



**City of New Fairview
City Council
Regular Called Meeting
999 Illinois Lane
Monday, June 17, 2024, at 7:00 pm**

WORK SESSION

1. **Call to Order and Determination of Quorum (per Texas Election Code Sec. 67.004)**
2. **Receive a report and hold a discussion regarding the Fiscal Year (FY) 2023-24 budget trends and the projections and priorities for FY 2024-25 annual budget.**
3. **Adjournment**

REGULAR SESSION

1. **Call to Order and Determination of Quorum**
2. **Pledge to the Flags.**
 - A. **United States of America**
 - B. **Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.**
3. **Announcements & Special Recognitions:** The agenda shall provide a time when proclamations, recognitions, general reports, and updates may be presented by the City Council.
 - A. **Wise EMS Recognition**
4. **City Administrator's Report:** The City Administrator's Report may provide information on status of current city projects and other projects affecting the City, meetings and actions of the city's boards and commissions, upcoming local community events, including but not limited to departmental operations and capital improvement project status. No action will be taken with respect to this report.
5. **Public Comment:** The City Council invites persons with comments or observations related to city issues, projects, or policies to briefly address the City Council. Anyone wishing to speak should sign in with the City Secretary before the beginning of the City Council Meeting. In order to expedite the flow of business and to provide all citizens with the opportunity to speak, there is a three-minute limit on any person addressing the City Council. State law prohibits the City Council from discussing or taking action on any item not listed on the posted agenda.
6. **Consent Agenda:** All matters as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. An item can be removed from the consent agenda by the City Administrator, Mayor, or any member of the City Council and will be considered after approval of the consent agenda.

- A. **Approve the City Council Meeting minutes for June 3, 2024.**
 - B. **Approve the May 2024 Financial Report.**
7. **New Business:** All matters listed in New Business will be discussed and considered separately.
- A. **Receive, consider, and act on appointing members to the Parks and Recreation Board and the Keep New Fairview Beautiful Committee.**
 - B. **Receive, consider, and act on a Resolution for the canceling of the July 1, 2024, Regular City Council Meeting.**
8. **Executive Session:** Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; discuss IT network or critical infrastructure security pursuant to §551.089, Texas Government Code; and to consult with the City Attorney pursuant to §551.071, Texas Government Code. The Council may go into closed session at any time when permitted by Chapter 551, Texas Government Code or Chapter 418, Texas Tax Code. Before going into closed session, a quorum of the Council must be present, the meeting must be convened as an open meeting pursuant to proper notice, the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code authorizing the closed session.
9. **Return to Open Session:** Discuss and take appropriate action, if any, resulting from the discussions conducted in Executive Session.
10. **Mayor & Council Member Announcements:** The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

11. Adjournment

I, the undersigned authority, do hereby certify the above notice of the meeting of the City Council of New Fairview, is a true and correct copy of the said notice that I posted on the official posting place at New Fairview City Hall, FM 407, New Fairview, Texas, a place of convenience and readily accessible to the general public at all times, and on its website, said notice being posted this 14th day of June, 2024 at 5:00 PM at least 72 hours preceding the meeting time.

Susan Greenwood

Susan Greenwood, City Secretary

SEAL:



This facility is wheelchair accessible; parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at City Hall 817-638-5366 or fax 817-638-5369 or by email at citysecretary@newfairview.org for further information.



CITY COUNCIL AGENDA MEMO

Prepared By: John Cabrales Jr, City Administrator

June 17, 2024

Budget Workshop

DESCRIPTION:

Receive a report and hold a discussion regarding the Fiscal Year (FY) 2023-24 budget trends and the projections and priorities for FY 2024-25 annual budget.

BACKGROUND INFORMATION:

The item is to discuss the trends for FY 2023-24 and the projections for next fiscal year as staff works on preparing the proposed FY 2024-25 annual budget. The proposed budget is developed through an extensive process of meetings with department heads, reviewing requests received by city departments, and other agency partners, and then prioritizing those requests in a manner that utilizes resources effectively, within fiscal constraints, while working to achieve the goals and objectives in the City's Strategic Plan. A budget calendar is implemented to ensure we meet dates within the process and have discussions with the council through public budget workshops. Below are dates that staff are proposing to follow for the FY 2024-25 Budget preparation and adoption.

- June 3 Budget Workshop at Regular Council Meeting
- June 17 Budget Workshop at Regular Council Meeting
- July 1 Budget Workshop at Regular Council Meeting
- July 15 Budget Workshop at Regular Council Meeting
- July 25 Tax Rolls Due to City
- July 26 Submit Truth and Taxation to the County
- August 5 Budget Workshop at Regular Council Meeting
(We will need to pass a resolution by vote at this meeting to get council approval to call the public hearing for the tax rate and budget with a recorded vote of the proposed tax rate that will be held at the public hearing.)
- August 6 Send notice of Public Hearing to the Paper for the Budget and the Tax Rate
- August 9 File Proposed Budget online and submit to City Council
- August 15 Publish Notice of Budget & Tax Hearing in the Newspaper

- August 15 Internet Notice of Tax Rate Hearing
- September 9 Public Hearing on Tax Rate and Budget at Special Called Council Meeting
- September 9 Adoption of Tax Rate and Budget at Special Called Council Meeting
- September 16 Back up Adoption Date: Must adopted within 7 days of Public Hearing
- September 29 Final Date to adopt a Budget

FINANCIAL CONSIDERATION:

None, discussion only.

RECOMMENDED MOTIONS:

None, discussion only.

