



**CITY OF  
WIMBERLEY**

**REGULAR CITY  
COUNCIL MEETING  
PACKET**

**Thursday, July 16, 2020**

**6:00 p.m.**



# City of Wimberley

221 Stillwater Drive, Wimberley, Texas 78676

## **REGULAR CITY COUNCIL MEETING** **THURSDAY, JULY 16, 2020 – 6:00 P.M.**

### **AGENDA**

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Wimberley will conduct a teleconference/video conference meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The meeting will be held on **Thursday, July 16, 2020, at 6:00 p.m.**

The public may participate in this meeting via the following toll-free numbers 888-475-4499 or 877-853-5257 and/or using the Zoom meeting ID 893 5754 6236 and using the password 901398.

The public will be permitted to offer public comments and participate in any public hearing via teleconference or video conference, as provided by the agenda and as permitted by the presiding officer during the meeting.

Anyone wishing to offer public comments, participate in any public hearing, or offer written questions or comments must notify City Secretary, Laura Calcote, at [lcalcote@cityofwimberley.com](mailto:lcalcote@cityofwimberley.com), at least two hours before the meeting.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

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1. **CALL TO ORDER**                      July 16, 2020 at 6:00 p.m.
  2. **CALL OF ROLL**                      City Secretary, Laura Calcote
  3. **INVOCATION**                      Saint Stephen’s Episcopal Church Reverend, Phil Mason
  4. **PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG**
  5. **CITIZENS COMMUNICATIONS**  
*Citizens must sign-in with City Secretary, Laura Calcote, via email at [lcalcote@cityofwimberley.com](mailto:lcalcote@cityofwimberley.com) at least two (2) hours before the meeting to address City Council. Limit your comments to three (3) minutes. City Council will listen to the comments but cannot discuss or respond to the comments during the meeting. Inquiries about matters not listed on the agenda will either be directed to staff or placed on a future agenda for Council consideration.*

*Comments from speakers should not be directed towards any specific member of City Council or City staff. Comments should not be accusatory, derogatory or threatening in nature.*

## **6. PRESENTATION**

Presentation and consider possible action to approve the City of Wimberley's Quarterly Investment Report for the third quarter of Fiscal Year 2020. *(City Administrator Shawn Cox)*

## **7. CONSENT AGENDA**

7.1. Approval of minutes from the Special City Council Meeting held June 25, 2020 at 9:00 a.m.

7.2. Approval of minutes from the Special City Council Meeting held June 25, 2020 at 5:00 p.m.

7.3. Approval of minutes from the Regular City Council Meeting held July 2, 2020.

7.4. Approval of minutes from the Special City Council Meeting held July 9, 2020.

7.5. Approval of May 2020 Financial Statements for the City of Wimberley.

7.6. Approval of Place Five Council Member Bo Bowman's reappointment of Trey Cooksey to the Parks and Recreation Board.

## **8. CITY ADMINISTRATOR REPORT**

Updates regarding sales tax, Hidden Valley bridge fish weir, projects, City facilities, the COVID-19 virus and the upcoming Fiscal Year 2021 Budget Calendar *(City Administrator Shawn Cox)*

## **9. DISCUSSION AND POSSIBLE ACTION**

9.1. Discuss and consider possible action to receive a status update and recommendations from bond counsel regarding the "City of Wimberley, Texas Exchange Refunding Bonds, Series 2019." *(Norton Rose Fulbright Attorney Stephanie Leibe)*

9.2. Discuss and consider possible action to retain temporary outside consulting services for a City Planner. *(Mayor Gina Fulkerson & Place Two Council Member Teresa Shell)*

9.3. Discuss and consider possible action to potentially amend the Commercial – High Impact (C3) zoning code. *(Place One Council Member Rebecca Minnick)*

9.4. Discuss and consider possible action to approve Ordinance No. 2020-19, repealing the Downtown District Committee and the Tourism Management and Development Committee and establishing the Economic Support and Development Committee. *(Place One Council Member Rebecca Minnick)*

9.5. Discuss and consider possible action regarding the Auditor Engagement Letter from Armstrong, Vaughan and Associates, P.C. (*City Administrator Shawn Cox*)

9.6. Discuss and consider possible action regarding the status of the Central Wimberley Wastewater Project. (*Project Manager Craig Fore*)

### **10. EXECUTIVE SESSION**

In accordance with Texas Government Code, Chapter 551, Subchapter D, the City Council may convene in a closed session. After the Executive Session, discussion on any of the following items, any final action or vote taken will be in public.

Executive Session pursuant to Texas Government Code, Section 551.071 (Consultation with Legal Counsel) and 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment duties, discipline or dismissal of a public officer or employee: City Administrator Shawn Cox.

### **11. OPEN SESSION**

Discussion and possible action resulting from Executive Session.

### **12. CITY COUNCIL REPORTS**

12.1. Announcements

12.2. Future agenda items

### **13. ADJOURNMENT**

The City Council may retire into Executive Session at any time between the meeting's opening and adjournment for the purpose of discussing any matters listed on the agenda as authorized by the Texas Government Code including, but not limited to, homeland security pursuant to Chapter 418.183 of the Texas Government Code; consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion about real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberations about gifts and donations pursuant to Chapter 551.076 of the Texas Government Code; discussion of economic development pursuant to Chapter 551.087 of the Texas Government Code; action, if any, will be taken in open session.

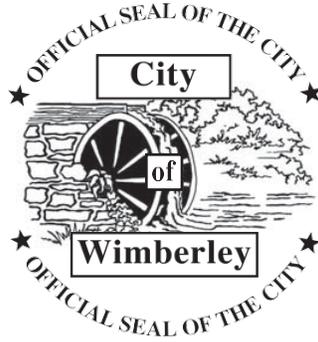
### **CERTIFICATION**

I hereby certify the above Notice of Meeting was posted on the bulletin board at Wimberley City Hall, a place convenient and readily accessible to the general public at all times, and to the City's website, [www.cityofwimberley.com](http://www.cityofwimberley.com), in compliance with Chapter 551, Texas Government Code, on Monday, July 13, 2020, by 6:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.



Laura J. Calcote, MPA, TRMC  
City Secretary

The City of Wimberley is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact City Secretary Laura Calcote at (512) 847-0025 two business days in advance of the meeting for appropriate arrangements.





<b>AGENDA ITEM:</b>	<b>Quarterly Investment Report</b>
<b>SUBMITTED BY:</b>	Shawn Cox, City Administrator
<b>DATE SUBMITTED:</b>	July 13, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

The City’s Investment Policy, most recently adopted on February 20, 2020, requires a Quarterly Investment Report be provided to the City Council.

For presentation and Consideration is the Quarterly Investment Report for the 3<sup>rd</sup> Quarter for FY 2020.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

- Budgeted Item  Original Estimate/Budget: \$
- Non-budgeted Item  Current Estimate: \$
- Not Applicable  Amount Under/Over Budget:

### STAFF RECOMMENDATION

The City Administrator recommends approval of the Quarterly Investment Report for the 3<sup>rd</sup> Quarter for FY 2020.

