess qualities of significance in history, architecture, archeology, or reflect the cumulative deposit of knowledge, experience, beliefs, values, attitudes, meanings, hierarchies, religion, notions of time, roles, spatial relations, concepts of the universe, and material objects and possessions acquired by a group of people in the course of generations through individual and group striving.

CUL-DE-SAC. A short residential street having but one vehicular access to another street and terminated by a vehicular turnaround.

CURBSTONING. The practice of selling cars on the street or in parking lots, usually by unlicensed dealers.

CURVILINEAR IN DESIGN. A design characteristic consisting of or bounded by curved lines; represented by a curved line.

DAIRY PROCESSING. The homogenization and pasteurization of raw milk for the production of dairy products such as milk, cheese, yogurt, ice cream, etc.

DANCE HALL. A building or part of a building with facilities for dancing.

DAY CARE. Day care uses include facilities that provide care for children or adults on a regular basis away from their primary residence for less than twenty-four (24) hours per day. This category does not include public or private schools or facilities operated in connection with an employment use, shopping center, or other principal use, where children are cared for while parents or guardians are occupied on the premises or in the immediate vicinity. Specific use types include, but are not limited to, the following:

- A. Child Care in Residence (accessory use) a/k/a Family Home. A child care facility that regularly provides care in the caretaker’s own residence for not more than six (6) children under 14 years of age, excluding the caretaker’s own children and that provides care after school hours for not more than six (6) additional elementary school siblings of the other children given care, but the total number of children, including the caretaker’s own, does not exceed twelve (12) at any given time. This term shall not

include overnight lodging, medical treatment, counseling or rehabilitative service establishments and does not apply to any school. Licensure/ registration for such facilities shall follow the requirements set forth by the State of Texas.

- B. Children's Day Care Center (Registered). A facility or place designed for the care of less than six (6) unrelated children for some period of time less than twenty-four (24) hours. If such facility provides overnight care, the license must prove authorization for the same.

DEAD-END STREET. A street, other than a cul-de-sac, with only one outlet for ingress or egress.

DENSITY. The total number of residential units allowed upon a given tract of land usually expressed in total number of units per gross acres of net acre.

DEPARTMENT STORE. A building or use which sells primarily general retail items. No consumption of food or beverage items occurs on-site but food and beverage sales for off-site consumption is permitted.

DETACHED PRIVATE GARAGE. A detached accessory building or portion of the main building for the primary use as parking or temporary storage of automobiles of the occupants of the premises; if occupied by vehicles of others, it is a storage space.

DEVELOPER. A person, partnership, corporation or other legal entity owning or representing a business which is proposing or applying to construct a project or create a subdivision.

DISTRIBUTION CENTER OR WAREHOUSE. A building or facility used for the storage and distribution of whole items/products.

DISTRICT, ZONING. See Zoning District.

DRAPERY MANUFACTURING AND SALES. An establishment used for the production, display and sale of draperies and interior window coverings.

DRUG AND PHARMACEUTICAL MANUFACTURING. See Manufacturing Process, General.

DRUGSTORE, PHARMACY. A retail store whose primary purpose is to stock and sell all drug, prescription and health-related products.

DRY BOAT STORAGE. The storage of boats, usually through stacking, in land-based buildings or hardstands.

DRY CLEANING PLANT OR COMMERCIAL LAUNDRY. Dry cleaning plants primarily clean, repair, and press clothes, linens, and other fabric items that cannot be cleaned in water. Dry cleaning involves the use of a variety of chemicals to clean fabrics and must satisfy all applicable federal and state regulations associated with the use, including but not limited to environmental regulations.

DRY CLEANING, SMALL SHOP. A custom cleaning shop or pickup station not exceeding 5,000

square feet of floor area, including but not limited to dry cleaning plants having no more than 5,000 square feet of floor area. Such a shop must satisfy all applicable federal and state regulations associated with the use, including but not limited to environmental regulations.

DWELLING. Any building or portion thereof, which is designed or used as a living quarter for one or more families, but not including “mobile homes.”

DWELLING, MULTIPLE-FAMILY. Attached dwelling units designed to be occupied by three (3) or more families living independently of one another, yet in the same structure with shared, main lobby, entrance and sidewalks. This term does not include hotels or motels.

DWELLING, SINGLE-FAMILY. A detached dwelling designed to be occupied by not more than one (1) family.

DWELLING, SINGLE-FAMILY ATTACHED (TOWNHOUSE). A dwelling that is part of a structure containing three (3) or more units, each designed for occupancy by one (1) family, and which is located on a separate lot delineated by front, side and rear lot lines.

DWELLING, TWO-FAMILY (DUPLEX). A detached dwelling designed to be occupied by two (2) families living independently of each other.

EASEMENT. A grant of one or more of the property rights by the property owner to or for the use by the public, a corporation or another person or entity.

EASEMENT, TRANSPORTATION OR RIGHT-OF-WAY. An easement established on a lot for the purpose of prohibiting or permitting ingress or egress to vehicular traffic.

EASEMENT, UTILITY. An easement granted for installing and maintaining utilities across, over, or under land, together with the right to enter the land with machinery and other vehicles necessary to maintain the utilities. See also Public Easement.

ECONOMIC DEVELOPMENT INCENTIVE POLICY. A policy adopted by the Glenn Heights City Council for the attraction of long-term investment and establishment of new jobs in the City and for the enhancement of the economic base of area taxing entities.

ELDERLY HOUSING, RETIREMENT. A residential complex containing single or multifamily dwellings designed for and principally occupied by senior citizens. Facilities may include a congregate meals program in a common dining area, but exclude institutional care such as medical or nursing care and are distinguished from life care retirement centers. These offer minimal convenience services but focus on attracting elderly residents so as to provide a social support system among the residents. The term includes any age restricted development which may be in any housing form, including detached and attached dwelling units, apartments, and residences, offering private and semiprivate rooms. The term includes retirement homes and independent living facilities for senior citizens.

ELDERLY HOUSING, ASSISTED LIVING. Residential facilities for senior citizens. Services in

these establishments include assistance with daily activities, such as dressing, grooming, bathing, etc., and may involve a special combination of housing supportive services, personalized assistance, and health care designed to respond to the individual needs of those who need help with activities of daily living, and includes a Continuing Care Facility and an Adult Day Care.

ELECTRIC PRODUCTS MANUFACTURING. See Manufacturing Processes, General.

ELECTRIC TRANSMISSION LINE (HIGH VOLTAGE). See Transmission Line.

ELECTRICAL SUBSTATION. A subsidiary station in which electrical current is transformed.

ELECTRONIC AND HOME APPLIANCE STORE. A retail business with household electronics (e.g., televisions, stereos, computers, etc.) and appliances (e.g., refrigerators, ovens, ranges, etc.) for sale to the public.

ELECTRONIC MANUFACTURING. See Manufacturing, General.

ENGINEER, CITY. Any provider of engineering services to the City, designated by resolution or ordinance of the City Council, who is duly authorized under the provisions of the Texas Engineering Registration Act, as may be amended, to practice the profession of engineering, and is a Registered Professional Engineer.

ENGINEERING OFFICE. See Business Office, General.

EQUIPMENT RENTAL. A location where a variety of equipment (e.g. tractors, ditching machine, scaffolding, tillers) are stored for leasing or rental purposes.

EXCAVATION, SAND/GRAVEL. A tract of land used primarily for the extraction of soil, sand, gravel, clay and other similar materials, other than oil and gas, which are processed and sold or used for commercial purposes, but do not include the excavation or grading necessary for the development of a lot or tract.

EXTRATERRITORIAL JURISDICTION (ETJ). The unincorporated area that is contiguous to the corporate boundaries of the City of Glenn Heights within the specified distance from the corporate boundaries as specified in Texas Local Government Code, Chapter 42, as may be amended.

FACADE. All exterior walls of a building exposed to public view or that may be viewed by persons not within the building.

FAMILY. One or more persons related by blood, marriage, or adoption, or a group not to exceed four (4) persons not all related by blood or marriage, adoption or guardianship, occupying a dwelling unit and living as a single housekeeping unit. This definition does not necessarily apply during times of declared state emergencies.

FARM, RANCH, GARDEN OR ORCHARD. An area of five (5) acres or more which is used for growing usual farm products, vegetables, fruits, trees, and grain and for the raising thereon of the

usual farm poultry and farm animals such as horses, cattle, and sheep and including the necessary accessory uses for raising, treating, and storing products raised on the premises, but not including the commercial feeding of offal or garbage to swine or other animals and not including any type of agriculture or husbandry specifically prohibited by ordinance or law.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA). The Federal Emergency Management Agency that regulates flood emergencies and natural disasters, along with other local and federal agencies, and which is under the federal Homeland Security Department.

FEED AND GRAIN STORE. An establishment for the selling of corn, grain and other foodstuffs for animals and livestock, and including implements and goods related to agricultural processes, but not including farm machinery.

FEED LOT. An area or building where livestock are kept while being fattened for slaughter.

FENCE. A structure serving as an enclosure, a barrier, or a boundary and constructed according to the City of Glenn Heights regulations. Usually made of metal posts joined together by boards, wire, or rails. Fence is a structure for purposes of substandard structure minimum requirements.

FIELD CONSTRUCTION OFFICE. A building or structure, of either permanent or temporary construction, used in connection with a development or construction project for housing temporary supervisory or administrative functions related to development, construction or the sale of real estate properties within active development or construction project.

FINAL PLAT. Any plat of any lot, tract, or parcel of land requested to be approved by the Planning and Zoning Commission and City Council and recorded for record in the Deed Records of Dallas or Ellis County, Texas as required by state law.

FIREPLACE, APPLIANCE STYLE. A fixture that is designed to burn only gaseous products, natural or propane. Gases shall be vented with Type B double wall pipe and/or comply with applicable building codes.

FIREPLACE, WOOD BURNING. A fireplace that is intended to burn wood, wood logs, paper log rolls, lignite, or other approved solid fuel products. Products shall be vented through approved triple wall pipe. This is sometimes referred to as a “brick fireplace.”

FLEA MARKET. An outdoor, or partially indoor premises with a properly issued permit by the City where the main use is the sale of new and used household goods, personal effects, tools, artwork, small household appliances, and similar merchandise, objects, or equipment, in small quantities, in broken stalls, lots or parcels, not in bulk, for the use or consumption by the immediate purchaser in a building, open air, or partly enclosed booths or stalls not within a wholly enclosed building. The term “flea market” shall not be deemed to include wholesale sales establishments or rental services establishments, but shall be deemed to include personal service establishments, food services establishments, retail services establishments, and auction establishments. This definition does not pertain to retail sidewalk sales or garage sales.

FLOOD INSURANCE RATE MAP (FIRM). A map indicating property that lies in a floodplain, floodway or property that is otherwise susceptible to flooding due to changes in development patterns.

FLOODPLAIN. An area of land subject to inundation by a 100-year frequency flood as determined using standard engineering practices and generally as shown on the FIRM (Flood Insurance Rate Map) of the City of Glenn Heights.

FLOODWAY. Where a creek, river, stream or body of water flows and the adjacent land areas that must be reserved in order to discharge the base flood without increasing the water surface elevation more than a designated height.

FLOOR AREA. The total gross square feet of floor space within the outside dimensions of a building including each floor level, but excluding carports, residential garages and breezeways.

FLOOR AREA RATIO (FAR). The floor area of a main building or buildings on a lot, divided by the lot area.

FLORIST SHOP. An establishment for the display and retail sale of flowers, small plants and accessories.

FOOD OR CONVENIENCE STORE. A use which occupies less than 25,000 square feet but greater than 2500 square feet and sells food and beverages primarily for off-site consumption, but also sells other products such as gasoline and retail items. No vehicle repair or other automotive services are provided.

FOOD PRODUCTS MANUFACTURING. See Manufacturing Process, General. FOUNDRY CASTING, NONFERROUS. A factory that produces castings from nonferrous alloys. Metals are turned into parts by melting the metal into a liquid, pouring the metal into a mold and then removing the mold material or casting. The alloys contain no iron.

FROZEN FOOD LOCKER. A business primarily for storing food products in a frozen state for customers.

FUNERAL HOME OR MORTUARY. A place for the storage of human bodies prior to their burial or cremation, or a building used for the preparation of the deceased for burial and the display of the deceased and ceremonies connected therewith before burial or cremation.

FUR GOODS MANUFACTURING BUT NO TANNING, DYING, OR SLAUGHTERING. See Manufacturing Process, General.

FURNITURE MANUFACTURER. See Manufacturing Process, General.

FURNITURE, HOME FURNISHINGS, his group includes retail stores selling goods for furnishing the home including, but not limited to furniture, floor coverings, draperies, glass and chinaware, domestic stoves, refrigerators, and other household electrical and gas appliances.



GARAGE (PRIVATE). An enclosed (on at least three (3) sides) accessory building, or a part of a main building, used for storage of automobiles and used solely by the occupants and their guests.

GARAGE APARTMENT. A dwelling unit for one family erected in conjunction with a garage.

GARAGE, ATTACHED. A building or indoor space that is a part of the main structure in which to park or keep a motor vehicle.

GARAGE, DETACHED. A building or indoor space that is separate and not a part of the main structure in which to park or keep a motor vehicle.

GARAGE PARKING (PRIVATE). An enclosed (on at least three (3) sides) accessory building, or a part of a main building, used for storage of automobiles and used solely by the occupants and their guests.

GARDEN SHOP, GARDEN CENTER, GREENHOUSE AND NURSERY. A facility which is engaged in the display and selling of flowers, large and ornamental plants, shrubs, trees, seeds, garden and lawn supplies, and other materials used in planting and landscaping, but not including cultivation and propagation activities outside a building. Depending on the zoning district a limited amount of display may be outside.

GASOLINE OR PETROLEUM DRILLING OR STORAGE. Gasoline or petroleum drilling and storage shall have the meaning assigned and be subject to the regulations in the City's Drilling Ordinance as it exists and as it may be amended.

GASOLINE SERVICE OR FILLING STATION. See Automobile Service Station.

GENERAL RETAIL. Any use engaged in retail trade, including any use identified as permitted in the Retail Zoning District.

GLASS PRODUCTS MANUFACTURED FROM PREVIOUSLY MANUFACTURED GLASS. The production of glass products using previously manufactured glass tubing. This is typical in the production of glass light bulbs.

GO GREEN INCENTIVES. Financial and procedural incentives offered by the City of Glenn Heights for development that meets or exceeds City-adopted criteria that improve the environment and quality of life while boosting the local economy. This program is adopted through the Zoning Ordinance.

GOLF COURSE (MUNICIPAL). A golf course owned by a municipality. A city may contract out the day-to-day operations of the course to a golf course management company but as long as it is owned by the city it is called a municipal golf course.

GOLF COURSE (PRIVATE). An area of twenty (20) acres or more improved with trees, greens, fairways, hazards, used for recreational or competitive golfing activities and which may include

clubhouses.

GROCERY STORE. A use which occupies at least 25,000 square feet and sells primarily food for primarily off-site consumption. Other items such as retail products, beverages and gasoline are sold but are not the primary source of revenue for the main use.

GROSS FLOOR AREA.

- A. The sum of the gross horizontal areas of all floors of a structure, measured from the exterior faces of exterior walls or from the centerline of walls separating two (2) attached buildings. Gross floor area includes the following: Basements that provide structural headroom of seven (7) feet or more. Elevator shafts or stair wells at each floor. Floor space used for mechanical equipment. Attics, whether or not a floor has been laid, providing structural headroom of seven (7) feet or more. Floor space in interior balconies or interior mezzanines. Floor space in accessory structures. Floor space in enclosed porches. Any floor space used for residential use, no matter where such floor space is located within the structure. For commercial uses, balconies, galleries, covered or uncovered patios, decks, and commercial leased space. For commercial uses, any outdoor space, whether covered or uncovered, which is used for seating, performance, or similar activities. Floor space within an enclosed structure.
- B. Gross floor area does not include the following: Accessory water tanks or cooling towers. Exterior balconies on residential uses. Uncovered steps. Basements and attics, whether or not an attic floor has been laid, providing structural headroom of less than seven (7) feet. Floor space used for required accessory off-street parking spaces. Galleries located in residential uses, through arcades and breezeways.

GROUP HOME. Shall mean to refer to all types of residential dwellings, whether statutorily permitted or allowed as a use in the City's Zoning Ordinance and shall include but not be limited to Continuing Care Facility, Assisted Living Facility, Community Home, Household Care Facility, Rehabilitation Treatment Facility, and Rehabilitation Treatment Institution. Unless otherwise required by law, the following shall apply to group homes permitted as a specific use and must be included in the ordinance granting the specific use as a condition of use:

- A. A group home may not be located within one-half mile of an existing group home.
- B. No structural or decorative alterations that will change the single-family character of existing residential use or be incompatible with surrounding residences is permitted, other than as may be required by the Americans with Disabilities Act.
- C. The residents of a group home may not keep for the use of the residents of the home, either on the premises of the home or on a public right-of-way adjacent to the home, motor vehicles in numbers that exceed the number of bedrooms in the home.
- D. A group home located in a single-family residential district may not be used so as to change the residential character of the single-family residential use or be maintained or operated so as to constitute a public nuisance as defined by City ordinances.
- E. Must have at all times a valid residential rental license issued pursuant to City ordinance, as it exists and may be amended.

GYMNASTICS OR DANCE STUDIO. A building or portion of a building used as a place of work for a gymnast or dancer or for instructional classes in gymnastics or dance.

HAULING OR STORAGE COMPANY. See Motor Freight Company.

HEAVY LOAD VEHICLE. A self-propelled vehicle having a manufacturer's recommended gross vehicle weight (GVW) of greater than 11,000 pounds, such as large recreational vehicles, tractor-trailers, buses, vans, and other similar vehicles. The term "truck" shall be construed to mean "heavy load vehicle" unless specifically stated otherwise.

HEAVY MACHINERY SALES AND STORAGE. A building or open area, other than a right-of-way or public parking area, used for the display, sale, rental, or storage of heavy machinery, either machines in general or a group of machines which function together as a unit.

HEIGHT. A measurement taken from the base of the object on the ground to its apex or highest point. If the object being measured is attached to a building, the base of the building to the top of the object is the height.

HELIPORT. An area of land or a structural surface which is used, or intended for use, for the landing and taking off of helicopters, and any appurtenant areas which are used, or intended for use for heliport buildings and other heliport facilities.

HELISTOP. The same as a heliport, except that no refueling, maintenance, repairs or storage of helicopters is permitted.

HOME IMPROVEMENT CENTER. A facility for the retail sale of home, lawn and garden supplies, brick, lumber and other similar lumber materials.

HOME OCCUPATION. Any occupation or activity carried on solely by the inhabitants of a residential dwelling which is clearly incidental and secondary to the use of the dwelling for residential dwelling purposes, which does not change the character thereof, and which is conducted entirely within the main or accessory buildings; provided that no trading in merchandise is carried on and in connection with which there is no display of merchandise or advertising sign other than one non-illuminated nameplate not more than two square feet in area attached to the main or accessory building, and no mechanical equipment is used, except such as is customary for purely domestic or household purposes and does not create obnoxious noise or other conditions such as odor, increased traffic, smoke or electrical interference. A beauty or barber shop, tea room or restaurant, rest home or clinic, doctor's office or dentist's office, adult day care, tourist home, or cabinet, metal or auto repair shop, farm, ranch or similar agricultural use shall not be deemed a home occupation and must follow the restrictions and designations for any such use.

- A. An occupation, profession, domestic craft or economic enterprise which is customarily conducted in a "residential dwelling" as hereinafter defined, subject to compliance with each of the following conditions:
  - (1) "Residential dwelling" shall mean a detached building or structure designed, used and occupied exclusively by members of one (1) family as a residence.
  - (2) No person other than members of a family who reside in the residential dwelling shall be engaged in such occupation, profession, domestic craft or economic enterprise; provided, however, the resident may engage the services of one

employee.

- (3) Such use shall be and remain incidental and subordinate to the principal use of the residential dwelling as a family residence and the area utilized for such occupation, profession, domestic craft or economic enterprise shall not exceed twenty percent (20%) of the total of the floor area of the residential dwelling.
- (4) The residential dwelling shall maintain its residential character and shall not be altered or remodeled in order to create any type of exterior commercial appeal.
- (5) No exterior storage of material, equipment and/or supplies used in conjunction with such occupation, profession, domestic craft or economic enterprise shall be placed, permitted or allowed on the premises occupied by the residential dwelling.
- (6) No offensive noise, vibration, smoke, dust, odors, heat or glare generated by or associated with the home occupation shall extend beyond the property line of the lot or tract on which the home occupation is being conducted.
- (7) The occupation, profession, domestic craft or economic enterprise shall be conducted wholly within the residential dwelling and no accessory building shall be used in conjunction therewith.
- (8) Inventory for the home occupation may be stored on the premises provided it does not exceed twenty (20) percent of total floor area.
- (9) The only equipment to be used in such occupation, profession, domestic craft or economic enterprise shall be that which is ordinarily used in a private home in a like amount and kind.
- (10) A home occupation shall not generate such additional traffic as to create a traffic hazard or disturbance to nearby residents; provided, however, an additional two cars at one time shall not constitute a traffic hazard in and of itself.
- (11) A home occupation may include but not be limited to the following type activities:
  - i. Hand-crafted art studios;
  - ii. House cleaning services;
  - iii. Instructional arts studio;
  - iv. Professional Office, such as real estate, law office, insurance agent, tax consultant, with the exception of banking and other financial services, employment agencies, medical or dental offices;
  - v. Office services who render their services off-site;
  - vi. Photography studio;
  - vii. Private music, tutoring or similar lessons;
  - viii. Sale of homemade goods, crafts and similar products assembled on the premises excluding food;
  - ix. Telephone sales business online training ; and
  - x. Seamstress/alterations.
- (12) Day care services as defined herein shall meet all applicable requirements for such activity as stated herein.
- (13) Nothing shall be done to the residential dwelling to make the dwelling appear in any way as anything but a dwelling.

HOSPITAL. See Medical Facilities.

HOSPITAL, ACUTE CARE. An institution where sick or injured patients are given medical and/or surgical treatment intended to restore them to health and an active life, and which is licensed by the State of Texas.

HOSPITAL, CHRONIC CARE. An institution where those persons suffering from illness, injury, deformity and/or deficiencies pertaining to age are given care and treatment on a prolonged or permanent basis and which is licensed by the State of Texas.

HOSPITAL, REHABILITATION. An institution that provides long-term acute care, inpatient and outpatient rehabilitative services for those who have experienced a stroke, brain injury, neurological disorder or other debilitating conditions on a for-profit or not-for-profit basis, and may include physical, occupational or speech therapy.

HOTEL OR MOTEL. A facility offering a minimum of 75 rooms for temporary lodging accommodations or guest rooms on a daily rate to the general public and providing additional services, such as restaurants, meeting rooms, housekeeping service and recreational facilities. A guest room shall be defined as a room designed for the overnight lodging of hotel guests for an established rate or fee.

HOTEL OR MOTEL RESIDENCE. Same as Hotel or Motel, except such rooms are usually rented for longer periods of time (e.g. weekly or monthly). Such facilities often include meeting rooms, clubhouses and recreational facilities intended for the use of the residents and their guests.

HOUSEHOLD APPLIANCE SERVICE AND REPAIR. The maintenance and rehabilitation of appliances customarily used in the home including but not limited to washing and drying machines, refrigerators, dishwashers, trash compactors, ovens and ranges, countertop kitchen appliances, vacuum cleaners and hair dryers. See Appliance Service, Repair.

HOUSING PREFABRICATION OR INDUSTRIALIZED HOUSING. A residential structure that is: (1) designed for the occupancy of one or more families; (2) constructed in one or more modules or constructed using one or more modular components built at a location other than the permanent site; and (3) designed to be used as a permanent residential structure when the module or the modular component is transported to the permanent site and erected or installed on a permanent foundation system. Industrialized housing includes the structure's plumbing, heating, air-conditioning, and electrical systems. Industrialized housing does not include: (1) a residential structure that exceeds three stories or 49 feet in height as measured from the finished grade elevation at the building entrance to the peak of the roof; (2) housing constructed of a sectional or panelized system that does not use a modular component; or (3) a ready-built home constructed in a manner in which the entire living area is contained in a single unit or section at a temporary location for the purpose of selling and moving the home to another location. For purposes of permitted residential uses, industrialized housing shall be permitted and treated as a single-family or duplex dwelling constructed on-site, provided that such Industrialized Housing: (1) has a value equal to or greater than the median taxable value for each single-family dwelling located within 500 feet of the lot on which the industrialized housing is proposed to be located, as determined by the most recent certified tax appraisal roll for each county in which the properties are located;

(2) has exterior siding, roofing, roof pitch, foundation fascia, and fenestration compatible with the single-family dwellings located within 500 feet of the lot on which the industrialized housing is proposed to be located; (3) complies with municipal aesthetic standards, building setbacks, side and rear yard offsets, subdivision control, architectural landscaping, square footage, and other site requirements applicable to single-family dwellings; (4) is securely fixed to a permanent foundation; and (5) has all local permits and licenses applicable to other single-family or duplex dwellings.

HUD-CODE MANUFACTURED HOUSING. See Manufactured Housing.

HUD-CODE MANUFACTURED HOME SALES. The use of any building or other premises for the display and retail sale of new or used HUD-Code Manufactured homes.

HUD-CODE MANUFACTURED HOME SUBDIVISION. Any lot, tract, or parcel of land divided into two (2) or more lots or sites for the purpose of establishing a HUD-Code manufactured housing development.

IMPERVIOUS. Surfaces that allow little water to soak into the ground or that is so constructed to allow water runoff (e.g., buildings, cement driveways or streets).

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INDUSTRIAL PARK. A large tract of land that has been planned, developed and operated as an integrated facility for a number of individual industrial uses, with special attention to circulation, parking, utility needs, aesthetics, and compatibility.

INDUSTRIAL, GENERAL. Establishments engaged in the manufacturing or transformation of materials into new products. These establishments are usually described as plants and factories, and characteristically use power-driven machines and materials-handling equipment. Manufacturing production is usually carried on for the wholesale market, rather than for direct sale to the domestic customer.

INFRASTRUCTURE. The large-scale public systems, services, and facilities of a city or region that are necessary for development and economic activity, including power and water supplies, public transportation, telecommunications, roads, and schools.

INSTRUMENT AND METER MANUFACTURING. See Manufacturing Process, General.

INSURANCE OR INSURANCE ESTIMATOR'S OFFICE. See Business Office, General.

INTEGRATED STORMWATER MANAGEMENT (ISWM). A way of managing stormwater to mitigate the negative impacts of development by integrating the management of the quality of stormwater with quantity management, as well as integrating stormwater considerations into the earliest stages of the development and site planning process.

INTERIOR DECORATOR'S OFFICE. See Business Office, General.

JAIL, PRISON OR HOLDING FACILITY. A place for the short-term confinement of persons in lawful detention, either persons accused of, or awaiting trial under local jurisdiction or persons convicted of crimes. Such facilities shall be owned and operated by governmental entities with proper jurisdiction, [and] meet all applicable federal and state regulations governing said use.

JEWELRY AND WATCH MANUFACTURING. See Manufacturing Process, General.  
KENNELS. An establishment with pens in which more than four (4) dogs or domesticated animals are housed, groomed, bred, boarded, trained or sold for commercial purposes. The pens may be indoor or outdoor dependent upon the zoning district in which they are located. Such a use must meet all applicable state and local regulations for the humane care and treatment of animals and may not constitute or create a nuisance.

KEY SHOP OR LOCKSMITH. A business whose primary purpose is to make or repair locks and/or make keys.

KINDERGARTEN OR NURSERY SCHOOL (PRIVATE). A child care facility offering a program of four (4) hours or less per day for children who have passed their second birthday but who are under seven years old. See School, Private.

KIOSK. A small, freestanding, one-story structure having a maximum floor area of 350 square feet and used for commercial purposes or the posting of temporary information and/or posters, notices and announcements. If a kiosk is to be occupied, it shall have a minimum floor area of twenty-five (25) square feet.

LABORATORY, MEDICAL. An area where medical testing and analysis are performed under sterile conditions to assist in diagnosis and treatment of illnesses.

LABORATORY, SCIENTIFIC OR RESEARCH. An establishment that engages in research, testing or evaluation of materials or products, but not necessarily medical-related.

LANDSCAPING. Material such as, but not limited to, grass, ground covers, shrubs, vines, or trees, and non-living durable material commonly used in the aesthetic and appealing presentation of living garden materials, such as, but not limited to, rocks, pebbles, sand, walls or fences, but excluding paving.

LAUNDROMAT (OR SELF-SERVE WASHATERIA). A facility where patrons wash, dry or dry clean clothing and other fabrics in machines operated by the patron.

LAW OFFICE. See Business Office, General.

LAWN/YARD. An open space at grade between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward. In measuring a lawn/yard for the purpose of determining the width of the side yard, the depth of a front yard or the depth of a rear yard, the shortest horizontal distance between the lot lines and the main building shall be used.

LAWN/YARD, FRONT. A lawn/yard located in front of the elevation of a building and extending across a lot between the side yard lines and being the minimum horizontal distance between the front property line and the outside wall of the main structure.

LAWN/YARD, SIDE. A lawn/yard between the building and sideline of the lot and extending from the front lot line to the rear lot line and being in the minimum horizontal distance between a side lot line and the outside wall of the side of the main structure.

LEATHER GOODS FABRICATION. All establishments engaged in tanning, currying [curing] and finishing hides and skins, leather converters and establishments manufacturing finished leather and artificial leather products and some similar products made of other materials.

LEATHER GOODS SHOP. An establishment whose primary retail product for sale is that of leather goods. Leather goods may also be sold in combination with other merchandise in a department store or other general retail store.

LIBRARY (PUBLIC). Any institution for the loan or display of books, tapes, objects of art or science which is sponsored by a public or responsible quasi-public agency and which institution is open and available to the general public.

LIGHT FABRICATION AND ASSEMBLY. Construction by combining or assembling diverse, typically standardized parts to create or make a finished product, including packaging of such products, and incidental storage, sales and distribution of such products, but excluding basic industrial processing.

LIGHT INDUSTRIAL. Manufacturing and fabricating establishments with limited external impact, small in size, with no heavy manufacturing or specialized industrial processes, generally related to the assembly, disassembly, fabricating, finishing, manufacturing, packaging, repairing or processing of materials, such as printing, commercial laundry, photographic processing, building maintenance shops, metal work, millwork and cabinetry work.

LIGHT LOAD VEHICLES. A self-propelled vehicle having a manufacturer's recommended gross vehicle weight (GVW) not greater than eleven thousand (11,000) pounds and having no more than two (2) axles, such as pickup trucks, vans, recreational vehicles, campers and other similar vehicles but not including automobiles and motorcycles.

LIGHT MANUFACTURING. Manufacturing of finished products or parts, predominately from previously prepared materials, including fabrication, assembly, and packaging of such products, and incidental storage, sales and distribution of such products, but excluding basic industrial processing.

LIGHT SHEET METAL PRODUCTS (ENCLOSED BUILDING). The process of sheet metal fabrication can include shearing, cutting, duplicating, contouring, forming, rolling, welding, bending, stamping, drawing, machine assembling and finishing. Finished products can range from small components (with a value of \$1 each) to machines that are 30 ft. high (valued at \$400,000) as well as weld-fabricate subassemblies and assemblies. See Manufacturing Process, General



and/or Light Industrial.

LIMOUSINE. Any chauffeured motor vehicle for general passenger use with a rated passenger capacity of not more than 15 passengers and which operates on a prearranged appointment basis only whereby such prearrangement is made not less than 1 hour in advance of the time transportation is to begin. At no time shall such a vehicle operate on a call-and-demand basis as a taxicab.

LOADING SPACE. An off-street space or berth used for the delivery and loading or unloading of vehicles.

LOT FRONTAGE. That dimension, line or side of a lot or portion of a lot abutting on a street, excluding the side dimension, line or side of a corner lot.

LOT LINE, FRONT. The narrower side of the lot abutting a street. Where two lot lines abutting streets are of equal length, the owner shall have a choice in designating which shall be the lot frontage. For a lot which has a boundary line which does not abut the front street line, is not a rear lot line and lies along the same general directional orientation as the front and rear lot lines, said line shall be considered a front lot line in establishing minimum setback lines.

LOT LINE, REAR. The lot line farthest from and most parallel to the front lot line. For triangular lots, the point opposite the front lot line shall be considered the rear lot line and have a value of zero.

LOT LINE, SIDE. Any lot line not the front or rear lot line. LOT LINES. The lines bounding a lot as defined herein.

LOT WIDTH. The horizontal distance measured between side lot lines parallel to the front lot line, and measured from the point on the building line which is closest to the front lot line.

LOT, AREA. The total area, measured on a horizontal plane, included within lot lines, and exclusive of any private or public right-of-way or alley. The “area lot” is that portion of a platted tract that may be developed.

LOT, CORNER. A lot that has at least two adjacent sides abutting for their full lengths on a street, if the interior angle at the intersection of such two sides is less than one hundred thirty-five degrees (135°).

LOT, DEPTH. The mean horizontal distance between the front and rear lot lines.

LOT, DOUBLE FRONTAGE. A lot having a frontage on two (2) non-intersecting streets, as distinguished from a lot.

LOT, FLAG OR PANHANDLE. A lot having access to a street by means of a parcel of land having a depth greater than its frontage, and having a width less than the minimum required lot width, but not less than thirty-five feet (35'). Flag or panhandle lots are generally prohibited in new

subdivisions, where lots shall front directly off a public or private street. Any nonconforming lot shall go before the Zoning Board of Adjustment prior to any plat approval.

LOT, INTERIOR. A lot other than a corner lot.

LOT, KEY. A corner lot that is so designed that the lots located directly behind it face the side street of the corner lot and are not separated by an alley shall be considered a key lot.

LOT, OR LOT OF RECORD. Any tract or parcel or a part of a recorded subdivision which is occupied or intended to be occupied by one main building, or a group of main buildings, and accessory building and uses, including such open spaces as are required by this Zoning Ordinance, and other laws or ordinances, and having its principal frontage on a public street or officially approved place. A lot shall be part of a subdivision, the plat of which has been recorded in the office of the County Clerk of Dallas or Ellis County.

LOT, PLATTED OR LEGAL LOT. In order to obtain a building permit or utility service, the City of Glenn Heights requires that the parcel of land be mapped, charted, surveyed, planned or replatted, containing a description of the subdivided land with ties to permanent landmarks or monuments and filed of record with the County Clerk of Dallas or Ellis County.

LOT, THROUGH. A lot, other than a corner lot, having frontage on two (2) parallel or approximately parallel streets.

MAIN BUILDING. The building(s) on a lot which are occupied by the main or primary use.

MANUFACTURED HOME A/K/A HUD-CODE MANUFACTURED HOME. A structure, constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one (1) or more sections, which, in the traveling mode, is eight (8) body feet or more in width or forty (40) body feet or more in length, or, when erected on-site, is three hundred twenty (320) or more square feet, and which is built on a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems. All references in this ordinance to manufactured housing or manufactured home(s) shall be references to HUD-Code Manufactured Housing, unless otherwise specified. The term does not include a recreational vehicle as that term is defined by 24 C.F.R. Section 3282.8(g). Any structure with less than the length and/or width specified in this paragraph, or pre-dating June 15, 1976, generally known as a mobile home, shall not be allowed in a HUD- Code Manufactured Home Park or within the corporate city limits as provided herein and allowed by law. HUD-Code Manufactured Homes shall be governed by separate ordinance, as it exists and as it may be amended. (Also referred to as HUD-Code Home.)