ATTACHMENT(S):

1. None



**City of New Fairview
City Council
Regular Called Meeting Minutes
Monday, June 3, 2024**

**CITY COUNCIL
Mayor John Taylor
Mayor Pro Tem Steven King
Place 1 Councilman Harvey Lynn Burger
Place 2 Councilman Peter Kozlowski
Place 5 Councilwoman Alisa Scheps**

**City Staff
John Cabrales Jr, City Administrator
Brooke Boller, City Secretary
Roberta (Robin) Cross, City Attorney – Virtual**

**Absent
Place 3 Councilwoman Sarah Adams**

WORK SESSION

1. Call to Order and Determination of Quorum (per Texas Election Code Sec. 67.004) **(Work Session called to order by Mayor John Taylor at 7:08 pm; Roll Call with the above-mentioned names.)**
2. Receive a report and hold a discussion regarding the Fiscal Year (FY) 2023-24 budget trends and the projections and priorities for FY 2024-25 annual budget.
Council received a presentation from City Administrator John Cabrales Jr.
3. Adjournment
**Motion: Councilman Peter Kozlowski
Second: Councilwoman Alisa Scheps
Vote: All in Favor
Result: Council adjourned the work session at 7:30pm.**

REGULAR SESSION

1. Call to Order and Determination of Quorum **(Regular Session called to order by Mayor John Taylor at 7:30 pm; Roll Call with the above-mentioned names.)**
2. Pledge to the Flags.
 - A. United States of America
 - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.

3. Announcements & Special Recognitions: The agenda shall provide a time when proclamations, recognitions, general reports, and updates may be presented by the City Council.
4. City Administrator's Report: The City Administrator's Report may provide information on status of current city projects and other projects affecting the City, meetings and actions of the city's boards and commissions, upcoming local community events, including but not limited to departmental operations and capital improvement project status. No action will be taken with respect to this report.
5. Public Comment: The City Council invites persons with comments or observations related to city issues, projects, or policies to briefly address the City Council. Anyone wishing to speak should sign in with the City Secretary before the beginning of the City Council Meeting. In order to expedite the flow of business and to provide all citizens with the opportunity to speak, there is a three-minute limit on any person addressing the City Council. State law prohibits the City Council from discussing or taking action on any item not listed on the posted agenda.
6. Consent Agenda: All matters as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. An item can be removed from the consent agenda by the City Administrator, Mayor, or any member of the City Council and will be considered after approval of the consent agenda.

A. Approve the City Council Meeting minutes for May 20, and May 28, 2024.

B. Approve the March and April 2024 Financial Reports.

Motion: Councilman Peter Kozlowski

Second: Mayor Pro Tem Steven King

Vote: All in Favor

Result: Council Approved council minutes for May 20 & May 28 2024 as well as the financial reports for March and April 2024.

7. New Business: All matters listed in New Business will be discussed and considered separately.

A. Receive, consider, and act on accepting the resignation of Brooke Boller, City Secretary terminating her employment with the City.

Motion: Councilman Peter Kozlowski

Second: Councilwoman Alisa Scheps

Vote: All in Favor

Result: Council moved to accept the resignation of City Secretary Brooke Boller.

B. Receive, consider, and act on a Resolution removing Brooke Boller, and adding Susan Greenwood, as an authorized signer to the City's bank accounts.

Motion: Mayor Pro Tem Steven King

Second: Councilman Harvey Lynn Burger

Vote: All in Favor

Result: Council approved a Resolution removing Brooke Boller and adding Susan Greenwood, as an authorized signer to the City's bank accounts.

8. Executive Session: Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; discuss IT network or critical infrastructure security pursuant to §551.089, Texas Government Code; and to consult with the City Attorney pursuant to §551.071, Texas Government Code. The Council may go into closed session at any time when permitted by Chapter 551, Texas Government

Code or Chapter 418, Texas Tax Code. Before going into closed session, a quorum of the Council must be present, the meeting must be convened as an open meeting pursuant to proper notice, the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code authorizing the closed session.

A. a. § 551.071 – Consultation with Attorney to seek the advice of the City’s attorney about pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this Chapter.

B. § 551.071(2): Consultation with the City Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act regarding:

1. Appointment of Susan Greenwood as City Secretary and Employment Agreement

C. §551.074 (a)(1)- Personnel: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

1. Appointment of Susan Greenwood as City Secretary and Employment Agreement

9. Return to Open Session: Discuss and take appropriate action, if any, resulting from the discussions conducted in Executive Session.

Motion: Mayor Pro Tem Steven King

Second: Councilwoman Alisa Scheps

Vote: All in Favor

Result: Council returned form executive session at 7:51pm and moved to appoint Susan Greenwood as City Secretary.

10. Mayor & Council Member Announcements: The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

11. Adjournment

Motion: Councilman Peter Kozlowski

Second: Mayor Pro Tem Steven King

Vote: All in Favor

Result: Council adjourned the work session at 7:54pm.