### ATTACHMENT/S

- Quarterly Investment Report – 3<sup>rd</sup> Quarter FY 2020

**City of Wimberley Quarterly Investment Report**  
Third Quarter of FY 2020

	Fund	Investment Portfolio Summary				Cash Summary			TexPool Summary			CD Summary			
		Cash in Bank	TexPool	CD	Total	% of Total Investment	Yield Rate	MTD Interest Earned	YTD Interest Earned	Average Monthly Rate	MTD Interest Earned	YTD Interest Earned	Yield Rate	MTD Interest Earned	YTD Interest Earned
April 2020	General Fund	1,149,544.21	187,414.12	229,726.37	1,566,684.70	57%	0.05%	46.92	306.09	0.46%	70.04	1,533.68	1.00%	188.66	471.40
	Blue Hole Operating	449,665.96			449,665.96	16%	0.05%	19.12	154.11	<b>Total</b>	<b>70.04</b>	<b>1,533.68</b>	<b>Total</b>	<b>188.66</b>	<b>471.40</b>
	Blue Hole Development	18,797.57			18,797.57	1%	0.05%	0.77	14.43						
	Municipal Court Bond Fees	76.00			76.00	0%			-						
	Municipal Court Fees	3,675.76			3,675.76	0%	0.05%	0.16	4.74						
	Wastewater Operations	117,064.58			117,064.58	4%	0.05%	4.48	36.92						
	Wastewater ISF	56,830.59			56,830.59	2%	0.05%	2.34	23.97						
	Wastewater Const.	348,179.04			348,179.04	13%	0.15%	45.00	521.17						
	Sidewalk	55,039.63			55,039.63	2%	0.05%	2.26	12.57						
	Hotel Occupancy Tax	142,314.76			142,314.76	5%	0.05%	5.85	41.51						
	<b>Total</b>	<b>2,341,188.10</b>	<b>187,414.12</b>	<b>229,726.37</b>	<b>2,758,328.59</b>			<b>126.90</b>	<b>1,115.51</b>						
	Portfolio Diversification Ratio	85%	7%	8%											
May 2020	General Fund	1,215,376.64	187,456.88	229,915.19	1,632,748.71	60%	0.05%	50.93	357.02	0.27%	42.76	1,576.44	1.00%	188.82	660.22
	Blue Hole Operating	483,242.19			483,242.19	18%	0.05%	19.43	173.54	<b>Total</b>	<b>42.76</b>	<b>1,576.44</b>	<b>Total</b>	<b>188.82</b>	<b>660.22</b>
	Blue Hole Development	17,445.32			17,445.32	1%	0.05%	0.75	15.18						
	Municipal Court Bond Fees	76.00			76.00	0%			-						
	Municipal Court Fees	3,675.92			3,675.92	0%	0.05%	0.16	4.90						
	Wastewater Operations	110,361.02			110,361.02	4%	0.05%	4.89	41.81						
	Wastewater ISF	56,833.00			56,833.00	2%	0.05%	2.41	26.38						
	Wastewater Const.	238,339.93			238,339.93	9%	0.15%	36.68	557.85						
	Sidewalk	55,041.97			55,041.97	2%	0.05%	2.34	14.91						
	Hotel Occupancy Tax	142,320.80			142,320.80	5%	0.05%	6.04	47.55						
	<b>Total</b>	<b>2,322,712.79</b>	<b>187,456.88</b>	<b>229,915.19</b>	<b>2,740,084.86</b>			<b>123.63</b>	<b>1,239.14</b>						
	Portfolio Diversification Ratio	85%	7%	8%											
June 2020	General Fund	1,054,904.23	187,490.19	230,104.16	1,472,498.58	58%	0.05%	45.16	402.18	0.22%	33.31	1,609.75	1.00%	188.97	849.19
	Blue Hole Operating	548,785.30			548,785.30	22%	0.05%	21.41	194.95	<b>Total</b>	<b>33.31</b>	<b>1,609.75</b>	<b>Total</b>	<b>188.97</b>	<b>849.19</b>
	Blue Hole Development	17,446.04			17,446.04	1%	0.05%	0.72	15.90						
	Municipal Court Bond Fees	76.00			76.00	0%			-						
	Municipal Court Fees	3,547.67			3,547.67	0%	0.05%	0.15	5.05						
	Wastewater Operations	91,868.16			91,868.16	4%	0.05%	4.63	46.44						
	Wastewater ISF	56,835.34			56,835.34	2%	0.05%	2.34	28.72						
	Wastewater Const.	150,643.05			150,643.05	6%	0.15%	35.23	593.08						
	Sidewalk	55,044.23			55,044.23	2%	0.05%	2.26	17.17						
	Hotel Occupancy Tax	142,326.65			142,326.65	6%	0.05%	5.85	53.40						
	<b>Total</b>	<b>2,121,476.67</b>	<b>187,490.19</b>	<b>230,104.16</b>	<b>2,539,071.02</b>			<b>117.75</b>	<b>1,356.89</b>						
	Portfolio Diversification Ratio	84%	7%	9%											

The attached information comprises the *Quarterly Investment Report* for the City of Wimberley, Texas for the quarter ended June 30, 2020. The undersigned acknowledges that the City's investment portfolio has been and is in compliance with the policies and strategies as contained in the City's Investment Policy and in compliance with the Public Funds Investment Act of the State of Texas. The annual review of the City's Investment Policy was approved by City Council on February 20, 2020.



Shawn Cox  
City Administrator



<b>AGENDA ITEM:</b>	<b>Consent Agenda</b>
<b>SUBMITTED BY:</b>	Laura Calcote, City Secretary
<b>DATE SUBMITTED:</b>	July 10, 2020
<b>MEETING DATE:</b>	July 16, 2020

# AGENDA FORM

## ITEM DESCRIPTION/SUMMARY

- 7.1. Approval of minutes from the Special City Council Meeting held June 25, 2020 at 9:00 a.m.
- 7.2. Approval of minutes from the Special City Council Meeting held June 25, 2020 at 5:00 p.m.
- 7.3. Approval of minutes from the Regular City Council Meeting held July 2, 2020.
- 7.4. Approval of minutes from the Special City Council Meeting held July 9, 2020.
- 7.5. Approval of May 2020 Financial Statements for the City of Wimberley.
- 7.6. Approval of Place Five Council Member Bo Bowman’s reappointment of Trey Cooksey to the Parks and Recreation Board.

## REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

## FINANCIAL

- Budgeted Item  Original Estimate/Budget: \$
- Non-budgeted Item  Current Estimate: \$
- Not Applicable  Amount Under/Over Budget: \$

## STAFF RECOMMENDATION

Approval of Items 7.1 through 7.5.

**ATTACHMENT/S**

- June 25<sup>th</sup> (9:00 a.m.) Special City Council Meeting Minutes
- June 25<sup>th</sup> (5:00 p.m.) Special City Council Meeting Minutes
- July 2<sup>nd</sup> Regular City Council Meeting Minutes
- July 9<sup>th</sup> Special City Council Meeting Minutes
- May 2020 Financial Statements



# City of Wimberley

221 Stillwater Drive, Wimberley, Texas 78676

## SPECIAL CITY COUNCIL MEETING THURSDAY, JUNE 25, 2020 – 9:00 A.M.

### MINUTES

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Wimberley will conduct an in-person meeting with as many City Council Members physically present as possible. Some City Council Members may teleconference/video conference into the meeting, in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The public may participate in this meeting via the following toll-free numbers 888-475-4499 or 877-853-5257 and/or using the Zoom meeting ID 835 0800 0941 and using the password 001846.

The meeting will be held on **Thursday, June 25, 2020, at 9:00 a.m.**

The City will use appropriate guidelines from the Centers for Disease Control and Prevention with respect to social distancing and utilizing additional hygiene controls.

Anyone wishing to offer public comments or offer written questions or comments must notify City Secretary, Laura Calcote, at [lcalcote@cityofwimberley.com](mailto:lcalcote@cityofwimberley.com), at least two (2) hours before the meeting. All other citizen participation may be provided in-person at The Waters Point, located at 13401 Ranch Road 12, Wimberley, Texas 78676.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

### CALL TO ORDER

Mayor, Gina Fulkerson, called the meeting to order on June 25, 2020 at 9:05 a.m.

### CALL OF ROLL

Council Members Present:	Gina Fulkerson	Mayor
	Rebecca Minnick	Place One <i>(arrived at 9:07 a.m.)</i>
	Teresa Shell	Place Two <i>(via teleconference)</i>
		<i>(joined the meeting in person at 10:05 a.m.)</i>
	Christine Byrne	Place Three
	Jim Chiles	Place Four
	Bo Bowman	Place Five

City Staff Present:           Shawn Cox           City Administrator  
  Laura Calcote       City Secretary

**WORKSHOP**

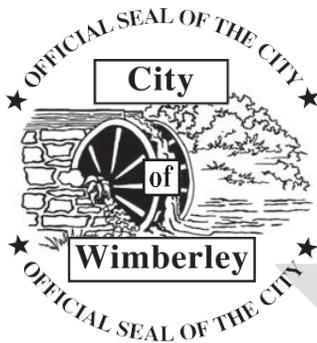
City Council observed and participated in a Strategic Planning Session and Training Workshop to discuss priorities and goals for the upcoming 2021 Fiscal Year, including but not limited to, public safety, growth and preservation, transportation and communication.