MANUFACTURED HOUSING UNIT. See Manufactured Home a/k/a HUD-Code Manufactured Home.

MANUFACTURING PROCESS, GENERAL. An establishment engaged in basic processing and manufacturing of materials or products predominantly from extracted or raw materials excluding those generally classified as hazardous or objectionable such as chemical warehousing and

manufacturing, fat rendering plants, meat packing plants, petroleum refineries, slaughterhouses and tanneries. Uses restricted from other zoning districts but permitted in the I and C, districts, as specifically indicated by the Use Chart, under this definition are manufacturing and industrial uses which do not emit dust, smoke, odor, gas, fumes, or present a possible hazard beyond the bounding property lines of the lot or tract upon which the use or uses are located, and which do not generate noise or vibration at the boundary of the lot or tract which is generally perceptible in frequency or pressure above the ambivalent level of noise or vibration in the adjacent area. Such uses include toys, jewelry, watches, electronics, plastics and candy.

MANUFACTURING, GENERAL. See Light Industrial. MASONRY.

- A. APPROVED - Hard fired (kiln fired) clay brick, natural stone, granite, marble, hammered or split-face finished concrete, load-bearing units, pre-cast concrete panels or tilt walls (painted, fluted or exposed aggregate), hard fired clay tile, cement-based stucco.
- B. ALTERNATE MATERIAL - Glass walls or glass blocks, Cementitious fiber board, acrylic matrix (three-component finish system consisting of 100% acrylic matrix ceramically colored aggregate and sealer or 100% synthetic plaster having two types of application, spraying or troweling).

MASONRY CONSTRUCTION. That form of construction comprised of brick, stone, granite, marble, concrete, hollow clay tile, concrete block or tile, brick, veneer, exterior plasters (including stucco), or other similar building units or materials or combination of these materials laid up unit by unit and set in mortar.

MASSAGE ESTABLISHMENT. Any place of business in which massage therapy is practiced by a massage therapist, as defined by State law. "Massage therapy," as a health care service, means the manipulation of soft tissue for therapeutic purposes. The term includes, but is not limited to, effleurage (stroking), Petrissage (kneading), tapotement (percussion), compression, vibration, friction, nerve strokes, and Swedish gymnastics, either by hand or with mechanical or electrical apparatus for the purpose of body massage. Massage therapy may include the use of oil, salt glows, heat lamps, hot and cold packs, tub, shower or cabinet baths. Equivalent terms for massage therapy are massage or therapeutic massage. Massage therapy does not include diagnosis, the treatment of illness or disease, or any service or procedure for which a license to practice medicine, chiropractic, physical therapy, or podiatry is required by law.

MASTER PLAN. Graphic and textual form policies which govern the future development of the City and which consist of various components governing specific geographic areas and functions and services of the City. These are generally presented by the City's Land Use, Thoroughfare and Park Plans, as may be amended.

MEDICAL FACILITIES. Include the following:

- A. Dental Clinic or Medical Clinic. A facility or group of offices for one or more physicians for the examination and treatment of ill and afflicted human outpatients provided that patients are not kept overnight except under emergency circumstances.
- B. Health Center. A facility primarily utilized by a health unit for providing public health services including related facilities such as laboratories, clinics and administrative offices operated in connection therewith.

- C. Hospital. An institution that provides medical, surgical or psychiatric care and treatment for the sick or injured and including related facilities such as laboratories, outpatient departments, training facilities, central services facilities, and staff offices which are an integral part of the facilities.
- D. Sanitarium. An institution providing health facilities for inpatient medical treatment or treatment and recuperation making use of natural therapeutic agents.
- E. Animal Clinic. An establishment in which animals are admitted for examination and medical treatment. The establishment may or may not have outside kennels for housing such animals depending upon the district in which it is located. This definition does not include Pet Shops.

MEDICAL SUPPLIES STORE. An establishment that provides access to various medical supplies, in particular for the purchase and use by individuals and not hospitals. Such supplies would include wheelchairs, walkers, bandages, etc.

MINIATURE GOLF, DRIVING RANGE, & PUTTING COURSE. Miniature golf is a novelty golf game played with a putter on a miniature course usually having tunnels, bridges, sharp corners, and obstacles. Driving ranges and putting courses are golf practice facilities that are included at most golf courses; however, driving ranges can also commonly operate as a stand-alone business away from golf courses. Typically, a driving range will consist of a large, open field with teeing ground at one end. Golfers line up side-by-side pounding golf balls out into the field. The landing area may be, literally, an empty field; or it may include target greens and yardage markers. Most ranges sell buckets of balls of varying sizes and prices. Many driving ranges also have practice putting greens and may have areas for chipping, pitching and bunker practice.

MINI-WAREHOUSE. Small individual storage units for rent or lease, restricted solely to the storage of items. The conduct of sales, business or any other activity within the individual storage units, other than storage, shall be prohibited.

MOBILE HOME. A dwelling constructed before June 15, 1976, designed to be transported on its own chassis on the highway in one or more sections by a prime mover and which is constructed with a base section so as to be independently self-supporting and not requiring a permanent foundation for year-round living and which includes the plumbing, heating, air-conditioning and electrical systems. Mobile Homes are prohibited in any zoning district in the city. Where the term is used in this Ordinance as a header or descriptor but not referring to the prohibited dwelling, shall mean to refer to HUD-Code Home.

MOBILE HOME DISPLAY AND SALE. The offering for sale, storage, or display of trailers or HUD-Code Homes on a parcel of land but excluding the use of such facilities as dwellings either on a temporary or permanent basis.

MOBILE HOME PARK, TRAILER PARK OR RV PARK. A parcel of land which is designed, improved and/or intended to be used for short- or long-term occupancy by HUD-Code Homes trailers or RVs in designated spaces. The facility may include a residence for the owner or manager, utility hook-ups, accessory structures, playgrounds and open space areas, small fenced areas and similar amenities. Manufactured Home Parks are governed by separate ordinance, as it exists and

as it may be amended.

MOBILE HOME SPACE. A plot of ground within a HUD-Code Home park, trailer, park, RV park or HUD-Code Home subdivision which is designated for the accommodation of one HUD-Code Home, trailer or RV unit.

MOBILE HOME SUBDIVISION. A parcel of land which is designed, platted, improved and intended for the long-term placement of individually owned HUD-Code manufactured homes on platted lots which can be purchased outright by the owners of the HUD-Code Homes. Facility may include a residence for the owner/manager of the premises, utility hook-ups, accessory structures, playgrounds and open space areas, fenced yard areas for pets and other similar amenities.

MODEL HOME. A dwelling in a developing subdivision, located on a legal lot of record, that is limited to temporary use as a sales office for the subdivision and to provide an example of the dwellings which have been built or which are proposed to be built within the same subdivision.

MODULAR HOME (OR INDUSTRIALIZED HOUSING). “Modular Home” means a structure or building module as defined by statute and under the jurisdiction and control of the Texas Department of Labor and Standards, installed and used as a residence by a consumer, transportable in one (1) or more sections on a temporary chassis or other conveyance device, and designed to be used on a permanent foundation system. The term includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure. The term does not include a mobile home or HUD-Code Manufactured Housing as defined by statute; nor does it include building modules incorporating concrete or masonry as the primary structural component. The defining characteristic is that a modular home is assembled at the site as a permanent structure that is not designed to be moved once it is in place.

MONOPOLE. A style of freestanding antenna-supporting structure that is composed of a single shaft usually composed of two or more hollow sections that are in turn attached to a foundation. This type of antenna-supporting structure is designed to support itself without the use of guy wires or other stabilization devices. These structures are mounted to a foundation that rests on or in the ground or on a building’s roof.

MORTUARY OR FUNERAL PARLOR. See Funeral Home or Mortuary.

MOTOR FREIGHT COMPANY. An establishment or enterprise that uses trucks (as contrasted with railroad trains) to ship freight.

MOTOR RACEWAY OR RACETRACK. A track for racing automobiles or motorcycles.

MOTOR VEHICLE. See Automobile (Auto).

MOTORCYCLE. A usually two-wheeled self-propelled vehicle having one or two saddles or seats, and which may have a sidecar attached. For purposes of this Zoning Ordinance, motorbikes, motor scooters, mopeds, and similar vehicles are classified as motorcycles.

MOTORCYCLE SALES [AND] SERVICE. The display, sale and servicing, including repair work, of motorcycles.

MULTIPLE-FAMILY BUILDING. Same as Dwelling, Multiple-Family.

MULTIPLE-FAMILY RESIDENCE. Same as Dwelling, Multiple-Family.

MULTI-USE ENTERTAINMENT COMPLEX. Any building or group of buildings and facilities for indoor sports activities, instructional, competitions, tournaments and league activities, expositions, trade and antique shows, concessions for food service, retail sales, youth and senior programs.

MUNICIPAL BUILDING. Any public service building of the municipal government including City Hall, Police and Fire, but excluding storage yards, utility shops and equipment centers.

MUNICIPAL FACILITY OR USE. Any area, land, building, structure and/or facility which is owned, used, leased or operated by the City of Glenn Heights, Texas.

MUNICIPAL SERVICES DIRECTOR. An official of the City of Glenn Heights responsible for the City's engineering department, water delivery, wastewater collection, road maintenance, parks and solid waste collection. In the absence of a Public Works Director, the City Manager or his appointed representative shall have responsibility over the engineering department.

MUNICIPAL UTILITIES. Utility services provided to the citizens of the City of Glenn Heights by the municipality or provided under contract with the municipality as designated by the Glenn Heights Code of Ordinances. Specifically those municipal utilities include but may not be limited to water distribution, wastewater and solid waste collection. See also Utilities, Municipal.

MUSEUM OR ART GALLERY (PRIVATE). An institution for the collection, display, sale and distribution of objects of art or science, which is operated by a private individual or entity and provides admittance to the facility with or without fee.

MUSIC OR ART STUDIO. An establishment where music and/or art is taught, including dance and photography.

MUSICAL INSTRUMENTS, TOYS, NOVELTIES, RUBBER AND METAL STAMPS

MANUFACTURING. See Manufacturing Process, General.

NEIGHBORHOOD SERVICE USES, NOT GREATER THAN 5,000 SQ. FT. An establishment whose purpose is to provide neighborhood services but the size of which is less than 5,000 square feet. Such an establishment may be a dry cleaning drop-off/pickup station, photo-mart, prescription drugstore, etc.

NEWSPAPER PRINTING. An establishment other than a personal service shop for the treatment and/or processing of print media products as a service on a for-profit basis.

NONCONFORMING. A building, structure, or use of land lawfully occupied at the time of the effective date of this Ordinance or amendments thereto, but which does not conform to the use regulations of the district in which it is situated and shall be governed by the regulations contained in this Ordinance.

NOVELTY MANUFACTURING. See Manufacturing, General.

NOVELTY SHOP A/K/A GIFT SHOP. A shop that sells miscellaneous articles appropriate as gifts.

NURSING HOME. Licensed by the [state] for the aged or chronically or incurably ill person under the following limitations.

- 5 or more such persons not of the immediate family are provided with food and shelter or care for compensation but not including hospitals, clinics, or similar institutions devoted primarily to the diagnosis and treatment of the sick or injured.
- A use providing bed care and inpatient services for persons requiring regular medical attention but excluding a facility providing surgical or emergency medical services and excluding a facility providing care for alcoholism, drug addiction, mental disease, or communicable disease.
- A facility established for profit or nonprofit, which provides nursing care and related medical services on a 24-hour per day basis to two or more individuals because of illness, disease, or physical or mental infirmity.
- Provides care for those persons not in need of hospital care.
- Convalescent Care
- Nursing Facility or skilled

OBSOLETE ZONING DISTRICT. Zoning districts that have existed in prior zoning ordinances and have been removed from the current Zoning Ordinance and shall not be applied to any property in the City from and after the date of this Ordinance, consistent with state law.

OCCUPANCY. The use or intended use of the land or buildings by proprietors or tenants.

OFFICE CENTER. A building or complex of buildings used primarily for conducting the affairs of a business, profession, service, industry or government, or like activity, that may include ancillary services for office workers such as a restaurant, coffee shop, newspaper or candy stand.

OFFICE SHOWROOM. An establishment with no more than twenty-five percent (25%) of its total floor area devoted to storage and warehousing, but not accessible to the general public. The remaining area may include retail and wholesale sales areas, sales offices and display areas for products sold and distributed from the storage and warehousing areas.

OFFICE WAREHOUSE. An establishment with more than twenty-five percent (25%) of the total floor area devoted to storage and warehousing, but not generally accessible to the public.

OFFICE, PROFESSIONAL AND GENERAL ADMINISTRATIVE. A room or group of rooms

used for the provision of executive, management, or administrative services. Typical uses include administrative offices, and services including real estate, accountant, bookkeeping, insurance, property management, investment, personnel, travel, secretarial services, telephone answering, and business offices of public utilities, organizations and associations; but excluding medical facilities.

OFF-STREET PARKING INCIDENTAL TO MAIN USE. Off-street parking spaces provided in accordance with the requirements of this Ordinance, located on the lot or tract occupied by the main use or within one hundred fifty feet (150') of such lot or tract, and located within the same zoning district as the main use or in an adjacent parking district.

OFFICIALLY APPROVED PLACE OF ACCESS. Access, other than a dedicated street, to a property which is approved by the City of Glenn Heights.

OILFIELD EQUIPMENT STORAGE YARD. A facility for the purpose of storing oilfield equipment such as pumps, pump jack stands, pipes, tanks, valves and fittings. No exploration or pumping is allowed at this site.

OPEN SPACE. An area that is intended to provide light and air, for environmental, scenic, or recreational purposes, may include but is not limited to lawns, decorative, plantings, bikeways, walkways, outdoor recreation areas, wooded areas, greenways, and watercourses. The term also includes any land, water, or submerged land that is provided for, preserved for, or used for park or recreational purposes, conservation of land or other natural resources, cultural, historic or scenic purposes; assisting in the shaping of the character, direction and timing of community development or wetlands.

OPEN STORAGE, OUTSIDE STORAGE OR OUTDOOR STORAGE. The keeping or storing, outside a building, in an unroofed area of any goods, material, merchandise, or equipment on a lot or tract for more than twenty-four (24) hours. See Storage, Open, Outside.

OPTICAL GOODS MANUFACTURING. See Manufacturing Process, General.

OPTICIAN OR OPTOMETRIST. See Business Office, General.

OSTEOPATHIC CLINIC OR OFFICE. See Business Office, General.

OUTSIDE DISPLAY. Outside temporary display of finished goods that are specifically intended for retail sale but not displayed outside overnight.

OUTSIDE DISPLAY/STORAGE FOR MOTORCYCLES SALES. The use of any land area for the display and sale of new or used motorcycles, related products and parts for motorcycles.

OUTSIDE DISPLAY/STORAGE FOR NEW BOAT SALES AND SERVICE. The use of any land area for the display and sale of new or used boats, related products, services and parts for boats.



OUTSIDE DISPLAY/STORAGE FOR TRAILERS FOR HAULING, RENTAL AND SALES. The use of any land area for the display and sale of new or used trailers for hauling, both for rent and sales, related projects, services and parts for trailers.

OUTSIDE DISPLAY/STORAGE OF FARM EQUIPMENT AND MACHINERY. The use of any land area for the display and sale of new or used farm equipment, machinery and parts for farm equipment and machinery.

OVERLAY ZONING DISTRICT. A district that is superimposed over one or more zoning districts or parts of districts and that imposes specified requirements in addition to those applicable in the underlying base zoning district.

PAD SITE. A platted lot, ranging from approximately 20,000 sq. ft. to 75,000 sq. ft. in an area that is created from a larger platted lot of a larger shopping center or strip mall. A freestanding building, such as a bank or restaurant, associated with the larger retail center located there and is desirable because of visibility and accessibility.

PAINT SHOP. A commercial establishment where painting services are performed. This does not include automotive-related painting services, which would be included under “Automobile Repair, Major.”

PAPER PRODUCTS MANUFACTURING. The manufacture of paper products involves matting the pulp fibers into sheets. Pulp fibers involve the separating of cellulose fibers from other impurities in wood but have been separated out in another process.

PARK AND RIDE. A transportation plan, designed to reduce car use in metropolitan areas, in which motorists drive to out-of-town parking lots from which buses or trains run regularly into the city.

PARK OR PLAYGROUND. Any outdoor facility that is not on the premises of a school and that is intended for recreation, is open to the public, and contains three or more separate apparatus intended for the recreation of children such as slides, swing sets and teeterboards.

PARKING GARAGE. Any building, or portion thereof, used for the storage of four (4) or more automobiles in which any servicing provided is incidental to the primary storage use, and where repair facilities are not provided and may or may not be for a fee. See Garage, Parking.

PARKING LOT. An off-street, ground level area, usually surfaced and improved, for the temporary storage of motor vehicles. A parking lot may be designated as off-street parking, truck parking or permitted use. See also, Truck, Parking Lot.

PARKING LOT, COMMERCIAL. An off-street, ground-level area, with an improved surface, for the temporary storage of motor vehicles for a fee.

PARKING SPACE. A permanently surfaced asphalt or concrete area, enclosed or unenclosed, with minimum space of 9' x 18' per vehicle, and a permanently surfaced driveway connecting the

parking space with a street or alley, permitting ingress or egress of an automobile.

PARKING, SHARED. Off-street parking spaces or areas required under the zoning district or by use, that are provided cooperatively for two or more uses in a development or for two or more individual uses, subject to the requirements of the applicable granting ordinance.

PATIO HOME. See Zero Lot Line Dwelling.

PAWNSHOP. An establishment where money is loaned on the security of personal property pledged in the keeping of the owner (pawnbroker). Such a use must comply with all applicable state and federal regulations governing said use.

PERIMETER STREET. A street located along the boundary of an existing or proposed subdivision.

PERSONAL FITNESS FACILITIES. See Studios for Health, Reducing, Fitness; Fitness Facility.

PERVIOUS. Surfaces that are porous or otherwise allow water to soak or percolate through or into the ground rather than running off (e.g., parks, soccer fields, and grass).

PET AND ANIMAL GROOMING SHOP. An establishment offering services for the bathing, cutting of hair and nails and general grooming of dogs, cats and similar animals.

PET SHOP. A retail establishment offering small animals, fish or birds for sale as pets and where all such creatures are housed within the building.

PETROLEUM DISTRIBUTION/STORAGE/WHOLESALE FACILITY. A facility for the long-term storage and distribution of petroleum that may also involve wholesale sales, but not retail sales, of petroleum and petroleum-based products. No manufacturing or refining of petroleum or petroleum-based products occurs on the premises, only storage and/or distribution function.

PETROLEUM EXTRACTION. A tract of land used primarily for the extraction of oil and gas, which are processed and sold or used for commercial purposes and shall comply with all applicable state, federal and local ordinances and regulations.

PHILANTHROPIC INSTITUTIONS. An organized initiative to provide humanitarian or charitable assistance through donation of money, goods, time, or effort to support a charitable cause, usually over an extended period of time and in regard to a defined objective.

PLANNING AND ZONING COMMISSION. A commission, appointed by the City Council, authorized to recommend changes in the zoning ordinance, subdivision regulations and other planning functions as delegated by the City Council, and as set forth in City Charter, Ordinance and state law.

PLANT, COMMERCIAL GENERAL. See, Commercial Plant, General.

PLASTIC PRODUCTS, MANUFACTURING, BUT NO RAW MATERIALS PROCESSING.  
See Manufacture [Manufacturing] Process, General.

PLAT. A plan or map of a subdivision of land creating building lots or tracts and showing all essential dimensions and other information essential to comply with the preliminary or final plat subdivision standards of this Zoning Ordinance and subject to approval by the Planning and Zoning Commission and City Council and filed in the plat records of Ellis or Dallas County.

PLOT. A single unit or parcel of land or a parcel of land that can be identified and referenced to a recorded plat or map.

PORTABLE BUILDING SALES (OUTSIDE DISPLAY). An establishment which displays and sells structures capable of being carried and transported to another location, but not including “mobile homes.”

PRELIMINARY PLAT. Any plat of any lot, tract or parcel of land that is not to be recorded of record, but is only a proposed division of land for review and study by the city.

PREMISES. Land together with any buildings or structures situated thereon.

PRIMARY STRUCTURE. See Main Building.

PRIMARY USE. The principal or predominant use of any lot or building.

PRINCIPAL BUILDING. See Main Building.

PRINT SHOP. An establishment, which reproduces, in printed form, individual orders from a business, profession, service, industry or government organization.

PRIVATE BOARDING SCHOOL. A primary school that is privately controlled and supported by endowment and tuition and where pupils are provided living accommodations with meals and lodging.

PRIVATE SCHOOL. A school under the sponsorship of a private agency or corporation which offers a course of instruction for students in one or more grades from kindergarten through grade 12 that is generally equivalent to a public school, but not including business or trade schools, and that has more than one hundred (100) students enrolled and attending courses at a single location.

PRO RATA AGREEMENT. A contract for reimbursement of costs based upon a distribution of use or service.

PRODUCE STAND. A seasonal use for which the primary purpose and design is to sell fruit, nuts, vegetables and similar foods. No cooking or on-premises consumption of produce occurs on the site. See also Temporary Produce Stand.

PROFESSIONAL SERVICE. Work performed which is commonly identified as a profession, and

which may be licensed by the State of Texas.

PROFESSIONAL TRAFFIC OPERATIONS ENGINEER (PTOE). An engineer licensed by the State of Texas with certification from the Transportation Professional Certification Board Inc. (TPCB), an autonomous certification body affiliated with the ITE.

PROPANE SALES. Retail sales of gaseous substances commonly used for household purposes such as propane and/or butane; does not include the storage, sale or distribution of other types of combustible substances or alternative fuels such as containerized natural gas, liquid propane, etc.

PROVISIONAL ZONING DISTRICT. Those districts identified in this Ordinance that may only be used in conjunction with other zoning districts in a planned development district. This district does not affect zoning classifications currently in existence.

PSYCHOLOGIST OR PSYCHIATRIST OFFICE. See Business Office, General.

PUBLIC AGENCY BUILDING, SHOP, YARD OR FACILITY. Any building (except a building used primarily for general office purposes) which is owned, leased, primarily used and/or primarily occupied by the State of Texas, the United States, the City of Glenn Heights, or any subdivision or agency of the State of Texas, the United States or the City of Glenn Heights, or by any public or quasi-public utility.

PUBLIC EASEMENT. An area for restricted use located on private property upon which any public utility shall have the right to remove and, depending upon the terms of the easement agreement, keep removed all or part of any building, fence, tree, shrub, or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective system in any of these easements.

PUBLIC GARAGE, NO ABOVE-GROUND GASOLINE STORAGE. A detached accessory building or portion of the main building for the primary use as parking or temporary storage of automobiles, with or without fee, to members of the general public. See also Garage, Public.

PUBLIC UTILITY SERVICE YARD. An area for the servicing and storage of vehicles or other property of a public utility or governmental agency. See Utility Service Yard.

PUBLIC VIEW. Areas that can be seen from any public street or right-of-way, where the observing person has a legal right to be, and is not legally or permissible screened from view as provided by City Ordinance.

QUARRY, ROCK. An open excavation or pit from which stone is obtained by digging, cutting, or blasting.

RADIO BROADCASTING WITH TOWER. A place of business where [for] the transmission, via radio-frequency electromagnetic waves, of audible program material for direct reception by the general public utilizing a tower to facilitate transmission.

RADIO BROADCASTING WITHOUT TOWER. A place of business where [for] the transmission, via radio-frequency electromagnetic waves, of audible program material for direct reception by the general public. No tower is allowed at this location.

RAILROAD, TRAIN OR BUS PASSENGER STATION. Any premises for the transient housing or parking of motor-driven buses and trains and the loading and unloading of passengers. See Station, Train, RR, Bus.

REAL ESTATE SALES OFFICE. See Business Office, General.

RECREATION CENTER OR RECREATION FACILITY. A place designed, equipped and provides for the conduct of athletic, civic or cultural activities, leisure time activities and other customary and usual recreational activities. Such facility may be private or public and if intended primarily for use by persons who are 17 years of age or younger, may constitute a youth center.

RECREATIONAL VEHICLE (RV). A vehicle used for recreational purposes such as a self-propelled (i.e., motorized), mobile living unit, all-terrain vehicle, boat, or other such unit and as specifically defined in state law. Often an RV is used for temporary human occupancy away from the users' permanent place of residence. Under appropriate circumstances and in appropriate areas an RV may also be utilized as a permanent place of residence within districts that allow them to be used as such.

RECREATIONAL VEHICLE (RV) PARK. An area or commercial campground for users of recreational vehicles, travel trailers and similar vehicles to reside, park, rent or lease on a temporary basis.

RECREATIONAL VEHICLE/CAMPER SALES AND LEASING. An establishment that sells, leases, and/or rents new and/or used recreational vehicles, travel trailers, campers, boats/watercraft and similar types of vehicles.

RECYCLING KIOSK. A small uninhabited structure (120 square feet maximum) or temporary container (e.g., "igloo" or dumpster-type container) which provides a self-service location for the depositing of recyclable materials such as aluminum cans (e.g., "can banks"), glass bottles, magazines/newspapers, metal or plastic containers, etc. Recyclables are picked up periodically from the site. This definition does not include large trailers or manned collection centers.

REHABILITATION CARE FACILITY, HALFWAY HOUSE. A dwelling unit which provides residence and care to not more than nine (9) persons, regardless of legal relationship, who have demonstrated a tendency towards alcoholism, drug abuse, mental illness or antisocial or criminal conduct living together with not more than two supervisory personnel as a single housekeeping unit. It shall mean to include a public or private hospital, a detoxification facility, a primary care facility, an intensive care facility, a long-term care facility, an outpatient care facility, a community mental health center, a health maintenance organization, a recovery center, a halfway house, an ambulatory care facility, another facility that is required to be licensed and approved by the Texas Drug and Alcohol Commission, or a facility licensed or operated by the Texas Department of Mental Health and Mental Retardation. The term does not include an educational program for

intoxicated drivers or the individual office of a private, licensed health care practitioner who personally renders private individual or group services within the scope of the practitioner's license and in the practitioner's office.

REQUIRED PARKING. The number of parking spaces required for a particular use in a zoning district as specified in the Zoning Ordinance, Article XVI.

REQUIRED PARKING, OFF-STREET. The number of parking spaces required for a particular use in a zoning district as specified in Article XVI, on an improved or approved surface and/or in an enclosed structure.

RESIDENCE. Same as "dwelling." When this term is used in relation to a zoning district, it refers to an area of residential regulations.

RESIDENTIAL DISTRICT. District where the primary purpose is residential use.

RESIDENTIAL STREET. A street which is intended primarily to serve traffic within a neighborhood or limited residential district and which is used primarily for access to abutting properties.

RESORT. A city or other destination (e.g., hotel) known for its leisure attractions, broad range of amenities, and sports facilities, designed to provide a total vacation experience.

RESTAURANT. A restaurant or cafeteria that prepares food for general on-site consumption. No provision is made to serve food or beverage to patrons inside vehicles. Also known as Dine In.

RESTAURANT OR CAFETERIA, WITH DRIVE-THRU SERVICE. An eating establishment where customers are primarily served at tables or self-served and food is consumed on the premises, which may include a drive-thru window. Such an establishment derives its gross revenue from the sale of food and not alcohol.

RESTAURANT OR CAFETERIA, WITH NO DRIVE-THRU SERVICE. An eating establishment where customers are primarily served at tables or are self-served, where food is consumed on the premises, and which do not have a drive-thru window. See also Restaurant.

RESTAURANT OR EATING ESTABLISHMENT, WITH DRIVE-IN SERVICE. An eating establishment where primarily food and/or drink is served to customers in motor vehicles or where facilities are provided on the premises which encourage the serving and consumption of food in automobiles on or near the restaurant premises. If more than seventy-five percent (75%) of the daily gross sales are attributed to the sale of alcohol, the establishment shall be defined as "bar."

RESTAURANTS INCIDENTAL TO MAIN USE. A place of business whose primary purpose is not that of a restaurant but has a restaurant included within the main building as an added service to the customer, including but not limited to a hospital, bookstore, big box classification.

RETAIL SERVICE, INCIDENTAL OR ACCESSORY. The rendering of retail or services

incidental to, but which complements or supplements the primary use. In the Office District, such uses include a barber or beauty shop, smoke shop, candy counter, restaurant, pharmacy or other incidental activity secondary to the primary office occupancy, or a sundries shop that serves tenants or patrons of a hospital. Such uses shall have no separate outside entrance and no outside signage and shall occupy less than fifteen percent (15%) of the main use. Incidental uses may include the sale of point-of-purchase consumables.

RETAIL STORES AND SHOPS. An establishment engaged in the selling of goods and merchandise to the general public for personal or household consumption and rendering services incidental to the sale of such goods. Such goods in this category are limited to durable (furniture, appliances) or semi- durable consumer goods (shoes, clothing, household linens) and shall not include consumable goods (food, beverages and gasoline).

RETAIL STORES, GENERAL. This term includes retail stores which sell several lines of merchandise including, but not limited to, dry goods, apparel and accessories, furniture and home furnishings, small wares, small appliances, hardware and food. The stores included in this group are commonly known as department stores, variety stores, general merchandise stores, general stores, grocery stores, etc. See also, General Retail.

RIGHT-OF-WAY. This term generally refers to land areas provided by dedication for public use for streets, utilities, sidewalks, and other uses to serve adjoining properties. Whether the right-of-way is public or private is determined by the accessibility of the land area. See also Easement, Transportation.

RIGHT-OF-WAY WIDTH. The width of the right-of-way depends on the City's requirements for each street classification. This width is measured at the shortest distance between the lines which delineate the rights-of-way of a street.

ROOM. A building or portion of a building which is arranged, occupied, or intended to be occupied as living or sleeping quarters but not including toilet or cooking facilities.

ROOMING HOUSE. See Boarding House.

RUNOFF. Rainwater that does not soak into the ground, or percolate, but flows over the land surface into a body of water or into a storm drain which leads to a body of water.

SALVAGE YARD OR JUNKYARD. Any premises where junk, articles or materials including junked, wrecked or inoperable vehicles, that are ready for destruction or that have been collected or stored for the purpose of obtaining parts for recycling or resale.

SALVAGE, RECLAMATION OF PRODUCTS OR WRECKING YARD. The reclamation and storage of used products or materials.

SAND, GRAVEL, STONE EXTRACTION. The process of extracting sand, gravel or stone from the earth.

SANITARY LANDFILL. A method of solid waste disposal in which refuse is buried between layers of dirt so as to fill in or reclaim low-lying ground.

SATELLITE DISHES. A dish antenna used to receive and transmit signals relayed by satellite.

SCHOOL, BUSINESS. A for-profit business that offers instruction and training in a profession, service or art such as a secretarial or court reporting school, barber/beauty college or commercial art school, but not including commercial trade schools.

SCHOOL, COMMERCIAL TRADE. See Trade and Commercial Schools.

SCHOOL, PRIVATE, PRIMARY OR SECONDARY. See Private School.

SCHOOL, PUBLIC OR PAROCHIAL. A school under the sponsorship of a public or religious agency providing elementary or secondary curriculum, but not including private trade or commercial schools.

SCIENTIFIC AND INDUSTRIAL RESEARCH LABORATORIES. Facilities for research, including laboratories, experimental equipment, and operations involving compounding or testing of materials or equipment.

SCREENED, SCREENING. Shielded, concealed and effectively hidden from the view of a person standing at ground level on an abutting site, or outside the area or feature so screened, by a fence, wall, hedge, berm or similar architectural or landscape feature as may be required by the City of Glenn Heights.

SEASONAL USES. Seasonal uses include the sales of items such as Christmas trees, pumpkins, snow cones, fresh produce and other items that are typically only available at certain times of the year.

SECONDARY FRONTAGE. The part of a corner or end tenant property that is platted to extend and be adjacent to an arterial or collector street and does not have a legal address.

SETBACK. The distance from the right-of-way (public or private) to a building whereby one may erect a structure or sign and establishes the minimum required yard and governs the placement of uses and structures on the lot. This required setback varies depending upon the district in which it is located and the height of the object to be erected.

SETBACK LINE. The distance from which a building or structure is separated from a designated reference point, such as the property line, as dictated by the specific zoning district regulations and requirements.

SEXUALLY ORIENTED BUSINESSES OR USE. Establishments and businesses showing X-rated movies or live acts, displaying and selling pornographic material, and other uses dealing primarily with indecent or obscene materials, acts or paraphernalia, as further defined and



identified in the City's Sexually Oriented Business Ordinance, as it exists and may be amended.

SHEET FLOW. Water flowing over land.

SHOE MANUFACTURING. See Manufacturing Process, General.

SHOPPING CENTER. A group of primarily retail, restaurant and service commercial establishments planned, constructed and managed as a total entity with customer and employee parking provided on-site, provision for goods delivery separated from customer access, provision of aesthetically appropriate design and protection from the elements.

SINGLE-FAMILY DWELLING, DETACHED. A dwelling designed and constructed as a freestanding structure for occupancy by one family, and located on a lot or separate building tract having no physical connection to a building located on any other lot or tract.

SITE PLAN. A document in graphic form that describes how a parcel of land is to be improved. It includes the property boundaries with outlines of all structures and site improvements, such as driveways, parking lots, landscaping, and utility connections. Other features may be required by the City.

SKATING RINK, ROLLER OR ICE. A business located within a building that contains a surface for ice skating or roller skating and may be part of an indoor or outdoor commercial amusement.

SMALL ENGINE REPAIR SHOP. Shop for repair of lawnmower[s], chain saws, lawn equipment, and other machines with one-cylinder engines. See Engine Motor Repair.

SPORTING GOODS MANUFACTURING. See Manufacturing Process, General.

SPORTING GOODS, RETAIL. A retail establishment whose primary commodity for sale is equipment needed to participate in a particular sport (e.g., hunting, fishing).

STABLE, COMMERCIAL. A stable used for the rental of stall space or for the sale or rental of horses or mules.

STABLE, PRIVATE. An area used solely for the owner's private purposes for the sale or keeping of horses, mules or ponies, and not kept for remuneration, hire or sale.

STADIUM OR PLAYFIELD (PRIVATE). A facility, either enclosed or open, used for athletic games or other large public gatherings that is privately owned.

STORAGE OR WHOLESALE WAREHOUSE. A building used primarily for the storage of goods and materials. Building are larger than 50,000 square foot.

STORAGE YARD, (OUTSIDE STORAGE). Area of the yard that can be enclosed by fence or stay open for the purpose of storing items. This is different than display item for the purpose of sale.

**STORY.** That portion of a building, other than a basement, included between the surface of any floor and the surface of the floor next above it, or, if there be no floor above it, then the space between the floor and the ceiling next above it. The average height for a story shall be defined as twelve feet (12').

**STORY, HALF.** A space under a sloping roof which has the line of intersection of roof decking and wall face not more than three feet (3') above the top floor level, and in which space not more than two-thirds (2/3) of the floor area is finished off for use. A half story containing independent apartment or living quarters shall be counted as a full story.

**STREET.** A way for vehicular traffic whether designated a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, land, place, or however otherwise designated.

**STREET GUTTER FLOW LINE.** The street gutter flow line of the curb adjacent to and bordering upon each such restricted area; in the event there is no such curb, the height restriction set forth in the Zoning Ordinance shall be based upon the actual level of the paved or used portion of the public street adjacent to and bordering upon each such restricted area.

**STREETSCAPE.** Amenities such as benches, refuse containers, lights and pedestrian ways lined with trees and shrubs.

**STREET WIDTH.** Road or street pavement is measured from the edge of pavement to edge of pavement or curb back to curb back. The width of the road depends on the City's requirements for each street classification.