MINUTES APPROVED ON THIS, THE 17TH DAY OF JUNE 2024

John Taylor, Mayor

Susan Greenwood, City Secretary

City of New Fairview
Revenue And Expense Report
As of May 31, 2024

6/14/2024 8:02 AM

01 - General Fund	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
Revenue Summary					
-	92,598.64	2,351,510.68	1,929,895.16	(421,615.52)	(21.85%)
Revenue Totals	<u>92,598.64</u>	<u>2,351,510.68</u>	<u>1,929,895.16</u>	<u>(421,615.52)</u>	<u>-21.85%</u>
Expense Summary					
2001-City Council	3,481.42	13,906.29	24,620.00	10,713.71	43.52%
2002-Administration	26,038.77	488,619.36	402,940.04	(85,679.32)	(21.26%)
2003-City Secretary	9,088.44	84,632.30	151,879.02	67,246.72	44.28%
2007-Municipal Court	15,199.66	155,714.75	224,613.70	68,898.95	30.67%
2008-Planning & Development	33,765.53	253,090.61	335,250.00	82,159.39	24.51%
2009-Public Works	40,977.24	359,880.50	580,949.24	221,068.74	38.05%
2010-Code Enforcement	67.00	3,606.20	31,275.00	27,668.80	88.47%
2011-Public Safety	30,011.00	106,999.77	176,849.00	69,849.23	39.50%
2013-Parks & Recreation	1,273.33	20,777.83	51,465.00	30,687.17	59.63%
Expense Totals	<u>159,902.39</u>	<u>1,487,227.61</u>	<u>1,979,841.00</u>	<u>492,613.39</u>	<u>24.88%</u>
Revenues Over(Under) Expenditures	<u>(67,303.75)</u>	<u>864,283.07</u>	<u>(49,945.84)</u>	<u>0.00</u>	<u>0.00%</u>

City of New Fairview
Revenue and Expense Report
As of May 31, 2024

6/14/2024 8:02 AM

01 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
<hr/>					
Property Tax					
-4101 Current Property Tax	3,351.92	966,401.01	513,495.16	(452,905.85)	(88.20%)
Total Property Tax	3,351.92	966,401.01	513,495.16	(452,905.85)	(88.20%)
Sales and Mixed Beverage Tax					
-4201 Sales/ Beverage Tax	34,963.76	334,649.30	440,000.00	105,350.70	23.94%
Total Sales and Mixed Beverage Tax	34,963.76	334,649.30	440,000.00	105,350.70	23.94%
Franchise Fees					
-4301 Franchise Fees	2,815.97	62,010.70	80,000.00	17,989.30	22.49%
Total Franchise Fees	2,815.97	62,010.70	80,000.00	17,989.30	22.49%
Permits					
-4401 Construction Permits	27,951.75	211,483.55	500,000.00	288,516.45	57.70%
-4402 Septic Permits	410.00	14,090.00	16,400.00	2,310.00	14.09%
-4403 Contractor Registration	900.00	6,400.00	5,000.00	(1,400.00)	(28.00%)
Total Permits	29,261.75	231,973.55	521,400.00	289,426.45	55.51%
Fines and Fees					
-4501 Court Fines	2,944.00	50,742.50	150,000.00	99,257.50	66.17%
-4510 Mun Court Svc Fee Retained	391.47	5,632.42	0.00	(5,632.42)	0.00%
-4515 Municipal Court Building Security Fund	0.00	1,009.92	0.00	(1,009.92)	0.00%
-4520 Municipal Technology Fund	0.00	938.28	0.00	(938.28)	0.00%
-4525 Municipal Jury Funds	0.00	20.61	0.00	(20.61)	0.00%
-4530 Local Truancy Prevention and Diversion Fund	15.00	656.42	0.00	(656.42)	0.00%
-4535 Time Payment Reimbursement Fee	30.00	240.00	0.00	(240.00)	0.00%

City of New Fairview
 Revenue and Expense Report
 As of May 31, 2024

6/14/2024 8:02 AM

01 - General Fund Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
-4540 Omnibase Reimbursement Fee	8.00	40.00	0.00	(40.00)	0.00%
Total Fines and Fees	<u>3,388.47</u>	<u>59,280.15</u>	<u>150,000.00</u>	<u>90,719.85</u>	<u>60.48%</u>
<u>Other Revenue</u>					
-4800 Interest Income	0.00	0.00	60,000.00	60,000.00	100.00%
Total Other Revenue	<u>0.00</u>	<u>0.00</u>	<u>60,000.00</u>	<u>60,000.00</u>	<u>100.00%</u>
<u>Other Revenues</u>					
-4901 Other Revenue	11,085.63	574,900.34	85,000.00	(489,900.34)	(576.35%)
-4905 Grant Revenue	0.00	59,319.95	0.00	(59,319.95)	0.00%
-4906 Sponsorship	0.00	9,951.00	5,000.00	(4,951.00)	(99.02%)
-4907 Boyd Municipal Court	7,731.14	53,024.68	75,000.00	21,975.32	29.30%
Total Other Revenues	<u>18,816.77</u>	<u>697,195.97</u>	<u>165,000.00</u>	<u>(532,195.97)</u>	<u>(322.54%)</u>
Total	<u>92,598.64</u>	<u>2,351,510.68</u>	<u>1,929,895.16</u>	<u>(421,615.52)</u>	<u>(21.85%)</u>
Total Revenue	<u>92,598.64</u>	<u>2,351,510.68</u>	<u>1,929,895.16</u>	<u>(421,615.52)</u>	<u>(21.85%)</u>

City of New Fairview
 Revenue and Expense Report
 As of May 31, 2024

01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2001-City Council					
<u>Contract Labor</u>					
2001-5108 Legal Expenses	2,856.00	9,798.50	10,000.00	201.50	2.02%
Total Contract Labor	2,856.00	9,798.50	10,000.00	201.50	2.02%
<u>Supplies</u>					
2001-5201 Office Supplies	72.84	182.46	1,500.00	1,317.54	87.84%
2001-5299 Miscellaneous Supplies	217.58	362.08	500.00	137.92	27.58%
Total Supplies	290.42	544.54	2,000.00	1,455.46	72.77%
<u>Other Expense</u>					
2001-5307 Election Expense	0.00	0.00	3,000.00	3,000.00	100.00%
Total Other Expense	0.00	0.00	3,000.00	3,000.00	100.00%
<u>Services</u>					
2001-5310 Software	0.00	0.00	120.00	120.00	100.00%
2001-5322 Training/Dues	210.00	1,374.91	8,000.00	6,625.09	82.81%
2001-5323 Membership	125.00	1,476.00	1,500.00	24.00	1.60%
2001-5355 Miscellaneous Expense	0.00	712.34	0.00	(712.34)	0.00%
Total Services	335.00	3,563.25	9,620.00	6,056.75	62.96%
Total City Council	3,481.42	13,906.29	24,620.00	10,713.71	43.52%
2002-Administration					
<u>Salaries & Payroll</u>					
2002-5001 Salaries	11,538.45	82,784.61	126,000.00	43,215.39	34.30%
2002-5004 Longevity Pay	0.00	136.00	136.00	0.00	0.00%
2002-5005 TMRS	965.75	6,213.06	10,557.58	4,344.52	41.15%