**ADJOURNMENT**

**Motion to adjourn the meeting at 3:22 p.m. was made by Council Member Christine Byrne. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).**

**RECORDED BY:**

\_\_\_\_\_  
**Laura J. Calcote, City Secretary**



**APPROVED BY:**

\_\_\_\_\_  
**Gina V. Fulkerson, Mayor**



# City of Wimberley

221 Stillwater Drive, Wimberley, Texas 78676

## **SPECIAL CITY COUNCIL MEETING** **THURSDAY, JUNE 25, 2020 – 5:00 P.M.**

### **MINUTES**

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Wimberley will conduct a teleconference/video conference meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The meeting will be held on **Thursday, June 25, 2020, at 5:00 p.m.**

The public may participate in this meeting via the following toll-free numbers 888-475-4499 or 877-853-5257 and/or using the Zoom meeting ID 816 8032 8297 and using the password 781336.

The public will be permitted to offer comments via teleconference or video conference, as provided by the agenda and as permitted by the presiding officer during the meeting.

Anyone wishing to offer public comments or offer written questions or comments must notify City Secretary, Laura Calcote, at [lcalcote@cityofwimberley.com](mailto:lcalcote@cityofwimberley.com), at least two (2) hours before the meeting.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL TO ORDER**

Mayor, Gina Fulkerson, called the meeting to order on June 25, 2020 at 5:00 p.m.

### **CALL OF ROLL**

Council Members Present:	Gina Fulkerson	Mayor ( <i>via teleconference</i> )
	Rebecca Minnick	Place One ( <i>via teleconference</i> )
	Teresa Shell	Place Two ( <i>via teleconference</i> )
	Christine Byrne	Place Three ( <i>via teleconference</i> )
	Jim Chiles	Place Four ( <i>via teleconference</i> )
	Bo Bowman	Place Five ( <i>via teleconference</i> )
City Staff Present:	Shawn Cox	City Administrator ( <i>via teleconference</i> )
	Laura Calcote	City Secretary ( <i>via teleconference</i> )
	Sarah Griffin	Deputy City Attorney ( <i>via teleconference</i> )

**DISCUSSION AND POSSIBLE ACTION**

Discuss and consider possible action to retain the services of a project manager for the Central Wimberley Wastewater Project and funding in relation thereto.

There was lengthy discussion among Council regarding project manager nominees, Craig Fore and John Urban, and each candidate’s project management experience, qualifications and skills. Additionally, Council considered funding for the position, the weekly workload that would be required and the duties and tasks the individual would be responsible for handling.

**Motion for City Council to provide authorization to the Mayor of Wimberley to enter into discussions and contract negotiations with an individual to provide project management services for the Central Wimberley Wastewater Project was made by Council Member Teresa Shell. Motion was seconded by Council Member Bo Bowman.**

There was further discussion among Council and the City Attorney concerning the topic.

**Motion was amended for City Council to provide authorization to the Mayor of Wimberley to negotiate and bring back an individual she selected to City Council for consideration for project management services for the Central Wimberley Wastewater Project was made by Council Member Teresa Shell. Motion was seconded by Council Member Bo Bowman. Motion carried unanimously (5-0).**

**EXECUTIVE SESSION**

City Council adjourned into Executive Session at 5:44 p.m., in accordance with Texas Government Code, Chapter 551, Subchapter D, for the following purposes:

Section 551.071 (Consultation with Legal Counsel) and 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment duties, discipline or dismissal of a public officer or employee: City Administrator Shawn Cox.

**OPEN SESSION**

Regular Session reconvened at 7:29 p.m.  
No action was taken.

**ADJOURNMENT**

**Motion to adjourn the meeting at 7:30 p.m. was made by Council Member Christine Byrne. Motion was seconded by Council Member Teresa Shell. Motion carried unanimously (5-0).**

**RECORDED BY:**

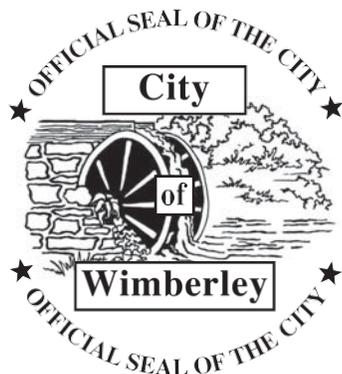
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**Laura J. Calcote, City Secretary**

**APPROVED BY:**

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**Gina V. Fulkerson, Mayor**





# City of Wimberley

221 Stillwater Drive, Wimberley, Texas 78676

## **REGULAR CITY COUNCIL MEETING** **THURSDAY, JULY 2, 2020 – 6:00 P.M.**

### **MINUTES**

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Wimberley will conduct a teleconference/video conference meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The meeting will be held on **Thursday, July 2, 2020, at 6:00 p.m.**

The public may participate in this meeting via the following toll-free numbers 888-475-4499 or 877-853-5257 and/or using the Zoom meeting ID 815 1569 1508 and using the password 842207.

The public will be permitted to offer public comments and participate in any public hearing via teleconference or video conference, as provided by the agenda and as permitted by the presiding officer during the meeting.

Anyone wishing to offer public comments, participate in any public hearing, or offer written questions or comments must notify City Secretary, Laura Calcote, at [lcalcote@cityofwimberley.com](mailto:lcalcote@cityofwimberley.com), at least two hours before the meeting.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL TO ORDER**

Mayor, Gina Fulkerson, called the meeting to order on July 2, 2020 at 6:00 p.m.

### **CALL OF ROLL**

Council Members Present:	Gina Fulkerson	Mayor ( <i>via teleconference</i> )
	Rebecca Minnick	Place One ( <i>via teleconference</i> )
	Teresa Shell	Place Two ( <i>via teleconference</i> )
	Christine Byrne	Place Three ( <i>via teleconference</i> )
	Jim Chiles	Place Four ( <i>via teleconference</i> )
	Bo Bowman	Place Five ( <i>via teleconference</i> )
City Staff Present:	Shawn Cox	City Administrator ( <i>via teleconference</i> )
	Laura Calcote	City Secretary ( <i>via teleconference</i> )
	Sarah Griffin	City Attorney ( <i>via teleconference</i> )

City Staff Present:            John Provost            Public Works Superintendent (*via teleconference*)  
   Richard Shaver           Parks Operations & Programs Manager (*via teleconference*)

**INVOCATION**

Wimberley Presbyterian Church Reverend, Clint Regen, gave the invocation.

**PLEDGE OF ALLEGIANCE/SALUTE TO THE TEXAS FLAG**

Mayor, Gina Fulkerson, led the pledges to the United States and Texas flags.

**PROCLAMATION**

A proclamation of the City of Wimberley, Texas, proclaiming July 2020 as Parks and Recreation Month. (*Parks Department*)  
Mayor, Gina Fulkerson, read aloud the proclamation. Parks Operations and Programs Manager, Richard Shaver, spoke regarding the City’s parks and thanked Council for their support.

**CITIZENS COMMUNICATIONS**

There were no citizen’s comments.

**CONSENT AGENDA**

**Motion to approve the Consent Agenda, as presented, was made by Council Member Rebecca Minnick. Motion was seconded by Council Member Christine Byrne. Motion carried unanimously (5-0).**

- 7.1. Approval of minutes from the Special City Council Meeting held June 17, 2020.
- 7.2. Approval of minutes from the Regular City Council Meeting held June 18, 2020.
- 7.3. Approval of the April 2020 Financial Statements for the City of Wimberley.
- 7.4. Approval of Mayor Gina Fulkerson’s appointment of Tina Pennington to the Ethics Review Commission.
- 7.5. Approval of Place One Council Member Rebecca Minnick’s reappointment of Anthony Deringer to the Parks and Recreation Board.
- 7.6. Approval of Place One Council Member Rebecca Minnick’s reappointment of Chris Sheffield to the Transportation Advisory Board.
- 7.7. Approval of Place Two Council Member Teresa Shell’s appointment of Lee Ann Linam to the Parks and Recreation Board.
- 7.8. Approval of Place Three Council Member Christine Byrne’s reappointment of Bex Hale to the Parks and Recreation Board.
- 7.9. Approval of Place Three Council Member Christine Byrne’s appointment of Lindsey Derringer to the Transportation Advisory Board.

- 7.10. Approval of Place Four Council Member Jim Chiles’s appointment of Leah Cuddeback to the Parks and Recreation Board.
- 7.11. Approval of Place Four Council Member Jim Chiles’s reappointment of Mike Bower to the Transportation Advisory Board.
- 7.12. Approval of Place Five Council Member Bo Bowman’s appointment of Ben O’Kane to the Transportation Advisory Board.
- 7.13. Approval of consensus appointee, Lin Weber, to the Parks and Recreation Board.
- 7.14. Approval of consensus appointee, Calvin Morgan, to the Transportation Advisory Board.