**STREET, INTERSECTION.** Any street which joins another street at an angle, whether or not it crosses the other.

**STRUCTURAL ALTERATIONS.** Any change in the supporting members of a building, such as bearing walls or partitions, columns, beams, or girders, or any substantial change in the roof or in the exterior walls.

**STRUCTURE.** Anything constructed or erected, the use of which requires location on the ground or which is attached to something having a location on the ground (also see definition of Building).

**STUDIOS FOR HEALTH, REDUCING, FITNESS.** Includes, but is not limited to, an establishment which provides facilities and equipment (e.g., gymnasiums, weight rooms, swimming pools/spas, exercise apparatus, instruction/classes, etc.) which are intended to promote health, fitness, weight reduction and/or similar health-related activities. Such facilities may include such accessory uses as food service, sales of sundries and apparel and child care services, provided that such accessory uses are clearly incidental to the primary use and are for the use of studio patrons only (i.e., not the general public). No outside signage may be used to advertise accessory uses, unless otherwise provided by the Sign or Granting Ordinance. See Fitness Facility.

**STUDIOS FOR PHOTOGRAPHER, MUSICIAN AND ARTIST.** A building or portion of a

building used as a place of work by a photographer, musician or artist. See Music Art Studio.

STUDIOS FOR RADIO AND TELEVISION. A building or portion of a building used as a place for radio or television broadcasting.

SUBDIVISION. The word “subdivision” or “addition” shall be any lot, tract, or parcel of land divided into two (2) or more lots or sites for the purpose, whether immediate or future, of sale or of building development. It also includes resubdivision or replatting of land, lots, or tracts. Division of land for agricultural purposes, in parcels of five (5) acres or more shall not be included within this definition, unless any such division of five (5) acres or more includes the planning or development of a new street or access easement to be dedicated to public use.

SURVEYOR. A licensed State Land Surveyor or a Registered Public Surveyor as authorized by the State Statutes to practice the profession of surveying.

SWIMMING INSTRUCTION AS A HOME OCCUPATION. The teaching of swimming in a private swimming pool. Within a residential district, this use is subject to the approval and issuance of a Specific Use Permit that may specify operating conditions and standards and which may limit the number of students and operating times consistent with provisions for home occupation.

SWIMMING POOL, COMMERCIAL. A swimming pool with accessory facilities which is not part of the municipal or public recreational system and which is not a private swim club, but where the facilities are available for use by the general public for a fee.

SWIMMING POOL, PRIVATE. A swimming pool constructed for the exclusive use of the residents of a one-family, two-family or multiple-family dwelling and located, fenced and built in accordance with this and other applicable City ordinances. A private swimming pool shall not be operated as a business nor maintained in a manner to be hazardous or obnoxious to adjacent property owners.

TELEMARKETING CENTER. An establishment that solicits business or the purchase of goods and/or services by telephone only. No sale of goods or services to the public occurs at or on the premises. No products are stored at or on the premises.

TELEPHONE LINE AND EXCHANGE, SWITCHING, RELAY OR TRANSMITTING STATION. A line for the transmission of telephone signals and a central office in which telephone lines are connected to permit communication but not including a business office, storage or repair yards.

TEMPORARY. Lasting for only a limited period of time; not permanent.

TEMPORARY BUILDING. Any nonresidential prefabricated structure that is not originally manufactured or constructed at its use site, required [requiring] on-site installation of utilities and/or foundation.

TEMPORARY FIELD OFFICE, CONSTRUCTION YARD OR OFFICE. A structure or shelter

used in connection with a development or building project for housing on the site of temporary administrative and supervisory functions and for sheltering employees and equipment. Temporary permits are issued for a specific time and locations as determined by the Building Official and shall be subject to review and renewal for reasonable cause.

TEMPORARY PRODUCE STAND. A temporary, normally seasonal, location providing fresh products such as fruit, nuts, vegetables and similar foods. No cooking or on-premises consumption of produce occurs on the site. See Produce Stand.

TENNIS COURT, PRIVATE. A surface designed and constructed for playing the game of tennis along with all fencing, nets and related appurtenances but excluding lighting for nighttime play in residential areas.

TEXAS SMARTSCAPE. Planting native plants and those adapted to the climate in order to control the micro-climate, reduce soil erosion and alleviate the need for excessive water and fertilization.

THEATER (DRIVE-IN). An open lot with its appurtenant facilities devoted primarily to the showing of motion pictures or theatrical productions on a paid admission basis to patrons seated in automobiles.

THEATER (INDOOR). A building or part of a building devoted to the showing of motion pictures, or for dramatic, musical or live performance.

THROUGH LOTS. A lot, other than a corner lot, having frontage on two (2) parallel or approximately parallel streets.

THROUGHWAY/THOROUGHFARE. The network of roadways and connecting intersections through the City, as well as bordering cities' roadways and state highway frontage and arterials.

TIRE DEALER, NO OPEN STORAGE (INSIDE). A retail establishment engaged in the sale and/or installation of tires for vehicles, but without open storage.

TIRE DEALER, WITH OPEN STORAGE (OUTSIDE). A retail establishment engaged in the sale and/or installation of tires for vehicles, with open storage.

TIRE RETREADING AND CAPPING. The process by which tires are treated with a new tread.

TOOL AND MACHINERY RENTAL SHOP. A building or a portion of a building used for the display and rental of tools, machinery and instruments.

TOOL RENTAL SHOP. A building or a portion of a building used for the display and rental of tools and instruments.

TOURIST HOME (BED AND BREAKFAST INN). A dwelling occupied as a permanent residence by an owner or renter in which sleeping accommodations in not more than four (4) rooms are provided or offered for transient guests for compensation.

TRACT. A single individual parcel or lot.

TRADE AND COMMERCIAL SCHOOLS. For-profit business establishments, offering training or instruction in a trade, art or occupation such as welding, brick laying, machinery operation/repair and similar trades but not including public or parochial schools, private primary or secondary schools, or colleges.

TRAFFIC IMPACT ANALYSIS (TIA). A study performed by professional engineers with expertise in traffic engineering principles and practice, and certified as a Professional Traffic Operations Engineer, which reviews development of a specific property and analyzes how it integrates into existing and proposed thoroughfare network and any existing and ongoing traffic study. The report shall utilize existing data and conclusions from previous studies and identify improvements necessary to mitigate the impact of traffic generated by the development. Traffic Impact Analysis shall include the following elements:

- A. General Site Description. A detailed description of the roadway network within one (1) mile of the site, a description of the proposed land uses, the anticipated states of construction, and the anticipated completion date of the proposed land development shall be provided. This description, may be in the form of a map, shall include the following items: (1) all major intersections; (2) all proposed and existing ingress and egress locations; (3) all existing roadway widths and rights-of-way; (4) all existing traffic signals and traffic-control devices; and (5) all existing and proposed public transportation services and facilities within a one (1) mile radius of the site.
- B. Proposed Capital Improvements. The traffic impact analysis shall identify any changes to the roadway network within one (1) mile of the site that are proposed by any government agency or other developer. This description shall include the above items as well as any proposed construction project that would alter the width and/or alignment of roadways affected by the proposed development.
- C. Roadway Impact Analysis.
  - (1) Transportation Impacts:
    - (a) Trip Generation. The average weekday trip generation rates (trip ends), the average weekend trip generation rates, the highest average a.m. and p.m. hourly weekday trip generation rates, and the highest hourly weekend generation rates, for the proposed use shall be determined based upon the trip generation rates contained in the most recent edition of the Institute of Transportation Engineers, Trip Generation Manual; or shall be based upon data generated by actual field surveys of area uses compatible to the proposed use and approved by the City Manager (or designee) and/or the City Engineer.
    - (b) Trip Distribution. The distribution of trips to arterial and collector roadways within the study area identified in the General Site Description above shall be in conformity with accepted traffic engineering principles, taking into consideration the land use categories of the proposed development; the area from which the proposed development will attract traffic; competing developments (if applicable); the size of the proposed development; development phasing; surrounding existing and anticipated land uses, population and employment; existing and projected daily traffic volumes; and existing traffic conditions.

- (2) Adequacy Determination. The roadway network included within the traffic impact analysis shall be considered adequate to serve the proposed development if existing roadways identified as arterials and collectors can accommodate the existing service volume, and the service volume of the proposed development, and the service volume of approved but unbuilt developments holding valid, unexpired building permits at a level of service “C” or above.

D. Intersection Analysis.

- (1) Level of Service Analysis. For intersections within the roadway traffic impact analysis area described in the General Site Description, a level of service analysis shall be performed for all arterial/arterial, arterial/collector, and collector/collector intersections, and for any other pertinent intersections identified by City staff. Also, level of service analyses will be required on all proposed site driveway locations for all nonresidential developments. The level of service analysis shall be based upon the highest hourly average a.m. or p.m. peak weekday volume or highest average hourly peak weekend volume as determined from a two-day survey of weekday volumes and, where necessary, a one-day survey of weekend volumes. The level of service analysis shall take into consideration the lane geometry, traffic volume, percentage of right-hand turns, percentage of left-hand turns, percentage (and typical size) of trucks, intersection width, number of lanes, signal timing and progression, roadway grades, pedestrian and bicycle flows, school routes, number of accidents, and peak hour factor.
- (2) Adequacy Analysis. The intersections included within the traffic impact analysis shall be considered adequate to serve the proposed development if existing intersections can accommodate the existing service volume, the service volume of the proposed development, and the service volume of approved but unbuilt developments holding valid, unexpired building permits at level of service “C” or above.

TRAILER PARK OR COURT. See Mobile Home Park.

TRAILER RENTAL AND SALES. The display and offering for rent or sale of trailers designed to be towed by automobiles and light load vehicles.

TRAILER, TRAVEL OR CAMPING. A portable or mobile living unit which is used for temporary human occupancy away from the users’ permanent place of residence, which does not constitute the users’ principal place of residence, and which is designed to be towed behind another vehicle.

TRANSFER STORAGE AND BAGGAGE TERMINAL. A facility for the storage of baggage and other items in transit.

TRANSIT STATION OR TURNAROUND. Passenger terminal or loading facilities for a privately or publicly owned transit system.

TRANSPORTATION AND UTILITY STRUCTURES. Permanent facilities and structures operated by companies engaged in providing transportation and utility services including but not limited to railroad track rights-of-way, sewage pumping stations, telephone exchanges, transit station turnarounds, water reservoirs and water pumping stations.

TRUCK. A light or heavy load vehicle (see definition for light and heavy load vehicle). TRUCK AND BUS LEASING OR RENTAL. The rental of new or used panel trucks, vans, trailers, recreational vehicles or motor-driven buses in operable condition and where no repair work is done.

TRUCK AND BUS REPAIR. An establishment providing major and minor automobile repair services to heavy load vehicles.

TRUCK PARKING LOT. Area designated for parking heavy load vehicles.

TRUCK SALES (HEAVY TRUCKS). The display, sale or rental of new or used heavy load vehicles in operable condition.

TRUCK TERMINAL/FREIGHT TERMINAL. An area and building where cargo is stored and where trucks and freight, including tractors and trailer units, load and unload cargo on a regular basis. This term may include facilities for the temporary storage of loads prior to shipment.

USE. The purpose for which land or buildings are, or may be, occupied in a zoning district.

UTILITY DISTRIBUTION, TRANSMISSION LINES. Facilities which serve to distribute and transmit electrical power, gas and water, including but not limited to electrical transmission lines, gas transmission lines and metering stations.

UTILITY INSTALLATION, OTHER THAN LISTED. The installation and/or construction for any utility other than those specifically listed in these definitions or the City's Zoning Ordinance or Subdivision Regulations. Such utilities shall get approval from the City prior to their installation.

UTILITY, PRIVATE, OTHER THAN LISTED. A non-public utility requiring special facilities in residential areas or on public property such as heating, cooling, or communications not customarily provided by the municipality or public utilities.

VAPOR SHOPS. A business establishment for which more than 50% of the gross floor area is dedicated to storage, mixing display and/or retail of electronic cigarette devices, nicotine-enriched solutions and/or liquid products that are manufactured for use with e-cigarettes.

VARIANCE. An adjustment in the application of the specific regulations of the Zoning Standards to a particular parcel of property which, because of special conditions or circumstances of hardship peculiar to the particular parcel, is necessary to prevent the property from being deprived of rights and privileges enjoyed by other parcels in the same vicinity and zoning district. Only the Board of Adjustment of the City of Glenn Heights can grant a variance and the granting of a variance shall be consistent with state law and judicial interpretation.

VEHICLE SERVICE, FOR HIRE. Any motor or other vehicle operated within the City for the purpose of carrying passengers for hire from within the City, except motor buses operating on

fixed routes as specified in this chapter, specially chartered buses and driverless vehicles (rental cars). The term “vehicles for hire” includes limousine, as defined. The term specifically excludes demand services by public entities relative to providing transportation for senior citizens and disabled persons.

VETERINARIAN CLINIC. An establishment, not including outside pens, where animals and pets are admitted for examination and medical treatment.

WAREHOUSE.

- A. Self-Storage, Mini-Warehouse: A facility used for storage of goods and/or materials with separate access to individual storage units by persons renting the individual units. Such use shall exclude outdoor parking and/or storage of recreational vehicles, trailers or boats.
- B. Warehouse, Air Conditioned: A facility used for storage of goods and/or materials with separate access to individual storage units by persons renting the individual units. Such use shall exclude outdoor parking and/or storage of recreational vehicles, trailers or boats. These are generally multi-story building with air conditioned units.
- C. Storage or Wholesale Warehouse, Light: A building used primarily for the storage of goods and materials, containing less than 5,000 square feet of floor space.
- D. Storage or Wholesale Warehouse, Heavy: A building used primarily for the storage of goods and materials, containing more than 5,000 square feet of floor space.

WAREHOUSE, FREIGHT FORWARDING. A building used for the storing of freight between transporting to its final destination.

WASTEWATER TREATMENT PLANT. A plant where, through physical-chemical and biological processes, organic matter, bacteria, viruses and solids are removed from residential, commercial and industrial wastewaters before they are discharged in rivers, lakes and seas, as defined and regulated by state and federal agencies.

WHOLESALE DISTRIBUTION CENTER. An establishment for the storage and ultimate distribution of wholesale merchandise, without transformation and the rendering of services incidental to the sale/resale of merchandise, including goods for resale to other wholesalers or retailers, capital or durable non-consumer goods or raw and intermediate materials and supplies used in production. Wholesalers sell merchandise to other businesses, operating from a warehouse or office. These warehouses and offices often have little or no display of available merchandise. Most often, the wholesaler’s location is intended to easily accommodate walk-in traffic. Wholesalers normally do not advertising attracting the general public. Wholesaler’s customer base is generally reached initially by telephone, in-person marketing at, for instance, trade shows, or by specialized advertising such as internet search or fax. Follow-up orders are either vendor-initiated or client- initiated, generally based on previous sales from the established client base.

WIND SYSTEM, SMALL. A device that produces electricity from wind.

YARD. An open space at grade between a building and the adjoining lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward, except where otherwise



specifically provided in this Zoning Ordinance that the building or structure may be located in a portion of a yard required for a main building. In measuring a yard for the purpose of determining the width of the side yard, the depth of a front yard or the depth of a rear yard, the shortest horizontal distance between the lot line and the main building shall be used.

YARD, FRONT. A yard located in front of the front elevation of a building and extending across a lot between the side yard lines and being the minimum horizontal distance between the front property line and the outside wall of the main building.

YARD, REAR. A yard extending across the rear of a lot measured between the lot lines and being the minimum horizontal distance between the rear lot line and the rear of the outside wall of the main building. On both corner lots and interior lots, the rear yard shall in all cases be at the opposite end of the lot from the front yard.

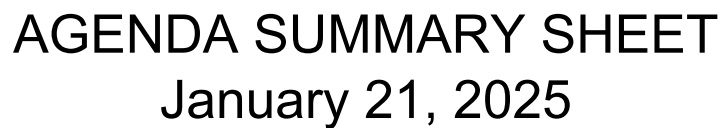
YARD, SIDE. A yard between the building and side line of the lot and extending from the front lot line to the rear lot line and being the minimum horizontal distance between a side lot line and the outside wall of the side of the main building.

ZERO LOT LINE DWELLING (PATIO HOME). A lot authorized by a Special Use Permit which is designed in such a manner that the side yard and adjacent use easement make maximum use of available land area to preserve an open, yet private, use of the side yard, and permits construction of a detached single-family dwelling with one side of such dwelling placed on the side property line.

ZONING BOARD OF ADJUSTMENT. A statutorily created board which is appointed by the City Council, and which is authorized to make special exceptions or grant variances to the Zoning Ordinance, to hear and decide any appeals that allege error in an order, requirement, decision or determination made by an administrative official in the enforcement of the Zoning Ordinance, and any other powers or duties granted by the City Council. Also referred to as the “ZBA.”

ZONING DISTRICT. Classifications applying to all section or sections of the City for which the regulations governing the use of land and the use, density, bulk, height and coverage of buildings and other structures are uniform for each class or kind of building therein.

ZONING DISTRICT MAP, ZONING MAP. The official map upon which the boundaries of the various Zoning Districts are drawn and which is an integral part of the Zoning Ordinance and which shall comply with the Comprehensive Plan.

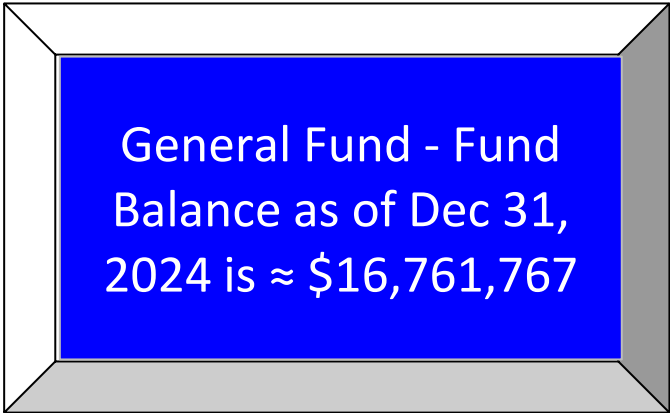


Acknowledge receipt of the December 2024 Financial Reports. (Sherry Roberts, Finance Director)

[illegible]

**GENERAL FUND  
FOR THE MONTH ENDED DECEMBER 31, 2024**

**Summary  
Revenues & Expenditures - Budget & Actual**



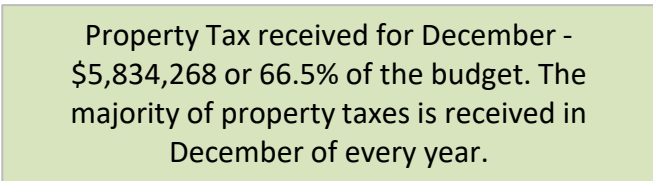
General Fund - Fund  
Balance as of Dec 31,  
2024 is  $\approx$  \$16,761,767



396 days of reserves  
as of December 31,  
2024



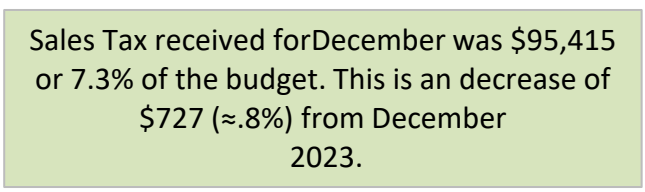
PROPERTY TAX REVENUE



Property Tax received for December -  
\$5,834,268 or 66.5% of the budget. The  
majority of property taxes is received in  
December of every year.



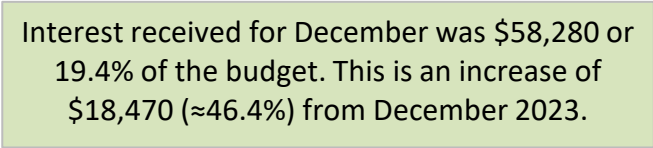
SALES TAX REVENUE



Sales Tax received for December was \$95,415  
or 7.3% of the budget. This is an decrease of  
\$727 ( $\approx$ .8%) from December  
2023.



INTEREST REVENUE



Interest received for December was \$58,280 or  
19.4% of the budget. This is an increase of  
\$18,470 ( $\approx$ 46.4%) from December 2023.

## SUMMARY OF GENERAL FUND REVENUES (25.00% of FY)

|                               | <u>Original Budget</u> | <u>MTD Actual</u>   | <u>YTD Actual</u>   | <u>Budget %</u> |
|-------------------------------|------------------------|---------------------|---------------------|-----------------|
| <b><u>TOTAL REVENUES:</u></b> | <b>\$ 13,825,760</b>   | <b>\$ 6,382,710</b> | <b>\$ 7,744,913</b> | <b>56.0%</b>    |

|                              | <u>Original Budget</u> | <u>MTD Actual</u>   | <u>YTD Actual</u>   | <u>Budget %</u> |
|------------------------------|------------------------|---------------------|---------------------|-----------------|
| <b><u>Property Tax :</u></b> | <b>\$ 8,779,380</b>    | <b>\$ 5,834,268</b> | <b>\$ 6,307,825</b> | <b>71.8%</b>    |

Property taxes are due in January and become delinquent after January 31st.

|                          | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|--------------------------|------------------------|-------------------|-------------------|-----------------|
| <b><u>Sales Tax:</u></b> | <b>\$ 1,300,000</b>    | <b>\$ 95,415</b>  | <b>\$ 312,065</b> | <b>24.0%</b>    |

|                             | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|-----------------------------|------------------------|-------------------|-------------------|-----------------|
| <b><u>Grant Revenue</u></b> | <b>\$ -</b>            | <b>\$ -</b>       | <b>\$ -</b>       | <b>-</b>        |

|                               | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|-------------------------------|------------------------|-------------------|-------------------|-----------------|
| <b><u>Franchise Fees:</u></b> | <b>\$ 630,000</b>      | <b>\$ 191,029</b> | <b>\$ 221,755</b> | <b>35.2%</b>    |

Franchise fees are paid to the City annually, quarterly, and monthly depending on the type of franchise. Individual sources are listed below

| Type             | Pay Cycle                                 | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|------------------|-------------------------------------------|------------------------|-------------------|-------------------|-----------------|
| <b>Electric</b>  | Oncor pays annually; Hilco pays quarterly | 275,000                | 177,075           | 177,075           | 64.4%           |
| <b>Telephone</b> | AT&T pays annually; all others quarterly  | 5,000                  | 1,792             | 1,813             | 36.3%           |
| <b>Gas</b>       | Atmos pays annually in March              | 140,000                | -                 | -                 | 0.0%            |
| <b>Cable</b>     | All pay quarterly                         | 65,000                 | -                 | 8,496             | 13.1%           |
| <b>Garbage</b>   | Pays quarterly on commercial roll offs    | 25,000                 | 2,162             | 4,372             | 17.5%           |
| <b>Water/WW</b>  | Paid monthly                              | 120,000                | 10,000            | 30,000            | 25.0%           |
| <b>TOTAL:</b>    |                                           | <b>\$ 630,000</b>      | <b>\$ 191,029</b> | <b>\$ 221,755</b> | <b>35.2%</b>    |

|                            | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|----------------------------|------------------------|-------------------|-------------------|-----------------|
| <b>Permits &amp; Fees:</b> | <b>\$ 598,250</b>      | <b>\$ 24,192</b>  | <b>\$ 182,082</b> | <b>30.4%</b>    |

Permits include Building Permits, garage sale permits, trade, and

|               | <u>Account #</u>   | <u>Name</u>                     | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|---------------|--------------------|---------------------------------|------------------------|-------------------|-------------------|-----------------|
|               | 100-44300-53-00000 | Building Permit Fees            | 275,000                | 13,732            | 75,303            | 27.4%           |
|               | 100-44301-53-00000 | Miscellaneous Permits           | 30,000                 | 2,700             | 7,396             | 24.7%           |
|               | 100-44302-53-00000 | Backflow and Irrigation Permits | 20,000                 | 1,300             | 31,474            | 157.4%          |
|               | 100-44305-53-00000 | Plan Review                     | 160,000                | -                 | 34,446            | 21.5%           |
|               | 100-44306-53-00000 | Zoning Fees                     | 15,000                 | -                 | 1,965             | 13.1%           |
|               | 100-44307-53-00000 | Application Fees                | -                      | -                 | -                 | 0.0%            |
|               | 100-44308-53-00000 | Inspection Fee - Alcohol        | -                      | -                 | -                 | 0.0%            |
|               | 100-44315-53-00000 | Filing Fees Permit              | -                      | -                 | -                 | 0.0%            |
|               | 100-44320-53-00000 | Plats                           | 5,000                  | -                 | -                 | 0.0%            |
|               | 100-44325-53-00000 | Trade Permits                   | 60,000                 | 1,460             | 12,473            | 20.8%           |
|               | 100-44330-53-00000 | License Registration            | 15,000                 | 1,100             | 3,200             | 21.3%           |
|               | 100-44332-53-00000 | Rental Registration             | 7,500                  | 1,090             | 2,800             | 37.3%           |
|               | 100-44335-53-00000 | Food Service                    | 10,000                 | 2,795             | 12,765            | 127.7%          |
|               | 100-44345-53-00000 | Garage Sale Permits             | 750                    | 15                | 260               | 34.7%           |
| <b>TOTAL:</b> |                    |                                 | <b>\$ 598,250</b>      | <b>\$ 24,192</b>  | <b>182,082</b>    | <b>30.4%</b>    |

|                              | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|------------------------------|------------------------|-------------------|-------------------|-----------------|
| <b>Charges for Services:</b> | <b>\$ 1,560,430</b>    | <b>\$ 146,259</b> | <b>\$ 447,987</b> | <b>28.7%</b>    |

Charges for services consists of tower rental, ambulance fees, sanitation fees, resource officer fees, and other miscellaneous charges. Individual resource officer fees, and other miscellaneous charges. Individual revenue sources are listed below:

|  | <u>Account #</u>   | <u>Name</u>              | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|--|--------------------|--------------------------|------------------------|-------------------|-------------------|-----------------|
|  | 100-44504-00-00000 | Tower Rental             | 52,630                 | 4,385             | 11,160            | 21.2%           |
|  | 100-44502-30-00000 | Ambulance                | 300,000                | 33,376            | 111,405           | 37.1%           |
|  | 100-44514-32-00000 | Police Reports           | 2,000                  | -                 | -                 | 0.0%            |
|  | 100-44570-32-00000 | Resource Officer         | -                      | -                 | -                 | 0.0%            |
|  | 100-44581-32-00000 | Animal Services          | 3,000                  | -                 | -                 | 0.0%            |
|  | 100-48801-32-00000 | Seizure Revenue          | -                      | -                 | -                 | 0.0%            |
|  | 100-48811-32-00000 | Animal Control Donations | -                      | -                 | -                 | 0.0%            |
|  | 100-48824-30-00000 | Fire Inspections         | 2,000                  | -                 | -                 | 0.0%            |
|  | 100-44582-32-00000 | Wrecker                  | 800                    | -                 | -                 | 0.0%            |
|  | 100-44500-40-00000 | Sanitation               | 1,200,000              | 108,497           | 325,422           | 27.1%           |
|  | <b>TOTAL:</b>      |                          | <b>1,560,430</b>       | <b>146,259</b>    | <b>447,987</b>    | <b>28.7%</b>    |

|                     | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|---------------------|------------------------|-------------------|-------------------|-----------------|
| <b>Court Fines:</b> | <b>\$ 247,000</b>      | <b>\$ 8,958</b>   | <b>\$ 36,936</b>  | <b>15.0%</b>    |

|                      | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|----------------------|------------------------|-------------------|-------------------|-----------------|
| <b>Miscellaneous</b> | <b>\$ 540,000</b>      | <b>\$ 67,074</b>  | <b>\$ 195,736</b> | <b>36.2%</b>    |

Miscellaneous revenue consists of all other revenues collected that are not listed above and consists of the following:

|  | <u>Account #</u>   | <u>Name</u>                  | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|--|--------------------|------------------------------|------------------------|-------------------|-------------------|-----------------|
|  | 100-44800-00-00000 | Interest Revenue             | 300,000                | 58,280.30         | 175,541.89        | 58.5%           |
|  | 100-48802-00-00000 | Auction Proceeds             | 90,000                 | -                 | -                 | 0.0%            |
|  | 100-48805-00-00000 | Palladium Proceeds           | 150,000                | -                 | -                 | 0.0%            |
|  | 100-48814-00-00000 | Other (Misc)                 | -                      | 7,794             | 7,794             | 0.0%            |
|  | 100-48825-00-00000 | TML Ins Reimbursement        | -                      | -                 | 9,650             | 0.0%            |
|  | 100-48806-16-00000 | Donations - Community Events | -                      | 1,000             | 2,750             | 0.0%            |
|  | <b>TOTAL:</b>      |                              | <b>540,000</b>         | <b>67,074</b>     | <b>195,736</b>    | <b>36.2%</b>    |

|                                        |                    |                       | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|----------------------------------------|--------------------|-----------------------|------------------------|-------------------|-------------------|-----------------|
| <b>Recreation Charges for Services</b> |                    |                       | <b>\$ 170,700</b>      | <b>\$ 15,515</b>  | <b>\$ 40,528</b>  | <b>23.7%</b>    |
|                                        | Account #          | Name                  | <u>Original Budget</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|                                        | 100-44512-16-00000 | Park Reservations     | -                      | -                 | -                 | -               |
|                                        | 100-44503-60-00000 | Room Rental Fees      | 64,000                 | 7,670.00          | 19,337.50         | 30.2%           |
|                                        | 100-44505-60-00000 | Gym Rental Fees       | 10,000                 | -                 | -                 | 0.0%            |
|                                        | 100-44506-60-00000 | Membership Fees       | 55,000                 | 4,556.31          | 12,629.63         | 23.0%           |
|                                        | 100-44507-60-00000 | Sponsorship Revenue   | 1,200                  | -                 | -                 | 0.0%            |
|                                        | 100-44508-60-00000 | Comm Ctr POS Sales    | 500                    | -                 | -                 | 0.0%            |
|                                        | 100-44509-60-00000 | Comm Ctr Day Passes   | 30,000                 | 2,300.00          | 5,147.00          | 17.2%           |
|                                        | 100-44510-60-00000 | Athletic Leagues      | 10,000                 | -                 | -                 | 0.0%            |
|                                        | 100-44511-60-00000 | Programs/ Classes     | -                      | 989.00            | 3,413.67          | -               |
|                                        | 100-48814-60-00000 | Miscellaneous Revenue | -                      | -                 | -                 | -               |
| <b>TOTAL:</b>                          |                    |                       | <b>170,700</b>         | <b>15,515</b>     | <b>40,528</b>     | <b>23.7%</b>    |

**TOTAL REVENUES \$ 13,825,760 \$ 6,382,710 \$ 7,744,913 56.0%**

|                                   | <u>Original Budget</u> | <u>MTD Actual</u>   | <u>YTD Actual</u>   | <u>Budget %</u> |
|-----------------------------------|------------------------|---------------------|---------------------|-----------------|
| <b><u>TOTAL EXPENDITURES:</u></b> | <b>\$ 14,202,074</b>   | <b>\$ 1,223,463</b> | <b>\$ 3,856,094</b> | <b>27.2%</b>    |

**GENERAL FUND**  
**REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**FY 2024-2025 WITH PRIOR YEAR COMPARISON**  
**FOR THE MONTH ENDED DECEMBER 31, 2024**