City of New Fairview
Revenue and Expense Report
As of May 31, 2024

6/14/2024 8:02 AM

01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2002-5006 Health Insurance	942.14	7,444.46	10,813.32	3,368.86	31.15%
2002-5007 FICA - Payroll Taxes	882.70	6,207.58	9,649.40	3,441.82	35.67%
2002-5008 Worker's Comp	107.16	990.87	517.16	(473.71)	(91.60%)
2002-5010 Unemployment	0.00	0.00	3,780.00	3,780.00	100.00%
2002-5011 Deferred Compensation	0.00	0.00	8,000.00	8,000.00	100.00%
2002-5012 LTD, STD and Life	347.00	1,477.40	2,411.58	934.18	38.74%
Total Salaries & Payroll	<u>14,783.20</u>	<u>105,253.98</u>	<u>171,865.04</u>	<u>66,611.06</u>	<u>38.76%</u>
<u>Contract Labor</u>					
2002-5101 Contract Labor	320.00	4,480.00	8,400.00	3,920.00	46.67%
2002-5108 Legal Expenses	8,704.50	24,455.50	55,000.00	30,544.50	55.54%
2002-5111 Information Technology	0.00	3,166.80	7,265.00	4,098.20	56.41%
Total Contract Labor	<u>9,024.50</u>	<u>32,102.30</u>	<u>70,665.00</u>	<u>38,562.70</u>	<u>54.57%</u>
<u>Supplies</u>					
2002-5201 Office Supplies	0.00	1,714.49	2,000.00	285.51	14.28%
2002-5299 Miscellaneous Supplies	0.00	1,746.80	500.00	(1,246.80)	(249.36%)
Total Supplies	<u>0.00</u>	<u>3,461.29</u>	<u>2,500.00</u>	<u>(961.29)</u>	<u>(38.45%)</u>
<u>Services</u>					
2002-5310 Software	625.62	8,870.92	11,000.00	2,129.08	19.36%
2002-5315 Electric / Trash	96.76	1,002.02	1,700.00	697.98	41.06%
2002-5320 Equipment Rental	44.00	676.99	6,500.00	5,823.01	89.58%
2002-5322 Training/Dues	565.00	3,528.58	4,260.00	731.42	17.17%
2002-5335 Internet/Telephone	71.53	1,041.57	1,500.00	458.43	30.56%
2002-5340 Auditor	0.00	0.00	16,500.00	16,500.00	100.00%

City of New Fairview
Revenue and Expense Report
As of May 31, 2024

01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2002-5350 Professional Services	0.00	862.01	5,000.00	4,137.99	82.76%
2002-5355 Miscellaneous Expense	64.28	1,691.23	2,000.00	308.77	15.44%
2002-5360 Prop Tax Collection Fees	0.00	10,612.90	11,200.00	587.10	5.24%
2002-5361 Credit Card Fees	763.88	8,405.75	0.00	(8,405.75)	0.00%
2002-5375 Chapter 380	0.00	97,991.12	85,000.00	(12,991.12)	(15.28%)
2002-5380 TML Insurance	0.00	12,734.36	13,250.00	515.64	3.89%
Total Services	<u>2,231.07</u>	<u>147,417.45</u>	<u>157,910.00</u>	<u>10,492.55</u>	<u>6.64%</u>
Transfers					
2002-7185 Transfer Out - Special Revenue	0.00	200,384.34	0.00	(200,384.34)	0.00%
Total Transfers	<u>0.00</u>	<u>200,384.34</u>	<u>0.00</u>	<u>(200,384.34)</u>	<u>0.00%</u>
Total Administration	<u>26,038.77</u>	<u>488,619.36</u>	<u>402,940.04</u>	<u>(85,679.32)</u>	<u>(21.26%)</u>
2003-City Secretary					
Salaries & Payroll					
2003-5001 Salaries	5,886.05	43,178.20	65,637.50	22,459.30	34.22%
2003-5002 Part Time	0.00	4,019.80	20,000.00	15,980.20	79.90%
2003-5004 Longevity Pay	0.00	244.00	244.00	0.00	0.00%
2003-5005 TMRS	492.65	3,238.36	7,188.28	3,949.92	54.95%
2003-5006 Health Insurance	1,090.70	7,992.97	10,813.32	2,820.35	26.08%
2003-5007 FICA - Payroll Taxes	438.80	3,394.91	6,569.93	3,175.02	48.33%
2003-5008 Worker's Comp	107.16	1,618.17	352.11	(1,266.06)	(359.56%)
2003-5010 Unemployment	0.00	0.00	2,569.13	2,569.13	100.00%
2003-5012 LTD, STD and Life	225.96	902.80	1,266.75	363.95	28.73%
Total Salaries & Payroll	<u>8,241.32</u>	<u>64,589.21</u>	<u>114,641.02</u>	<u>50,051.81</u>	<u>43.66%</u>