**CITY ADMINISTRATOR REPORT**

City Administrator, Shawn Cox, reported on sales tax increasing .96% compared to June 2019, for a year-to-date increase of 9.27% from Fiscal Year 2019. Furthermore, Mr. Cox reviewed a fiscal year comparison of actual receipts versus estimated receipts, due to the COVID-19 pandemic. The Governor’s newest executive order concerning COVID-19 was also discussed, along with staff working from home when possible. Lastly, the dock repair at Blue Hole Regional Park had been completed and was highlighted.

**DISCUSSION AND POSSIBLE ACTION**

- 9.1. Discuss and consider possible action regarding a request to operate a food service trailer at 9595 Ranch Road 12 in Wimberley, Texas. *(Applicant Triforks Empire/Melissa Nance)*  
**Motion to approve a request to operate a food service trailer at 9595 Ranch Road 12 in Wimberley, Texas, was made by Council Member Christine Byrne. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).**
- 9.2. Discuss and consider possible action regarding a quote in the amount of \$3,500 from Office of Architecture, Neel Morton AIA for design and construction of a restroom building and parking improvements on Oak Drive. *(Place One Council Member Rebecca Minnick)*  
 Council Member, Rebecca Minnick, presented the quote to enhance the City’s downtown area to include public parking and restroom facilities.  
 City Secretary, Laura Calcote, read five citizen’s comments into the record. They were as follows:
  1. Clay Ewing was in support of the project and offered his assistance in helping the plan come to fruition.
  2. Maridel Martinez, a downtown business owner, was also in support of the project and noted public restroom facilities were much needed in the downtown area for tourists and visitors to Wimberley.
  3. Bren Isgitt, a downtown business owner, encouraged and voiced support for public restrooms, adequate public parking, ADA accessible sidewalks and directional signage for the Wimberley Square.
  4. Jamie Pettit supported the proposed improvements and amenities on Oak Drive, including restroom and parking lot design.
  5. Matthew Buchanan further supported the proposed plan to remodel the Oak Drive parking lot and to provide ADA compliant sidewalks for Wimberley tourists and locals.

There was lengthy discussion among Council pertaining to the scope of work for the proposed project, including the timeframe for completion and funding.

**Motion to engage the Office of Architecture, Neel Morton AIA, in accordance with the proposal presented, for design and construction of a restroom building and parking lot improvements on Oak Drive was made by Council Member Rebecca Minnick.**

**Motion was seconded by Council Member Bo Bowman. Motion carried unanimously (5-0).**

- 9.3. Discuss and consider possible action regarding Wimberley City Council Members participation in Hays County projects. *(Place One Council Member Rebecca Minnick)*  
Council Member, Rebecca Minnick, updated Council concerning her discussions with Hays County Precinct 3 Commissioner, Lon Shell, and the County's undertaking of several projects in Wimberley, including reworking the low-water bridge at 1492, trail connectivity from Blue Hole Regional Park along Old Kyle Road and a sidewalk plan on FM 2325 from Wimberley High School into the town center. Council Members Byrne, Shell and Bowman would be assisting the County with the multi-modal plans, and Council Member Minnick would aid with the update to the 1492 bridge.  
No action was taken on this item.

- 9.4. Discuss and consider possible action to retain the services of a project manager for the Central Wimberley Wastewater Project and funding in relation thereto. *(Mayor Gina Fulkerson)*

There was discussion among Council to enter into a professional services agreement with Craig Fore for construction management for the Central Wimberley Wastewater Project.

**Motion to retain the services of Craig Fore for oversight and project management of the Central Wimberley Wastewater Project, under the terms presented within the contract, for an amount not to exceed \$31,500, was made by Council Member Teresa Shell. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).**

- 9.5. Discuss and consider possible action to adopt Ordinance No. 2020-16, further extending a Declaration of Local Disaster; providing a savings clause; providing a severability clause; and providing an effective date. *(Mayor Gina Fulkerson)*

City Secretary, Laura Calcote, noted the ordinance caption on the agenda was different than the caption on the finalized ordinance. Mayor, Gina Fulkerson, read aloud the updated ordinance caption.

**Motion to approve Ordinance No. 2020-16, renewing a Declaration of Local Disaster and Public Health Emergency through August 6, 2020, unless superseded by executive order of the Governor of the State of Texas; providing a savings clause; providing a severability clause; providing an effective date, was made by Council Member Christine Byrne. Motion was seconded by Council Member Rebecca Minnick. Motion carried unanimously (5-0).**

- 9.6. Discuss and consider possible action to approve Resolution No. 04-2020, authorizing an amendment to the 2019/2020 Operating Budget (Budget Amendment No. 1), providing for the transfer of funds in the General Fund to the Wastewater Collection and Treatment Plant Fund; and providing an effective date. *(City Administrator Shawn Cox)*

City Administrator, Shawn Cox, reviewed the general fund revenues and expenditures, as they related to Resolution No. 04-2020. There was discussion among Mr. Cox and Council concerning the City's budget status.

**Motion to approve Resolution No. 04-2020, authorizing an amendment to the 2019/2020 Operating Budget (Budget Amendment No. 1), providing for the transfer of funds in the General Fund to the Wastewater Collection and Treatment Plant Fund; and providing an effective date, was made by Council Member Christine Byrne. Motion was seconded by Council Member Bo Bowman. Motion carried unanimously (5-0).**

9.7. Discuss and consider possible action regarding the status of the Central Wimberley Wastewater Project. *(City Administrator Shawn Cox)*

City Administrator, Shawn Cox, provided an update regarding TxDOT's approval for crossing the Cypress Creek bridge, along with the determination that no archaeological survey would be needed for the crossing. TxDOT still needed to review plans for north of the Cypress Creek. Capital Excavation had completed work on the east side of 3237. The wet well had been delivered on July 2<sup>nd</sup> and would be installed next week. No action was taken on this item.

### **CITY COUNCIL REPORTS**

10.1. Announcements – Mayor, Gina Fulkerson, reminded Council and staff of the drive-through Fourth of July Parade and fireworks at the VFW on Saturday, July 4<sup>th</sup>.

10.2. Future agenda items – Council Member, Christine Byrne, requested an update concerning the Hidden Valley bridge fish weir at the next Regular City Council Meeting.

There was discussion to schedule two Special City Council Meetings on July 9<sup>th</sup> at 3:30 p.m. and on July 23<sup>rd</sup> at 2:00 p.m.

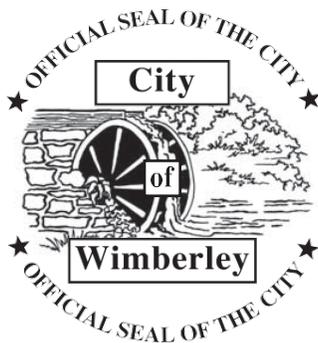
### **ADJOURNMENT**

**Motion to adjourn the meeting at 7:45 p.m. was made by Council Member Christine Byrne. Motion was seconded by Council Member Rebecca Minnick. Motion carried unanimously (5-0).**

### **RECORDED BY:**

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Laura J. Calcote, City Secretary



### **APPROVED BY:**

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Gina V. Fulkerson, Mayor



# City of Wimberley

221 Stillwater Drive, Wimberley, Texas 78676

## **SPECIAL CITY COUNCIL MEETING** **THURSDAY, JULY 9, 2020 – 3:30 P.M.**

### **MINUTES**

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Wimberley will conduct a teleconference/video conference meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The meeting will be held on **Thursday, July 9, 2020, at 3:30 p.m.**

The public may participate in this meeting via the following toll-free numbers 888-475-4499 or 877-853-5257 and/or using the Zoom meeting ID 882 9342 0994 and using the password 549720. The public will be permitted to offer comments via teleconference or video conference, as provided by the agenda and as permitted by the presiding officer during the meeting.

Anyone wishing to offer public comments or offer written questions or comments must notify City Secretary, Laura Calcote, at [lcalcote@cityofwimberley.com](mailto:lcalcote@cityofwimberley.com), at least two hours before the meeting.