25.00%

|                                 | CURRENT FISCAL YEAR |                |              |              |          |                | PRIOR FISCAL YEAR |                 |                |              |              |                |
|---------------------------------|---------------------|----------------|--------------|--------------|----------|----------------|-------------------|-----------------|----------------|--------------|--------------|----------------|
|                                 | BUDGET              |                | ACTUAL       |              |          | PROJECTED      |                   | BUDGET          |                | FY ACTUAL    |              |                |
|                                 | FY 2024-25          |                | M-T-D        | Y-T-D        | Y-T-D    | FY 2024-25     |                   | FY 2023-24      |                | FY 2023-24   |              |                |
|                                 | Adopted Budget      | Amended Budget |              |              |          |                |                   | Original Budget | Amended Budget | M-T-D Dec-23 | Y-T-D Dec-23 | Y-T-D % Budget |
|                                 |                     |                | Dec-24       | Dec-24       | % Budget | Dec-24         | % Budget          |                 |                |              |              |                |
| Revenues:                       |                     |                |              |              |          |                |                   |                 |                |              |              |                |
| Property Tax                    | 8,779,380           |                | 5,834,268    | 6,307,825    | 71.8%    | 1,463,230      | 16.7%             | 8,215,757       | 8,215,757      | 5,627,191    | 5,930,182    | 72.2%          |
| Franchise Fees                  | 630,000             |                | 191,029      | 221,755      | 35.2%    | 105,000        | 16.7%             | 596,500         | 596,500        | 136,170      | 162,598      | 27.3%          |
| Sales Tax                       | 1,300,000           |                | 95,415       | 312,065      | 24.0%    | 216,667        | 16.7%             | 965,000         | 965,000        | 96,142       | 301,152      | 31.2%          |
| Charges for Service             | 1,560,430           |                | 146,259      | 447,987      | 28.7%    | 260,072        | 16.7%             | 1,502,000       | 1,502,000      | 138,113      | 344,549      | 22.9%          |
| Interest                        | 300,000             |                | 58,280       | 175,542      | 58.5%    | 50,000         | 16.7%             | 150,000         | 150,000        | 39,810       | 101,970      | 68.0%          |
| Miscellaneous                   | 90,000              |                | 8,794        | 20,194       | 22.4%    | 15,000         | 16.7%             | 20,000          | 20,000         | 741          | 1,845        | 9.2%           |
| Court Fines                     | 247,000             |                | 8,958        | 36,936       | 15.0%    | 61,750         | 25.0%             | 247,000         | 247,000        | 13,175       | 53,171       | 21.5%          |
| Permits & Fees                  | 598,250             |                | 24,192       | 182,082      | 30.4%    | 149,563        | 25.0%             | 758,650         | 758,650        | 9,125        | 105,573      | 13.9%          |
| Recreation                      | 170,700             |                | 15,515       | 40,528       | 23.7%    | 42,675         | 25.0%             | 154,800         | 154,800        | 6,039        | 19,219       | 12.4%          |
| Grants & Contributions          | -                   |                | -            | -            | 0.0%     | -              | -                 | -               | -              | -            | -            | 0.0%           |
| Donation (GHHFC Co. Dev.)       | 150,000             |                | -            | -            | 0.0%     | 37,500         | 25.0%             | 220,000         | 220,000        | -            | -            | 0.0%           |
| Total Revenues                  | \$ 13,825,760       | \$ -           | \$ 6,382,710 | \$ 7,744,913 | 56.0%    | \$ 2,401,456   | 17.4%             | \$ 12,829,707   | 12,829,707     | 6,066,506    | 7,020,259    | 54.7%          |
|                                 |                     |                |              |              |          |                |                   |                 |                |              |              |                |
| Expenditures:                   |                     |                |              |              |          |                |                   |                 |                |              |              |                |
| 01 - City Council               | \$ 307,600          |                | 26,129       | 80,330       | 26.1%    | 76,900         | 25.0%             | \$ 286,250      | \$ 286,250     | 45,474       | 50,149       | 17.5%          |
| 10 - City Manager               | 611,463             |                | 56,852       | 138,942      | 22.7%    | 152,866        | 25.0%             | 585,927         | 585,927        | 44,696       | 118,141      | 20.2%          |
| 11 - Administration             | 92,800              |                | 3,848        | 10,302       | 11.1%    | 23,200         | 25.0%             | 72,800          | 72,800         | 4,574        | 19,719       | 162.3%         |
| 12 - City Secretary             | 200,372             |                | 33,241       | 88,871       | 44.4%    | 50,093         | 25.0%             | 242,074         | 242,074        | 20,509       | 49,334       | 20.4%          |
| 13 - Human Resources            | 430,350             |                | 25,452       | 249,893      | 58.1%    | 107,588        | 25.0%             | 333,487         | 333,487        | 36,495       | 67,819       | 20.3%          |
| 14 - IT                         | 663,766             |                | 46,274       | 128,808      | 19.4%    | 165,942        | 25.0%             | 525,749         | 525,749        | 42,286       | 95,244       | 18.1%          |
| 16 - Community Engagement       | 326,807             |                | 22,370       | 64,317       | 19.7%    | 81,702         | 25.0%             | 319,482         | 319,482        | 34,935       | 52,446       | 16.4%          |
| 20 - Finance                    | 467,050             |                | 25,215       | 187,178      | 40.1%    | 116,763        | 25.0%             | 431,929         | 431,929        | 22,917       | 173,640      | 40.2%          |
| 21 - Municipal Court            | 224,755             |                | 20,369       | 42,076       | 18.7%    | 56,189         | 25.0%             | 160,014         | 160,014        | 14,653       | 33,693       | 21.1%          |
| 30 - Fire                       | 2,930,695           |                | 307,243      | 791,446      | 27.0%    | 732,674        | 25.0%             | 2,650,927       | 2,650,927      | 198,000      | 587,117      | 22.1%          |
| 32 - Police                     | 4,008,068           |                | 363,420      | 936,222      | 23.4%    | 1,002,017      | 25.0%             | 3,568,570       | 3,568,570      | 311,897      | 778,003      | 21.8%          |
| 40 - Streets                    | 2,513,951           |                | 186,395      | 883,678      | 35.2%    | 628,488        | 25.0%             | 2,311,401       | 2,311,401      | 241,824      | 325,977      | 14.1%          |
| 52 - Economic Development       | 54,650              |                | -            | -            | 0.0%     | 13,663         | 25.0%             | 36,950          | 36,950         | 8,470        | 10,867       | 29.4%          |
| 53 - Planning                   | 486,202             |                | 54,626       | 114,787      | 23.6%    | 121,551        | 25.0%             | 430,265         | 430,265        | 36,053       | 102,266      | 23.8%          |
| 60 - Parks and Recreation       | 742,147             |                | 39,851       | 106,299      | 14.3%    | 185,537        | 25.0%             | 523,325         | 523,325        | 24,486       | 84,966       | 16.2%          |
| 62 - Grounds Maintenance        | 141,398             |                | 12,177       | 32,944       | 23.3%    | 35,350         | 25.0%             | 212,406         | 212,406        | 22,006       | 64,714       | 30.5%          |
| Total Expenditures              | \$ 14,202,074       | \$ -           | \$ 1,223,463 | \$ 3,856,094 | 27.2%    | \$ 3,550,519   | 25.0%             | \$ 12,691,556   | \$ 12,691,556  | \$ 1,109,275 | \$ 2,614,098 | 20.6%          |
|                                 |                     |                |              |              |          |                |                   |                 |                |              |              |                |
| Total Revenues Over (Under) Exp | \$ (376,315)        | \$ -           | \$ 5,159,247 | \$ 3,888,820 |          | \$ (1,149,063) |                   | \$ 138,152      | \$ 138,152     | \$ 4,957,231 | \$ 4,406,161 |                |
|                                 |                     |                |              |              |          |                |                   |                 |                |              |              |                |



|                                           | CURRENT FISCAL YEAR |                |              |               |          |            | PRIOR FISCAL YEAR |                |              |              |                |  |
|-------------------------------------------|---------------------|----------------|--------------|---------------|----------|------------|-------------------|----------------|--------------|--------------|----------------|--|
|                                           | BUDGET              |                | ACTUAL       |               |          | PROJECTED  | BUDGET            |                | FY ACTUAL    |              |                |  |
|                                           | FY 2024-25          |                | M-T-D        | Y-T-D         | Y-T-D    | FY 2024-25 | FY 2023-24        |                | FY 2023-24   |              |                |  |
|                                           | Adopted Budget      | Amended Budget | Dec-24       | Dec-24        | % Budget | Dec-24     | Original Budget   | Amended Budget | M-T-D Dec-23 | Y-T-D Dec-23 | Y-T-D % Budget |  |
| Other Financing Sources (Uses):           |                     |                |              |               |          |            |                   |                |              |              |                |  |
| Transfers In (Out):                       |                     |                |              |               |          |            |                   |                |              |              |                |  |
| Charge for Service (Mgt)                  | 15,000              | -              | 1,250        | 3,750         | 25.0%    | 3,750      | 15,000            | 15,000         | 1,250        | 3,750        | 25.0%          |  |
| Charge for Service (City Wide)            | 6,000               | -              | 500          | 1,500         | 25.0%    | 1,500      | 6,000             | 6,000          | 500          | 1,500        | 25.0%          |  |
| Transfer from Fund 205-911 Wireless       | 69,000              | -              | 5,750        | 17,250        | 25.0%    | 17,250     | 69,000            | 69,000         | 5,750        | 17,250       | 25.0%          |  |
| Transfer from/(to) Court Security         | 20,000              | -              | 1,667        | 5,000         | 25.0%    | 5,000      | 20,000            | 20,000         | -            | -            | 0.0%           |  |
| Transfer from Drainage Fund               | 15,775              | -              | 1,315        | 3,944         | 25.0%    | 3,944      | 15,775            | 15,775         | 1,315        | 3,944        | 25.0%          |  |
| Transfer to Fund 410 Capital Project Fund | -                   | -              | -            | -             | -        | -          | (679,180)         | (679,180)      | -            | -            | 0.0%           |  |
| Transfer to Vehicle Replacement Fund      | -                   | -              | -            | -             | -        | -          | (303,000)         | (303,000)      | -            | -            | 0.0%           |  |
| Transfer to State Seizure Fund            |                     |                | (2,678)      | (2,678)       | -        |            |                   |                |              |              |                |  |
| Transfer to Disaster Recovery Fund        | -                   | -              | -            | -             | -        | -          | -                 | -              | -            | (130,184)    | 0.0%           |  |
| Net Change in Fund Balance                | \$ (250,539)        | \$ -           | \$ 5,167,051 | \$ 3,917,586  |          | \$ 31,444  | \$ (718,253)      | \$ (718,254)   | \$ 4,966,045 | \$ 4,302,420 |                |  |
| Total Unassigned Fund Balance - BOY       | 12,844,181          |                | 12,844,181   | 12,844,181    |          |            | 8,541,761         | 8,541,761      | 8,541,761    | 8,541,761    |                |  |
| Total Fund Balance - EOY                  | \$ 12,593,642       | \$ -           | 18,011,232   | \$ 16,761,767 |          |            | \$ 7,823,508      | \$ 7,823,508   | #####        | \$12,844,181 |                |  |
| Less: Commitments for Specific Use        | -                   | -              | -            | -             |          |            | -                 |                |              |              |                |  |
| Less: Assigned for Specific Use           | -                   | -              | -            | -             |          |            |                   |                |              |              |                |  |
| Ending Fund Balance - Unassigned          | \$ 12,593,642       | \$ -           | #####        | \$ 16,761,767 |          |            | 7,823,508         | 7,823,508      | 13,507,806   | 12,844,181   |                |  |
| AVERAGE DAILY EXPENDITURES                | 38,910              | -              |              | 42,375        |          |            | 34,771            | 34,771         |              | 28,726       |                |  |
| Number of Days In Reserve                 | 323                 |                |              | 396           |          |            | 225               |                |              | 447          |                |  |

**WATER AND SEWER FUND  
FOR THE MONTH ENDED DECEMBER 31, 2024**

**Summary  
Revenues & Expenditures - Budget & Actual**

Water Fund Fund  
Balance as of Dec 31,  
2024 is ≈\$3,299,491

221 days of reserves  
as of December 31,  
2024

**WATER REVENUE**

Water sales for December was \$333,345 or 7.0% of the budget. This is an decrease of

**SEWER REVENUE**

Sewer sales for December was \$450,698 or 8.8% of the budget. This is an decrease of \$13,691 (≈2.9%) from December 2023.

## SUMMARY OF WATER & SEWER FUND REVENUES (25.00% of FY)

|                               | <u>Original Budget</u> | <u>AMENDED</u> | <u>MTD Actual</u> | <u>YTD Actual</u>   | <u>Budget %</u> |
|-------------------------------|------------------------|----------------|-------------------|---------------------|-----------------|
| <b><u>TOTAL REVENUES:</u></b> | <b>\$ 10,282,200</b>   | <b>\$ -</b>    | <b>\$ 851,198</b> | <b>\$ 2,650,882</b> | <b>25.8%</b>    |

Water and Sewer sales

|                    | <u>Original Budget</u> | <u>AMENDED</u> | <u>MTD Actual</u> | <u>YTD Actual</u>   | <u>Budget %</u> |
|--------------------|------------------------|----------------|-------------------|---------------------|-----------------|
| <b>Water Sales</b> | <b>\$ 4,750,000</b>    |                | <b>\$ 333,345</b> | <b>\$ 1,120,842</b> | <b>23.6%</b>    |

|                    | <u>Original Budget</u> | <u>AMENDED</u> | <u>MTD Actual</u> | <u>YTD Actual</u>   | <u>Budget %</u> |
|--------------------|------------------------|----------------|-------------------|---------------------|-----------------|
| <b>Sewer Sales</b> | <b>\$ 5,120,000</b>    | <b>\$ -</b>    | <b>\$ 450,698</b> | <b>\$ 1,332,249</b> | <b>26.0%</b>    |

|                   | <u>Original Budget</u> | <u>AMENDED</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|-------------------|------------------------|----------------|-------------------|-------------------|-----------------|
| <b>Other Fees</b> | <b>\$ 370,000</b>      | <b>\$ -</b>    | <b>\$ 26,411</b>  | <b>\$ 105,696</b> | <b>28.6%</b>    |

|                 | <u>Original Budget</u> | <u>AMENDED</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|-----------------|------------------------|----------------|-------------------|-------------------|-----------------|
| <b>Interest</b> | <b>\$ 40,000</b>       | <b>\$ -</b>    | <b>\$ 18,763</b>  | <b>\$ 66,474</b>  | <b>166.2%</b>   |

|                             | <u>Original Budget</u> | <u>AMENDED</u> | <u>MTD Actual</u> | <u>YTD Actual</u> | <u>Budget %</u> |
|-----------------------------|------------------------|----------------|-------------------|-------------------|-----------------|
| <b>Miscellaneous Income</b> | <b>\$ 2,200</b>        | <b>\$ -</b>    | <b>\$ 21,981</b>  | <b>\$ 25,621</b>  | <b>1164.6%</b>  |

## SUMMARY OF WATER & SEWER FUND EXPENDITURES

|                                   | <u>Budget</u>       | <u>AMENDED</u> | <u>MTD Actual</u> | <u>Actual</u>       | <u>Budget %</u> |
|-----------------------------------|---------------------|----------------|-------------------|---------------------|-----------------|
| <b><u>TOTAL EXPENDITURES:</u></b> | <b>\$ 9,779,861</b> | <b>\$ -</b>    | <b>\$ 544,649</b> | <b>\$ 1,363,473</b> | <b>13.9%</b>    |

**WATER & SEWER FUND**  
**REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**FY 2024-25 WITH PRIOR YEAR COMPARISON**

FOR THE MONTH ENDED DECEMBER 31, 2024  
25.00%

|                                      | CURRENT FISCAL YEAR |                |              |              |          |              | PRIOR FISCAL YEAR |                 |                |              |              |                |
|--------------------------------------|---------------------|----------------|--------------|--------------|----------|--------------|-------------------|-----------------|----------------|--------------|--------------|----------------|
|                                      | BUDGET              |                | ACTUAL       |              |          | PROJECTED    |                   | BUDGET          |                | FY ACTUAL    |              |                |
|                                      | FY 2024-25          |                | M-T-D        | Y-T-D        | Y-T-D    | FY 2024-25   |                   | FY 2023-24      |                | FY 2023-24   |              |                |
|                                      | Original Budget     | Amended Budget |              |              |          |              |                   | Original Budget | Amended Budget | M-T-D Dec-23 | Y-T-D Dec-23 | Y-T-D % Budget |
|                                      |                     |                | Dec-24       | Dec-24       | % Budget | Dec-24       | % Budget          |                 |                |              |              |                |
| Revenues:                            |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Water Sales                          | 4,750,000           |                | 333,345      | 1,120,842    | 23.6%    | 1,187,500    | 25.0%             | 4,764,520       | \$ 4,764,520   | 366,411      | 963,672      | 20.23%         |
| Sewer Sales                          | 5,120,000           |                | 450,698      | 1,332,249    | 26.0%    | 1,280,000    | 25.0%             | 4,601,540       | 4,601,540      | 464,389      | 1,151,442    | 25.02%         |
| Late Charges                         | 300,000             |                | 26,481       | 87,552       | 29.2%    | 75,000       | 25.0%             | 145,000         | 145,000        | -            | -            | 0.00%          |
| Reconnection Fees                    | 30,000              |                | (70)         | 13,755       | 45.9%    | 7,500        | 25.0%             | 30,000          | 30,000         | -            | -            | 0.00%          |
| Water Meters                         | 35,000              |                | -            | 4,389        | 12.5%    | 8,750        | 25.0%             | 65,000          | 65,000         | (2,575)      | 1,187        | 1.83%          |
| Tap Fees                             | 5,000               |                | -            | -            | 0.0%     | 1,250        | 25.0%             | 5,000           | 5,000          | -            | -            | 0.00%          |
| Interest Earnings                    | 40,000              |                | 18,763       | 66,474       | 166.2%   | 10,000       | 25.0%             | 7,500           | 7,500          | 3,351        | 10,318       | 137.57%        |
| Tampering Fees                       | -                   |                | -            | -            | 0.0%     | -            | 0.0%              | -               | -              | -            | -            | -              |
| Miscellaneous                        | 2,200               |                | 21,981       | 25,621       | 1164.6%  | 550          | 25.0%             | 2,200           | 2,200          | 175          | 595          | 27.05%         |
| Total Revenues                       | \$ 10,282,200       | \$ -           | \$ 851,198   | \$ 2,650,882 | 25.8%    | \$ 2,570,550 | 25.0%             | \$ 9,620,760    | \$ 9,620,760   | \$ 831,751   | \$ 2,127,213 | 22.11%         |
| Expenditures:                        |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Trasfer to GF (MGT)                  | -                   |                | 1,250        | 3,750        | -        | 2,500        | -                 | 15,000          | 15,000         | 1,250        | 3,750        | 25.00%         |
| Transfer to GF (City Wide)           | -                   |                | 500          | 1,500        | -        | 1,000        | -                 | 6,000           | 6,000          | 500          | 1,500        | 25.00%         |
| Utility Administration               | 504,417             |                | 44,283       | 126,677      | 25.1%    | 126,104      | 25.0%             | 442,162         | 442,162        | 30,884       | 96,149       | 21.75%         |
| Water Operations                     | 3,045,433           |                | 56,654       | 311,025      | 10.2%    | 761,358      | 25.0%             | 2,790,867       | 2,790,867      | 252,541      | 420,171      | 15.06%         |
| Wastewater Operations                | 5,969,742           |                | 441,610      | 904,614      | 15.2%    | 1,492,436    | 25.0%             | 5,922,232       | 5,922,232      | 821,750      | 1,403,302    | 23.70%         |
| Meter Services                       | 260,269             |                | 351          | 15,907       | 6.1%     | 65,067       | 25.0%             | 94,879          | 94,879         | 850          | 16,835       | 17.74%         |
| Total Expenditures                   | \$ 9,779,861        | \$ -           | \$ 544,649   | \$ 1,363,473 | 13.9%    | \$ 2,444,965 | 25.0%             | \$ 9,271,140    | \$ 9,271,140   | \$ 1,107,775 | \$ 1,941,707 | 20.94%         |
|                                      |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Total Revenues Over (Under) Exp      | \$ 502,339          | \$ -           | \$ 306,549   | \$ 1,287,410 |          | \$ 125,585   |                   | \$ 349,620      | \$ 349,620     | \$ (276,023) | \$ 185,506   |                |
| Other Funding Sources (Uses):        |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Loan Principal (Smart meters)        | (168,470)           | -              | -            | -            |          |              | 0.0%              | (164,437)       | (164,437)      | -            | -            | 0.00%          |
| Loan Interest (Smart meters)         | (56,700)            | -              | -            | -            |          |              | 0.0%              | (60,723)        | (60,723)       | -            | -            | 0.00%          |
| Net Change in Fund Balance           | \$ 277,169          | \$ -           | \$ 306,549   | \$ 1,287,410 |          |              |                   | \$ 124,460      | \$ 124,460     | \$ (276,023) | \$ 185,506   |                |
| Total Unrestricted Fund Balance - BO | 2,012,081           |                | 2,012,081    | 2,012,081    |          |              |                   | 1,826,575       | 1,826,575      | 1,826,575    | 1,826,575    |                |
|                                      |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Total Fund Balance - EOY             | \$ 5,602,225        | \$ -           | \$ 5,632,751 | \$ 6,613,612 |          | \$ -         |                   | \$ 5,140,696    | \$ 5,140,696   | \$ 4,864,673 | \$ 5,326,202 |                |
| Less: Commitments for Specific Use   |                     |                |              | -            |          | -            |                   | -               |                |              |              |                |
| Less: Assigned for Specific Use      | (3,314,121)         |                | (3,314,121)  | (3,314,121)  |          | -            |                   | (3,314,121)     | (3,314,121)    | (3,314,121)  | (3,314,121)  |                |
|                                      |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Ending Fund Balance - Unrestricted   | \$ 2,288,104        | \$ -           | \$ 2,318,630 | \$ 3,299,491 |          | \$ -         |                   | \$ 1,826,575    | \$ 1,826,575   | \$ 1,550,552 | \$ 2,012,081 | \$ -           |
| AVERAGE DAILY EXPENDITURES           | 27,411              | -              |              | 14,926       |          |              |                   | 26,017          | 26,017         |              | 64,724       |                |
|                                      |                     |                |              |              |          |              |                   |                 |                |              |              |                |
| Number of Days In Reserve            | 83                  |                |              | 221          |          |              |                   | 70              |                |              | 31           |                |

**DRAINAGE FUND  
FOR THE MONTH ENDED DECEMBER 31, 2024**

**Summary  
Revenues & Expenditures - Budget & Actual**

Drainage Fund  
Balance as of  
December 31, 2024 is  
≈\$1,172,573

1,041 days of  
reserves as of  
December 31, 2024

**DRAINAGE FEE REVENUE**

Drainage Fees December: \$31,720 or 6.7%  
of the budget. This is an decrease of \$2,786  
(≈8.0%) from December 2023.

| Appendix A. Municipal Drainage System Fees                                     |             |
|--------------------------------------------------------------------------------|-------------|
| Residential properties: \$5.08 per month.                                      |             |
| Nonresidential properties are based on lot size as shown below:                |             |
| Property Size                                                                  | Monthly Fee |
| Less than or equal to 25,000 square feet                                       | \$15.00     |
| Greater than 25,000 square feet and less than or equal to 43,560 square feet   | \$30.00     |
| Greater than 43,560 square feet and less than or equal to 130,680 square feet  | \$50.00     |
| Greater than 130,680 square feet and less than or equal to 217,800 square feet | \$100.00    |
| Greater than 217,800 square feet                                               | \$175.00    |

## SUMMARY OF MUNICIPAL DRAINAGE FUND (25.00% of FY)

|                        | Budget     | AMENDED | Actual     | Budget % |
|------------------------|------------|---------|------------|----------|
| <u>TOTAL REVENUES:</u> | \$ 471,420 | \$ -    | \$ 111,693 | 23.7%    |

|                            | Budget     | AMENDED | Actual     | Budget % |
|----------------------------|------------|---------|------------|----------|
| <u>TOTAL EXPENDITURES:</u> | \$ 679,414 | \$ -    | \$ 102,490 | 15.1%    |

**DRAINAGE FUND**  
**REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**FY 2024-25 WITH PRIOR YEAR COMPARISON**  
**FOR THE MONTH ENDED DECEMBER 31, 2024**

25.00%

|                                       | CURRENT FISCAL YEAR |                |              |              |          |              |          | PRIOR FISCAL YEAR |                |              |              |                |
|---------------------------------------|---------------------|----------------|--------------|--------------|----------|--------------|----------|-------------------|----------------|--------------|--------------|----------------|
|                                       | BUDGET              |                | ACTUAL       |              |          | FY PROJECTED |          | BUDGET            |                | FY ACTUAL    |              |                |
|                                       | FY 2024-25          |                | M-T-D        | Y-T-D        | Y-T-D    | FY 2024-25   |          | FY 2023-24        |                | FY 2023-24   |              |                |
|                                       | Original Budget     | Amended Budget |              |              |          |              |          | Original Budget   | Amended Budget | M-T-D Dec-23 | Y-T-D Dec-23 | Y-T-D % Budget |
|                                       |                     |                | Dec-24       | Dec-24       | % Budget | Dec-24       | % Budget |                   |                |              |              |                |
| Revenues:                             |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Drainage Fees - Residential           | \$ 426,420          |                | 29,120       | 87,873       | 20.6%    | 106,605      | 25.0%    | 426,420           | 426,420        | 31,831       | 76,614       | 18.0%          |
| Drainage Fees - Commercial            | 41,000              |                | 2,600        | 7,800        | 19.0%    | 10,250       | 25.0%    | 41,000            | 41,000         | 2,675        | 6,465        | 15.8%          |
| Interest                              | 4,000               |                | 3,915        | 16,020       | 400.5%   | 1,000        | 25.0%    | 4,000             | 4,000          | 1,940        | 6,386        | 159.6%         |
| Misc Revenue                          | -                   |                | -            | -            | -        | -            | -        | -                 | -              | -            | -            | -              |
| Total Revenues                        | \$ 471,420          | \$ -           | \$ 35,635    | \$ 111,693   | 23.7%    | \$ 117,855   | 25.0%    | \$ 471,420        | \$ 471,420     | \$ 36,447    | \$ 89,464    | 19.0%          |
|                                       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Expenditures:                         |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Stormwater Operations                 | 409,414             |                | 19,263       | 102,490      | 25.0%    | 102,354      | 25.0%    | 372,873           | \$ 372,873     | 22,840       | 46,661       | 12.5%          |
| Receivables Adjustments               | -                   |                | -            | -            | 0.0%     | -            | -        | -                 | -              | -            | -            | -              |
| Top of the Hills Drainage Project CIP | 250,000             |                | -            | -            | 0.0%     | 62,500       | 25.0%    | 350,000           | \$ 350,000     | -            | -            | 0.0%           |
| Kingston Meadows Drainage Project     | 10,000              |                | -            | -            | 0.0%     | 2,500        | 25.0%    | 10,000            | 10,000.00      | -            | -            | 0.0%           |
| Gateway Drainage Project              | 10,000              |                | -            | -            | 0.0%     | 2,500        | 25.0%    | 5,000             | 5,000.00       | -            | -            | 0.0%           |
| Total Expenditures                    | \$ 679,414          | \$ -           | \$ 19,263    | \$ 102,490   | 15.1%    | \$ 164,854   | 24.3%    | \$ 737,873        | \$ 737,873     | \$ 22,840    | \$ 46,661    | 6.3%           |
|                                       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Total Revenues Over (Under) Exp       | \$ (207,994)        | \$ -           | \$ 16,371    | \$ 9,203     |          | \$ (46,999)  |          | \$ (266,453)      | \$ (266,453)   | \$ 13,606    | \$ 42,803    |                |
|                                       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Other Financing Sources (Uses):       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Operating Transfer to General Fund    | (15,775)            |                | (1,315)      | (3,944)      | 25.0%    | 3,944        | 25.0%    | (300,000)         | (300,000)      | (1,315)      | (3,944)      | 1.3%           |
| Capital Projects Fund - City Commitm  | -                   | -              | -            | -            |          | -            |          | -                 | -              | -            | -            |                |
| Net Change in Fund Balance            | \$ (223,769)        | \$ -           | \$ 15,057    | \$ 5,259     |          |              |          | \$ (566,453)      | \$ (566,453)   | \$ 12,292    | \$ 38,859    |                |
| Total Unrestricted Fund Balance - BOY | \$ 1,167,314        | \$ 1,167,314   | \$ 1,167,314 | \$ 1,167,314 |          |              |          | \$ 1,140,746      | \$ 1,140,746   | \$ 1,140,746 | \$ 1,140,746 |                |
|                                       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Total Fund Balance - EOY              | \$ 943,545          | \$ 1,167,314   | \$ 1,182,371 | \$ 1,172,573 |          | \$ -         |          | \$ 574,293        | \$ 574,293     | \$ 1,153,038 | \$ 1,179,605 |                |
| Less: Commitments for Specific Use    | -                   | -              |              | -            |          | -            |          | -                 | -              | -            | -            |                |
|                                       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Ending Fund Balance - Unrestricted    | \$ 943,545          | \$ 1,167,314   | \$ 1,182,371 | \$ 1,172,573 |          | \$ -         |          | \$ 574,293        | \$ 574,293     | \$ 1,153,038 | \$ 1,179,605 |                |
| AVERAGE DAILY EXPENDITURES            | \$ 1,861            |                | \$ 1,126     |              |          |              |          | \$ 2,022          |                | \$ 513       |              |                |
|                                       |                     |                |              |              |          |              |          |                   |                |              |              |                |
| Number of Days In Reserve             | 507                 |                |              | 1,041        |          |              |          | 284               |                |              | 2,301        |                |

OTHER FUNDS  
FOR THE MONTH ENDED DECEMBER 31, 2024

Summary  
Revenues & Expenditures - Budget & Actual



### SUMMARY OF OTHER FUNDS (25.00% of FY)

| 300 - DEBT SERVICE FUND        |  |              |         |              |          |
|--------------------------------|--|--------------|---------|--------------|----------|
|                                |  | Budget       | AMENDED | Actual       | Budget % |
| TOTAL REVENUES:                |  | \$ 1,413,320 | \$ -    | \$ 1,012,934 | 71.7%    |
|                                |  | Budget       | AMENDED | Actual       | Budget % |
| TOTAL EXPENDITURES:            |  | \$ 1,400,870 | \$ -    | \$ 98,760    | 7.0%     |
| 205 - E911 FUND                |  |              |         |              |          |
|                                |  | Budget       | AMENDED | Actual       | Budget % |
| TOTAL REVENUES:                |  | \$ 80,500    | \$ -    | \$ 127,790   | 158.7%   |
|                                |  | Budget       | AMENDED | Actual       | Budget % |
| TOTAL EXPENDITURES:            |  | \$ 79,000    | \$ -    | \$ 17,250    | 21.84%   |
| 406 - VEHICLE REPLACEMENT FUND |  |              |         |              |          |
|                                |  | BUDGET       | AMENDED | Actual       | Budget % |
| TOTAL REVENUES:                |  | \$ -         | \$ -    | \$ 2,054     | #DIV/0!  |
|                                |  | BUDGET       | AMENDED | Actual       | Budget % |
| TOTAL EXPENDITURES:            |  | \$ 303,000   | \$ -    | \$ 57,980    | 19.1%    |
| 515 - WATER SEWER IMPACT FUND  |  |              |         |              |          |
|                                |  | BUDGET       | AMENDED | Actual       | Budget % |
| TOTAL REVENUES:                |  | \$ -         | \$ -    | \$ 3,890     | #DIV/0!  |
|                                |  | BUDGET       | AMENDED | Actual       | Budget % |
| TOTAL EXPENDITURES:            |  | \$ 876,450   | \$ -    | \$ 831,031   | 94.8%    |

**OTHER FUNDS: FINANCIAL SUMMARY**  
**REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**FOR THE MONTH ENDED DECEMBER 31, 2024**

|                       |                               | BUDGET       |              |                         |                                |                          | Y-T-D ACTUAL |          |              |          |                         |          |                                |                               |
|-----------------------|-------------------------------|--------------|--------------|-------------------------|--------------------------------|--------------------------|--------------|----------|--------------|----------|-------------------------|----------|--------------------------------|-------------------------------|
| FUND                  | FUND NAME                     | Revenues     | Expenditures | Change in Fund Balances | Fund Balance Beginning of Year | Fund Balance End of Year | Revenues     | % Budget | Expenditures | % Budget | Change in Fund Balances | % Budget | Fund Balance Beginning of Year | Y-T-D Fund Balance Projection |
| DEBT SERVICE FUND     |                               |              |              |                         |                                |                          |              |          |              |          |                         |          |                                |                               |
| 300                   | Debt Service Fund             | \$ 1,413,320 | \$ 1,400,870 | \$ 12,450               | \$ 145,557                     | \$ 158,007               | \$ 1,012,934 | 72%      | \$ 98,760    | 7%       | \$ 914,174              | 7342.8%  | \$ 145,557                     | \$ 1,059,731                  |
| SPECIAL REVENUE FUNDS |                               |              |              |                         |                                |                          |              |          |              |          |                         |          |                                |                               |
| 200                   | Court Technology Fund         | \$ 4,600     | \$ 4,000     | \$ 600                  | \$ 19,414                      | \$ 20,014                | \$ 799       | 17%      | \$ -         | 0%       | \$ 799                  | 133.1%   | \$ 19,414                      | \$ 20,213                     |
| 201                   | Court Security Fund           | 6,750        | 6,750        | -                       | 48,947                         | 48,947                   | 1,795        | 27%      | 5,000        | 74%      | (3,205)                 | 0.0%     | 48,947                         | 45,742                        |
| 205                   | E911 Fund                     | 80,500       | 79,000       | 1,500                   | 172,408                        | 173,908                  | 127,790      | 159%     | 17,250       | 22%      | 110,540                 | 7369.3%  | 172,408                        | 282,948                       |
| 213                   | Federal Seizure Fund          | -            | -            | -                       | 3,347                          | 3,347                    | 39           | 0%       | -            | 0%       | 39                      | 0.0%     | 3,347                          | 3,386                         |
| 214                   | State Seizure Fund            | -            | -            | -                       | 8,846                          | 8,846                    | 2,797        | 0%       | -            | 0%       | 2,797                   | 0.0%     | 8,846                          | 11,643                        |
| 250                   | Operating Grants Fund         | 2,626,836    | 3,140,836    | (514,000)               | (48,605)                       | (562,605)                | 380,225      | 14%      | 481,647      | 15%      | (101,421)               | 19.7%    | (48,605)                       | (150,026)                     |
| 251                   | ARPA Fund                     | 2,000,000    | 2,000,000    | -                       | 1,575,293                      | 1,575,293                | 691          | 0%       | -            | 0%       | 691                     | 0.0%     | 1,575,293                      | 1,575,984                     |
|                       |                               | \$ 4,718,686 | \$ 5,230,586 | \$ (511,900)            | \$ 1,779,650                   | \$ 1,267,750             | \$ 514,137   |          | \$ 503,897   |          | \$ 10,240               |          | \$ 1,779,650                   | \$ 1,789,890                  |
| CAPITAL PROJECTS FUND |                               |              |              |                         |                                |                          |              |          |              |          |                         |          |                                |                               |
| 215                   | Street Impact Fees (restri)   | \$ 600,000   | \$ 900,000   | \$ (300,000)            | \$ 1,731,103                   | \$ 1,431,103             | \$ 1,308     | 0%       | \$ 18,029    | 2%       | \$ (16,721)             | 5.6%     | \$ 1,731,103                   | \$ 1,714,382                  |
| 230                   | Park Fees                     | -            | 550,000      | (550,000)               | 1,561,919                      | 1,011,919                | 14,971       | -        | -            | 0%       | 14,971                  | -2.7%    | 1,561,919                      | 1,576,890                     |
| 403                   | 2016 GO Bonds                 | 1,348,000    | 4,348,000    | (3,000,000)             | 3,560,824                      | 560,824                  | 39,498       | 3%       | 30,144       | 1%       | 9,354                   | -0.3%    | 3,560,824                      | 3,570,178                     |
| 406                   | Vehicle Replacement Fund      | -            | 164,500      | (164,500)               | 172,563                        | 8,063                    | 2,054        | -        | 57,980       | 35%      | (55,927)                | 34.0%    | 172,563                        | 116,636                       |
| 410                   | Reserved for Capital Projects | 374,947      | 830,690      | (455,743)               | 2,237,710                      | 1,781,967                | 2,118        | 1%       | 1,141,742    | 137%     | (1,139,624)             | 250.1%   | 2,237,710                      | 1,098,086                     |
| 515-1&2               | Water Sewer Impact Fund       | -            | 876,450      | (876,450)               | 1,350,389                      | 473,939                  | 3,890        | -        | 831,031      | 95%      | (827,141)               | 94.4%    | 1,350,389                      | 523,248                       |
|                       |                               | \$ 2,322,947 | \$ 7,669,640 | \$ (5,346,693)          | \$ 10,643,434                  | \$ 5,296,741             | \$ 63,839    |          | \$ 2,078,927 |          | \$ (2,015,088)          |          | \$ 10,643,434                  | \$ 8,628,346                  |