City of New Fairview
 Revenue and Expense Report
 As of May 31, 2024

6/14/2024 8:02 AM

01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
<u>Contract Labor</u>					
2003-5108 Legal Expenses	315.00	1,995.00	6,000.00	4,005.00	66.75%
Total Contract Labor	<u>315.00</u>	<u>1,995.00</u>	<u>6,000.00</u>	<u>4,005.00</u>	<u>66.75%</u>
<u>Supplies</u>					
2003-5201 Office Supplies	6.64	1,015.78	1,500.00	484.22	32.28%
2003-5202 Equipment	0.00	0.00	500.00	500.00	100.00%
2003-5207 Postage	0.00	66.00	400.00	334.00	83.50%
2003-5299 Miscellaneous Supplies	0.00	0.00	500.00	500.00	100.00%
Total Supplies	<u>6.64</u>	<u>1,081.78</u>	<u>2,900.00</u>	<u>1,818.22</u>	<u>62.70%</u>
<u>Services</u>					
2003-5305 Legal Notices	0.00	0.00	1,500.00	1,500.00	100.00%
2003-5310 Software	0.00	11,444.80	12,278.00	833.20	6.79%
2003-5315 Electric / Trash	96.75	1,001.93	2,000.00	998.07	49.90%
2003-5320 Equipment Rental	0.00	368.99	6,000.00	5,631.01	93.85%
2003-5322 Training/Dues	357.20	2,895.13	4,300.00	1,404.87	32.67%
2003-5323 Membership	0.00	609.00	1,260.00	651.00	51.67%
2003-5335 Internet/Telephone	71.53	500.71	1,000.00	499.29	49.93%
2003-5355 Miscellaneous Expense	0.00	145.75	0.00	(145.75)	0.00%
Total Services	<u>525.48</u>	<u>16,966.31</u>	<u>28,338.00</u>	<u>11,371.69</u>	<u>40.13%</u>
Total City Secretary	<u>9,088.44</u>	<u>84,632.30</u>	<u>151,879.02</u>	<u>67,246.72</u>	<u>44.28%</u>
<u>2007-Municipal Court</u>					
<u>Salaries & Payroll</u>					
2007-5001 Salaries	10,454.00	70,244.76	105,125.52	34,880.76	33.18%

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01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2007-5002 Part Time	0.00	5,304.23	0.00	(5,304.23)	0.00%
2007-5003 Overtime	17.96	742.76	1,500.00	757.24	50.48%
2007-5004 Longevity Pay	0.00	136.00	236.00	100.00	42.37%
2007-5005 TMRS	874.57	5,356.04	8,818.76	3,462.72	39.27%
2007-5006 Health Insurance	1,884.89	12,986.13	21,626.64	8,640.51	39.95%
2007-5007 FICA - Payroll Taxes	787.88	5,693.36	8,060.16	2,366.80	29.36%
2007-5008 Worker's Comp	214.32	1,976.83	431.98	(1,544.85)	(357.62%)
2007-5010 Unemployment	0.00	0.00	3,153.77	3,153.77	100.00%
2007-5012 LTD, STD and Life	295.86	1,193.66	2,032.87	839.21	41.28%
Total Salaries & Payroll	<u>14,529.48</u>	<u>103,633.77</u>	<u>150,985.70</u>	<u>47,351.93</u>	<u>31.36%</u>
<u>Contract Labor</u>					
2007-5106 Municipal Judge	0.00	3,600.00	9,600.00	6,000.00	62.50%
2007-5108 Legal Expenses	0.00	4,130.00	10,800.00	6,670.00	61.76%
2007-5115 Boyd Court	0.00	354.18	1,500.00	1,145.82	76.39%
Total Contract Labor	<u>0.00</u>	<u>8,084.18</u>	<u>21,900.00</u>	<u>13,815.82</u>	<u>63.09%</u>
<u>Supplies</u>					
2007-5201 Office Supplies	0.00	1,535.47	2,500.00	964.53	38.58%
2007-5202 Equipment	0.00	901.45	0.00	(901.45)	0.00%
2007-5207 Postage	0.00	521.67	1,000.00	478.33	47.83%
2007-5222 Signs	0.00	171.67	0.00	(171.67)	0.00%
2007-5299 Miscellaneous Supplies	0.00	0.00	500.00	500.00	100.00%
Total Supplies	<u>0.00</u>	<u>3,130.26</u>	<u>4,000.00</u>	<u>869.74</u>	<u>21.74%</u>
<u>Services</u>					

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01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2007-5310 Software	0.00	7,711.64	5,513.00	(2,198.64)	(39.88%)
2007-5315 Electric / Trash	96.75	1,001.93	2,000.00	998.07	49.90%
2007-5320 Equipment Rental	0.00	368.99	6,000.00	5,631.01	93.85%
2007-5322 Training/Dues	120.60	1,349.66	4,215.00	2,865.34	67.98%
2007-5323 Membership	0.00	499.00	1,000.00	501.00	50.10%
2007-5335 Internet/Telephone	71.53	500.71	1,000.00	499.29	49.93%
2007-5350 Professional Services	381.30	994.50	3,000.00	2,005.50	66.85%
2007-5355 Miscellaneous Expense	0.00	25,744.43	25,000.00	(744.43)	(2.98%)
Total Services	<u>670.18</u>	<u>38,170.86</u>	<u>47,728.00</u>	<u>9,557.14</u>	<u>20.02%</u>
<u>Transfers</u>					
2007-7185 Transfer Out - Special Revenue	0.00	2,695.68	0.00	(2,695.68)	0.00%
Total Transfers	<u>0.00</u>	<u>2,695.68</u>	<u>0.00</u>	<u>(2,695.68)</u>	<u>0.00%</u>
Total Municipal Court	<u>15,199.66</u>	<u>155,714.75</u>	<u>224,613.70</u>	<u>68,898.95</u>	<u>30.67%</u>
<u>2008-Planning & Development</u>					
<u>Contract Labor</u>					
2008-5105 Building Inspector	21,443.13	122,298.01	260,000.00	137,701.99	52.96%
2008-5109 City Engineer	4,831.28	14,167.45	25,000.00	10,832.55	43.33%
2008-5110 City Planner	2,014.72	10,425.41	35,000.00	24,574.59	70.21%
Total Contract Labor	<u>28,289.13</u>	<u>146,890.87</u>	<u>320,000.00</u>	<u>173,109.13</u>	<u>54.10%</u>
<u>Supplies</u>					
2008-5201 Office Supplies	273.90	273.90	500.00	226.10	45.22%
Total Supplies	<u>273.90</u>	<u>273.90</u>	<u>500.00</u>	<u>226.10</u>	<u>45.22%</u>
<u>Services</u>					