A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

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### **CALL TO ORDER**

Mayor, Gina Fulkerson, called the meeting to order on July 9, 2020 at 3:30 p.m.

### **CALL OF ROLL**

Council Members Present:

Gina Fulkerson	Mayor ( <i>via teleconference</i> )
Rebecca Minnick	Place One ( <i>via teleconference</i> )
Teresa Shell	Place Two ( <i>via teleconference</i> )
Christine Byrne	Place Three ( <i>via teleconference</i> )
Jim Chiles	Place Four ( <i>via teleconference</i> )
Bo Bowman	Place Five ( <i>via teleconference</i> )

City Staff Present:

Shawn Cox	City Administrator ( <i>via teleconference</i> )
Laura Calcote	City Secretary ( <i>via teleconference</i> )
Sarah Griffin	City Attorney ( <i>via teleconference</i> )

### **DISCUSSION AND POSSIBLE ACTION**

Discuss and consider possible action to retain temporary outside consulting services for a City Planner. (*Mayor Gina Fulkerson & Place Two Council Member Teresa Shell*)

There was discussion among Council and City staff regarding the proposal from Jon Thompson for professional planning services, including his availability for various City meetings, compensation requirements and the term of the contract. Council members were in support of hiring an outside consultant to assist with the Planning Department.

**Motion for the City Attorney to work with Mr. Thompson to draft a contract with mutually agreeable terms and conditions for all parties, which would be brought back to City Council for consideration at the July 16<sup>th</sup> Regular City Council Meeting was made by Council Member Teresa Shell. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).**

**EXECUTIVE SESSION**

City Council adjourned into Executive Session at 4:01 p.m., in accordance with Texas Government Code, Chapter 551, Subchapter D, for the following purposes:

Executive Section 551.071 (Consultation with Legal Counsel) and 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment duties, discipline or dismissal of a public officer or employee: City Administrator Shawn Cox.

**OPEN SESSION**

Regular Session reconvened at 5:47 p.m.  
No action was taken.

**ADJOURNMENT**

**Motion to adjourn the meeting at 5:48 p.m. was made by Council Member Rebecca Minnick. Motion was seconded by Council Member Jim Chiles. Motion carried unanimously (5-0).**

**RECORDED BY:**

\_\_\_\_\_  
Laura J. Calcote, City Secretary



**APPROVED BY:**

\_\_\_\_\_  
Gina V. Fulkerson, Mayor

**BALANCE SHEET**

Page: 1

7/8/2020

3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

Fund: 100 - General Fund

Assets

1011 Petty Cash		450.00
1020 General Checking - ONB		1,191,305.68
1021 Certificate of Deposit - Ozona		229,915.19
1030 Texpool		187,456.88
1050 Sales Tax Receivable		162,119.60
1052 Mixed Bev Taxes Receivable		0.00
1053 Franchise Taxes Receivable		16,803.56
1150 Accounts Receivable		5,910.69
1151 Allowance for Uncoll Acct Rec		0.00
1210 Prepaid Expenses		0.00
1302 Due from Municipal Court		649.40
1304 Due from BHP		1,190.31
1305 Due from OTHERS		0.00
1306 Due from WW		0.00
1307 Due from TML Claim Fund		0.00

Total Assets

1,795,801.31

Liabilities

2010 Accounts Payable		71,752.62
2015 WCC Security Deposits		1,785.00
2021 Accrued Wages Payable		0.00
2022 Payroll Deductions Payable		3,819.87
2023 TML IEBP Payable		1,665.77
2060 Payable to Hays County		0.00
2072 ICMA RC Payable		400.00
2073 TWC Payable		0.00
2074 TMRS Payable		1,980.62
2075 TCEQ Payable to State		160.00
2081 Due to Others		0.00
2082 Due to BHP		-618.00
2086 Due to Wastewater		177,584.31

Total Liabilities

258,530.19

Reserves/Balances

3310 Nonspendable Prepaids		0.00
3410 Restricted Funds		17,844.43
3510 Committed FB - Public Works		559,053.00
3520 Committed FB - New City Hall		0.00
3530 Committed FB - W/W on Square		504,204.00
3540 Committed FB-Future Grant Matc		334,375.00
3600 Fund Balance - Uncommitted		-138,276.54
3601 Transfer		0.00
3602 Suspense		0.00
3650 Net Excess (Deficit)		260,071.23

Total Reserves/Balances

1,537,271.12

BALANCE SHEET

Page: 2

7/8/2020

3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

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Total Liabilities & Balances

1,795,801.31

REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 100 - General Fund</b>							
Revenues							
Dept: 15 ADMINISTRATION							
5120 General Sales & Use Tax	875,000.00	875,000.00	690,202.26	85,033.63	0.00	184,797.74	78.9
5131 Mixed Beverage Tax	15,000.00	15,000.00	12,114.51	0.00	0.00	2,885.49	80.8
5171 Franchise Tax	275,000.00	275,000.00	168,164.62	30,779.92	0.00	106,835.38	61.2
5211 Beer & Wine Permits	1,500.00	1,500.00	725.00	0.00	0.00	775.00	48.3
5212 Food Permits	12,500.00	12,500.00	10,245.00	1,295.00	0.00	2,255.00	82.0
5213 Septic Permits	12,000.00	12,000.00	5,765.00	0.00	0.00	6,235.00	48.0
5219 Sign Permits	2,000.00	2,000.00	1,200.00	150.00	0.00	800.00	60.0
5221 Building Permits	26,500.00	26,500.00	20,014.90	1,983.45	0.00	6,485.10	75.5
5340 Grant Funds	0.00	0.00	5,702.87	0.00	0.00	-5,702.87	0.0
5410 CC Convenience Fees	200.00	200.00	560.81	114.03	0.00	-360.81	280.4
5411 Court Costs, Fees & Charges	1,000.00	1,000.00	2,896.00	0.00	0.00	-1,896.00	289.6
5413 Zoning	8,500.00	8,500.00	5,549.05	0.00	0.00	2,950.95	65.3
5414 Subdivision Fees	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5415 Copies, Maps, Misc.	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5416 Building Inspections	22,000.00	22,000.00	22,010.00	1,980.00	0.00	-10.00	100.0
5417 Bldg Plan Reviews	17,500.00	17,500.00	11,562.50	755.00	0.00	5,937.50	66.1
5475 WCC Facility Rentals	55,000.00	55,000.00	29,925.00	0.00	0.00	25,075.00	54.4
5611 Interest Revenues	1,000.00	1,000.00	2,593.68	282.51	0.00	-1,593.68	259.4
5620 Parking Lot Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5630 Restroom Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5701 Other/Misc	4,000.00	4,000.00	5,684.95	25.21	0.00	-1,684.95	142.1
5799 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5900 Designated Funds	0.00	0.00	25,347.00	0.00	0.00	-25,347.00	0.0
5901 FEMA Designated Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>ADMINISTRATION</b>	<b>1,330,700.00</b>	<b>1,330,700.00</b>	<b>1,020,263.15</b>	<b>122,398.75</b>	<b>0.00</b>	<b>310,436.85</b>	<b>76.7</b>
Revenues	1,330,700.00	1,330,700.00	1,020,263.15	122,398.75	0.00	310,436.85	76.7
Expenditures							
Dept: 15 ADMINISTRATION							
6110 S&W- City Administrator	95,000.00	95,000.00	59,923.29	7,307.70	0.00	35,076.71	63.1
6120 S&W- City Secretary	64,890.00	64,890.00	40,930.72	4,991.54	0.00	23,959.28	63.1
6130 S&W- Financial Clerk	41,200.00	41,200.00	26,003.86	3,171.20	0.00	15,196.14	63.1
6210 Health Care	27,000.00	27,000.00	12,172.64	1,521.58	0.00	14,827.36	45.1
6220 Payroll Taxes	15,384.00	15,384.00	9,743.09	1,146.88	0.00	5,640.91	63.3
6230 TMRS Contributions	16,228.00	16,228.00	9,654.10	1,041.16	0.00	6,573.90	59.5
6250 Unemployment Compensation	487.00	487.00	432.00	432.00	0.00	55.00	88.7
6270 Annual/Assoc DUES	3,376.00	3,376.00	4,410.56	1,055.90	0.00	-1,034.56	130.6
6340 Technician/Technology Consulta	5,034.00	5,034.00	4,859.00	437.50	0.00	175.00	96.5
6370 Contract Services	0.00	0.00	2,839.00	0.00	0.00	-2,839.00	0.0
6410 Utilities	7,080.00	7,080.00	4,790.53	623.48	0.00	2,289.47	67.7
6411 Telephones	2,880.00	2,880.00	4,507.64	600.47	0.00	-1,627.64	156.5
6420 Office Cleaning	5,300.00	5,300.00	3,400.00	900.00	0.00	1,900.00	64.2
6430 Bldg Repairs/Maintenance	3,000.00	3,000.00	2,013.71	986.50	0.00	986.29	67.1
6433 Equipment Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6441 Storage Rental	4,620.00	4,620.00	800.00	100.00	0.00	3,820.00	17.3
6442 Water Cooler	600.00	600.00	419.40	32.99	0.00	180.60	69.9
6443 Equipment Rent/Lease	5,838.00	5,838.00	4,266.53	224.95	0.00	1,571.47	73.1
6444 Parking Lot Lease	1,200.00	1,200.00	750.00	100.00	0.00	450.00	62.5
6500 Grant Expenditures	0.00	0.00	31,049.87	0.00	0.00	-31,049.87	0.0
6520 Insurance	26,650.00	26,650.00	26,343.90	0.00	0.00	306.10	98.9
6521 Security System	853.00	853.00	345.90	138.27	0.00	507.10	40.6
6531 Public Notices	5,000.00	5,000.00	3,417.30	0.00	0.00	1,582.70	68.3
6532 Office Tech/Software	16,979.00	16,979.00	19,339.55	1,480.13	0.00	-2,360.55	113.9
6540 Advertising	0.00	0.00	1,322.94	0.00	0.00	-1,322.94	0.0
6551 Printing Services	500.00	500.00	571.00	399.00	0.00	-71.00	114.2
6552 Copies/Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6562 CC Processing Fees	200.00	200.00	567.07	119.38	0.00	-367.07	283.5
6569 Vehicle Allowance/Moving Exp	6,000.00	6,000.00	4,000.00	500.00	0.00	2,000.00	66.7
6570 Travel/Hospitality	2,698.00	2,698.00	494.88	0.00	0.00	2,203.12	18.3

REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 100 - General Fund</b>								
Expenditures								
Dept: 15 ADMINISTRATION								
6571	Mileage	1,560.00	1,560.00	743.43	0.00	0.00	816.57	47.7
6572	Training	1,050.00	1,050.00	864.00	0.00	0.00	186.00	82.3
6581	Refunds	500.00	500.00	1,636.25	345.00	0.00	-1,136.25	327.3
6589	Records Management	0.00	0.00	1,837.22	706.34	0.00	-1,837.22	0.0
6610	Operating Supplies	2,000.00	2,000.00	730.10	169.97	0.00	1,269.90	36.5
6651	Postage/Shipping	1,000.00	1,000.00	601.08	0.00	0.00	398.92	60.1
6660	Office Supplies	3,000.00	3,000.00	677.96	65.50	0.00	2,322.04	22.6
6700	Bad Debt Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6790	Capital Outlay - Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6791	Capital Outlay - Technology	13,750.00	13,750.00	13,243.75	0.00	0.00	506.25	96.3
6792	Capital Outlay - Other	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
6990	Operating Transfer Out	173,000.00	173,000.00	0.00	0.00	0.00	173,000.00	0.0
ADMINISTRATION		568,857.00	568,857.00	299,702.27	28,597.44	0.00	269,154.73	52.7
Dept: 16 LEGAL								
6350	Legal	190,000.00	190,000.00	61,089.10	7,076.00	0.00	128,910.90	32.2
LEGAL		190,000.00	190,000.00	61,089.10	7,076.00	0.00	128,910.90	32.2
Dept: 17 COUNCIL/BOARD								
6320	Financial (Contract Svs)	16,200.00	16,200.00	10,800.00	1,350.00	0.00	5,400.00	66.7
6330	Audit Svs	18,875.00	18,875.00	15,700.00	0.00	0.00	3,175.00	83.2
6340	Technician/Technology Consulta	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
6382	Social Services Support	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6533	Public Information	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6541	Public Relations/Receptions	1,000.00	1,000.00	1,200.41	0.00	0.00	-200.41	120.0
6572	Training	6,000.00	6,000.00	270.00	85.00	0.00	5,730.00	4.5
6590	Elections	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
6591	Planning	0.00	0.00	0.00	0.00	0.00	0.00	0.0
COUNCIL/BOARD		58,075.00	58,075.00	27,970.41	1,435.00	0.00	30,104.59	48.2
Dept: 18 BUILDING								
6360	Contract Inspections	30,000.00	30,000.00	26,650.00	5,500.00	0.00	3,350.00	88.8
6582	Site Plan Reviews	8,000.00	8,000.00	4,050.00	0.00	0.00	3,950.00	50.6
BUILDING		38,000.00	38,000.00	30,700.00	5,500.00	0.00	7,300.00	80.8
Dept: 21 PUBLIC SAFETY								
6370	Contract Services	75,524.00	75,524.00	20,498.00	0.00	0.00	55,026.00	27.1
6371	Sanitarian (Contract Labor)	30,000.00	30,000.00	22,689.37	2,351.61	0.00	7,310.63	75.6
6373	Animal Control	6,000.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
6574	Event Services	1,750.00	1,750.00	0.00	0.00	0.00	1,750.00	0.0
PUBLIC SAFETY		113,274.00	113,274.00	49,187.37	2,351.61	0.00	64,086.63	43.4
Dept: 25 MUNICIPAL COURT								
6270	Annual/Assoc DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6380	Municipal Court Judge	4,000.00	4,000.00	2,666.64	333.33	0.00	1,333.36	66.7
6381	City Prosecutor	5,000.00	5,000.00	2,985.17	0.00	0.00	2,014.83	59.7
6532	Office Tech/Software	4,200.00	4,200.00	3,985.00	3,500.00	0.00	215.00	94.9
6570	Travel/Hospitality	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6572	Training	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6610	Operating Supplies	750.00	750.00	0.00	0.00	0.00	750.00	0.0
6651	Postage/Shipping	0.00	0.00	0.00	0.00	0.00	0.00	0.0
MUNICIPAL COURT		13,950.00	13,950.00	9,636.81	3,833.33	0.00	4,313.19	69.1
Dept: 30 PUBLIC WORKS								
6150	S&W- Code Enforcement	41,200.00	41,200.00	26,145.84	3,169.60	0.00	15,054.16	63.5
6180	S&W- Maintenance	15,450.00	15,450.00	8,746.86	419.31	0.00	6,703.14	56.6
6210	Health Care	18,000.00	18,000.00	6,378.64	706.97	0.00	11,621.36	35.4
6220	Payroll Taxes	8,884.00	8,884.00	3,622.56	274.54	0.00	5,261.44	40.8
6230	TMRS Contributions	9,372.00	9,372.00	3,251.06	213.31	0.00	6,120.94	34.7
6250	Unemployment Compensation	487.00	487.00	218.20	213.46	0.00	268.80	44.8

REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 100 - General Fund</b>							
Expenditures							
Dept: 30 PUBLIC WORKS							
6270 Annual/Assoc DUES	385.00	385.00	265.00	0.00	0.00	120.00	68.8
6431 Vehicle Maint/Insurance	600.00	600.00	101.07	7.50	0.00	498.93	16.8
6532 Office Tech/Software	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6570 Travel/Hospitality	650.00	650.00	0.00	0.00	0.00	650.00	0.0
6571 Mileage	275.00	275.00	0.00	0.00	0.00	275.00	0.0
6572 Training	350.00	350.00	0.00	0.00	0.00	350.00	0.0
6583 Fuel	2,000.00	2,000.00	808.76	79.63	0.00	1,191.24	40.4
6610 Operating Supplies	1,500.00	1,500.00	683.12	96.91	0.00	816.88	45.5
6612 Tools	500.00	500.00	0.00	0.00	0.00	500.00	0.0
6794 Capital Outlay - Equipmt/Other	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6795 Capital Outlay - Roads	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>PUBLIC WORKS</b>	<b>99,653.00</b>	<b>99,653.00</b>	<b>50,221.11</b>	<b>5,181.23</b>	<b>0.00</b>	<b>49,431.89</b>	<b>50.4</b>
Dept: 31 ROADS							
6370 Contract Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6372 Survey Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6432 Road Maintenance	80,000.00	80,000.00	60,262.36	2,765.37	0.00	19,737.64	75.3
6433 Equipment Maintenance	250.00	250.00	0.00	0.00	0.00	250.00	0.0
6470 Engineering - Roads	10,000.00	10,000.00	3,112.50	0.00	0.00	6,887.50	31.1
6584 Mowing/Trimming	10,000.00	10,000.00	1,711.99	300.00	0.00	8,288.01	17.1
6611 Signs/Barricades	3,000.00	3,000.00	3,978.92	563.50	0.00	-978.92	132.6
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6795 Capital Outlay - Roads	100,000.00	100,000.00	18,713.01	147.90	0.00	81,286.99	18.7
<b>ROADS</b>	<b>203,250.00</b>	<b>203,250.00</b>	<b>87,778.78</b>	<b>3,776.77</b>	<b>0.00</b>	<b>115,471.22</b>	<b>43.2</b>
Dept: 33 WATER/WASTEWATER							
6561 State Sanitations Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6586 Quality Testing WW	2,600.00	2,600.00	465.00	0.00	0.00	2,135.00	17.9
6588 Public Restroom WW	36,000.00	36,000.00	19,721.71	849.76	0.00	16,278.29	54.8
6793 Capital Outlay - RR Trailer	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>WATER/WASTEWATER</b>	<b>38,600.00</b>	<b>38,600.00</b>	<b>20,186.71</b>	<b>849.76</b>	<b>0.00</b>	<b>18,413.29</b>	<b>52.3</b>
Dept: 51 COMMUNITY CENTER							
6140 S&W- Director	40,000.00	40,000.00	28,710.39	3,666.52	0.00	11,289.61	71.8
6180 S&W- Maintenance	30,900.00	30,900.00	14,811.30	1,360.63	0.00	16,088.70	47.9
6210 Health Care	9,000.00	9,000.00	5,696.96	712.12	0.00	3,303.04	63.3
6220 Payroll Taxes	5,424.00	5,424.00	3,435.49	384.58	0.00	1,988.51	63.3
6230 TMRS Contributions	5,722.00	5,722.00	2,143.27	238.99	0.00	3,578.73	37.5
6250 Unemployment Compensation	487.00	487.00	258.65	251.39	0.00	228.35	53.1
6270 Annual/Assoc DUES	100.00	100.00	1.05	0.00	0.00	98.95	1.1
6370 Contract Services	0.00	0.00	243.00	0.00	0.00	-243.00	0.0
6410 Utilities	18,140.00	18,140.00	12,625.42	1,123.22	0.00	5,514.58	69.6
6411 Telephones	720.00	720.00	665.70	0.00	0.00	54.30	92.5
6430 Bldg Repairs/Maintenance	5,000.00	5,000.00	16,458.86	29.45	0.00	-11,458.86	329.2
6443 Equipment Rent/Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6521 Security System	2,000.00	2,000.00	998.37	171.24	0.00	1,001.63	49.9
6532 Office Tech/Software	2,422.00	2,422.00	1,455.55	281.69	0.00	966.45	60.1
6540 Advertising	2,500.00	2,500.00	1,416.90	0.00	0.00	1,083.10	56.7
6541 Public Relations/Receptions	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6551 Printing Services	250.00	250.00	17.34	0.00	0.00	232.66	6.9
6610 Operating Supplies	3,000.00	3,000.00	1,914.92	176.42	0.00	1,085.08	63.8
6651 Postage/Shipping	100.00	100.00	0.00	0.00	0.00	100.00	0.0
6660 Office Supplies	500.00	500.00	199.39	0.00	0.00	300.61	39.9
6794 Capital Outlay - Equipmt/Other	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
6797 Capital Outlay - Facilities	25,000.00	25,000.00	21,536.00	0.00	0.00	3,464.00	86.1
<b>COMMUNITY CENTER</b>	<b>153,265.00</b>	<b>153,265.00</b>	<b>112,588.56</b>	<b>8,396.25</b>	<b>0.00</b>	<b>40,676.44</b>	<b>73.5</b>
Dept: 52 PARKS							
6410 Utilities	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
6430 Bldg Repairs/Maintenance	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0

REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 100 - General Fund</b>							
Expenditures							
Dept: 52 PARKS							
6585 NATURE TL / OLD BALDY	0.00	0.00	1,108.79	160.74	0.00	-1,108.79	0.0
6610 Operating Supplies	600.00	600.00	0.00	0.00	0.00	600.00	0.0
<hr/>							
PARKS	4,100.00	4,100.00	1,108.79	160.74	0.00	2,991.21	27.0
Dept: 90 Prior Period Adjustment							
9000 Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.0
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Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.0
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Expenditures	1,481,024.00	1,481,024.00	750,169.91	67,158.13	0.00	730,854.09	50.7
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Net Effect for General Fund	-150,324.00	-150,324.00	270,093.24	55,240.62	0.00	-420,417.24	-179.7
Change in Fund Balance:			260,071.23				

**BALANCE SHEET**

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City of Wimberley

As of: 5/31/2020

Balances

Fund: 200 - Blue Hole Parkland

Assets

1011 Petty Cash	95.00
1020 General Checking - ONB	0.00
1022 BH Parkland - ONB	480,106.54
1301 Due from General	0.00

<u>Total Assets</u>	<u>480,201.54</u>
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Liabilities

2010 Accounts Payable	1,551.82
2016 BHP Security Deposits	900.00
2021 Accrued Wages Payable	0.00
2022 Payroll Deductions Payable	0.00
2071 Sales Tax Payable	333.24
2072 ICMA RC Payable	0.00
2073 TWC Payable	0.00
2074 TMRS Payable	638.85
2080 Due to General	1,190.31
2081 Due to Others	0.00

<u>Total Liabilities</u>	<u>4,614.22</u>
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Reserves/Balances