| ACCOUNTS PAYABLE LIST         |                                |                |              |                    |                                |                 |              |            |
|-------------------------------|--------------------------------|----------------|--------------|--------------------|--------------------------------|-----------------|--------------|------------|
| INVOICES PAID - DECEMBER 2024 |                                |                |              |                    |                                |                 |              |            |
| Vendor No.                    | Vendor Name                    | Invoice Number | Invoice Date | Account Number     | Account Description            | Amount          | Check Number | Check Date |
| 1663                          | ADAMS PHARMACY                 | 1578081        | 11/28/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 80.00           | 133415       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133415</b> | <b>80.00</b>    |              |            |
| 4092                          | ADT SECURITY SECURITY SERVICES | 12-403157759   | 12/06/24     | 100-53308-14-00000 | TELECOMMUNICATIONS             | 59.39           | 133416       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133416</b> | <b>59.39</b>    |              |            |
| 1768                          | AIR SUPPLY                     | 1994128        | 11/25/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 61.47           | 133417       | 12/06/24   |
| 1768                          | AIR SUPPLY                     | 1994129        | 11/25/24     | 100-53511-40-00000 | RENTAL EQUIPMENT               | 75.25           | 133417       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133417</b> | <b>136.72</b>   |              |            |
| 4215                          | BOOT BARN                      | BB112224       | 11/22/24     | 500-51300-42-00000 | UNIFORM & CLOTHING             | 157.49          | 133418       | 12/06/24   |
| 4215                          | BOOT BARN                      | BB112724       | 11/27/24     | 500-51300-42-00000 | UNIFORM & CLOTHING             | 250.00          | 133418       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133418</b> | <b>407.49</b>   |              |            |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85572936       | 11/26/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 10.00           | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85572935       | 11/26/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 10.00           | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85571269       | 11/25/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 247.90          | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85571268       | 11/25/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 237.50          | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85576587       | 12/02/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 43.80           | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85565232       | 11/19/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 135.00          | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85563483       | 11/18/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 186.86          | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85566723       | 11/20/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 62.14           | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85568084       | 11/21/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 1.27            | 133419       | 12/06/24   |
| 2606                          | BOUND TREE MEDICAL, LLC.       | 85578373       | 12/03/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 1,699.93        | 133419       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133419</b> | <b>2,634.40</b> |              |            |
| 1769                          | BRITTON METER REPAIR           | 12616          | 11/27/24     | 500-53204-41-00000 | R&M WATER SYSTEM               | 13.28           | 133420       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133420</b> | <b>13.28</b>    |              |            |
| 100081                        | CDW LLC                        | AB54E3L        | 11/15/24     | 100-53510-14-00000 | HARDWARE                       | 1,189.35        | 133421       | 12/06/24   |
|                               |                                |                |              |                    | <b>TOTAL FOR CHECK #133421</b> | <b>1,189.35</b> |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount          | Check Number | Check Date |
|------------|--------------------------------|-----------------|--------------|--------------------|--------------------------------|-----------------|--------------|------------|
| 100061     | Code-3 Safety&Fire Equipment   | 7001            | 11/15/24     | 100-53200-40-00000 | R & M STRUCTURES               | 630.00          | 133423       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133423</b> | <b>630.00</b>   |              |            |
| 4130       | DAHILL OFFICE TECHNOLOGY CORPO | 6441760         | 11/27/24     | 100-53050-14-00000 | OPERATING LEASES-COPIERS       | 89.00           | 133424       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133424</b> | <b>89.00</b>    |              |            |
| 1          | DARENSBOURG, KIMBERLY          | U0080010620001A | 10/22/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 9.63            | 133425       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133425</b> | <b>9.63</b>     |              |            |
| 3364       | DATAPROSE                      | 3P96761         | 12/06/24     | 500-53057-22-00000 | WATER BILL PROCESSING/POSTAGE  | 1,084.30        | 133426       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133426</b> | <b>1,084.30</b> |              |            |
| 100193     | EQUIPMENTSHARE.COM, INC.       | 4570667-000     | 11/18/24     | 100-51310-62-00000 | OTHER SMALL EQUIPMENT          | 95.04           | 133427       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133427</b> | <b>95.04</b>    |              |            |
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29576789        | 11/07/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 11.95           | 133428       | 12/06/24   |
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29628447        | 11/13/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 71.48           | 133428       | 12/06/24   |
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29585817        | 11/07/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | (41.19)         | 133428       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133428</b> | <b>42.24</b>    |              |            |
| 2034       | IMPERATIVE INFORMATION GROUP,  | 271787          | 12/06/24     | 100-53548-13-00000 | EMPLOYEE BACKGROUND CHECK      | 242.25          | 133429       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133429</b> | <b>242.25</b>   |              |            |
| 4102       | INSIGHT PUBLIC SECTOR          | 1101227680      | 11/30/24     | 100-53325-14-00000 | SOFTWARE LICENSING             | 2,418.36        | 133430       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133430</b> | <b>2,418.36</b> |              |            |
| 2534       | INTERSTATE BILLING SERVICES    | 118084          | 11/18/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 1,508.52        | 133431       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133431</b> | <b>1,508.52</b> |              |            |
| 2863       | LEADERSHIP SOUTHWEST, INC.     | 5375            | 11/19/24     | 100-53334-10-00000 | DUES, SUBSCRIPTIONS, & PUB     | 75.00           | 133432       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133432</b> | <b>75.00</b>    |              |            |
| 100080     | LIGHTFOOT, SHANELL             | SL-INSTRUCTPAY  | 12/06/24     | 100-22145-00-00000 | INSTRUCTOR PAYABLE             | 173.39          | 133433       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133433</b> | <b>173.39</b>   |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount        | Check Number | Check Date |
|------------|--------------------------------|-----------------|--------------|--------------------|--------------------------------|---------------|--------------|------------|
| 3875       | LINEBARGER GOGGAN BLAIR & SAMP | SAN0000003      | 12/04/24     | 100-20006-00-00000 | LINEBARGER COLLECTIONS         | 785.37        | 133434       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133434</b> | <b>785.37</b> |              |            |
| 3932       | LUIS E. HERNANDEZ LLC          | 29298           | 12/06/24     | 100-53514-13-00000 | MEDICAL/PHYSICAL EXAMS         | 230.00        | 133435       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133435</b> | <b>230.00</b> |              |            |
| 1          | Lynette Tisdale                | LT 120624       | 12/05/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 150.00        | 133436       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133436</b> | <b>150.00</b> |              |            |
| 2185       | MASSEY'S TIRES & WHEELS        | 3071-39         | 12/06/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 20.00         | 133437       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133437</b> | <b>20.00</b>  |              |            |
| 1980       | MIPA ENTERPRISES, LLC          | 18737           | 11/26/24     | 100-53324-32-00000 | PRINTING, COPY & PHOTO         | 50.00         | 133439       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133439</b> | <b>50.00</b>  |              |            |
| 2227       | NATIONAL ALL PRO QUICK LUBE    | 137182          | 11/26/24     | 100-53202-40-00000 | R & M AUTO/TRUCK               | 79.65         | 133440       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133440</b> | <b>79.65</b>  |              |            |
| 2279       | PITNEY BOWES GLOBAL FINANCIAL  | 3319882989      | 11/27/24     | 100-51332-11-00000 | POSTAGE                        | 197.58        | 133441       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133441</b> | <b>197.58</b> |              |            |
| 100191     | RASHEED, STACEY                | SR-INSTRUCTPAY  | 12/06/24     | 100-22145-00-00000 | INSTRUCTOR PAYABLE             | 211.90        | 133442       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133442</b> | <b>211.90</b> |              |            |
| 4183       | RITA COOK                      | SAN0000004      | 12/04/24     | 100-53311-16-00000 | MARKETING & COMMUNICATIONS     | 75.00         | 133443       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133443</b> | <b>75.00</b>  |              |            |
| 1          | ROBERTSON, FRANKIE             | U0030004330008A | 11/30/23     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 113.06        | 133444       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133444</b> | <b>113.06</b> |              |            |
| 1703       | TIRE TECH CORPORATION          | 215944          | 11/25/24     | 100-53202-40-00000 | R & M AUTO/TRUCK               | 92.50         | 133445       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133445</b> | <b>92.50</b>  |              |            |
| 2448       | TRACTOR SUPPLY CO.             | TSC112224       | 11/22/24     | 500-51300-42-00000 | UNIFORM & CLOTHING             | 99.97         | 133446       | 12/06/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133446</b> | <b>99.97</b>  |              |            |

| Vendor No. | Vendor Name                    | Invoice Number | Invoice Date | Account Number     | Account Description            | Amount          | Check Number | Check Date |
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| 4131       | TRANSUNION RISK AND ALTERNATIV | 2241-202411-1  | 12/01/24     | 100-53334-32-00000 | DUES, SUBSCRIPTIONS, & PUB     | 125.20          | 133447       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133447</b> | <b>125.20</b>   |              |            |
| 3403       | WALTER YATES                   | 120224 REFUND  | 12/06/24     | 100-53331-32-00000 | OPERATING EXPENSES             | 79.54           | 133450       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133450</b> | <b>79.54</b>    |              |            |
| 100066     | WILLIAMS, MARCHELLE FOLSON     | MW-INSTRUCTPAY | 12/06/24     | 100-22145-00-00000 | INSTRUCTOR PAYABLE             | 48.75           | 133451       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133451</b> | <b>48.75</b>    |              |            |
| 3318       | WITMER PUBLIC SAFETY GROUP, IN | INV577182      | 11/20/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 819.19          | 133452       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133452</b> | <b>819.19</b>   |              |            |
| 100181     | BELLE STUDIO, LLC              | MC-INSTRCPAY   | 12/06/24     | 100-22145-00-00000 | INSTRUCTOR PAYABLE             | 52.00           | 133453       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133453</b> | <b>52.00</b>    |              |            |
| 100182     | MITCHELL, VALLERY              | VM-INSTRUCTPAY | 12/06/24     | 100-22145-00-00000 | INSTRUCTOR PAYABLE             | 39.00           | 133454       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133454</b> | <b>39.00</b>    |              |            |
| 3902       | TRAVIS BRUTON                  | TBRUTON NLC    | 12/06/24     | 100-53322-01-00000 | CONF, TRAIN, & TRVL - PLACE 3  | 600.00          | 133455       | 12/06/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133455</b> | <b>600.00</b>   |              |            |
| 3938       | CALLAWAY, CASS ROBERT          | 20241130       | 12/05/24     | 100-53017-21-00000 | MUNICIPAL JUDGE                | 3,000.00        | 133456       | 12/09/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133456</b> | <b>3,000.00</b> |              |            |
| 2107       | CITY OF WAXAHACHIE             | 2025-004       | 12/06/24     | 100-53537-32-00000 | SRRG EXPENSES                  | 8,662.50        | 133457       | 12/09/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133457</b> | <b>8,662.50</b> |              |            |
| 3474       | Texas Emergency Medicine Consu | 1022           | 11/27/24     | 100-53055-30-00000 | MEDICAL CONTROL                | 5,070.00        | 133458       | 12/09/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133458</b> | <b>5,070.00</b> |              |            |
| 3728       | ARLENE D. HONZA                | 2484           | 12/12/24     | 100-53324-32-00000 | PRINTING, COPY & PHOTO         | 75.75           | 133459       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133459</b> | <b>75.75</b>    |              |            |
| 2606       | BOUND TREE MEDICAL, LLC.       | 85512626       | 11/22/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 361.19          | 133460       | 12/12/24   |
| 2606       | BOUND TREE MEDICAL, LLC.       | 85545625       | 11/22/24     | 100-51314-30-00000 | AMBULANCE SUPPLIES             | 1,951.27        | 133460       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133460</b> | <b>2,312.46</b> |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount           | Check Number | Check Date |
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| 1769       | BRITTON METER REPAIR           | 12630           | 12/09/24     | 500-53204-41-00000 | R&M WATER SYSTEM               | 687.44           | 133461       | 12/12/24   |
| 1769       | BRITTON METER REPAIR           | 12636           | 12/09/24     | 100-53218-40-00000 | R&M SIGNS & MARKINGS           | 28.08            | 133461       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133461</b> | <b>715.52</b>    |              |            |
| 100210     | Charles & Robbie Teague        | 2127 S HAMPTON  | 11/14/24     | 515-55001-99-TOTH1 | TOP OF THE HILL IMPROVEMENTS   | 2,334.58         | 133462       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133462</b> | <b>2,334.58</b>  |              |            |
| 3526       | CONSOR ENGINEERS, LLC          | TANKREPAIR-UHLR | 12/09/24     | 515-55003-41-PUMP1 | CAP EXP - PUMP STATION IMP     | 3,450.00         | 133463       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133463</b> | <b>3,450.00</b>  |              |            |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 62.79            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 13.13            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 12.45            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-60-00000 | PRINTING, COPY & PHOTO         | 35.55            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 8.48             | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-32-00000 | PRINTING, COPY & PHOTO         | 24.30            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5355624       | 12/11/24     | 100-53324-53-00000 | PRINTING, COPY & PHOTO         | 55.90            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 132.94           | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 9.45             | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 36.15            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-60-00000 | PRINTING, COPY & PHOTO         | 70.58            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-11-00000 | PRINTING, COPY & PHOTO         | 8.03             | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-32-00000 | PRINTING, COPY & PHOTO         | 32.81            | 133464       | 12/12/24   |
| 4155       | DAHILL OFFICE TECHNOLOGY CORPO | IN5413502       | 12/12/24     | 100-53324-53-00000 | PRINTING, COPY & PHOTO         | 77.93            | 133464       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133464</b> | <b>580.49</b>    |              |            |
| 4123       | DIKITA ENTERPRISES, INC.       | 32,702.11       | 10/02/24     | 403-55085-99-DART1 | ROAD IMPROVEMENT EXPENDITURES  | 30,144.00        | 133465       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133465</b> | <b>30,144.00</b> |              |            |
| 1896       | EAGLE FIRE EXTINGUISHER CO, IN | 303734          | 11/14/24     | 100-53200-40-00000 | R & M STRUCTURES               | 608.65           | 133466       | 12/12/24   |
| 1896       | EAGLE FIRE EXTINGUISHER CO, IN | 303734          | 11/14/24     | 100-51359-30-00000 | FIRE EQUIPMENT & TOOLS         | 2,357.15         | 133466       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133466</b> | <b>2,965.80</b>  |              |            |
| 100216     | EC Range Management            | 1262024         | 12/12/24     | 100-53307-32-00000 | CONFERENCE, TRAINING, & TRAVEL | 2,700.00         | 133467       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133467</b> | <b>2,700.00</b>  |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount            | Check Number | Check Date |
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| 100083     | GRANICUS LLC                   | 193513          | 11/20/24     | 100-53325-14-00000 | SOFTWARE LICENSING             | 12,198.00         | 133469       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133469</b> | <b>12,198.00</b>  |              |            |
| 4043       | GROSSMAN DESIGN BUILD, LLC     | 34              | 12/11/24     | 410-55060-99-AAPRK | PARK IMPROVEMENTS              | 487,257.00        | 133470       | 12/12/24   |
| 4043       | GROSSMAN DESIGN BUILD, LLC     | 34              | 12/11/24     | 410-22250-00-00000 | RETAINAGE PAYABLE              | (24,362.85)       | 133470       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133470</b> | <b>462,894.15</b> |              |            |
| 2567       | ICC                            | Q15.000026676   | 10/07/24     | 100-53334-53-00000 | DUES, SUBSCRIPTIONS, & PUB     | 170.00            | 133471       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133471</b> | <b>170.00</b>     |              |            |
| 1          | Jada Degree                    | JD 121224       | 12/12/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 150.00            | 133472       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133472</b> | <b>150.00</b>     |              |            |
| 1          | JACKSON, R. JEAN               | U0020010500006A | 12/10/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 98.82             | 133473       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133473</b> | <b>98.82</b>      |              |            |
| 1          | Kimberly Henderson             | KH 121224       | 12/12/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 250.00            | 133474       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133474</b> | <b>250.00</b>     |              |            |
| 3340       | LCRA ENVIRONMENTAL LAB SERVICE | LAB-0079117     | 11/26/24     | 500-53569-41-00000 | TCEQ FEES                      | 853.00            | 133475       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133470</b> | <b>853.00</b>     |              |            |
| 1          | Margo Spencer                  | MS 121224       | 12/12/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 150.00            | 133476       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133475</b> | <b>150.00</b>     |              |            |
| 1          | Moche Earls                    | ME 121224       | 12/12/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 250.00            | 133477       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133477</b> | <b>250.00</b>     |              |            |
| 2227       | NATIONAL ALL PRO QUICK LUBE    | 00001-137238    | 12/11/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 51.45             | 133478       | 12/12/24   |
| 2227       | NATIONAL ALL PRO QUICK LUBE    | 00001-137219    | 12/11/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 25.50             | 133478       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133478</b> | <b>76.95</b>      |              |            |
| 3708       | NATIONAL LEAGUE OF CITIES      | 190881          | 12/09/24     | 100-53334-11-00000 | DUES, SUBSCRIPTIONS, & PUB     | 1,752.00          | 133479       | 12/12/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133479</b> | <b>1,752.00</b>   |              |            |



| Vendor No. | Vendor Name                    | Invoice Number | Invoice Date | Account Number     | Account Description            | Amount            | Check Number | Check Date |
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| 3247       | NICHOLS, JACKSON, DILLARD, HAG | 56449          | 12/12/24     | 100-53002-01-00000 | LEGAL SERVICES                 | 8,629.25          | 133480       | 12/12/24   |
| 3247       | NICHOLS, JACKSON, DILLARD, HAG | 56449          | 12/12/24     | 100-53019-21-00000 | COURT PROSECUTOR               | 825.46            | 133480       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133480</b> | <b>9,454.71</b>   |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 3284       | PATILLO, BROWN & HILL, L.L.P.  | 496044         | 12/12/24     | 100-53001-01-00000 | AUDITING                       | 5,000.00          | 133481       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133481</b> | <b>5,000.00</b>   |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 100215     | Robota LLC                     | 1654           | 12/12/24     | 100-53311-16-00000 | MARKETING & COMMUNICATIONS     | 10,000.00         | 133482       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133482</b> | <b>10,000.00</b>  |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 100214     | SBS Underground Inc.           | 1              | 11/22/24     | 500-53204-41-00000 | R&M WATER SYSTEM               | 2,000.00          | 133483       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133483</b> | <b>2,000.00</b>   |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 1          | Sheirell Honore                | SH 121224      | 12/12/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 400.00            | 133484       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133484</b> | <b>400.00</b>     |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 3887       | TYMEKA HAY                     | 2024-0064      | 11/25/24     | 100-53336-16-00000 | SPECIAL EVENTS                 | 2,600.00          | 133485       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133485</b> | <b>2,600.00</b>   |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 1          | Ulisa Jackson                  | UJ 121224      | 12/12/24     | 100-22300-00-00000 | CUSTOMER DEPOSITS PAYABLE      | 250.00            | 133486       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133486</b> | <b>250.00</b>     |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 1742       | USA BLUEBOOK                   | INV00558497    | 12/04/24     | 500-53204-41-00000 | R&M WATER SYSTEM               | 1,554.48          | 133487       | 12/12/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133487</b> | <b>1,554.48</b>   |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 3284       | PATILLO, BROWN & HILL, L.L.P.  | 494589         | 11/27/24     | 100-53001-01-00000 | AUDITING                       | 12,500.00         | 133488       | 12/17/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133488</b> | <b>12,500.00</b>  |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 100120     | WAXAHACHIE AUTOPLEX COLLISION  | RO 10811       | 09/13/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 7,304.78          | 133489       | 12/17/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133489</b> | <b>7,304.78</b>   |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 4127       | LEVEL ONE PAVING, INC.         | PAY REQ#4      | 11/16/24     | 250-55024-46-TOHII | GRANT EXPENDITURES-CDBG        | 480,216.68        | 133490       | 12/20/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133490</b> | <b>480,216.68</b> |              |            |
|            |                                |                |              |                    |                                |                   |              |            |
| 4284       | ARROW PEST CONTROL             | 55906          | 11/22/24     | 100-53200-40-00000 | R & M STRUCTURES               | 425.00            | 133491       | 12/20/24   |
|            |                                |                |              |                    | <b>TOTAL FOR CHECK #133491</b> | <b>425.00</b>     |              |            |

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| 1720       | ATMOS ENERGY                   | 122624          | 12/20/24     | 100-53321-40-00000 | NATURAL GAS                    | 626.08           | 133492       | 12/20/24   |
| 1720       | ATMOS ENERGY                   | 122624          | 12/20/24     | 100-53321-40-00000 | NATURAL GAS                    | 397.76           | 133492       | 12/20/24   |
| 1720       | ATMOS ENERGY                   | 122624          | 12/20/24     | 100-53321-40-00000 | NATURAL GAS                    | 366.08           | 133492       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133492</b> | <b>1,389.92</b>  |              |            |
| 1769       | BRITTON METER REPAIR           | 12636A          | 12/09/24     | 100-53218-40-00000 | R&M SIGNS & MARKINGS           | 252.00           | 133493       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133493</b> | <b>252.00</b>    |              |            |
| 4287       | CHARTER COMMUNICATIONS dba SPE | 162786201120124 | 12/20/24     | 100-53308-14-00000 | TELECOMMUNICATIONS             | 1,355.56         | 133494       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133494</b> | <b>1,355.56</b>  |              |            |
| 3086       | CITY OF DESOTO                 | JAIL FY24-25    | 12/20/24     | 100-51318-32-00000 | PRISONER EXPENSES              | 13,333.32        | 133495       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133495</b> | <b>13,333.32</b> |              |            |
| 4233       | COMMUNITY WASTE DISPOSAL L.P.  | 1623362         | 11/30/24     | 100-53115-40-00000 | SANITATION SERVICES            | 94,265.93        | 133496       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133496</b> | <b>94,265.93</b> |              |            |
| 1840       | DALLAS CENTRAL APPRAISAL DISTR | 25-124-2        | 11/22/24     | 100-11330-00-00000 | PREPAID EXPENSES               | 5,523.00         | 133497       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133497</b> | <b>5,523.00</b>  |              |            |
| 3079       | DALLAS CO. DEPT OF HEALTH & HU | ID4997          | 10/10/24     | 100-53031-53-00000 | HEALTH DEPT FEES               | 47.87            | 133498       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133498</b> | <b>47.87</b>     |              |            |
| 3364       | DATAPROSE                      | DP2405679       | 12/20/24     | 100-53555-16-00000 | NEWSLETTER                     | 67.34            | 133499       | 12/20/24   |
| 3364       | DATAPROSE                      | DP2405679       | 12/20/24     | 500-53057-22-00000 | WATER BILL PROCESSING/POSTAGE  | 6,865.06         | 133499       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133499</b> | <b>6,932.40</b>  |              |            |
| 3181       | ELLIS COUNTY TREASURER         | SAN0000006      | 12/18/24     | 100-53034-12-00000 | ELECTION EXPENSES              | 1,935.00         | 133500       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133500</b> | <b>1,935.00</b>  |              |            |
| 1930       | FOCUS DAILY NEWS               | 129760          | 12/18/24     | 100-53341-12-00000 | ADVERTISING & LEGAL PUBLI      | 1,534.00         | 133501       | 12/20/24   |
| 1930       | FOCUS DAILY NEWS               | 129760-1        | 12/18/24     | 100-53341-12-00000 | ADVERTISING & LEGAL PUBLI      | 16,080.00        | 133501       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133501</b> | <b>17,614.00</b> |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount          | Check Number | Check Date |
|------------|--------------------------------|-----------------|--------------|--------------------|--------------------------------|-----------------|--------------|------------|
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29762827        | 11/27/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 35.18           | 133502       | 12/20/24   |
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29720247        | 11/22/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 252.85          | 133502       | 12/20/24   |
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29762826        | 11/27/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 11.98           | 133502       | 12/20/24   |
| 1944       | GALLS PARENT HOLDINGS, LLC     | 29762825        | 11/27/24     | 100-51300-30-00000 | UNIFORM & CLOTHING             | 13.98           | 133502       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133502</b> | <b>313.99</b>   |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 100124     | GPS INSIGHT INC.               | INV1622350      | 12/01/24     | 100-53325-14-00000 | SOFTWARE LICENSING             | 745.80          | 133503       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133503</b> | <b>745.80</b>   |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 2534       | INTERSTATE BILLING SERVICES    | 117990          | 11/25/24     | 500-53206-42-00000 | R & M HEAVY EQUIPMENT          | 996.69          | 133506       | 12/20/24   |
| 2534       | INTERSTATE BILLING SERVICES    | 118387          | 12/20/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 292.37          | 133506       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133506</b> | <b>1,289.06</b> |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 3955       | JETS FIRE & SAFETY             | INVTX24-0573    | 12/13/24     | 100-51353-30-00000 | PERSONAL PROTECTIVE EQUIPMENT  | 2,302.00        | 133507       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133507</b> | <b>2,302.00</b> |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 4113       | MAS-TEK ENGINEERING & ASSOCIAT | 24-11-000015    | 11/30/24     | 515-55001-99-TOTH1 | TOP OF THE HILL IMPROVEMENTS   | 4,020.00        | 133508       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133508</b> | <b>4,020.00</b> |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 2185       | MASSEY'S TIRES & WHEELS        | 3071-46         | 12/09/24     | 500-53202-41-00000 | R & M AUTO/TRUCK               | 20.00           | 133509       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133509</b> | <b>20.00</b>    |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 4235       | MATTHEW S BRYANT               | 9796            | 12/09/24     | 500-53030-43-00000 | METER TESTING                  | 55.00           | 133510       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133510</b> | <b>55.00</b>    |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 2227       | NATIONAL ALL PRO QUICK LUBE    | 137191          | 12/10/24     | 100-53202-40-00000 | R & M AUTO/TRUCK               | 79.65           | 133513       | 12/20/24   |
| 2227       | NATIONAL ALL PRO QUICK LUBE    | 00001-137240    | 12/20/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 51.45           | 133513       | 12/20/24   |
| 2227       | NATIONAL ALL PRO QUICK LUBE    | 00001-137195    | 12/20/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 51.45           | 133513       | 12/20/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133513</b> | <b>182.55</b>   |              |            |
|            |                                |                 |              |                    |                                |                 |              |            |
| 4032       | OPTUM BANK, INC.               | 860202411061794 | 11/07/24     | 100-22142-00-00000 | MEDICAL PAYABLE                | 494.17          | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.               | 860202411061794 | 11/07/24     | 100-51084-11-00000 | OPTUM-HSA                      | 538.44          | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.               | 861202411061794 | 11/07/24     | 500-22142-00-00000 | MEDICAL PAYABLE                | 11.00           | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.               | 860202411201795 | 11/21/24     | 100-22142-00-00000 | MEDICAL PAYABLE                | 494.17          | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.               | 860202411201795 | 11/21/24     | 100-51084-11-00000 | OPTUM-HSA                      | 538.44          | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.               | 861202411201795 | 11/21/24     | 500-22142-00-00000 | MEDICAL PAYABLE                | 11.00           | 133514       | 12/20/24   |

| Vendor No. | Vendor Name                 | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount          | Check Number | Check Date |
|------------|-----------------------------|-----------------|--------------|--------------------|--------------------------------|-----------------|--------------|------------|
| 4032       | OPTUM BANK, INC.            | 860202412031796 | 12/05/24     | 100-22142-00-00000 | MEDICAL PAYABLE                | 494.17          | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.            | 860202412031796 | 12/05/24     | 100-51084-11-00000 | OPTUM-HSA                      | 538.44          | 133514       | 12/20/24   |
| 4032       | OPTUM BANK, INC.            | 861202412031796 | 12/05/24     | 500-22142-00-00000 | MEDICAL PAYABLE                | 11.00           | 133514       | 12/20/24   |
|            |                             |                 |              |                    | <b>TOTAL FOR CHECK #133514</b> | <b>3,130.83</b> |              |            |
|            |                             |                 |              |                    |                                |                 |              |            |
| 4031       | PO HOLDING LLC              | 858202411061794 | 11/07/24     | 100-22146-00-00000 | DISCOVERY BENEFITS PAYABLE     | 843.82          | 133515       | 12/20/24   |
| 4031       | PO HOLDING LLC              | 858202411061794 | 11/07/24     | 550-22153-00-00000 | AMERICAN FIDELITY PAYABLE      | 16.25           | 133515       | 12/20/24   |
| 4031       | PO HOLDING LLC              | 858202412031796 | 12/05/24     | 100-22146-00-00000 | DISCOVERY BENEFITS PAYABLE     | 786.13          | 133515       | 12/20/24   |
| 4031       | PO HOLDING LLC              | 858202412031796 | 12/05/24     | 550-22153-00-00000 | AMERICAN FIDELITY PAYABLE      | 16.25           | 133515       | 12/20/24   |
|            |                             |                 |              |                    | <b>TOTAL FOR CHECK #133515</b> | <b>1,662.45</b> |              |            |
|            |                             |                 |              |                    |                                |                 |              |            |
| 4031       | PO HOLDING LLC              | 858202411201795 | 11/21/24     | 100-22146-00-00000 | DISCOVERY BENEFITS PAYABLE     | 786.13          | 133516       | 12/20/24   |
| 4031       | PO HOLDING LLC              | 858202411201795 | 11/21/24     | 550-22153-00-00000 | AMERICAN FIDELITY PAYABLE      | 16.25           | 133516       | 12/20/24   |
|            |                             |                 |              |                    | <b>TOTAL FOR CHECK #133516</b> | <b>802.38</b>   |              |            |
|            |                             |                 |              |                    |                                |                 |              |            |
| 100183     | REDDY LEADERSHIP OUTREACH   | 188             | 12/18/24     | 100-53336-16-00000 | SPECIAL EVENTS                 | 500.00          | 133517       | 12/20/24   |
|            |                             |                 |              |                    | <b>TOTAL FOR CHECK #133517</b> | <b>500.00</b>   |              |            |
|            |                             |                 |              |                    |                                |                 |              |            |
| 3967       | SHIPMAN TIRE & AUTO SERVICE | INV067036       | 11/05/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 650.00          | 133518       | 12/20/24   |
|            |                             |                 |              |                    | <b>TOTAL FOR CHECK #133518</b> | <b>650.00</b>   |              |            |
|            |                             |                 |              |                    |                                |                 |              |            |
| 2952       | TCEQ                        | GPS0269557      | 12/11/24     | 550-53245-46-00000 | R&M STORM WATER SYSTEM         | 100.00          | 133519       | 12/20/24   |
|            |                             |                 |              |                    | <b>TOTAL FOR CHECK #133519</b> | <b>100.00</b>   |              |            |
|            |                             |                 |              |                    |                                |                 |              |            |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-22113-00-00000 | RETIREMENT (TMRS) PAYABLE      | 16,614.50       | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-10-00000 | T.M.R.S                        | 848.12          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-12-00000 | T.M.R.S                        | 196.49          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-13-00000 | T.M.R.S                        | 354.33          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-14-00000 | T.M.R.S                        | 310.53          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-20-00000 | T.M.R.S                        | 333.38          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-21-00000 | T.M.R.S                        | 162.94          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-30-00000 | T.M.R.S                        | 3,891.31        | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-32-00000 | T.M.R.S                        | 4,506.10        | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-40-00000 | T.M.R.S                        | 995.72          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-53-00000 | T.M.R.S                        | 552.90          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL             | 200202411201795 | 11/21/24     | 100-51081-16-00000 | T.M.R.S                        | 115.05          | 133520       | 12/20/24   |

| Vendor No. | Vendor Name                   | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount            | Check Number | Check Date |
|------------|-------------------------------|-----------------|--------------|--------------------|--------------------------------|-------------------|--------------|------------|
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 100-51081-62-00000 | T.M.R.S                        | 179.52            | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 100-51081-60-00000 | T.M.R.S                        | 512.89            | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 500-22113-00-00000 | RETIREMENT (TMRS) PAYABLE      | 1,510.63          | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 500-51081-22-00000 | T.M.R.S                        | 365.48            | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 500-51081-41-00000 | T.M.R.S                        | 619.99            | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 500-51081-42-00000 | T.M.R.S                        | 192.80            | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 550-22113-00-00000 | RETIREMENT (TMRS) PAYABLE      | 334.73            | 133520       | 12/20/24   |
| 2419       | TEXAS MUNICIPAL               | 200202411201795 | 11/21/24     | 550-51081-46-00000 | T.M.R.S                        | 261.09            | 133520       | 12/20/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133520</b> | <b>32,858.50</b>  |              |            |
|            |                               |                 |              |                    |                                |                   |              |            |
| 100217     | The Qulinary Oasis, LLC       | DEPOSIT - #1    | 12/20/24     | 100-53503-13-00000 | EMPLOYEE RELATIONS             | 2,050.00          | 133521       | 12/20/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133521</b> | <b>2,050.00</b>   |              |            |
|            |                               |                 |              |                    |                                |                   |              |            |
| 2458       | TRINITY RIVER AUTHORITY       | FL 11203        | 11/10/24     | 500-53337-41-00000 | TRA LAB EXPENSE                | 400.40            | 133522       | 12/20/24   |
| 2458       | TRINITY RIVER AUTHORITY       | FL 11243        | 12/10/24     | 500-53337-41-00000 | TRA LAB EXPENSE                | 364.00            | 133522       | 12/20/24   |
| 2458       | TRINITY RIVER AUTHORITY       | BH 1856         | 12/10/24     | 500-53045-42-00000 | T.R.A. SEWAGE SYSTEM           | 104,722.00        | 133522       | 12/20/24   |
| 2458       | TRINITY RIVER AUTHORITY       | BH 1856         | 12/10/24     | 500-53744-42-00000 | TRA DEBT SERVICE PAYMENTS      | 316,788.00        | 133522       | 12/20/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133522</b> | <b>422,274.40</b> |              |            |
|            |                               |                 |              |                    |                                |                   |              |            |
| 100213     | UrbanCore Collaborative, Inc. | GH202401        | 11/27/24     | 100-53013-53-00000 | OTHER PROFESSIONAL SERVICES    | 16,000.00         | 133523       | 12/20/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133523</b> | <b>16,000.00</b>  |              |            |
|            |                               |                 |              |                    |                                |                   |              |            |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-51325-40-00000 | GASOLINE & FUELS               | 108.50            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-51325-40-00000 | GASOLINE & FUELS               | 2,657.17          | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-51325-40-00000 | GASOLINE & FUELS               | 5,822.94          | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-51325-40-00000 | GASOLINE & FUELS               | 807.48            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-51325-40-00000 | GASOLINE & FUELS               | 240.06            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 500-51325-43-00000 | GASOLINE & FUELS               | 296.06            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 500-51325-42-00000 | GASOLINE & FUELS               | 372.89            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 500-51325-41-00000 | GASOLINE & FUELS               | 859.44            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 550-51325-46-00000 | GASOLINE & FUELS               | 802.79            | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-53202-30-00000 | R & M AUTO/TRUCK               | 53.62             | 133524       | 12/20/24   |
| 3134       | WEX BANK                      | 100725853       | 12/19/24     | 100-53202-32-00000 | R & M AUTO/TRUCK               | 70.03             | 133524       | 12/20/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133524</b> | <b>12,090.98</b>  |              |            |
|            |                               |                 |              |                    |                                |                   |              |            |

| Vendor No. | Vendor Name              | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount          | Check Number | Check Date |
|------------|--------------------------|-----------------|--------------|--------------------|--------------------------------|-----------------|--------------|------------|
| 1995       | MISSIONSQUARE            | 217202412031796 | 12/05/24     | 100-22138-00-00000 | ICMA 457                       | 2,550.47        | 133526       | 12/23/24   |
| 1995       | MISSIONSQUARE            | 217202411201795 | 11/21/24     | 100-22138-00-00000 | ICMA 457                       | 2,600.26        | 133526       | 12/23/24   |
| 1995       | MISSIONSQUARE            | 218202412031796 | 12/05/24     | 100-22138-00-00000 | ICMA 457                       | 2,508.41        | 133526       | 12/23/24   |
|            |                          |                 |              |                    | <b>TOTAL FOR CHECK #133526</b> | <b>7,659.14</b> |              |            |
|            |                          |                 |              |                    |                                |                 |              |            |
| 2765       | INTERNAL REVENUE SERVICE | T1 202411061794 | 11/07/24     | 100-22112-00-00000 | PAYROLL TAXES PAYABLE          | 23,886.00       | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202411061794 | 11/07/24     | 500-22112-00-00000 | PAYROLL TAXES PAYABLE          | 1,281.60        | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202411061794 | 11/07/24     | 550-22112-00-00000 | PAYROLL TAXES PAYABLE          | 280.30          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-22111-00-00000 | FICA PAYABLE                   | 15,551.71       | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-10-00000 | PAYROLL TAXES FICA             | 600.69          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-12-00000 | PAYROLL TAXES FICA             | 243.31          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-13-00000 | PAYROLL TAXES FICA             | 268.64          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-14-00000 | PAYROLL TAXES FICA             | 369.17          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-20-00000 | PAYROLL TAXES FICA             | 275.33          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-21-00000 | PAYROLL TAXES FICA             | 202.46          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-30-00000 | PAYROLL TAXES FICA             | 4,751.51        | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-32-00000 | PAYROLL TAXES FICA             | 5,670.97        | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-40-00000 | PAYROLL TAXES FICA             | 1,312.80        | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-53-00000 | PAYROLL TAXES FICA             | 707.23          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-16-00000 | PAYROLL TAXES FICA             | 149.40          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-62-00000 | PAYROLL TAXES FICA             | 247.29          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 100-51076-60-00000 | PAYROLL TAXES FICA             | 752.91          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 500-22111-00-00000 | FICA PAYABLE                   | 1,508.46        | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 500-51076-22-00000 | PAYROLL TAXES FICA             | 450.85          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 500-51076-41-00000 | PAYROLL TAXES FICA             | 767.16          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 500-51076-42-00000 | PAYROLL TAXES FICA             | 290.45          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 550-22111-00-00000 | FICA PAYABLE                   | 326.62          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411061794 | 11/07/24     | 550-51076-46-00000 | PAYROLL TAXES FICA             | 326.62          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-22111-00-00000 | FICA PAYABLE                   | 3,745.74        | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-10-00000 | PAYROLL TAXES FICA             | 249.16          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-12-00000 | PAYROLL TAXES FICA             | 56.90           | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-13-00000 | PAYROLL TAXES FICA             | 62.83           | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-14-00000 | PAYROLL TAXES FICA             | 86.34           | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-20-00000 | PAYROLL TAXES FICA             | 64.39           | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-21-00000 | PAYROLL TAXES FICA             | 47.35           | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-30-00000 | PAYROLL TAXES FICA             | 1,111.22        | 133527       | 12/23/24   |