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01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2008-5305 Legal Notices	0.00	0.00	500.00	500.00	100.00%
2008-5310 Software	0.00	5,375.00	4,250.00	(1,125.00)	(26.47%)
2008-5350 Professional Services	5,202.50	5,202.50	10,000.00	4,797.50	47.98%
Total Services	<u>5,202.50</u>	<u>10,577.50</u>	<u>14,750.00</u>	<u>4,172.50</u>	<u>28.29%</u>
Transfers					
2008-7185 Transfer Out - Special Revenue	0.00	95,348.34	0.00	(95,348.34)	0.00%
Total Transfers	<u>0.00</u>	<u>95,348.34</u>	<u>0.00</u>	<u>(95,348.34)</u>	<u>0.00%</u>
Total Planning & Development	<u>33,765.53</u>	<u>253,090.61</u>	<u>335,250.00</u>	<u>82,159.39</u>	<u>24.51%</u>
2009-Public Works					
Salaries & Payroll					
2009-5001 Salaries	11,064.24	76,411.23	153,262.72	76,851.49	50.14%
2009-5002 Part Time	3,115.15	28,729.19	40,425.00	11,695.81	28.93%
2009-5003 Overtime	46.51	1,180.47	5,000.00	3,819.53	76.39%
2009-5004 Longevity Pay	0.00	272.00	272.00	0.00	0.00%
2009-5005 TMRS	908.87	5,751.72	16,652.93	10,901.21	65.46%
2009-5006 Health Insurance	1,885.50	14,084.73	32,439.96	18,355.23	56.58%
2009-5007 FICA - Payroll Taxes	1,059.45	7,827.66	15,220.42	7,392.76	48.57%
2009-5008 Worker's Comp	428.68	4,573.09	11,823.78	7,250.69	61.32%
2009-5010 Unemployment	0.00	0.00	5,810.63	5,810.63	100.00%
2009-5012 LTD, STD and Life	229.85	936.74	2,963.16	2,026.42	68.39%
Total Salaries & Payroll	<u>18,738.25</u>	<u>139,766.83</u>	<u>283,870.60</u>	<u>144,103.77</u>	<u>50.76%</u>
Contract Labor					
2009-5102 Public Infrastructure	0.00	225.00	0.00	(225.00)	0.00%

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01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2009-5108 Legal Expenses	105.00	105.00	0.00	(105.00)	0.00%
Total Contract Labor	105.00	330.00	0.00	(330.00)	0.00%
<u>Supplies</u>					
2009-5201 Office Supplies	76.46	983.39	1,000.00	16.61	1.66%
2009-5202 Equipment	0.00	4,902.23	5,500.00	597.77	10.87%
2009-5203 Uniforms	99.00	530.75	3,500.00	2,969.25	84.84%
2009-5207 Postage	0.00	17.46	0.00	(17.46)	0.00%
2009-5222 Signs	1,668.70	4,435.76	6,000.00	1,564.24	26.07%
2009-5299 Miscellaneous Supplies	74.06	1,555.91	3,500.00	1,944.09	55.55%
Total Supplies	1,918.22	12,425.50	19,500.00	7,074.50	36.28%
<u>Services</u>					
2009-5301 Fuel	1,596.08	6,973.28	11,000.00	4,026.72	36.61%
2009-5302 Tractor/ Truck Repairs	3,059.10	9,429.13	7,000.00	(2,429.13)	(34.70%)
2009-5303 Tolls	0.00	46.65	200.00	153.35	76.68%
2009-5305 Legal Notices	0.00	158.25	175.00	16.75	9.57%
2009-5310 Software	48.70	7,140.91	125.00	(7,015.91)	(5612.73%)
2009-5315 Electric / Trash	790.17	7,113.26	10,500.00	3,386.74	32.25%
2009-5320 Equipment Rental	0.00	335.25	9,200.00	8,864.75	96.36%
2009-5322 Training/Dues	486.00	1,738.48	5,000.00	3,261.52	65.23%
2009-5335 Internet/Telephone	0.00	0.00	360.00	360.00	100.00%
2009-5345 Street Lights	247.40	4,018.83	6,000.00	1,981.17	33.02%
2009-5355 Miscellaneous Expense	426.50	851.27	0.00	(851.27)	0.00%
2009-5385 Building Repairs	1,560.02	11,748.45	13,000.00	1,251.55	9.63%