| Vendor No. | Vendor Name              | Invoice Number  | Invoice Date | Account Number     | Account Description   | Amount    | Check Number | Check Date |
|------------|--------------------------|-----------------|--------------|--------------------|-----------------------|-----------|--------------|------------|
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 1,326.28  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 307.02    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 165.40    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 34.94     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 57.83     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 176.08    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 500-22111-00-00000 | FICA PAYABLE          | 352.79    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 500-51076-22-00000 | PAYROLL TAXES FICA    | 105.44    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 500-51076-41-00000 | PAYROLL TAXES FICA    | 179.42    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 500-51076-42-00000 | PAYROLL TAXES FICA    | 67.93     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 550-22111-00-00000 | FICA PAYABLE          | 76.39     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411061794 | 11/07/24     | 550-51076-46-00000 | PAYROLL TAXES FICA    | 76.39     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202411201795 | 11/21/24     | 100-22112-00-00000 | PAYROLL TAXES PAYABLE | 25,302.11 | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202411201795 | 11/21/24     | 500-22112-00-00000 | PAYROLL TAXES PAYABLE | 1,222.22  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202411201795 | 11/21/24     | 550-22112-00-00000 | PAYROLL TAXES PAYABLE | 293.40    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-22111-00-00000 | FICA PAYABLE          | 16,103.39 | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-10-00000 | PAYROLL TAXES FICA    | 600.69    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-12-00000 | PAYROLL TAXES FICA    | 243.31    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-13-00000 | PAYROLL TAXES FICA    | 268.64    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-14-00000 | PAYROLL TAXES FICA    | 406.56    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 433.18    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 202.46    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 4,992.01  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 5,746.08  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 1,264.57  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 707.23    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 149.40    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 236.00    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 853.26    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 500-22111-00-00000 | FICA PAYABLE          | 1,493.04  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 500-51076-22-00000 | PAYROLL TAXES FICA    | 466.57    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 500-51076-41-00000 | PAYROLL TAXES FICA    | 774.09    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 500-51076-42-00000 | PAYROLL TAXES FICA    | 252.38    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 550-22111-00-00000 | FICA PAYABLE          | 332.11    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202411201795 | 11/21/24     | 550-51076-46-00000 | PAYROLL TAXES FICA    | 332.11    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-22111-00-00000 | FICA PAYABLE          | 3,882.04  | 133527       | 12/23/24   |

| Vendor No. | Vendor Name              | Invoice Number  | Invoice Date | Account Number     | Account Description   | Amount    | Check Number | Check Date |
|------------|--------------------------|-----------------|--------------|--------------------|-----------------------|-----------|--------------|------------|
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-10-00000 | PAYROLL TAXES FICA    | 256.41    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-12-00000 | PAYROLL TAXES FICA    | 56.90     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-13-00000 | PAYROLL TAXES FICA    | 62.83     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-14-00000 | PAYROLL TAXES FICA    | 95.08     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 101.31    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 47.35     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 1,167.49  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 1,343.86  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 295.74    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 165.40    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 34.94     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 55.19     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 199.54    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 500-22111-00-00000 | FICA PAYABLE          | 349.18    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 500-51076-22-00000 | PAYROLL TAXES FICA    | 109.12    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 500-51076-41-00000 | PAYROLL TAXES FICA    | 181.04    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 500-51076-42-00000 | PAYROLL TAXES FICA    | 59.02     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 550-22111-00-00000 | FICA PAYABLE          | 77.67     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202411201795 | 11/21/24     | 550-51076-46-00000 | PAYROLL TAXES FICA    | 77.67     | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202412031796 | 12/05/24     | 100-22112-00-00000 | PAYROLL TAXES PAYABLE | 27,631.92 | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202412031796 | 12/05/24     | 500-22112-00-00000 | PAYROLL TAXES PAYABLE | 1,072.03  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202412031796 | 12/05/24     | 550-22112-00-00000 | PAYROLL TAXES PAYABLE | 280.30    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-22111-00-00000 | FICA PAYABLE          | 17,271.04 | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-10-00000 | PAYROLL TAXES FICA    | 600.81    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-12-00000 | PAYROLL TAXES FICA    | 243.31    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-13-00000 | PAYROLL TAXES FICA    | 268.64    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-14-00000 | PAYROLL TAXES FICA    | 331.77    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 432.06    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 305.90    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 5,656.05  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 6,383.33  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 1,259.34  | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 707.23    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 149.40    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 222.01    | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 711.19    | 133527       | 12/23/24   |



| Vendor No. | Vendor Name              | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount            | Check Number | Check Date |
|------------|--------------------------|-----------------|--------------|--------------------|--------------------------------|-------------------|--------------|------------|
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 500-22111-00-00000 | FICA PAYABLE                   | 1,340.41          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 500-51076-22-00000 | PAYROLL TAXES FICA             | 331.68            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 500-51076-41-00000 | PAYROLL TAXES FICA             | 769.29            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 500-51076-42-00000 | PAYROLL TAXES FICA             | 239.44            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 550-22111-00-00000 | FICA PAYABLE                   | 326.62            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202412031796 | 12/05/24     | 550-51076-46-00000 | PAYROLL TAXES FICA             | 326.62            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-22111-00-00000 | FICA PAYABLE                   | 4,147.90          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-10-00000 | PAYROLL TAXES FICA             | 249.19            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-12-00000 | PAYROLL TAXES FICA             | 56.90             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-13-00000 | PAYROLL TAXES FICA             | 62.83             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-14-00000 | PAYROLL TAXES FICA             | 77.59             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-20-00000 | PAYROLL TAXES FICA             | 101.05            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-21-00000 | PAYROLL TAXES FICA             | 71.54             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-30-00000 | PAYROLL TAXES FICA             | 1,322.80          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-32-00000 | PAYROLL TAXES FICA             | 1,492.90          | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-40-00000 | PAYROLL TAXES FICA             | 294.51            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-53-00000 | PAYROLL TAXES FICA             | 165.40            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-16-00000 | PAYROLL TAXES FICA             | 34.94             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-62-00000 | PAYROLL TAXES FICA             | 51.92             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 100-51076-60-00000 | PAYROLL TAXES FICA             | 166.33            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 500-22111-00-00000 | FICA PAYABLE                   | 313.49            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 500-51076-22-00000 | PAYROLL TAXES FICA             | 77.57             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 500-51076-41-00000 | PAYROLL TAXES FICA             | 179.92            | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 500-51076-42-00000 | PAYROLL TAXES FICA             | 56.00             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 550-22111-00-00000 | FICA PAYABLE                   | 76.39             | 133527       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202412031796 | 12/05/24     | 550-51076-46-00000 | PAYROLL TAXES FICA             | 76.39             | 133527       | 12/23/24   |
|            |                          |                 |              |                    | <b>TOTAL FOR CHECK #133527</b> | <b>215,799.86</b> |              |            |
|            |                          |                 |              |                    |                                |                   |              |            |
| 2765       | INTERNAL REVENUE SERVICE | T1 202409241791 | 09/26/24     | 100-22112-00-00000 | PAYROLL TAXES PAYABLE          | 22,135.54         | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202409241791 | 09/26/24     | 500-22112-00-00000 | PAYROLL TAXES PAYABLE          | 1,463.65          | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202409241791 | 09/26/24     | 550-22112-00-00000 | PAYROLL TAXES PAYABLE          | 396.88            | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-22111-00-00000 | FICA PAYABLE                   | 15,725.94         | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-10-00000 | PAYROLL TAXES FICA             | 1,073.91          | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-12-00000 | PAYROLL TAXES FICA             | 232.10            | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-13-00000 | PAYROLL TAXES FICA             | 263.25            | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-14-00000 | PAYROLL TAXES FICA             | 351.40            | 133528       | 12/23/24   |

| Vendor No. | Vendor Name              | Invoice Number  | Invoice Date | Account Number     | Account Description   | Amount    | Check Number | Check Date |
|------------|--------------------------|-----------------|--------------|--------------------|-----------------------|-----------|--------------|------------|
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 244.53    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 192.40    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 4,524.57  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 5,705.78  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 1,280.65  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 672.37    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 144.98    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 288.11    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 751.89    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 500-22111-00-00000 | FICA PAYABLE          | 1,646.42  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 500-51076-22-00000 | PAYROLL TAXES FICA    | 428.87    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 500-51076-41-00000 | PAYROLL TAXES FICA    | 910.60    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 500-51076-42-00000 | PAYROLL TAXES FICA    | 306.95    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 550-22111-00-00000 | FICA PAYABLE          | 394.62    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202409241791 | 09/26/24     | 550-51076-46-00000 | PAYROLL TAXES FICA    | 394.62    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-22111-00-00000 | FICA PAYABLE          | 3,677.84  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-10-00000 | PAYROLL TAXES FICA    | 251.16    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-12-00000 | PAYROLL TAXES FICA    | 54.28     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-13-00000 | PAYROLL TAXES FICA    | 61.57     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-14-00000 | PAYROLL TAXES FICA    | 82.18     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 57.19     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 45.00     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 1,058.18  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 1,334.41  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 299.49    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 157.24    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 33.91     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 67.38     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 175.85    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 500-22111-00-00000 | FICA PAYABLE          | 385.05    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 500-51076-22-00000 | PAYROLL TAXES FICA    | 100.30    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 500-51076-41-00000 | PAYROLL TAXES FICA    | 212.96    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 500-51076-42-00000 | PAYROLL TAXES FICA    | 71.79     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 550-22111-00-00000 | FICA PAYABLE          | 92.29     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202409241791 | 09/26/24     | 550-51076-46-00000 | PAYROLL TAXES FICA    | 92.29     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202410221793 | 10/22/24     | 100-22112-00-00000 | PAYROLL TAXES PAYABLE | 23,758.60 | 133528       | 12/23/24   |

| Vendor No. | Vendor Name              | Invoice Number  | Invoice Date | Account Number     | Account Description   | Amount    | Check Number | Check Date |
|------------|--------------------------|-----------------|--------------|--------------------|-----------------------|-----------|--------------|------------|
| 2765       | INTERNAL REVENUE SERVICE | T1 202410221793 | 10/22/24     | 500-22112-00-00000 | PAYROLL TAXES PAYABLE | 1,286.45  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T1 202410221793 | 10/22/24     | 550-22112-00-00000 | PAYROLL TAXES PAYABLE | 292.19    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-22111-00-00000 | FICA PAYABLE          | 15,846.53 | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-10-00000 | PAYROLL TAXES FICA    | 742.05    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-12-00000 | PAYROLL TAXES FICA    | 248.17    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-13-00000 | PAYROLL TAXES FICA    | 273.84    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-14-00000 | PAYROLL TAXES FICA    | 376.26    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 287.65    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 206.48    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 4,539.24  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 6,027.98  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 1,253.34  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 721.17    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 152.38    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 255.45    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 762.52    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 500-22111-00-00000 | FICA PAYABLE          | 1,512.11  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 500-51076-22-00000 | PAYROLL TAXES FICA    | 460.22    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 500-51076-41-00000 | PAYROLL TAXES FICA    | 805.28    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 500-51076-42-00000 | PAYROLL TAXES FICA    | 246.61    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 550-22111-00-00000 | FICA PAYABLE          | 333.57    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T3 202410221793 | 10/22/24     | 550-51076-46-00000 | PAYROLL TAXES FICA    | 333.57    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-22111-00-00000 | FICA PAYABLE          | 3,791.22  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-10-00000 | PAYROLL TAXES FICA    | 258.76    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-12-00000 | PAYROLL TAXES FICA    | 58.04     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-13-00000 | PAYROLL TAXES FICA    | 64.04     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-14-00000 | PAYROLL TAXES FICA    | 87.99     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-20-00000 | PAYROLL TAXES FICA    | 67.27     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-21-00000 | PAYROLL TAXES FICA    | 48.29     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-30-00000 | PAYROLL TAXES FICA    | 1,061.59  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-32-00000 | PAYROLL TAXES FICA    | 1,409.75  | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-40-00000 | PAYROLL TAXES FICA    | 293.12    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-53-00000 | PAYROLL TAXES FICA    | 168.67    | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-16-00000 | PAYROLL TAXES FICA    | 35.64     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-62-00000 | PAYROLL TAXES FICA    | 59.74     | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE | T4 202410221793 | 10/22/24     | 100-51076-60-00000 | PAYROLL TAXES FICA    | 178.32    | 133528       | 12/23/24   |

| Vendor No. | Vendor Name                   | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount            | Check Number | Check Date |
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| 2765       | INTERNAL REVENUE SERVICE      | T4 202410221793 | 10/22/24     | 500-22111-00-00000 | FICA PAYABLE                   | 353.63            | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE      | T4 202410221793 | 10/22/24     | 500-51076-22-00000 | PAYROLL TAXES FICA             | 107.63            | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE      | T4 202410221793 | 10/22/24     | 500-51076-41-00000 | PAYROLL TAXES FICA             | 188.33            | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE      | T4 202410221793 | 10/22/24     | 500-51076-42-00000 | PAYROLL TAXES FICA             | 57.67             | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE      | T4 202410221793 | 10/22/24     | 550-22111-00-00000 | FICA PAYABLE                   | 78.00             | 133528       | 12/23/24   |
| 2765       | INTERNAL REVENUE SERVICE      | T4 202410221793 | 10/22/24     | 550-51076-46-00000 | PAYROLL TAXES FICA             | 78.00             | 133528       | 12/23/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133528</b> | <b>137,007.75</b> |              |            |
| 100126     | EXPERTPAY                     | 941202411201795 | 11/21/24     | 100-22120-00-00000 | CHILD SUPPORT PAYABLE          | 3,962.68          | 133529       | 12/23/24   |
| 100126     | EXPERTPAY                     | 941202412031796 | 12/05/24     | 100-22120-00-00000 | CHILD SUPPORT PAYABLE          | 3,962.68          | 133529       | 12/23/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133529</b> | <b>7,925.36</b>   |              |            |
| 100126     | EXPERTPAY                     | PAYMENT FEES    | 12/23/24     | 100-53520-20-00000 | BANK AND PAYMENT FEES          | 45.00             | 133530       | 12/23/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133530</b> | <b>45.00</b>      |              |            |
| 1          | 2024-2 BORROWER LLC, SFR JV-2 | U0190005040008A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 264.54            | 133531       | 12/27/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133531</b> | <b>264.54</b>     |              |            |
| 2771       | AT&T                          | 12-9722307767   | 12/27/24     | 100-53308-14-00000 | TELECOMMUNICATIONS             | 500.48            | 133532       | 12/27/24   |
| 2771       | AT&T                          | 12-214A350003   | 12/27/24     | 100-53342-32-00000 | E-911 SERVICES                 | 239.44            | 133532       | 12/27/24   |
| 2771       | AT&T                          | 12-214A350003   | 12/27/24     | 100-53308-14-00000 | TELECOMMUNICATIONS             | 789.20            | 133532       | 12/27/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133532</b> | <b>1,529.12</b>   |              |            |
| 1720       | ATMOS ENERGY                  | 122724          | 12/27/24     | 100-53321-40-00000 | NATURAL GAS                    | 284.01            | 133533       | 12/27/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133533</b> | <b>284.01</b>     |              |            |
| 4190       | BLUETARP FINANCIAL, INC.      | WAL100724       | 10/07/24     | 500-51300-41-00000 | UNIFORM & CLOTHING             | 119.92            | 133534       | 12/27/24   |
| 4190       | BLUETARP FINANCIAL, INC.      | WAL111524       | 11/15/24     | 550-51300-46-00000 | UNIFORM & CLOTHING             | 133.82            | 133534       | 12/27/24   |
| 4190       | BLUETARP FINANCIAL, INC.      | WAL111524B      | 11/15/24     | 550-51300-46-00000 | UNIFORM & CLOTHING             | 137.82            | 133534       | 12/27/24   |
| 4190       | BLUETARP FINANCIAL, INC.      | WAL120924       | 12/09/24     | 500-51300-42-00000 | UNIFORM & CLOTHING             | 121.90            | 133534       | 12/27/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133534</b> | <b>513.46</b>     |              |            |
| 1          | BRAVO, ANDRES                 | U0210000465007A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 55.66             | 133535       | 12/27/24   |
|            |                               |                 |              |                    | <b>TOTAL FOR CHECK #133535</b> | <b>55.66</b>      |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount           | Check Number | Check Date |
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| 1          | CASH-BUTLER, MELODY            | U0170000320010A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 59.63            | 133536       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133536</b> | <b>59.63</b>     |              |            |
| 1          | CENTURY 21                     | U0060003700015A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 14.54            | 133537       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133537</b> | <b>14.54</b>     |              |            |
| 1822       | COMPTROLLER OF PUBLIC ACCOUNTS | 20241219        | 12/23/24     | 100-20003-00-00000 | SALES TAX (GARBAGE) PAYABLE    | 8,938.43         | 133538       | 12/27/24   |
| 1822       | COMPTROLLER OF PUBLIC ACCOUNTS | 20241219        | 12/23/24     | 100-44101-00-00000 | SALES TAX                      | (44.72)          | 133538       | 12/27/24   |
| 1822       | COMPTROLLER OF PUBLIC ACCOUNTS | 20241219        | 12/23/24     | 100-11200-00-00000 | A/R GARBAGE                    | 5.48             | 133538       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133538</b> | <b>8,899.19</b>  |              |            |
| 3364       | DATAPROSE                      | 3P97295         | 12/27/24     | 100-53555-16-00000 | NEWSLETTER                     | 1,084.30         | 133539       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133539</b> | <b>1,084.30</b>  |              |            |
| 4173       | DELL INC.                      | 10789798043     | 12/17/24     | 100-53510-14-00000 | HARDWARE                       | 7,758.90         | 133540       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133540</b> | <b>7,758.90</b>  |              |            |
| 1          | ENTERPRISES LP, COUCH          | U0100003480001A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 72.52            | 133541       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133541</b> | <b>72.52</b>     |              |            |
| 100134     | FRESE AND NICHOLS              | 1378503         | 12/23/24     | 215-53071-40-00000 | IMPACT FEE STUDY               | 18,029.29        | 133542       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133542</b> | <b>18,029.29</b> |              |            |
| 1983       | HILCO ELECTRIC                 | 111124          | 11/26/24     | 100-53313-40-00000 | ELECTRICITY                    | 8,065.36         | 133543       | 12/27/24   |
| 1983       | HILCO ELECTRIC                 | 111124          | 11/26/24     | 500-53313-41-00000 | ELECTRICITY                    | 996.25           | 133543       | 12/27/24   |
| 1983       | HILCO ELECTRIC                 | 111124          | 11/26/24     | 100-53313-60-00000 | ELECTRICITY                    | 141.50           | 133543       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133543</b> | <b>9,203.11</b>  |              |            |
| 1          | MCDANIEL, BILLY                | U0090001160003A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 42.71            | 133544       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133544</b> | <b>42.71</b>     |              |            |
| 1          | ORTUNO, ANA                    | U0110004240005A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 23.58            | 133545       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133545</b> | <b>23.58</b>     |              |            |
| 1          | OYEBISI, ADEYELA               | U0060000420011A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 50.15            | 133546       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133546</b> | <b>50.15</b>     |              |            |

| Vendor No. | Vendor Name                    | Invoice Number  | Invoice Date | Account Number     | Account Description            | Amount              | Check Number | Check Date |
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| 1          | PETRICOR PROPERTIES LLC        | U0150003060003A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 7.14                | 133547       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133547</b> | <b>7.14</b>         |              |            |
| 1          | PROPERTY MANAGEMENT, HERMAN BC | U0020014700017A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 24.62               | 133548       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133548</b> | <b>24.62</b>        |              |            |
| 1          | RAYMO, ARLENE                  | U0080040025002A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 59.63               | 133549       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133549</b> | <b>59.63</b>        |              |            |
| 1          | VCP 30 DUPLEX OWNER LLC        | U0020007900012A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 24.62               | 133550       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133580</b> | <b>24.62</b>        |              |            |
| 1          | VOSE, LEONARD C                | U0210000305005A | 12/26/24     | 500-20000-00-00000 | ACCOUNTS PAYABLE               | 28.80               | 133551       | 12/27/24   |
|            |                                |                 |              |                    | <b>TOTAL FOR CHECK #133551</b> | <b>28.80</b>        |              |            |
|            |                                |                 |              |                    |                                |                     |              |            |
|            |                                |                 |              |                    | <b>GRAND TOTAL</b>             | <b>2,147,480.31</b> |              |            |

| Check Number                     | Check Date | Vendor Name                    | Net Check Amount | Check Status | Check Type  |
|----------------------------------|------------|--------------------------------|------------------|--------------|-------------|
| Cash Account: 999-10082-00 00000 |            |                                |                  |              |             |
| 133415                           | 12/06/24   | ADAMS PHARMACY                 | 80.00            | R            | Regular     |
| 133416                           | 12/06/24   | ADT SECURITY SECURITY SERVICES | 59.39            | R            | Regular     |
| 133417                           | 12/06/24   | AIR SUPPLY                     | 136.72           | R            | Regular     |
| 133418                           | 12/06/24   | BOOT BARN                      | 407.49           | R            | Regular     |
| 133419                           | 12/06/24   | BOUND TREE MEDICAL, LLC.       | 2,634.40         | R            | Regular     |
| 133420                           | 12/06/24   | BRITTON METER REPAIR           | 13.28            | R            | Regular     |
| 133421                           | 12/06/24   | CDW LLC                        | 1,189.35         | R            | Regular     |
| 133423                           | 12/06/24   | Code-3 Safety&Fire Equipment   | 630.00           | R            | Regular     |
| 133424                           | 12/06/24   | DAHILL OFFICE TECHNOLOGY CORPO | 89.00            | R            | EFFPS       |
| 133425                           | 12/06/24   | DARENSBOURG, KIMBERLY          | 9.63             | R            | Regular     |
| 133426                           | 12/06/24   | DATAPROSE                      | 1,084.30         | R            | Regular     |
| 133427                           | 12/06/24   | EQUIPMENTSHARE.COM, INC.       | 95.04            | R            | Regular     |
| 133428                           | 12/06/24   | GALLS PARENT HOLDINGS, LLC     | 42.24            | R            | Regular     |
| 133429                           | 12/06/24   | IMPERATIVE INFORMATION GROUP,  | 242.25           | R            | Regular     |
| 133430                           | 12/06/24   | INSIGHT PUBLIC SECTOR          | 2,418.36         | R            | Regular     |
| 133431                           | 12/06/24   | INTERSTATE BILLING SERVICES    | 1,508.52         | R            | Regular     |
| 133432                           | 12/06/24   | LEADERSHIP SOUTHWEST, INC.     | 75.00            | R            | Regular     |
| 133433                           | 12/06/24   | LIGHTFOOT, SHANELL             | 173.39           | R            | Regular     |
| 133434                           | 12/06/24   | LINEBARGER GOGGAN BLAIR & SAMP | 785.37           | O            | Regular     |
| 133435                           | 12/06/24   | LUIS E. HERNANDEZ LLC          | 230.00           | R            | Regular     |
| 133436                           | 12/06/24   | Lynette Tisdale                | 150.00           | R            | Regular     |
| 133437                           | 12/06/24   | MASSEY'S TIRES & WHEELS        | 20.00            | R            | Regular     |
| 133439                           | 12/06/24   | MIPA ENTERPRISES, LLC          | 50.00            | R            | Regular     |
| 133440                           | 12/06/24   | NATIONAL ALL PRO QUICK LUBE    | 79.65            | R            | Regular     |
| 133441                           | 12/06/24   | PITNEY BOWES GLOBAL FINANCIAL  | 197.58           | R            | EFFPS       |
| 133442                           | 12/06/24   | RASHEED, STACEY                | 211.90           | R            | Regular     |
| 133443                           | 12/06/24   | RITA COOK                      | 75.00            | R            | Regular     |
| 133444                           | 12/06/24   | ROBERTSON, FRANKIE             | 113.06           | R            | Regular     |
| 133445                           | 12/06/24   | TIRE TECH CORPORATION          | 92.50            | O            | Regular     |
| 133446                           | 12/06/24   | TRACTOR SUPPLY CO.             | 99.97            | O            | Regular     |
| 133447                           | 12/06/24   | TRANSUNION RISK AND ALTERNATIV | 125.20           | R            | Regular     |
| 133450                           | 12/06/24   | WALTER YATES                   | 79.54            | R            | Regular     |
| 133451                           | 12/06/24   | WILLIAMS, MARCHELLE FOLSON     | 48.75            | R            | Regular     |
| 133452                           | 12/06/24   | WITMER PUBLIC SAFETY GROUP, IN | 819.19           | R            | Regular     |
| 133453                           | 12/06/24   | BELLE STUDIO, LLC              | 52.00            | R            | Regular     |
| 133454                           | 12/06/24   | MITCHELL, VALLERY              | 39.00            | O            | Regular     |
| 133455                           | 12/06/24   | TRAVIS BRUTON                  | 600.00           | R            | Quick Check |
| 133456                           | 12/09/24   | CALLAWAY, CASS ROBERT          | 3,000.00         | R            | Regular     |
| 133457                           | 12/09/24   | CITY OF WAXAHACHIE             | 8,662.50         | R            | Regular     |
| 133458                           | 12/09/24   | Texas Emergency Medicine Consu | 5,070.00         | R            | Regular     |
| 133459                           | 12/12/24   | ARLENE D. HONZA                | 75.75            | R            | Regular     |
| 133460                           | 12/12/24   | BOUND TREE MEDICAL, LLC.       | 2,312.46         | R            | Regular     |
| 133461                           | 12/12/24   | BRITTON METER REPAIR           | 715.52           | R            | Regular     |
| 133462                           | 12/12/24   | Charles & Robbie Teague        | 2,334.58         | R            | Regular     |

| Check Number | Check Date | Vendor Name                    | Net Check Amount | Check Status | Check Type    |
|--------------|------------|--------------------------------|------------------|--------------|---------------|
| 133463       | 12/12/24   | CONSOR ENGINEERS, LLC          | 3,450.00         | R            | ACH           |
| 133464       | 12/12/24   | DAHILL OFFICE TECHNOLOGY CORPO | 580.49           | R            | Regular       |
| 133465       | 12/12/24   | DIKITA ENTERPRISES, INC.       | 30,144.00        | O            | Regular       |
| 133466       | 12/12/24   | EAGLE FIRE EXTINGUISHER CO, IN | 2,965.80         | R            | Regular       |
| 133467       | 12/12/24   | EC Range Management            | 2,700.00         | R            | ACH           |
| 133469       | 12/12/24   | GRANICUS LLC                   | 12,198.00        | R            | EFTPS         |
| 133470       | 12/12/24   | GROSSMAN DESIGN BUILD, LLC     | 462,894.15       | R            | EFTPS         |
| 133471       | 12/12/24   | ICC                            | 170.00           | O            | Regular       |
| 133472       | 12/12/24   | Jada Degree                    | 150.00           | O            | Regular       |
| 133473       | 12/12/24   | JACKSON, R. JEAN               | 98.82            | R            | Regular       |
| 133474       | 12/12/24   | Kimberly Henderson             | 250.00           | R            | Regular       |
| 133475       | 12/12/24   | LCRA ENVIRONMENTAL LAB SERVICE | 853.00           | R            | Regular       |
| 133476       | 12/12/24   | Margo Spencer                  | 150.00           | R            | Regular       |
| 133477       | 12/12/24   | Moche Earls                    | 250.00           | R            | Regular       |
| 133478       | 12/12/24   | NATIONAL ALL PRO QUICK LUBE    | 76.95            | R            | Regular       |
| 133479       | 12/12/24   | NATIONAL LEAGUE OF CITIES      | 1,752.00         | O            | Regular       |
| 133480       | 12/12/24   | NICHOLS, JACKSON, DILLARD, HAG | 9,454.71         | R            | ACH           |
| 133481       | 12/12/24   | PATILLO, BROWN & HILL, L.L.P.  | 5,000.00         | R            | EFTPS         |
| 133482       | 12/12/24   | Robota LLC                     | 10,000.00        | R            | Wire Transfer |
| 133483       | 12/12/24   | SBS Underground Inc.           | 2,000.00         | R            | Regular       |
| 133484       | 12/12/24   | Sheirell Honore                | 400.00           | O            | Regular       |
| 133485       | 12/12/24   | TYMEKA HAY                     | 2,600.00         | R            | Regular       |
| 133486       | 12/12/24   | Ulisa Jackson                  | 250.00           | O            | Regular       |
| 133487       | 12/12/24   | USA BLUEBOOK                   | 1,554.48         | R            | Regular       |
| 133488       | 12/17/24   | PATILLO, BROWN & HILL, L.L.P.  | 12,500.00        | R            | EFTPS         |
| 133489       | 12/17/24   | WAXAHACHIE AUTOPLEX COLLISION  | 7,304.78         | R            | Regular       |
| 133490       | 12/20/24   | LEVEL ONE PAVING, INC.         | 480,216.68       | R            | Regular       |
| 133491       | 12/20/24   | ARROW PEST CONTROL             | 425.00           | R            | Regular       |
| 133492       | 12/20/24   | ATMOS ENERGY                   | 1,389.92         | O            | Regular       |
| 133493       | 12/20/24   | BRITTON METER REPAIR           | 252.00           | O            | Regular       |
| 133494       | 12/20/24   | CHARTER COMMUNICATIONS dba SPE | 1,355.56         | O            | Regular       |
| 133495       | 12/20/24   | CITY OF DESOTO                 | 13,333.32        | O            | Regular       |
| 133496       | 12/20/24   | COMMUNITY WASTE DISPOSAL L.P.  | 94,265.93        | O            | Regular       |
| 133497       | 12/20/24   | DALLAS CENTRAL APPRAISAL DISTR | 5,523.00         | R            | ACH           |
| 133498       | 12/20/24   | DALLAS CO. DEPT OF HEALTH & HU | 47.87            | O            | Regular       |
| 133499       | 12/20/24   | DATAPROSE                      | 6,932.40         | R            | Regular       |
| 133500       | 12/20/24   | ELLIS COUNTY TREASURER         | 1,935.00         | R            | Regular       |
| 133501       | 12/20/24   | FOCUS DAILY NEWS               | 17,614.00        | R            | Regular       |
| 133502       | 12/20/24   | GALLS PARENT HOLDINGS, LLC     | 313.99           | R            | Regular       |
| 133503       | 12/20/24   | GPS INSIGHT INC.               | 745.80           | R            | Regular       |
| 133506       | 12/20/24   | INTERSTATE BILLING SERVICES    | 1,289.06         | O            | Regular       |
| 133507       | 12/20/24   | JETS FIRE & SAFETY             | 2,302.00         | R            | Regular       |
| 133508       | 12/20/24   | MAS-TEK ENGINEERING & ASSOCIAT | 4,020.00         | R            | Regular       |
| 133509       | 12/20/24   | MASSEY'S TIRES & WHEELS        | 20.00            | O            | Regular       |
| 133510       | 12/20/24   | MATTHEW S BRYANT               | 55.00            | R            | Regular       |



| Check Number | Check Date | Vendor Name                    | Net Check Amount | Check Status | Check Type    |
|--------------|------------|--------------------------------|------------------|--------------|---------------|
| 133513       | 12/20/24   | NATIONAL ALL PRO QUICK LUBE    | 182.55           | R            | Regular       |
| 133514       | 12/20/24   | OPTUM BANK, INC.               | 3,130.83         | R            | EFTPS         |
| 133515       | 12/20/24   | PO HOLDING LLC                 | 1,662.45         | R            | EFTPS         |
| 133516       | 12/20/24   | PO HOLDING LLC                 | 802.38           | R            | Wire Transfer |
| 133517       | 12/20/24   | REDDY LEADERSHIP OUTREACH      | 500.00           | R            | Regular       |
| 133518       | 12/20/24   | SHIPMAN TIRE & AUTO SERVICE    | 650.00           | R            | Regular       |
| 133519       | 12/20/24   | TCEQ                           | 100.00           | 0            | Regular       |
| 133520       | 12/20/24   | TEXAS MUNICIPAL                | 32,858.50        | R            | EFTPS         |
| 133521       | 12/20/24   | The Qulinary Oasis, LLC        | 2,050.00         | R            | Regular       |
| 133522       | 12/20/24   | TRINITY RIVER AUTHORITY        | 422,274.40       | R            | ACH           |
| 133523       | 12/20/24   | UrbanCore Collaborative, Inc.  | 16,000.00        | R            | EFTPS         |
| 133524       | 12/20/24   | WEX BANK                       | 12,090.98        | R            | EFTPS         |
| 133526       | 12/23/24   | MISSIONSQUARE                  | 7,659.14         | R            | EFTPS         |
| 133527       | 12/23/24   | INTERNAL REVENUE SERVICE       | 215,799.86       | R            | EFTPS         |
| 133528       | 12/23/24   | INTERNAL REVENUE SERVICE       | 137,007.75       | 0            | Regular       |
| 133529       | 12/23/24   | EXPERTPAY                      | 7,385.36         | R            | EFTPS         |
| 133530       | 12/23/24   | EXPERTPAY                      | 45.00            | 0            | Regular       |
| 133531       | 12/27/24   | 2024-2 BORROWER LLC, SFR JV-2  | 264.54           | 0            | Regular       |
| 133532       | 12/27/24   | AT&T                           | 1,529.12         | 0            | Regular       |
| 133533       | 12/27/24   | ATMOS ENERGY                   | 284.01           | 0            | Regular       |
| 133534       | 12/27/24   | BLUETARP FINANCIAL, INC.       | 513.46           | 0            | Regular       |
| 133535       | 12/27/24   | BRAVO, ANDRES                  | 55.66            | 0            | Regular       |
| 133536       | 12/27/24   | CASH-BUTLER, MELODY            | 59.63            | 0            | Regular       |
| 133537       | 12/27/24   | CENTURY 21                     | 14.54            | 0            | Regular       |
| 133538       | 12/27/24   | COMPTROLLER OF PUBLIC ACCOUNTS | 8,899.19         | R            | EFTPS         |
| 133539       | 12/27/24   | DATAPROSE                      | 1,084.30         | 0            | Regular       |
| 133540       | 12/27/24   | DELL INC.                      | 7,758.90         | R            | Wire Transfer |
| 133541       | 12/27/24   | ENTERPRISES LP, COUCH          | 72.52            | 0            | Regular       |
| 133542       | 12/27/24   | FREESE AND NICHOLS             | 18,029.29        | R            | EFTPS         |
| 133543       | 12/27/24   | HILCO ELECTRIC                 | 9,203.11         | R            | EFTPS         |
| 133544       | 12/27/24   | MCDANIEL, BILLY                | 42.71            | 0            | Regular       |
| 133545       | 12/27/24   | ORTUNO, ANA                    | 23.58            | 0            | Regular       |
| 133546       | 12/27/24   | OYEBISI, ADEYELA               | 50.15            | 0            | Regular       |
| 133547       | 12/27/24   | PETRICOR PROPERTIES LLC        | 7.14             | 0            | Regular       |
| 133548       | 12/27/24   | PROPERTY MANAGEMENT, HERMAN BO | 24.62            | 0            | Regular       |
| 133549       | 12/27/24   | RAYMO, ARLENE                  | 59.63            | 0            | Regular       |
| 133550       | 12/27/24   | VCP 30 DUPLEX OWNER LLC        | 24.62            | 0            | Regular       |
| 133551       | 12/27/24   | VOSE, LEONARD C                | 28.80            | 0            | Regular       |

|     |                        |              |
|-----|------------------------|--------------|
| 102 | Checks total:          | 859,379.48   |
| 5   | ACH total:             | 443,402.11   |
| 17  | EFTPS total:           | 825,597.44   |
| 3   | Wire transfer total:   | 18,561.28    |
| 0   | Payment Manager total: |              |
| 127 | GRAND TOTALS           | 2,146,940.31 |