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01 - General Fund Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
2009-5395 Road Maintenance	5,255.08	30,859.07	40,000.00	9,140.93	22.85%
Total Services	13,469.05	80,412.83	102,560.00	22,147.17	21.59%
<u>City Projects</u>					
2009-5670 CCN	500.00	8,700.00	0.00	(8,700.00)	0.00%
2009-5690 Water Project	(2,601.25)	(2,601.25)	0.00	2,601.25	0.00%
Total City Projects	(2,101.25)	6,098.75	0.00	(6,098.75)	0.00%
<u>Capital Outlay</u>					
2009-6010 Vehicles - Capital	7,716.00	80,236.00	85,000.00	4,764.00	5.60%
2009-6020 Equipment - Capital	1,131.97	1,624.47	0.00	(1,624.47)	0.00%
2009-6030 Buildings - Capital	0.00	3,853.81	54,800.00	50,946.19	92.97%
2009-7010 Principal	0.00	28,409.85	28,004.28	(405.57)	(1.45%)
2009-7020 Interest	0.00	6,722.46	7,214.36	491.90	6.82%
Total Capital Outlay	8,847.97	120,846.59	175,018.64	54,172.05	30.95%
Total Public Works	40,977.24	359,880.50	580,949.24	221,068.74	38.05%
<u>2010-Code Enforcement</u>					
<u>Contract Labor</u>					
2010-5103 Septic Inspector	0.00	0.00	2,500.00	2,500.00	100.00%
2010-5104 Animal Control	25.00	340.00	700.00	360.00	51.43%
2010-5108 Legal Expenses	42.00	147.00	1,000.00	853.00	85.30%
2010-5112 Abatement	0.00	0.00	2,000.00	2,000.00	100.00%
Total Contract Labor	67.00	487.00	6,200.00	5,713.00	92.15%
<u>Supplies</u>					
2010-5201 Office Supplies	0.00	0.00	500.00	500.00	100.00%

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2010-5207 Postage	0.00	0.00	500.00	500.00	100.00%
2010-5299 Miscellaneous Supplies	0.00	241.04	200.00	(41.04)	(20.52%)
Total Supplies	0.00	241.04	1,200.00	958.96	79.91%
<u>Services</u>					
2010-5300 KNFB	0.00	34.16	5,000.00	4,965.84	99.32%
2010-5310 Software	0.00	2,500.00	2,100.00	(400.00)	(19.05%)
2010-5322 Training/Dues	0.00	0.00	1,875.00	1,875.00	100.00%
2010-5323 Membership	0.00	0.00	200.00	200.00	100.00%
2010-5350 Professional Services	0.00	0.00	12,000.00	12,000.00	100.00%
2010-5390 Cleanup Days	0.00	344.00	2,700.00	2,356.00	87.26%
Total Services	0.00	2,878.16	23,875.00	20,996.84	87.94%
Total Code Enforcement	67.00	3,606.20	31,275.00	27,668.80	88.47%
<u>2011-Public Safety</u>					
<u>Contract Labor</u>					
2011-5101 Contract Labor	6,150.00	49,200.00	73,800.00	24,600.00	33.33%
2011-5107 Contract Deputies	0.00	333.83	12,000.00	11,666.17	97.22%
2011-5116 Boyd Law Enforcement	22,236.00	47,776.80	70,000.00	22,223.20	31.75%
Total Contract Labor	28,386.00	97,310.63	155,800.00	58,489.37	37.54%
<u>Services</u>					
2011-5310 Software	0.00	0.00	2,049.00	2,049.00	100.00%
2011-5355 Miscellaneous Expense	0.00	54.97	0.00	(54.97)	0.00%
2011-5385 Building Repairs	1,625.00	1,625.00	2,500.00	875.00	35.00%
Total Services	1,625.00	1,679.97	4,549.00	2,869.03	63.07%

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<u>Capital Outlay</u>					
2011-6030 Buildings - Capital	0.00	8,009.17	16,500.00	8,490.83	51.46%
Total Capital Outlay	0.00	8,009.17	16,500.00	8,490.83	51.46%
Total Public Safety	30,011.00	106,999.77	176,849.00	69,849.23	39.50%
<u>2013-Parks & Recreation</u>					
<u>Supplies</u>					
2013-5201 Office Supplies	0.00	0.00	250.00	250.00	100.00%
2013-5202 Equipment	0.00	238.58	1,000.00	761.42	76.14%
2013-5299 Miscellaneous Supplies	0.00	83.57	0.00	(83.57)	0.00%
Total Supplies	0.00	322.15	1,250.00	927.85	74.23%
<u>Services</u>					
2013-5304 Special Events	607.23	16,024.63	7,000.00	(9,024.63)	(128.92%)
2013-5320 Equipment Rental	150.00	1,248.04	3,500.00	2,251.96	64.34%
2013-5322 Training/Dues	0.00	531.91	2,815.00	2,283.09	81.10%
2013-5323 Membership	0.00	0.00	500.00	500.00	100.00%
2013-5350 Professional Services	0.00	0.00	20,000.00	20,000.00	100.00%
2013-5355 Miscellaneous Expense	185.89	674.42	4,000.00	3,325.58	83.14%
2013-5385 Building Repairs	150.10	150.10	4,500.00	4,349.90	96.66%
Total Services	1,093.22	18,629.10	42,315.00	23,685.90	55.98%
2013-5316 Water	180.11	766.68	600.00	(166.68)	(27.78%)
Total	180.11	766.68	600.00	(166.68)	(27.78%)
<u>Capital Outlay</u>					

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2013-6020 Equipment - Capital	0.00	1,059.90	7,300.00	6,240.10	85.48%
Total Capital Outlay	0.00	1,059.90	7,300.00	6,240.10	85.48%
Total Parks & Recreation	1,273.33	20,777.83	51,465.00	30,687.17	59.63%
Total Expense	159,902.39	1,487,227.61	1,979,841.00	492,613.39	24.88%



CITY COUNCIL AGENDA MEMO

Prepared By: John Cabrales Jr, City Administrator

June 17, 2024

Parks and Recreation Board Appointment

DESCRIPTION:

Receive, consider, and act on appointing members to the Parks and Recreation Board and the Keep New Fairview Beautiful Committee.