**CASH AND INVESTMENT REPORT**  
As of December 31, 2024

DECEMBER 2024 CASH AND INVESTMENT REPORT

| POOLED CASH RECONCILIATION       |                                                 |               |
|----------------------------------|-------------------------------------------------|---------------|
| Fund                             | Balance In Pooled<br>Cash Per General<br>Ledger |               |
| 100 General Fund                 | \$                                              | 13,879,995.47 |
| 200 Court Technology             | \$                                              | 20,212.60     |
| 201 Court Security               | \$                                              | 45,648.50     |
| 202 Truancy Prevention           | \$                                              | 22,316.85     |
| 203 Local Court Tech Fund        | \$                                              | 4,526.38      |
| 204 Local Muni Jury Fund         | \$                                              | 447.69        |
| 205 911 Wireless                 | \$                                              | 282,635.25    |
| 214 State Seizure                | \$                                              | -             |
| 215 Street Impact                | \$                                              | 1,451,416.37  |
| 216 Keep Glenn Heights Beautiful | \$                                              | 267.16        |
| 230 Park Fees                    | \$                                              | 1,359,915.10  |
| 250 Operating Grants             | \$                                              | 568,923.94    |
| 251 ARPA Fund                    | \$                                              | 1,579,971.37  |
| 260 Unemployment Comp            | \$                                              | 7,703.82      |
| 300 Debt Service                 | \$                                              | 1,050,234.25  |
| 402 2015 CO Bond                 | \$                                              | 875.49        |
| *403 2016 GO BOND                | \$                                              | -             |
| 406 Vehicle Replacement          | \$                                              | 116,279.06    |
| 410 GF Capital Projects          | \$                                              | 4,727,307.85  |
| 412 Veterans Memorial            | \$                                              | 3,188.80      |
| 423 P.E.G. Fund                  | \$                                              | 7,198.20      |
| 500 Water & Sewer                | \$                                              | 3,976,813.33  |
| 505 Capital Project -Meters      | \$                                              | (613,389.71)  |
| 515 W/S Impact                   | \$                                              | 648,305.55    |
| 550 Drainage                     | \$                                              | 907,298.41    |
| TOTAL POOLED CASH - GL           | \$                                              | 30,048,091.73 |

|                                  |    |                |
|----------------------------------|----|----------------|
| Balance per Prosperity Statement | \$ | 5,846,747.48   |
| Balance per TexStar Statement    | \$ | 25,598,397.23  |
| TOTAL POOLED CASH                | \$ | 31,445,144.71  |
| Reconciling Items:               | \$ | 1,397,052.98   |
| Add: Deposits In-Transit         |    |                |
| Less: Outstanding Checks         |    |                |
| Less: Outstanding Other          |    |                |
| Adjusting Items                  |    |                |
| Adjusted GL Balance              | \$ | 31,445,144.71  |
| Unreconciled Difference          | \$ | (1,397,052.98) |

| OTHER PROSPERITY BANK ACCOUNTS RECONCILIATION |                      |                          |                             |                                |                            |                   |                            |  |
|-----------------------------------------------|----------------------|--------------------------|-----------------------------|--------------------------------|----------------------------|-------------------|----------------------------|--|
| Bank Account                                  | Beginning<br>Balance | GL<br>Per Bank Statement | Add: Deposits in<br>Transit | Less:<br>Outstanding<br>Checks | Other Reconciling<br>Items | Ending GL Balance | Unreconciled<br>Difference |  |
| *Cash Benefits Trust                          | \$ 6,565.34          | \$ 7,450.33              | \$ -                        | \$ (884.99)                    | \$ 5.78                    | \$ 6,571.12       | \$ -                       |  |
| Seizure Hold                                  | \$ 5,583.92          | \$ 5,583.92              | \$ -                        | \$ -                           | \$ 5.20                    | \$ 5,589.12       | \$ -                       |  |
| Customer W/S Deposits                         | \$ 458,789.96        | \$ 458,789.96            | \$ -                        | \$ -                           | \$ 388.59                  | \$ 459,178.55     | \$ -                       |  |
| Park Fees                                     | \$ 216,516.73        | \$ 216,516.73            | \$ -                        | \$ -                           | \$ 458.47                  | \$ 216,975.20     | \$ -                       |  |
| W/S Impact Fees                               | \$ 418,457.17        | \$ 418,457.17            | \$ -                        | \$ -                           | \$ 1,151.90                | \$ 419,609.07     | \$ -                       |  |
| Street Impact                                 | \$ 262,742.83        | \$ 262,742.83            | \$ -                        | \$ -                           | \$ 222.54                  | \$ 262,965.37     | \$ -                       |  |
| PEG Fund                                      | \$ 61,258.94         | \$ 61,258.94             | \$ -                        | \$ -                           | \$ 51.89                   | \$ 61,310.83      | \$ -                       |  |
| Chamber of Commerce                           | \$ 17,337.10         | \$ 17,337.10             | \$ -                        | \$ -                           | \$ 14.68                   | \$ 17,351.78      | \$ -                       |  |
| Veterans Memorial                             | \$ 2,889.42          | \$ 2,889.42              | \$ -                        | \$ -                           | \$ 2.45                    | \$ 2,891.87       | \$ -                       |  |
| TOTAL OTHER PROSP                             | \$ 1,450,141.41      |                          |                             |                                |                            | \$ 1,452,442.91   |                            |  |

\*Cash Benefits Trust account is no longer used. Variance settled on 12.10.24

| TOTAL CASH/INVESTMENT BAL         |                  |
|-----------------------------------|------------------|
| FUND                              | CASH BALANCE     |
| 100 General Fund                  | \$ 13,879,995.47 |
| 200 Court Technology              | \$ 20,212.60     |
| 201 Court Security                | \$ 45,648.50     |
| 202 Truancy Prevention            | \$ 22,316.85     |
| 203 Local Court Tech Fund         | \$ 4,526.38      |
| 204 Local Muni Jury Fund          | \$ 447.69        |
| 205 911 Wireless                  | \$ 282,635.25    |
| 213 Federal Seizure               | \$ 3,347.58      |
| 214 State Seizure                 | \$ 11,681.93     |
| 215 Street Impact Fees            | \$ 1,714,381.74  |
| 216 KGHB                          | \$ 267.16        |
| 230 Park Fees                     | \$ 1,576,890.30  |
| 250 Operating Grants              | \$ 568,923.94    |
| 251 ARPA                          | \$ 1,579,971.37  |
| 260 Unemployment Comp             | \$ 7,703.82      |
| 300 Debt Service                  | \$ 1,050,234.25  |
| 403 2016 GO Bond                  | \$ 3,134,982.72  |
| 406 Vehicle Replacement           | \$ 116,279.06    |
| 410 General Fund Capital Projects | \$ 4,727,307.85  |
| 412 Veterans Memorial             | \$ 6,080.67      |
| 500 W/S Fund                      | \$ 4,435,991.88  |
| 500 SIB Account                   | \$ 303,372.40    |
| 505 Capital Project -Meters       | \$ (613,389.71)  |
| 515 W/S Impact Fees               | \$ 1,067,914.62  |
| 550 Drainage                      | \$ 907,298.41    |
| Benefits Trust - Cash             | \$ 6,571.12      |
| Seizure Hold - Cash               | \$ 5,589.12      |
| Chamber of Commerce               | \$ 17,351.78     |
|                                   | \$ 34,884,534.75 |

|                      |                   |
|----------------------|-------------------|
| Bank Account Totals: | \$ 36,350,972.25  |
|                      | \$ (1,466,437.50) |
|                      | \$ 1,397,052.98   |
|                      | \$ (69,384.52)    |

| BANK SECURITY PROSPERITY (PLEGDED COLLATERAL) |                  |
|-----------------------------------------------|------------------|
| POOLED CASH ACCOUNT                           | \$ 5,846,747.48  |
| BENEFITS TRUST ACCOUNT                        | \$ 6,571.12      |
| STREET IMPACT FEES (4593)                     | \$ 262,965.37    |
| W/WWW IMPACT FEES (7207)                      | \$ 419,609.07    |
| SEIZURE HOLD                                  | \$ 5,589.12      |
| VETERAN'S MEMORIAL                            | \$ 2,891.87      |
| CASH PARK FEES (2949)                         | \$ 216,975.20    |
| WATER CUSTOMER DEPOSITS                       | \$ 459,178.55    |
| CHAMBER OF COMMERCE                           | \$ 17,351.78     |
| PEG FUND                                      | \$ 61,310.83     |
| TOTAL BANK BALANCES                           | \$ 7,299,190.39  |
| LESS FDIC INSURED                             | \$ (250,000.00)  |
| COLLATERALIZED TOTAL:                         | \$ 7,049,190.39  |
| COLLATERALIZED TOTAL 102%                     | \$ 7,190,174.20  |
| COLLATERAL PER BANK                           | \$ 18,555,151.77 |

| APR %           |         |
|-----------------|---------|
| Prosperity Bank | 1.0000% |
| TexStar         | 4.5642% |

| TEXSTAR RECONCILIATION   |                      |                     |                               |
|--------------------------|----------------------|---------------------|-------------------------------|
| Fund                     | GL Balance - Texstar | Add: Interest/Other | Balance Per Bank<br>Statement |
| Fed Seizure              | \$ 3,347.58          | \$ -                | \$ 3,347.58                   |
| State Seizure            | \$ 11,681.93         | \$ -                | \$ 11,681.93                  |
| SIB Loan                 | \$ 303,372.40        | \$ -                | \$ 303,372.40                 |
| 2016 GO Bond             | \$ 3,134,982.72      | \$ -                | \$ 3,134,982.72               |
| TOTAL NON-POOLED TEXSTAR | \$ 3,453,384.63      | \$ -                | \$ 3,453,384.63               |
| CHECK                    |                      |                     |                               |

# CITY OF GLENN HEIGHTS DECEMBER 2024 FINANCIAL SUMMARY



SHERRY ROBERTS  
FINANCE DIRECTOR  
JANUARY 21, 2025

# Property Tax Comparison

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**Total Property Tax Budget: \$8,779,380**

**YTD Actual: \$6,307,825**

**YTD Budget Percentage: 71.8%**

# Sales Tax Comparison

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## Month of December 2024

Budget: \$99,630 Actual: **\$95,415**

**MTD Difference v. Budget -4.2%**

*(Based on a rolling 3-year average collection)*

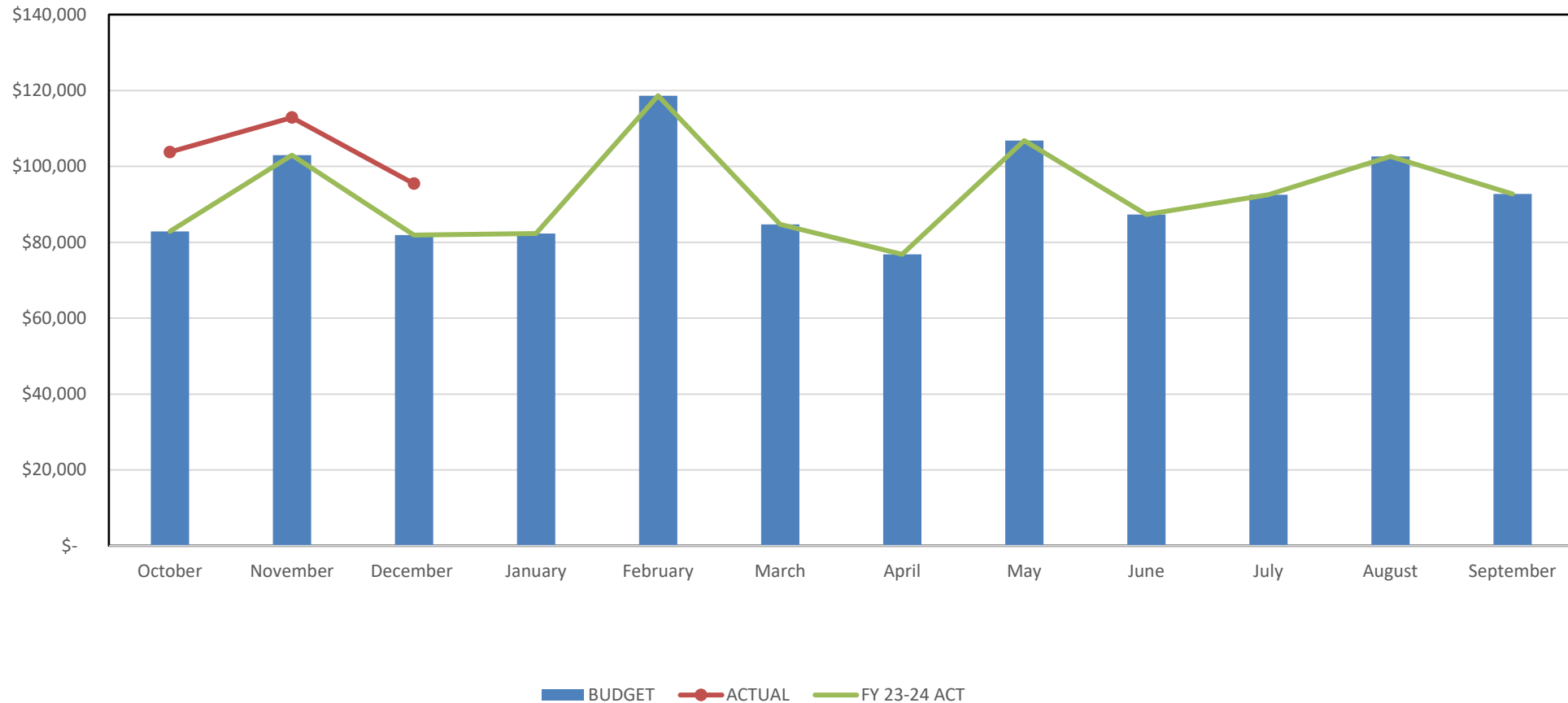
## YTD

Budget: \$1,300,000

Actual: **\$312,065**

Budget Actual: **24.0%**

# Comparison of Budgeted Sales Tax to Actual





# General Fund Revenues



| DEPARTMENT                                           | BUDGET               | YTD                 |
|------------------------------------------------------|----------------------|---------------------|
| PROPERTY TAXES                                       | \$ 8,779,380         | \$ 6,307,825        |
| FRANCHISE FEES                                       | 630,000              | 221,755             |
| SALES TAXES                                          | 1,300,000            | 312,065             |
| CHARGE FOR SERVICES (TOWER RENTAL, SANITATION, ETC.) | 1,560,430            | 447,987             |
| PERMITS AND FEES                                     | 598,250              | 182,082             |
| RECREATION                                           | 170,700              | 40,528              |
| GRANTS AND CONTRIBUTIONS                             | -                    | -                   |
| COURT FINES                                          | 247,000              | 36,936              |
| INTEREST                                             | 300,000              | 175,542             |
| MISCELLANEOUS                                        | 90,000               | 20,194              |
| DONATION FROM GHHFC CO. DEV.                         | 150,000              | -                   |
| <b>TOTAL REVENUES</b>                                | <b>\$ 13,825,760</b> | <b>\$ 7,744,913</b> |

# General Fund Expenditures



| DEPARTMENT                | BUDGET    |                   | YTD                 |
|---------------------------|-----------|-------------------|---------------------|
| CITY COUNCIL              | \$        | 307,600           | \$ 80,330           |
| CITY MANAGER              |           | 611,463           | 138,942             |
| ADMINISTRATION            |           | 92,800            | 10,302              |
| CITY SECRETARY            |           | 200,372           | 88,871              |
| HUMAN RESOURCES           |           | 430,350           | 249,893             |
| INFORMATION TECHNOLOGY    |           | 663,766           | 128,808             |
| COMMUNITY ENGAGEMENT      |           | 326,807           | 64,317              |
| FINANCE                   |           | 467,050           | 187,178             |
| MUNICIPAL COURT           |           | 224,755           | 42,076              |
| FIRE                      |           | 2,930,695         | 791,446             |
| POLICE                    |           | 4,008,068         | 936,222             |
| STREETS                   |           | 2,513,951         | 883,678             |
| ECONOMIC DEVELOPMENT      |           | 54,650            | -                   |
| PLANNING                  |           | 486,202           | 114,787             |
| PARKS & RECREATION        |           | 742,147           | 106,299             |
| GROUNDS MAINTENANCE       |           | 141,398           | 32,944              |
| <b>TOTAL EXPENDITURES</b> | <b>\$</b> | <b>14,202,074</b> | <b>\$ 3,856,094</b> |

# General Fund Revenues/Expenditures

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Budget YTD: 25.00%

Total **Revenues** Budgeted: \$13,825,760

YTD Actual: \$7,744,913

Budget Actual: **56.00%**

Total **Expenditures** Budgeted: \$14,202,074

YTD Actual: \$3,856,094

Budget Actual: **27.2%**

# General Fund-Fund Balance Summary



| General Fund                         | FY 2024 - 2025 |              | FY 2023 - 2024 |              |
|--------------------------------------|----------------|--------------|----------------|--------------|
|                                      | Budget         | Actual/YTD   | Budget         | Actual/YTD   |
| Beginning Fund Balance               | \$12,844,181   | \$12,844,181 | \$8,541,761    | \$8,541,761  |
| Total Revenues                       | \$13,825,760   | \$7,744,913  | \$12,829,907   | \$7,020,259  |
| Total Expenditures                   | (14,202,074)   | (3,856,094)  | (12,691,556)   | (2,614,098)  |
| Total Revenues Over (Under) Exp.     | (\$376,315)    | \$3,888,819  | \$138,350      | \$4,406,161  |
| Other Financing Sources (Use)        | -              | -            | -              | -            |
| Transfer to Other Funds              | -              | -            | -              | -            |
| Transfer to Unemployment             | -              | -            | -              | -            |
| Transfer to Capital Projects         | -              | -            | -              | -            |
| Transfer to Vehicle Replacement Fund | -              | -            | (303,000)      | -            |
| Transfer to Fund 410 Capital         | -              | -            | (679,180)      | -            |
| Transfer from GH Dev Co. & HFC       | -              | -            | -              | -            |
| Transfer from 911 Wireless Fund      | 69,000         | 17,250       | 69,000         | 17,250       |
| Transfer from Utility Fund           | 15,000         | 3,750        | 15,000         | 3,750        |
| Charge for city-wide service         | 6,000          | 1,500        | 6,000          | 1,500        |
| Transfer from Court Security         | 20,000         | 5,000        | 20,000         | -            |
| Transfers from Drainage Fund         | 15,775         | 3,944        | 15,775         | 3,944        |
| Transfer to Disaster Recovery Fund   | -              | -            | -              | (130,184)    |
| Transfer to State Seizure Fund       | -              | (2,678)      | -              | -            |
| Net Change                           | (250,540)      | 3,917,585    | (718,055)      | 4,302,421    |
| Ending Unassigned Fund Balance       | \$12,593,641   | \$16,761,766 | \$7,823,706    | \$12,844,182 |
| Days in Reserve                      | 199            | 396          | 225            | 447          |

# Water & Sewer Fund Revenues/Expenditures

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**Budget YTD: 25.00%**

**Total *Revenues* Budgeted: \$10,282,200**

**YTD Actual: \$2,650,882**

**Budget Actual: 25.8%**

**Total *Expenditures* Budgeted: \$9,779,861**

**YTD Actual: \$1,363,473**

**Budget Actual: 13.9%**

# Water & Sewer Fund-Statement of Net Position Summary



| Water Sewer Fund                 | Budget                    | Actual/YTD                |
|----------------------------------|---------------------------|---------------------------|
| Beginning Net Position           | <u>\$2,012,081</u>        | <u>\$2,012,081</u>        |
| Total Revenues                   | \$10,282,200              | \$2,650,882               |
| Total Expenditures               | <u>(9,779,861)</u>        | <u>(1,363,473)</u>        |
| Total Revenues Over (Under) Exp. | <u>\$502,339</u>          | <u>\$1,287,409</u>        |
| Other Funding Sources (Use)      | -                         | -                         |
| Debt Service Bond Payments       | <u>(225,170)</u>          | <u>-</u>                  |
| Net Change                       | 277,169                   | 1,287,409                 |
| Ending Unassigned Net Position   | <u><u>\$2,289,250</u></u> | <u><u>\$3,299,490</u></u> |
| Days in Reserve                  | 83                        | 221                       |

# Drainage Fund Revenues/Expenditures

---



Budget YTD: 25.00%

Total **Revenues** Budgeted: \$471,420

YTD Actual: \$111,693

Budget Actual: **23.7%**

Total **Expenditures** Budgeted: \$679,414

YTD Actual: \$102,490

Budget Actual: **15.1%**

# Drainage Fund - Statement of Net Position Summary



| Drainage Fund                    | Budget                  | Actual/YTD                |
|----------------------------------|-------------------------|---------------------------|
| Beginning Net Position           | <u>\$1,167,314</u>      | <u>\$1,167,314</u>        |
| Total Revenues                   | \$471,420               | \$111,693                 |
| Total Expenditures               | <u>(679,414)</u>        | <u>(102,490)</u>          |
| Total Revenues Over (Under) Exp. | <u>(\$207,994)</u>      | <u>\$9,202</u>            |
| Other Funding Sources (Uses)     |                         |                           |
| Operating Transfers (Out)        | <u>(15,775)</u>         | <u>(3,944)</u>            |
| Net Change                       | <u>(223,769)</u>        | <u>5,258</u>              |
| Ending Unassigned Net Position   | <u><u>\$943,545</u></u> | <u><u>\$1,172,572</u></u> |
| Days in Reserve                  | 507                     | 1,041                     |



# Other Funds Summary

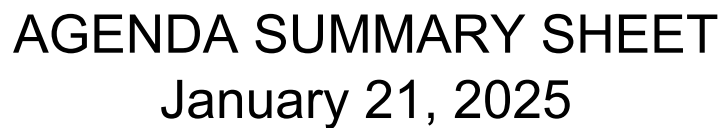


| <u>FUND</u>                       | <u>BUDGET<br/>EXPEND</u> | <u>ACTUAL<br/>EXPEND</u> | <u>EST. FUND<br/>BALANCE</u> |
|-----------------------------------|--------------------------|--------------------------|------------------------------|
| 200-COURT TECHNOLOGY              | \$ 4,000                 | \$ -                     | \$ 20,213                    |
| 201-COURT SECURITY                | \$ 6,750                 | \$ 5,000                 | \$ 45,742                    |
| 205-E911 FUND                     | \$ 79,000                | \$ 17,250                | \$ 282,948                   |
| 215-STREET IMPACT FEES            | \$ 900,000               | \$ 18,029                | \$ 1,714,382                 |
| 230-PARK FEES                     | \$ 550,000               | \$ -                     | \$ 1,576,890                 |
| 250-OPERATING GRANTS FUND         | \$ 3,140,836             | \$ 481,647               | \$ (150,026)                 |
| 251-ARPA FUND                     | \$ 2,000,000             | \$ -                     | \$ 1,575,984                 |
| 403-2016 GO BOND                  | \$ 4,348,000             | \$ 30,144                | \$ 3,570,178                 |
| 406-VEHICLE REPLACEMENT FUND      | \$ 164,500               | \$ 57,980                | \$ 116,636                   |
| 410-RESERVED FOR CAPITAL PROJECTS | \$ 830,690               | \$ 1,141,742             | \$ 1,098,086                 |
| 515-WATER SEWER IMPACT FUND       | \$ 876,450               | \$ 831,031               | \$ 523,248                   |

# December 2024 Financial Summary

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Discussion and take action to approve Resolution R-04-25, a Resolution of the City Council of the City of Glenn Heights, Texas, supporting the full funding of the Dallas Area Rapid Transit (DART) System and urging continued investment in public transit. (Clifford Blackwell, City Manager)

[illegible]

## **RESOLUTION NO. R-04-25**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, SUPPORTING THE FULL FUNDING OF THE DALLAS AREA RAPID TRANSIT (DART) SYSTEM AND URGING CONTINUED INVESTMENT IN PUBLIC TRANSIT.**

WHEREAS, the City of Glenn Heights is committed to fostering a community that is connected, accessible, and sustainable; and

WHEREAS, Dallas Area Rapid Transit (DART) was created in 1983 by a majority of voters electing to contribute one percent of sales tax collections to plan, build, operate and maintain a public transportation system within a 13 city service area; and

WHEREAS, in September 2000, voters within the 13-city DART service area overwhelmingly approved a referendum to use the one percent sales tax collections to support issuance of long-term bonds to upgrade and accelerate expansion of the transit network; and

WHEREAS, since 1999, the University of North Texas Economics Research Group (ERG) has undertaken a series of economic impact studies to document transit-oriented development near DART stations, with the latest 2023 study documenting development value of \$17.1 billion between 1999 and 2021; and

WHEREAS, DART provides critical public transit services that connect the residents of Glenn Heights to the broader North Texas region, enabling access to employment, education, healthcare, and recreational opportunities; and

WHEREAS, DART plays an integral role in supporting regional mobility and economic development, particularly in underserved areas, by providing equitable access to transportation for all residents, including those who rely on public transit as their primary means of transportation; and

WHEREAS, DART's funding is essential to the continued operation and expansion of its services, improvement of its infrastructure, and enhancement of its ability to meet the growing transportation needs of the North Texas region; and

WHEREAS, the City of Glenn Heights recognizes the importance of public transportation in reducing traffic congestion, improving air quality, and ensuring the continued vitality of the region's economy and quality of life; and

WHEREAS, the City of Glenn Heights supports efforts to ensure that DART is adequately funded to maintain and expand its services, including the continued enhancement of services in Glenn Heights and surrounding communities; and

WHEREAS, the City of Dallas, along with many other municipalities, has recognized the importance of fully funding DART and has called for increased support to ensure that DART can

continue to provide high-quality, reliable transit services to its residents and the entire North Texas region; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS:

SECTION 1. That the City Council of the City of Glenn Heights hereby expresses its strong support for the full funding of the Dallas Area Rapid Transit (DART) system and urges local, regional, and state governments to prioritize continued investment in public transit, particularly DART, to ensure its long-term viability and success.

SECTION 2. That the City Council of the City of Glenn Heights commits to working collaboratively with DART, neighboring cities, and regional partners to advocate for sustainable, equitable, and accessible transit solutions that benefit all residents of the North Texas region.

SECTION 3. That a copy of this resolution be transmitted to the DART Board of Directors, the Texas State Legislature, and other relevant stakeholders to demonstrate the City of Glenn Heights' commitment to supporting the future growth and success of public transportation in the North Texas region.

**DULY PASSED AND APPROVED** by the City Council of the City of Glenn Heights, Texas, the 21<sup>st</sup> day of January 2025.

**APPROVED:**

---

Sonja A. Brown, Mayor

**ATTEST:**

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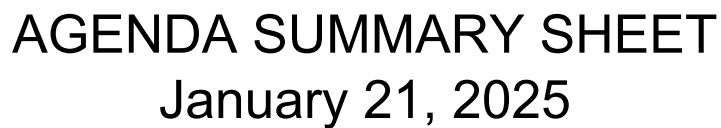
Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

---

David Berman, City Attorney





Discussion and take action to approve Resolution R-03-25, a Resolution of the City Council of the City of Glenn Heights, Texas, adopting the Investment Policy attached hereto as Exhibit "A"; declaring that the City Council has completed its review of the Investment Policy and investment strategies of the City and that Exhibit "A" includes any changes to both the Investment Policy and the investment strategies. (Sherry Roberts, Finance Director)

[illegible]



# **CITY OF GLENN HEIGHTS CITY COUNCIL REPORT**

**Date: January 21, 2025**

## **SUBJECT**

This item will allow City Council to adopt an amended and restated Investment Policy for the City of Glenn Heights.

## **DISCUSSION / BACKGROUND**

The City's written policies and procedures for investments shall be reviewed at least annually to ensure compliance with changing laws, regulations, and the City's needs. Any amendments to this Investment Policy must be approved and adopted through a formal resolution by the City Council.

The City's goal is to present the Investment Policy and any necessary changes to the City Council every January for consistency.

A review of any suggestions to the City's existing Investment Policy was made by our Municipal Advisor Partners, HilltopSecurities, Inc.

## **PRIOR COUNCIL OR BOARD ACTION**

The last Resolution was approved on September 3, 2016.

## **PUBLIC CONTACT**

Not applicable.

## **FINANCIAL IMPACT**

Although no specific monetary value is assigned, establishing a written investment policy can enhance the City's financial security and boost interest revenue.

## **RECOMMENDATION / ALTERNATIVES**



Staff recommends approval of Resolution R-03-25 as the Texas Government Code §2256.05 states, “The governing body of an investing entity shall review its investment policy and investment strategies not less than annually.”

**ATTACHMENTS**

1. Resolution R-03-25

**PREPARED BY**

Sherry Roberts, Finance Director

**REVIEWED BY**

Brandi Brown, City Secretary

## **RESOLUTION NO. R-03-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS ADOPTING THE INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY AND THAT EXHIBIT "A" INCLUDES ANY CHANGES TO BOTH THE INVESTMENT POLICY AND THE INVESTMENT STRATEGIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, in accordance with the Public Fund Investment Act, Chapter 2256, TEX. GOV'T CODE, the City Council of the City of Glenn Heights, Texas, has heretofore adopted an investment policy; and

**WHEREAS**, Section 2256.005, TEX. GOV'T CODE requires the City Council to review the investment policies and investment strategies and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies; and

**WHEREAS**, the City Council of the City of Glenn Heights has reviewed the City's investment policies and strategies and, to the extent of any conflicts, amends the City's investment policy by the adoption of the policies and strategies contained in Exhibit "A."

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENN HEIGHTS, TEXAS, THAT:**

**SECTION 1.** The City of Glenn Heights Investment Policy attached hereto as Exhibit "A" be the same is hereby adopted and shall govern the investment policies and investment strategies for the City and shall define the authority of the investment official of the City from and after the effective date of this resolution.

**SECTION 2.** The City Council of the City of Glenn Heights, Texas has completed its review of the investment policies and investment strategies and any changes made to either the investment policies or investment strategies are recorded in Exhibit "A" hereto. The City further authorizes the investment of funds in accordance with the terms of the investment policies and strategies, and authorizes the City Manager to forward a copy of this Resolution and the accompanying Investment Policy to all entities bearing financial interest in the transactions of the City.

**SECTION 3.** All provisions of the Resolutions of the City of Glenn Heights, Texas, in conflict with the provisions of this Resolution be and the same are hereby repealed, and all other provisions not in conflict of this Resolution shall remain in full force and effect.

**SECTION 4.** That should any word, sentence, paragraph, subdivision, clause, phrase, or section of this resolution be adjudged or held to be invalid, void or unconstitutional, the same shall not affect the validity of the remaining portions of this resolution, which shall remain in full force and effect.

**SECTION 5.** This Resolution shall become effective immediately upon its passage.

**DULY PASSED AND APPROVED** by the City Council of the City of Glenn Heights, Texas, the 21<sup>st</sup> day of January 2025.

**APPROVED:**

---

Sonja A. Brown, Mayor

**ATTEST:**

---

Brandi Brown, City Secretary

**APPROVED AS TO FORM:**

---

David Berman, City Attorney

**Glenn Heights Investment Policy  
Exhibit "A"**



**CITY OF GLENN HEIGHTS, TEXAS**

**INVESTMENT POLICY**

**JANUARY 21, 2025**

# **CITY OF GLENN HEIGHTS, TEXAS**

## **INVESTMENT POLICY**

### **PREFACE**

It is the policy of the City of Glenn Heights (the "City") that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risks of investments, all available funds shall be invested in conformance with these legal and administrative guidelines to obtain a market rate of return.

Effective cash management is recognized as essential to good fiscal management. An active cash management and investment policy will be pursued to take advantage of investment interest as a viable and material source of revenue for City funds. The City's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law. The City will invest public funds in a manner that will provide the maximum security and a market rate of return while meeting the daily cash flow demands of the City.

The City is required under the Public Funds Investment Act (Chapter 2256 of the Texas Government Code) to adopt a formal written Investment Policy for the investment of public funds. These policies serve to satisfy the statutory requirement (specifically the Public Funds Investment Act, Chapter 2256 of the Texas Government Code (the "Act")) to define, adopt and review a formal investment strategy and policy.

# **CITY OF GLENN HEIGHTS, TEXAS**

## **INVESTMENT POLICY**

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Certification of Business Organization Sample Form

1. **PURPOSE.** The purpose of this investment policy (the "Policy") is to set forth specific investment policy and strategy guidelines for the City in order to achieve the goals of safety and liquidity, achieve a market rate of return, and maintain public trust in all investment activities. On an annual basis, the City Council shall review the investment strategy and policy and shall approve Policy revisions, if any, by formal resolution.
2. **INVESTMENT STRATEGY.** The City maintains a comprehensive and proactive cash management program that is designed to monitor and control all City funds to ensure maximum utilization and yield a market rate of return. (For the purpose of this policy, a "market rate of return" refers to the approximate interest rate that could be earned by an investor in a specific maturity range at any given point in time. For example, an investor seeking to earn a market rate of return while maintaining an investment portfolio with an average maturity of 90 days, would hope to earn approximately the same as a three-month agency discount note. If the investor earns a rate much higher than this, it might signal an inappropriate level of risk). The basic and underlying strategy of this program is that all the City's funds are earning interest. It is the responsibility and obligation of the City to maintain a flexible approach and be prepared to modify the investment strategy as market conditions dictate. The investment strategy described is predicated on conditions as now exist and are subject to change. The investment strategy emphasizes low credit risk, diversification, and the management of maturities. The strategy also considers the expertise and time constraints of the investment officers. The allowable investment instruments as defined in Section 6 of this Policy reflect the avoidance of credit risk. Diversification refers to dividing investments among a variety of securities offering independent returns. This strategy uses local government investment pools to achieve diversification. The management of maturities refers to structuring the maturity dates of the direct investments so that, while funds are initially invested for a longer period of time, some investments mature as cash needs require.

## 2.1

The primary investment strategy and objectives of the City as specified in this Policy are listed below, in their order of importance (See Section 4):

- Safety and preservation of principal.
- Maintenance of sufficient liquidity to meet operating needs.
- Achieve a market rate of return on the investment portfolio; and
- Always seek to maintain public trust by adhering to the above stated objectives

## 2.2

The list of investments authorized by this Policy intentionally excludes some investments allowed by state law. The restrictions limit possible credit risk and provide the maximum measure of safety. Within the investment objectives, the investment strategy is to utilize authorized investments for maximum advantage



to the City. To increase the interest earnings for funds identified as being available for investment over longer periods of time based upon a cash requirements projection, the City will consider the following strategies:

### **2.2.1 Strategy No. 1.**

Diversifying the City's investment opportunities through the use of local government investment pools and money market mutual funds as authorized by the City Council. An investment pool is an entity created to invest public funds jointly on behalf of its' participants and whose investment objectives in order of priority match those objectives of the City. Funds are usually available from investment pools on a same-day basis, meaning the pools have a high degree of liquidity. Because of the size and expertise of their staff, investment pools can prudently invest in a variety of the investment types allowed by state law. In this manner, investment pools achieve diversification. Funds that may be needed on a short-term basis but that are more than the amount maintained at the depository bank are available for deposit in investment pools.

### **2.2.2 Strategy No. 2.**

Building a ladder of Investment Policy authorized securities with staggered maturities for all or part of the longer-term investable funds. The benefits of this ladder approach include the following:

- It is straight-forward and easily understood.
- It represents a prudent diversification method.
- All investments remain within the approved maturity horizon.
- It will normally allow the City to capture a reasonable portion of the yield curve; and
- It provides predictable cash flow with scheduled maturities and reinvestment opportunities.

### **2.2.3. Strategy No. 3.**

At this time, the City does not use an investment management firm. Should the City determine a need, the following strategy will apply:

Pursuant to the Public Funds Investment Act (Texas Government Code 2256.003), the City may, at its discretion, contract with an investment management firm registered under the Investment Advisors Act of 1940 (15 U.S.C. Section 80b-1 et seq.) and with the State Securities Board to provide for investment and non-discretionary management of its public funds or other funds under its control.

An appointed Investment Advisor shall act solely in an advisory and administrative capacity within the guidelines of this Investment Policy. At no time shall the advisor take

possession of securities or funds or otherwise be granted discretionary authority to transact business on behalf of the City. Any contract awarded by the City Council for investment advisory services may not exceed two years, with an option to extend by mutual consent of both parties.

Duties of the Investment Advisor shall include, but not be limited to, assistance in purchasing securities, securities clearance, producing required reports, pricing the portfolio, performing due diligence on broker/dealers, market monitoring and economic review.

Any Investment Advisor contracted by the City shall abide by the *Prudent Expert Rule*, whereby investment advice shall, at all times, be given with the judgment and care, under circumstances then prevailing, which persons paid for their special prudence, discretion and intelligence in such matters exercise in the management of their client's affairs, not for speculation by the client or production of fee income by the advisor or broker, but for investment by the client with emphasis on the probable safety of the capital while considering the probable income to be derived.

#### **2.2.4 Strategy No. 4.**

The City will maintain portfolio(s) that utilize four specific investment strategy considerations designed to address the unique characteristics of the fund group(s) represented in the portfolio(s):

**2.2.4.1** Investment strategies for operating funds and pooled funds containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio that will experience minimal volatility during economic cycles through diversification by security type, maturity date and issuer. All security types, as authorized by this policy, are considered suitable investments for the operating and pooled funds. Securities may not be purchased that have a final maturity date that exceeds three (3) years.

**2.2.4.2** Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date(s). These funds have predictable payment schedules. Therefore, investment maturities shall not exceed the anticipated cash flow requirements.

**2.2.4.3** Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund. Managing the Debt Service Reserve Fund's portfolio maturities to not exceed the call provisions of the bond issue will reduce the investment's market risk if the City's bonds are called and the reserve fund liquidated. No investment maturity shall exceed the final maturity of the bond issue.

**2.2.4.4** The investment strategy for capital projects funds' portfolios has as its primary

objective the assurance that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 20% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held should not exceed the estimated project completion date.

#### **2.2.5 Strategy No. 5.**

Hold until Maturity. The strategy of the City is to maintain sufficient liquidity in its portfolio so that it does not need to sell a security prior to maturity. Should it become necessary to sell a security prior to maturity, where the sale proceeds are less than the current book value, the prior written consent of the City Manager must be obtained. Securities may be sold prior to maturity by the Investment Officer at or above their book value at any time. The result of all sales of securities prior to maturity shall be reported to the City Manager within two business days of the sale. The report shall provide the amount of proceeds from the sale, including accrued interest to the date of sale, less the current book value and the dollar amount of gain on the sale.

#### **2.2.6 Strategy No. 6.**

Depository Bank Relationships. This Policy shall further seek to maintain good depository bank relationships while minimizing the cost of banking services. The City will seek to maintain a depository contract that will be managed to a level that minimizes the cost of the banking relationship to the City, while allowing the City to earn an appropriate return on idle demand deposits.

#### **2.2.7 Strategy No. 7.**

Maximizing Investable Cash Balances. Procedures shall be established and implemented in order to *maximize* investable cash by decreasing the time between the actual collection and the deposit of receipts, and by the controlling of disbursements.

**3. SCOPE.** The Investment Policy shall govern the investment of all financial assets considered to be part of the City entity and includes the following funds or fund types: the General Fund, Enterprise Funds, Special Revenue Funds, General Obligation Interest and Sinking Fund, Capital Projects Funds, Water and Sewer Utility Fund, Drainage Utility Fund, and any other funds which have been contractually delegated to the City for management purposes. The City may add or delete funds as may be required by law, or for proper accounting procedures. This policy does not include funds governed by approved trust agreements, or assets administered for the benefit of the City by outside agencies under retirement or deferred compensation programs. Additionally, bond funds (including debt service and reserve funds) are governed by bond ordinances and are subject to the provisions of the Internal Revenue Code and applicable federal regulations governing the investment of bond proceeds.

**4. INVESTMENT OBJECTIVES.** Funds of the City shall be invested in accordance with all

applicable Texas statutes, this Policy and any other approved, written administrative procedures. The four objectives of the City's investment activities shall be as follows (in the order of priority):

#### 4.1

**Safety of Principal.** Safety of principal invested is the foremost objective in the investment decisions of the City. Each investment transaction shall seek to ensure the preservation of capital in the overall portfolio. The risk of loss shall be controlled by investing only in authorized securities, as defined in this Policy, by qualifying the financial institutions with whom the City will transact business and through portfolio diversification. Safety is defined as the undiminished return of the principal on the City's investments.

#### 4.2

**Liquidity.** The investment portfolio shall be managed to maintain liquidity to ensure that funds will be available to meet the City's cash flow requirements and by investing in securities with active secondary markets. Investments shall be structured in such a manner as will provide the liquidity necessary to pay obligations as they become due. A security may be liquidated prior to its stated maturity to meet unanticipated cash requirements, or to otherwise favorably adjust the City's portfolio, in accordance with Section 2.2.5 above.

#### 4.3

**Market Rate-of-Return (Yield).** The City's investment portfolio shall be designed to optimize a market rate-of-return on investments consistent with risk constraints and cash flow requirements of the portfolio. The investment portfolio shall be managed in a manner that seeks to attain a market rate of return throughout budgetary and economic cycles. The City will not attempt to consistently attain an unrealistic above market rate-of-return, as this objective will subject the overall portfolio to greater risk. Therefore, the City's rate of return objective is secondary to those of safety and liquidity. Rate of return (yield) is defined as the rate of annual income return on an investment, expressed as a percentage.

#### 4.4

**Public Trust.** All participants in the City's investment program shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might involve a conflict of interest or otherwise impair public confidence in the City's ability to govern effectively. All officials of the City having either a direct or indirect role in the process of investing idle funds shall act responsibly as custodians of the public trust.

**5. INVESTMENT RESPONSIBILITY.** As provided in this policy, the daily operation and management of the City's investments are the responsibility of the following person.

## 5.1

**Delegation of Authority.** The City Manager and the Director of Finance are authorized to deposit, withdraw, invest, transfer or manage in any other manner the funds of the City. Management responsibility for the investment program is hereby delegated to the Director of Finance, who shall establish written procedures for the operation of the investment program, consistent with this Policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. All persons involved in investment activities will be referred to in this Policy as "Investment Officers." No persons may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the Director of Finance. The Director of Finance shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate Investment Officials. The system of controls shall be designed to provide reasonable assurance that the assets of the City are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- (1) the cost of a control should not exceed the benefits likely to be derived; and
- (2) the valuation of costs and benefits requires estimates and judgments by management.

Commitment of financial and staffing resources in order to maximize total return through active portfolio management shall be the responsibility of the City Council.

## 5.2

**Prudence.** The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule, which states, "investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether the Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the following:

**5.2.1** the investment of all funds over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment; and

**5.2.2** whether the investment decision was consistent with the written investment Policy and procedures of the City.

## 5.3

**Due Diligence.** The Investment Officer acting in accordance with written policies and

procedures and exercising due diligence shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported in a timely manner and that appropriate action is taken to control adverse developments. All Investment Officers involved in investment transactions will be bonded.

#### 5.4

**Ethical Standards and Conflicts of Interest.** All City Investment Officers having a direct or indirect role in the investment of City funds shall act as custodians of the public trust, avoiding any transaction which might involve a conflict of interest, the appearance of a conflict of interest, or any activity which might otherwise discourage public confidence. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. An Investment Officer who has a personal business relationship with the depository bank or with any entity seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

#### 5.5

**Investment Training.** The Investment Officers shall attend at least one training session of at least ten (10) hours relating to the officer's responsibility under the Public Funds Investment Act within twelve (12) months after assuming duties and attend an investment training session not less than once every two years, receiving an additional eight (8) hours of training. Such training from an independent source shall be approved by the City Manager and endorsed by either the Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League, the North Central Texas Council of Governments, or the University of North Texas Center for Public Management.

**6. AUTHORIZED INVESTMENTS.** As stated previously, safety of principal is the primary objective in investing public funds and can be accomplished by limiting two types of risk-credit risk and interest rate risk. Credit risk is the risk associated with the failure of a security issuer or backer to repay principal and interest in full. Interest rate risk is the risk that the value of a portfolio will decline due to an increase in the general level of interest rates. In order to provide safety of principal as the City's primary objective, only certain investments are authorized as acceptable investment for the City. The following list of authorized investments for the City intentionally excludes some of the investments authorized by law. These restrictions are placed in order to limit possible risk and provide maximum measure of safety to City funds.

## 6.1

**Authorized and Acceptable Investments.** The authorized list of investment instruments are as follows:

- (1) Obligations of the United States or its agencies and instrumentalities, excluding mortgage-backed securities.
- (2) Direct obligations of the State of Texas, or its agencies and instrumentalities.
- (3) Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the full faith of credit of, the State of Texas or the United States or their respective agencies and instrumentalities, excluding mortgage-backed securities.
- (4) Collateralized Certificates of Deposit. A certificate of deposit issued by a depository institution that has its main office or branch office in the state and is:
  - Guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor.
  - Secured by Obligations that are described by section 2256.009(a) of the Public Funds Investment Act, including mortgage-backed securities directly issued by a federal agency or instrumentality, but excluding those mortgage-backed securities of the nature described in Section 2256.009(b) of the Act; or
  - Secured in any other manner or amount provided by law for deposits of the City.
  - In addition, separate CDs issued by depositories wherever located, bundled together into a single investment with the full amount of principal and interest of each CD federally insured, may be purchased through a selected depository institution with its main office or branch office in Texas.

This depository shall act as the custodian for the various certificates on behalf of the City.

- (5) Eligible Local Government Investment Pools. Public funds investment pools which invest in instruments and follow practices allowed by the current law as defined in Section 2256.016 of the Texas Government Code, provided that:



- the investment pool has been authorized by the City Council.
- the pool shall have furnished the Investment Officer an offering circular containing the information required by Section 2256.016(b) of the Texas Government Code.
- the pool shall furnish the Investment Officer investment transaction confirmations with respect to all investments made with it.
- the pool shall furnish to the Investment Officer monthly reports containing the information required under Section 2256.016(c) of the Texas Government Code.
- the pool is continuously rated no lower than "AAA" or "AAA-m" or an equivalent rating by at least one nationally recognized rating service.
- the pool marks its portfolio to market daily.
- the pool's investment objectives shall be to maintain a stable net value of one dollar (\$1.00); and
- the pool's investment philosophy and strategy are consistent with this Policy.

(6) Regulated No-Load Money Market Mutual Funds. These investments are authorized under the following conditions:

- The money market mutual fund is registered with and regulated by the Securities and Exchange Commission.
- the fund provides the City with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940.
- the fund has a dollar-weighted average portfolio maturity of sixty (60) days or less.
- the investment objectives include the maintenance of a stable net asset value of one dollar (\$1 .00) per share; and
- the fund is continuously rated no lower than "AAA" or an equivalent rating by at least one nationally recognized rating service.
- The City may not invest funds under its control in an amount that exceeds 10% of the total assets of any individual money market mutual fund.



- (7) Repurchase Agreements, Reverse Repurchase Agreements, Bankers' Acceptances, Commercial Paper. These investments are authorized for the City only to the extent that they are contained in the portfolios of approved public funds investment pools in which the City invests, or as otherwise provided below.
- The direct investment in reverse repurchase agreements, bankers' acceptances, and commercial paper by the City is not authorized
  - Fully flexible repurchase agreements are authorized in this Policy, to the extent authorized under the Public Funds Investment Act (Texas Government Code 2256.001.) The use of flex repos shall be limited to the investment of bond proceeds and the maturity date of any such agreement shall not exceed the expected proceeds draw schedule.

## 6.2

**Investment Instruments NOT Authorized.** The following instruments are eligible for investment by local government according to state law, but they have been intentionally prohibited for the City by this Policy: mortgage-related obligations, guaranteed investment contracts, options, financial futures contracts and, day trading of long-term securities. In addition to these restricted investments, state law specifically prohibits investment in the following securities:

- (1.) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- (2.) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- (3.) Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
- (4.) Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

## 6.3

### **Effect of Loss of Required Rating [PFIA 2256.021]**

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

### **Existing Investments**

Any investment currently held that is no longer an authorized investment under the

Public Funds Investment Act (PFIA) or this policy but was an authorized investment at the time of purchase, is not required to be liquidated.

**7. DIVERSIFICATION.** Diversification of investment instruments shall be utilized to avoid incurring unreasonable risks resulting from over-concentration of investments in a specific maturity, a specific issue, or a specific class of securities. With the exception of U.S. Government securities, as authorized in this Policy, and authorized local government investment pools, no more than fifty percent (50%) of the total investment portfolio will be invested in any one security type. Diversification of the portfolio considers diversification by maturity dates and diversification by investment instrument.

### 7.1

**Diversification by Maturities.** The longer the maturity of investments, the greater their price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risks caused by change in interest rates. The City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than three (3) years from the date of purchase. However, the above-described obligations, certificates, or agreements may be collateralized using longer-date instruments. The City shall diversify the use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. Maturity scheduling shall be managed by the Investment Officer so that maturities of investments shall be timed to coincide with projected cash flow needs.

The entire City portfolio, including funds at the City's depository bank, shall comprise one pooled fund group, and the maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio is two hundred seventy (270) days. Investment maturities for debt service interest and sinking funds and/or other types of reserve funds, whose use is never anticipated, may not exceed three (3) years.

### 7.2

**Diversification by Investment Instrument.** Diversification by investment instrument shall not exceed the following guidelines for each type of instrument:

|                                                                                                  | Percentage of<br><u>Portfolio Maximum</u> |
|--------------------------------------------------------------------------------------------------|-------------------------------------------|
| U.S. Treasury Obligations                                                                        | 100%                                      |
| US Government Agency Securities and<br>Instrumentalities of Government-Sponsored<br>Corporations | 80%                                       |

|                                                                  |      |
|------------------------------------------------------------------|------|
| Authorized Local Government                                      | 100% |
| Investment Pools Fully Collateralized<br>Certificates of Deposit | 50%  |

### 7.3

The City shall invest local funds in investments yielding a market rate-of-return while providing necessary protection of the principal consistent with the operating requirements of this section or written policies

**8. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS.** At this time, the City does not use Brokers or Dealers. Should the City determine a need, the following procedures and requirements will apply:

Financial institutions with and through whom the City invests shall be Primary Government Securities Dealers as defined by the Federal Reserve Bank of New York, regional broker/dealers, or state or national banks domiciled in this state. No public deposit shall be made except in a qualified public depository as established by state laws. Brokers/Dealers authorized to provide investment services to the City may include only those authorized by the City Manager. All banking services will be governed by a depository contract awarded by the City Council. In addition, the Director of Finance shall maintain a list of authorized security brokers/dealers, and investment pools that are authorized by the City Manager and/or the City Council.

#### 8.1

All financial institutions with whom the City does business must supply the following as appropriate: (1) audited financial statements; (2) proof of Financial Industry Regulatory Authority (FINRA) certification; (3) proof of state registration and completed broker/dealer questionnaire; (4) Written acknowledgement of having read the City's investment policy

#### 8.2

An annual review of the financial condition and registration of qualified bidders will be conducted by the Director of Finance. The review may include, but is not limited to, review of rating agency reports, review of call reports, and analyses of management, profitability, capitalization, and asset quality. Financial institutions and brokers/dealers desiring to conduct business with the City shall be required to provide any financial data requested by the City Manager or the Investment Officer. Upon completion of the annual review by the Director of Finance, the financial institutions and brokers/dealers desiring to conduct business with the City shall be

approved by the City Manager.

### 8.3

Selection criteria for federally insured financial institutions shall include the following: (1) the financial institution must be insured by the FDIC and (2) the financial institution must be incorporated under the laws of the State of Texas or of the United States of America.

### 8.4

The Investment Officer of the City is responsible for monitoring the investments made by a financial institution and/or broker/dealer to determine that they are in compliance with the provisions of the Investment Policy.

**9. DELIVERY VERSUS PAYMENT.** It is the policy of the City that all security transactions entered into with the City shall be conducted on a "**DELIVERY VERSUS PAYMENT**" (DVP) basis through the Federal Reserve System. By doing this, City funds are not released until the City has received, through the Federal Reserve wire, the securities purchased. The City shall authorize the release of funds only after receiving notification from the safekeeping bank that a purchased security has been received in the safekeeping account of the City. The notification may be oral but shall be confirmed in writing.

## 10. SAFEKEEPING AND COLLATERALIZATION.

### 10.1

**Safekeeping.** All securities owned by the City shall be held by its safekeeping agent, except the collateral for bank deposits. The collateral for bank deposits will be held in the City's name in the bank's trust department, or alternatively, in a Federal Reserve Bank account in the City's name, or a third-party bank, at the City's discretion. Original safekeeping receipts shall be obtained and held by the City. The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure time deposits.

### 10.2

**Collateralization.** Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all City funds on deposit with a depository bank. The market value of the investments securing the deposit of funds shall be at least equal to the amount of the deposits of funds reduced to the extent that the deposits are insured by the Federal Deposit Insurance Corporation (FDIC).

Securities pledged as collateral shall be held in the City's name, in a segregated account at the Federal Reserve Bank or by an independent third party with whom the City has a current custodial agreement. The agreement is to specify the acceptable investment securities as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. The safekeeping agreement must clearly state that the safekeeping bank is instructed to release purchased and collateral securities to the City in the event the City has determined that the depository bank has failed to pay on any matured investments in certificates of deposit or has determined that the funds of the City are in jeopardy for whatever reason, including involuntary closure or change of ownership. A clearly marked evidence of ownership, e.g., safekeeping receipt, must be supplied to the City and retained by the City. Any collateral with a maturity over five (5) years must be approved by the Investment Officer before the transaction is initiated. The investment Officer must be notified in writing of Release of collateral or substitution of securities. Financial institutions serving as City depositories will be required to sign a "Depository Agreement" with the City and the City safekeeping agent. The collateralized deposit portion of the agreement shall define the City's rights to collateral in the event of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- the Agreement must be in writing.
- the Agreement must be executed by the Depository and the City contemporaneously with the acquisition of the asset.
- the Agreement must be approved by the Board of Directors of the Loan Committee of the Depository and a copy of the meeting minutes must be delivered to the City; and
- the Agreement must be part of the Depository's "official record" continuously since its execution.

**10.2.1** The City may accept the following securities as collateral for bank deposits (V.T.C.A., Government Code, Section 2256.001, et.seq., formerly Article 842a-2, Section 2, V.T.C.S., as amended);

- FDIC insurance coverage.
- A bond, certificate of indebtedness, or Treasury Note of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States.
- Obligations, the principal and interest on which are unconditionally guaranteed or insured by the State of Texas.
- A bond of the State of Texas or of a county, city, or other political subdivision

of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten years or less.

- Surety Bonds that meet the requirements of the Public Funds Investment Act; or
- Federal Home Loan Bank Letters of Credit as defined by Chapter 16, Subchapter C of the Local Government Code and by Chapter 726, Acts of the 67th Legislature, Regular Session, 1981 (Article 2529b-I, Vernon's Texas Civil Statutes).

**10.2.2** For certificates of deposit and other evidences of deposit, collateral shall be at 102% of market or par, whichever is lower. The market value of collateral will always equal or exceed the principal plus accrued interest of deposits at financial institutions.

**10.2.3** Financial institutions, with which the City invests or maintains other deposits, shall provide monthly, and as requested by the Investment Officer, a listing of the collateral pledged to the City, marked to current market prices. The listing shall include total pledged securities itemized by name, type, description, par value, current market value, maturity date, and Moody's or Standard & Poor's rating, if applicable. The City and the financial institution shall jointly assume the responsibility for ensuring that the collateral is sufficient.

**11. RESPONSIBILITY AND CONTROL.** The Director of Finance shall establish a system of written internal controls, which shall be reviewed annually by independent auditors. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. The internal controls are to be reviewed annually in conjunction with an external independent audit. This review will provide assurance of compliance with policies and procedures as specified by this Policy. The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls and adherence to the City's established investment policy.

#### **11.1**

**Bonding Requirements/Standard of Care.** The authorized investment officer(s) shall be a bonded employee. All participants in the investment process shall act responsibly as custodians of the public trust and shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs.

#### **11.2**

**Standard of Ethics.** City staff involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which

could impair the ability to make impartial investment decisions. City staff shall disclose to the City any material interests in firms or businesses that conduct investment matters with the City, and they shall further disclose positions that could be related to the performance of the City portfolio. City staff shall subordinate their personal financial transactions to those of the City, particularly with regard to the timing of purchases and sales.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the City.

### 11.3

**Investment Advisory Committee.** An Investment Committee shall be established to determine investment guidelines, general strategies, and monitor performance. The Committee shall meet quarterly to review performance, strategy, and procedures. The Investment Committee shall include in its deliberation such topics as: performance reports, economic outlook, portfolio diversification, maturity structure, potential risk to the City funds, authorized brokers and dealers, and the target rate of return on the investment portfolio.

**12. PERFORMANCE.** The City's investment portfolio shall be designed to obtain a market rate of return on investments consistent with risk constraints and expected cash flow of the City. The benchmark for performance that is appropriate for the City's cash flow cycle will be TexSTAR (a local government investment pool).

**13. REPORTING.** The Director of Finance shall submit a signed quarterly investment report that summarizes current market conditions, economic developments and anticipated investment conditions. The report shall summarize investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and shall explain the total investment return for the quarter.

### 13.1

**Annual Report.** Within 60 days of the end of the fiscal year, the Director of Finance shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and City Council. The reports prepared by the Director of Finance shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the City Council by that auditor.

### 13.2



**Methods.** The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the past quarter. This management summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be prepared in compliance with generally accepted accounting principles. The report will be provided to the City Manager and City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period. This list will include the name of the fund or pooled group fund for which each individual investment was acquired.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from which the security was purchased.
- Additions and changes to the market value during the period.
- Fully accrued interest for the reporting period.
- Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks.
- Listing of investments by maturity date.
- The percentage of the total portfolio which each type of investment represents; and
- Statement of compliance with the City's investment portfolio with State Law and the investment strategy and policy approved by the City Council.

**14. INVESTMENT POLICY ADOPTION AND AMENDMENT.** The City's Investment Policy shall be adopted and amended by resolution of the City Council only. The City's written policies and procedures for investments are subject to review not less than annually to stay current with changing laws, regulations and needs of the City. Any changes or modifications to this Investment Policy, if any, shall be approved, and adopted by a formal resolution of the City Council.



## GLOSSARY OF TERMS

The Investment Policy contains specialized and technical terminology that is unique to cash management and investment activities. The following glossary of terms is provided to assist in understanding these terms.

**Affinity.** Related through marriage.

**Agencies.** See U.S. Agency securities.

**Bankers' Acceptances.** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer. When discounted and sold in the secondary market, bankers' acceptances become a short-term investment alternative.

**Book Value.** The cost of a security as recorded in the City's accounting records. For purposes of evaluating a sale of a security, it is a function of the original cost, the amortization of premium or discount, and the accrued interest. Specifically, it is the face value of the security plus the accrued interest plus any unamortized premium or minus any unamortized discount. Book value is often compared to market value, which is defined below.

**Broker.** A person or company that, for a fee or commission, brings buyers and sellers of securities together.

**Certificate of Deposit.** A time deposit with a specific maturity evidenced by a certificate.

**Collateral.** In general, assets which one party pledges as a guarantee of performance. Specifically, securities pledged by a bank to secure deposits of public monies. In the event of bank failure, the securities become the property of the public entity.

**Collateralized Mortgage Obligations (CMO's).** Securities based on a pool of home mortgages.

**Commercial Paper.** An unsecured promissory note issued primarily by corporations for a specific amount and maturing on a specific day. The maximum maturity for commercial paper is 270 days, but most frequently maturities do not exceed 30 days. Almost all commercial paper is rated by a rating service.

**Consanguinity.** Related by blood.

**Coupon.** The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. Also, a certificate attached to a bond indicating interest due on a payment date.

**Credit Risk.** The uncertainty that the principal amount of an investment will be returned without loss of value to the default of the borrower.

**CUSIP.** A unique security identification number assigned to securities maintained and transferred on the Federal Reserve book-entry system.

**Dealer.** A person or company that endeavors to profit from buying and selling investments for its own account.

**Delivery versus Payment (DVP).** A method of delivering securities that requires the simultaneous exchange of the security and the payment. It provides a safeguard against paying for securities before they are received.

**Demand Deposits.** Deposits at a financial institution that are available to the depositor upon the depositor's demand.

**Depository Bank.** The primary bank of the City. The relationship between the depository bank the City is governed by state law and by a depository contract that is approved by the City Council.

**Discount.** The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale is also considered to be at a discount.

**Discount Securities.** Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

**Diversification.** The strategy of dividing investments among a variety of securities offering independent risks and yields. Diversification lessens the likelihood of losing the entire portfolio of investments and averages yields among the investment alternatives.

**Discount.** The difference between the cost of a security and its value at majority, in cases where the cost is less than the value at maturity.

**Fully Flexible Repurchase Agreement ("flex repo").** A specialized contract designed for the short-term investment of proceeds available from the sale of municipal bonds, notes and certificates. Flex repos allow for incremental repurchases, with the buyer/issuer (the City) retaining the right to force the seller to repurchase all, or a portion of, the sold securities held under repurchase agreement, at any time before the maturity date of the agreement, at a fixed rate for the life of the agreement.

**Hold Until Maturity.** This investment strategy is intended to avoid interest rate risk by maintaining ownership of an investment until it matures. At maturity, the face value of the security is received, but in some cases where a security is sold before maturity, less than the face value and the book value is received. Please see interest rate risk defined below.

**Federal Deposit Insurance Corporation (FDIC).** An independent federal agency insuring deposits up to \$250,000 in U.S. member banks and thrifts in the event of bank failures.

**Federal Funds Rate.** The rate of interest at which Federal funds are traded. This key overnight rate determines, in large part, the rate at which overnight repurchase agreements will trade. When the Federal Reserve "raises rates", the target fed funds rate is increased and other short-term security yields follow. Since pools and money market funds invest

heavily in short-term securities, their rates often approximate the fed funds rate at any given point in time.

**Federal Home Loan Banks (FHLB).** Created in 1932, this system consists of 12 regional banks, which are owned by private member institutions and regulated by the Federal Housing Finance Board. Functioning as a credit reserve system, it facilitates extension of credit through its owner members. Federal Home Loan Bank issues are joint and several obligations of the 12 Federal Home Loan Banks.

**Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac).** “Freddie Mac” was created in 1970 to assist its sister company Fannie Mae by purchasing mortgage loans in the secondary market, pooling them together and selling them to investors in the form of a mortgage-backed security. By providing a secondary market for home loans, Freddie Mac increases the amount of money available for mortgage lending. Like Fannie Mae, Freddie Mac issues debt in maturity ranges from one-day to 30 years. Its long-term senior debt rating is also AA+/AAA, and in September 2008, it too was placed under Federal government conservatorship as a result of a significant decline in the underlying market value of the mortgage loans it held and guaranteed. *Freddie Mac is now owned and operated by the U.S. government*

**Federal National Mortgage Association (FNMA or Fannie Mae).** “Fannie Mae” was created in 1938 during the Great Depression to provide a secondary market for mortgage loans by purchasing groups of loans from lenders and packaging them into pools of mortgage-backed securities that can then be sold to investors. To facilitate this process, Fannie Mae also issues debt in maturity ranges from one-day to 30 years. The company’s long-term senior debt rating is currently AAA. Although Fannie Mae had operated as a private company since 1968, it was placed under Federal government conservatorship in September 2008 as a result of a significant decline in the underlying market value of the mortgage loans it held and guaranteed. *Fannie Mae is now owned and operated by the U.S. government*

**Interest Rate Risk.** The uncertainty of the return of principal on fixed rate securities that are sold prior to maturity. When interest rates rise, the market value of fixed rate securities decreases.

**Internal Control.** Policies and procedures that are established to provide reasonable assurance that specific government objectives are achieved and that assets are safeguarded.

**Investment.** The purchase of securities which, upon analysis, promise safety of principal and a satisfactory return. These factors distinguish investment from speculation.

**Investment Objective.** The aim, goal or desired end of action of the investment activity.

**Investment Pool.** An investment vehicle created to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are safety, liquidity, and yield. (Sometimes called Local Government Investment Pool.)

**Laddered Maturity.** An investment strategy whereby investments are purchased to mature at regular intervals.

**Liquidity.** The measure of an investment's ability to be converted quickly and easily into cash without a substantial loss of value.

**Local Government Investment Pool.** See Investment Pool.

**Market Rate of Return.** A general term referring to the approximate interest rate that could be earned by an investor in a specific maturity range at any given point in time. For example, an investor seeking to earn a "market rate of return" while maintaining an investment portfolio with an average maturity of 90 days, would hope to earn approximately the same as a three-month agency discount note. If the investor earns a rate much higher than this, it might signal an inappropriate level of risk.

**Market Risk.** The uncertainty of the value of the City's portfolio arising from changes in the market conditions of investment securities.

**Market Value.** The price, including accrued interest, at which a security is trading for which it can be readily sold or purchased.

**Maturity.** The date upon which the principal or stated value of an investment becomes due and payable.

**Money Market Mutual Fund.** A mutual fund that purchases short-term debt instruments, such as Treasury Bills, commercial paper, and bankers' acceptances, and which strives to maintain a stable net asset value of \$1.00.

**Mutual Fund.** Investment companies that sell shares to investors, offering investors diversification and professional portfolio management. Prices generally fluctuate with the performance of the fund.

**Net Asset Value.** The ratio of the market value of the portfolio divided by the book value of the portfolio

**Par.** The value of a security as expressed on its face (face value) without consideration of a discount or premium.

**Pledge.** The grant of a collateral interest in investment securities by the depository bank as assurance of the safety of City deposits.

**Pooled Fund Group.** The combination of various accounts and funds of the City in a single, internally created investing entity.

**Portfolio.** The collection of securities held by an investor.

**Primary Dealer.** A group of government securities dealers who submit daily reports of market

activity and inventory positions to the Federal Reserve Bank of New York and are subject to its formal oversight. Primary dealers are required to “make a market” in U.S. Government securities, participate in Treasury auctions, provide the Fed with market information and analysis, and work with the Fed to implement monetary policy. As of September 2024, there were 24 Primary Dealers. A current list is available at – <https://www.newyorkfed.org/markets/primarydealers>

**Principal.** The capital sum of an investment, as distinguished from interest.

**Premium.** The difference between the principal price and the face value at maturity in cases where the purchased principal is higher than the face value.

**Rate-of-Return.** See Yield.

**Repurchase Agreement (REPO).** An investment arrangement in which the holder of a security sells that security to an investor (the City) with an agreement to repurchase the security at a fixed price and on a fixed date.

**Reverse Repurchase Agreement.** An investment arrangement by which the City sells a security to a third party, such as a bank or broker/dealer, in return for cash and agrees to repurchase the instrument from the third party at a fixed price and on a fixed date. The City would then use the cash to purchase additional investments. This type of investment is prohibited in the City's portfolio, except to the extent used by local government investment pools with which the City invests.

**Safekeeping.** An arrangement whereby a bank holds investment securities in exchange for a fee.

**Safety.** The assurance of the undiminished return of the principal of the City's investments and deposits.

**Secondary Market.** A market for the purchase and sales outstanding securities following their initial distribution.

**SEC Rule ISCJ-1 (Uniform Net Capital Rule).** Security and Exchange Commission requirement that member firms and nonmember broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1.

**Security.** A financial instrument that signifies an ownership interest, the right to an ownership interest, or creditor status.

**Security Risks.** The uncertainty of the value of a security dependent on its particular qualities.

**Time Deposits.** Deposits at the depository bank that are not due and payable until a specific date.

**United States Agency Securities.** Debt instruments issued by an executive department, an independent federal establishment, or a corporation or other entity established by Congress which is owned in whole or in part by the United States of America.

**United States Treasury Securities.** Debt instruments issued by the Treasury of the United States.

- **Treasury Bills** are issued for short-term borrowings (less than one year).
- **Treasury Notes** are issued for mid-term borrowings (Two. - ten years).
- **Treasury Bonds** are issued for long- term borrowings (over ten years).

**Yield.** The rate of annual income return on an investment, expressed as a percentage.

**TEXAS PUBLIC FUNDS INVESTMENT  
ACT  
CERTIFICATION BY BUSINESS ORGANIZATION**

**CITY OF GLENN HEIGHTS, TEXAS**

This certification is executed on behalf of the City of Glenn Heights, Texas (the "City"), and \_\_\_\_\_ ("The Business Organization"), pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act") in connection with investment transactions conducted between the City and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code; and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the City; and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the City that are not authorized by the City's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of Business Organization

Firm: \_\_\_\_\_

\_\_\_\_\_  
Signature

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

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

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

## LIST OF QUALIFIED INSTITUTIONS

A list of institutions that are authorized to engage in investment transactions with the City shall, at least annually, be reviewed, revised, and adopted. The following institutions, listed by type, are authorized for use by the investment officer.

| Brokers / Dealers    | Local Government Investment Pools |
|----------------------|-----------------------------------|
|                      | TexStar                           |
|                      | LOGIC                             |
| Banking Institutions |                                   |
| Prosperity Bank      |                                   |
|                      |                                   |

This list shall be revised when necessary throughout the year to account for additions and deletions.





# AGENDA SUMMARY SHEET

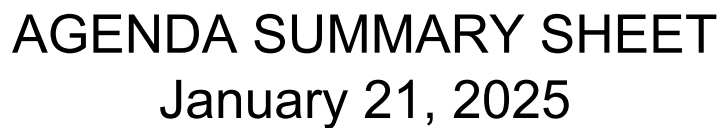
## January 21, 2025

## AGENDA, ITEM 2

Discussion regarding a joint Animal Shelter between the City of Glenn Heights and the City of Hutchins, Texas. (Keith Moore, Deputy City Manager)

|                      |                                                              |
|----------------------|--------------------------------------------------------------|
| Motion               |                                                              |
| Second               |                                                              |
| For                  | Brown, Benford, Mosley, Garrett, Bruton, Hale, and Lightfoot |
| Against              | Brown, Benford, Mosley, Garrett, Bruton, Hale, and Lightfoot |
| Abstain              |                                                              |
| Approve/ Deny/ Table |                                                              |

[illegible]



1. The City Council shall convene into Executive Session:
  - A. pursuant to Texas Government Code section 551.071 – consultation with City Attorney to seek legal advice regarding potential litigation regarding the Hillwood Development Project.
2. The City Council shall reconvene into Open Session and take any action arising from Executive Session.

[illegible]