BACKGROUND INFORMATION:

On February 6, 2023, the City Council approved an Ordinance (202302-01-103) creating a Parks and Recreation Board and Keep New Fairview Beautiful Committee. The Board is an advisory body to the City Council and staff regarding the recreational needs of the community including developing plans for future recreation programs, facilities, and areas; recommending policies to carry out recreational programs and initiatives; reviewing maintenance of recreation facilities; recommending funding for recreation facilities; and informing the public of recreation opportunities or needs.

The board will also serve as the Keep New Fairview Beautiful Committee and will make recommendations on issues related to community appearance, beautification, the environment, and entrances into the City. This Committee can assist the City in becoming an affiliate of Keep Texas Beautiful (KTB) (<https://ktb.org/>). KTB affiliates are qualifying cities, counties and/or communities that work with KTB to educate and engage Texans to take responsibility for improving their communities. Affiliates are the volunteers who organize local cleanups, design, and implement recycling programs, and educate local populations. KTB also has numerous resources available to affiliates such as grant and funding opportunities, youth programs, assistance with special clean up events.

The Ordinance creates for five board members and one alternate to serve two-year terms with staggered terms for the initial appointment on the creation of this board.

Sec. 10.03.002. Members and Terms

The City Council shall appoint a Parks and Recreation board of five members and one alternate member.

- (a) Members of the Parks and Recreation Board shall be residents and qualified voters of the city.
- (b) Members, including alternate members, shall be appointed by the City Council for a term of two (2) years, provided however, that two (2) members and the alternate member shall be initially appointed for a term of one (1) year, with those terms being for two (2) years thereafter.
- (c) If a replacement has not been designated by the end of a member's term, that members shall continue serving until a successor is appointed.
- (d) In the event of a vacancy, the City Council shall appoint a member to serve for the unexpired term. The City Council may remove any member from the Board.

All the positions on the Parks and Recreation Board are currently filled, but Place 1, 3, and the Alternate positions are up for appointment. Staff reached out to the members in these positions to determine if they were interested in being re-appointed to the Board. Deborah Greene, Place 1, and Christine Waldie, Alternate, informed staff that they wish to be considered for re-appointment to the Board. Staff did not hear back from Julie Burger, Place 3.

The Alternate is allowed to attend meetings and participate in discussions but can only vote if one of the other "Place" members is not present at the meeting. So, if Julie Bruger is not re-appointed to the Place 3 position, then the council can consider appointing Christine Waldie to that position and vacate the Alternate position.

<u>Board Members</u>	<u>Place</u>	<u>Term</u>	<u>Appointed</u>
Deborah Greene	Place 1	(June 2024)	Mar. 6, 2023
Jenifer Kozlowski	Place 2	(June 2025)	Apr. 17, 2023
Julie Burger	Place 3	(June 2024)	May 1, 2023
John Rodriguez	Place 4	(June 2025)	June 5, 2023
Patricia Briscoe	Place 5	(June 2025)	Oct. 16, 2023
Christine Waldie	Alternate	(June 2024)	Apr. 15, 2024

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTIONS:

I move to **Approve/Deny** the appointment of _____ to the Parks and Recreation Board, and the Keep New Fairview Beautiful Committee, to Place _____.

ATTACHMENT(S):

None



**CITY COUNCIL
AGENDA MEMO**

Prepared By: Susan Greenwood, City Secretary

June 17, 2024

Canceling City Council Meeting(s)

DESCRIPTION:

Receive, consider, and act on a Resolution for the canceling of the July 1, 2024, Regular City Council Meeting.

BACKGROUND INFORMATION:

As provided by the City's Procedures and Decorum Policy, the City of New Fairview regular City Council meetings are held on the first and third Mondays of each month, at such times as may be set by the City Council, unless the meeting is rescheduled or canceled. All regular meetings of the City Council will be held in New Fairview Town Hall at 999 Illinois Lane, New Fairview, Texas, or at such other locations as the City Council may, by motion, resolution, or ordinance, designate.

The City Council desires to cancel the regular City Council meeting of Monday, July 1, 2024. The City Council finds that it would be in the public interest to cancel the meeting to allow council members and staff the ability to spend time with family and friends during the holidays.

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTION:

I move to **Approve/Deny** a Resolution for the canceling of the July 1, 2024, Regular City Council Meeting.

ATTACHMENT(S):

1. RESOLUTION NO. 202406-01-126



RESOLUTION NO. 202406-01-126

A RESOLUTION OF THE CITY OF NEW FAIRVIEW, TEXAS, CANCELING THE REGULAR CITY COUNCIL MEETING OF MONDAY, JULY 1, 2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of New Fairview, Texas (“City Council”) is regularly scheduled to meet on the first and third Mondays of each month at 7:00 p.m.; and

WHEREAS, the City Council finds that it would be in the public interest to cancel the July 1, 2024, Regular City Council meeting to allow council members and staff the ability to spend time with family and friends during the Independence Day Celebration week.

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

SECTION 1. That the July 1, 2024, Regular City Council meeting is hereby canceled.

SECTION 2. This resolution shall take effect from and after its final date of passage.

The above and foregoing Resolution was passed and approved at a Regular Meeting of the City Council of the City of New Fairview, Texas, on the 17th day of June 2024.

JOHN TAYLOR, MAYOR

ATTEST:

Susan Greenwood, City Secretary