3600 Fund Balance - Uncommitted	593,099.74
3601 Transfer	0.00
3602 Suspense	0.00
3650 Net Excess (Deficit)	-117,512.42

<u>Total Reserves/Balances</u>	<u>475,587.32</u>
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<u>Total Liabilities &amp; Balances</u>	<u>480,201.54</u>
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REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 200 - Blue Hole Parkland</b>								
Revenues								
Dept: 52 PARKS								
5472	Reservations/Gate Fees	350,000.00	350,000.00	63,928.75	56,508.01	0.00	286,071.25	18.3
5474	Facility Rentals	15,000.00	15,000.00	7,670.00	-80.00	0.00	7,330.00	51.1
5476	Special Events	66,000.00	66,000.00	22,020.00	350.00	0.00	43,980.00	33.4
5479	Vending/Merchandise	7,500.00	7,500.00	194.85	0.00	0.00	7,305.15	2.6
5611	Interest Revenues	150.00	150.00	173.57	19.43	0.00	-23.57	115.7
5701	Other/Misc	6,500.00	6,500.00	959.07	87.30	0.00	5,540.93	14.8
5799	Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5900	Designated Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>PARKS</b>		<b>445,150.00</b>	<b>445,150.00</b>	<b>94,946.24</b>	<b>56,884.74</b>	<b>0.00</b>	<b>350,203.76</b>	<b>21.3</b>
Revenues		445,150.00	445,150.00	94,946.24	56,884.74	0.00	350,203.76	21.3
Expenditures								
Dept: 52 PARKS								
6180	S&W- Maintenance	37,853.00	37,853.00	0.00	0.00	0.00	37,853.00	0.0
6181	S&W- Parks PT	107,177.00	107,177.00	24,375.40	2,062.82	0.00	82,801.60	22.7
6182	S&W- Parks Maintenance Tech	28,840.00	28,840.00	27,207.37	4,470.27	0.00	1,632.63	94.3
6183	S&W-Programs & Operations Mngr	31,930.00	31,930.00	24,329.60	3,076.80	0.00	7,600.40	76.2
6184	S&W-Programs & Events Special	0.00	0.00	10,121.92	2,153.60	0.00	-10,121.92	0.0
6185	S&W-Nat'l Resources Parks Mngr	0.00	0.00	24,990.80	3,076.80	0.00	-24,990.80	0.0
6210	Health Care	36,000.00	36,000.00	19,969.53	2,145.25	0.00	16,030.47	55.5
6220	Payroll Taxes	19,880.00	19,880.00	9,200.66	1,135.28	0.00	10,679.34	46.3
6230	TMRS Contributions	12,323.00	12,323.00	6,821.84	853.25	0.00	5,501.16	55.4
6250	Unemployment Compensation	1,299.00	1,299.00	815.15	749.13	0.00	483.85	62.8
6374	Contract Services	36,400.00	36,400.00	15,328.67	161.50	0.00	21,071.33	42.1
6410	Utilities	15,000.00	15,000.00	9,154.42	1,235.67	0.00	5,845.58	61.0
6411	Telephones	2,400.00	2,400.00	1,416.85	0.00	0.00	983.15	59.0
6431	Vehicle Maint/Insurance	500.00	500.00	219.12	0.00	0.00	280.88	43.8
6433	Equipment Maintenance	500.00	500.00	424.62	0.00	0.00	75.38	84.9
6443	Equipment Rent/Lease	1,000.00	1,000.00	163.72	68.40	0.00	836.28	16.4
6532	Office Tech/Software	1,900.00	1,900.00	1,247.67	139.99	0.00	652.33	65.7
6562	CC Processing Fees	13,000.00	13,000.00	1,013.65	150.08	0.00	11,986.35	7.8
6570	Travel/Hospitality	3,175.00	3,175.00	1,362.57	0.00	0.00	1,812.43	42.9
6571	Mileage	600.00	600.00	0.00	0.00	0.00	600.00	0.0
6572	Training	2,800.00	2,800.00	850.00	0.00	0.00	1,950.00	30.4
6581	Refunds	1,000.00	1,000.00	10,135.06	450.00	0.00	-9,135.06	1013.5
6583	Fuel	800.00	800.00	603.60	29.42	0.00	196.40	75.5
6584	Mowing/Trimming	500.00	500.00	13.66	0.00	0.00	486.34	2.7
6589	Records Management	0.00	0.00	158.21	36.34	0.00	-158.21	0.0
6610	Operating Supplies	20,000.00	20,000.00	11,622.16	1,211.29	0.00	8,377.84	58.1
6613	Materials	4,000.00	4,000.00	1,644.47	630.09	0.00	2,355.53	41.1
6615	Bldg & Maint Supplies	1,500.00	1,500.00	659.62	0.00	0.00	840.38	44.0
6651	Postage/Shipping	300.00	300.00	0.00	0.00	0.00	300.00	0.0
6660	Office Supplies	500.00	500.00	1,298.15	0.00	0.00	-798.15	259.6
6794	Capital Outlay - Equipmt/Other	3,200.00	3,200.00	2,780.90	0.00	0.00	419.10	86.9
6990	Operating Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>PARKS</b>		<b>384,377.00</b>	<b>384,377.00</b>	<b>207,929.39</b>	<b>23,835.98</b>	<b>0.00</b>	<b>176,447.61</b>	<b>54.1</b>
Expenditures		384,377.00	384,377.00	207,929.39	23,835.98	0.00	176,447.61	54.1
Net Effect for Blue Hole Parkland		60,773.00	60,773.00	-112,983.15	33,048.76	0.00	173,756.15	-185.9
Change in Fund Balance:				-117,512.42				

**BALANCE SHEET**

City of Wimberley

As of: 5/31/2020

Balances

Fund: 201 - Municipal Court

Assets

1023 Municipal Court - ONB	3,675.92
1024 MC Bonds - ONB	76.00

<u>Total Assets</u>	<u>3,751.92</u>
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Liabilities

2010 Accounts Payable	3,628.40
2076 MC Payable to State	712.35
2080 Due to General	649.40

<u>Total Liabilities</u>	<u>4,990.15</u>
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Reserves/Balances

3600 Fund Balance - Uncommitted	1,872.37
3601 Transfer	0.00
3650 Net Excess (Deficit)	-3,110.60

<u>Total Reserves/Balances</u>	<u>-1,238.23</u>
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<u>Total Liabilities &amp; Balances</u>	<u>3,751.92</u>
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REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 201 - Municipal Court</b>							
Revenues							
Dept: 00							
5410 CC Convenience Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5514 Court Technology	0.00	0.00	72.00	0.00	0.00	-72.00	0.0
5515 Court Bldg Security	0.00	0.00	54.00	0.00	0.00	-54.00	0.0
5516 Child Safety	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5517 Judicial Efficiency	0.00	0.00	10.80	0.00	0.00	-10.80	0.0
5611 Interest Revenues	0.00	0.00	4.90	0.16	0.00	-4.90	0.0
5701 Other/Misc	0.00	0.00	376.10	0.00	0.00	-376.10	0.0
Dept: 00	0.00	0.00	517.80	0.16	0.00	-517.80	0.0
Revenues	0.00	0.00	517.80	0.16	0.00	-517.80	0.0
Expenditures							
Dept: 00							
6532 Office Tech/Software	0.00	0.00	3,628.40	3,500.00	0.00	-3,628.40	0.0
6551 Printing Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6589 Records Management	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6614 Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6660 Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6790 Capital Outlay - Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6791 Capital Outlay - Technology	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 00	0.00	0.00	3,628.40	3,500.00	0.00	-3,628.40	0.0
Expenditures	0.00	0.00	3,628.40	3,500.00	0.00	-3,628.40	0.0
Net Effect for Municipal Court	0.00	0.00	-3,110.60	-3,499.84	0.00	3,110.60	0.0
Change in Fund Balance:			-3,110.60				

**BALANCE SHEET**

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3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

Fund: 202 - Wastewater Fund

Assets

1027 Wastewater - ONB	110,361.02
1028 WW Construction Fund	12,977.11
1029 WW Int & Sinking Fund	56,833.00
1150 Accounts Receivable	9,898.00
1152 Tax Notes 2013-Restricted Cash	32,547.22
1301 Due from General	0.00
1310 Due from WW Project Fund	68,549.50
1729 WW Reclamation Facility	564,015.37
1730 Utility Plant - WW	223,970.00
1731 Accumulated Deprec.-Bldgs	-39,621.50

<u>Total Assets</u>	<u>1,039,529.72</u>
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Liabilities

2010 Accounts Payable	47,856.24
2080 Due to General	0.00
2140 Accrued Interest Payable	2,041.92
2240 Notes Payable - Current	124,431.00
2550 Notes Payable - Utility Plant	0.00
2551 Notes Payable-Tax Notes 2013	95,000.00

<u>Total Liabilities</u>	<u>269,329.16</u>
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Reserves/Balances

3600 Fund Balance - Uncommitted	311,833.78
3601 Transfer	0.00
3610 Net Invest in Capital Assets	514,814.52
3650 Net Excess (Deficit)	-56,447.74

<u>Total Reserves/Balances</u>	<u>770,200.56</u>
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<u>Total Liabilities &amp; Balances</u>	<u>1,039,529.72</u>
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REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 202 - Wastewater Fund</b>							
Revenues							
Dept: 04 WATER/WASTEWATER							
5340 Grant Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5400 WW Service Fees	116,789.00	116,789.00	80,594.10	11,308.10	0.00	36,194.90	69.0
5611 Interest Revenues	75.00	75.00	836.02	7.85	0.00	-761.02	1114.7
5789 Revenue Bond Transfer In	101,025.00	101,025.00	0.00	0.00	0.00	101,025.00	0.0
5799 Operating Transfer In	173,000.00	173,000.00	0.00	0.00	0.00	173,000.00	0.0
<b>WATER/WASTEWATER</b>	<b>390,889.00</b>	<b>390,889.00</b>	<b>81,430.12</b>	<b>11,315.95</b>	<b>0.00</b>	<b>309,458.88</b>	<b>20.8</b>
Revenues	390,889.00	390,889.00	81,430.12	11,315.95	0.00	309,458.88	20.8
Expenditures							
Dept: 04 WATER/WASTEWATER							
6270 Annual/Assoc DUES	1,250.00	1,250.00	0.00	0.00	0.00	1,250.00	0.0
6374 Contract Services	116,492.00	116,492.00	81,942.57	8,083.85	0.00	34,549.43	70.3
6410 Utilities	6,000.00	6,000.00	5,485.70	576.33	0.00	514.30	91.4
6411 Telephones	1,800.00	1,800.00	316.84	0.00	0.00	1,483.16	17.6
6589 Records Management	0.00	0.00	40.00	0.00	0.00	-40.00	0.0
6792 Capital Outlay - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6799 Project Manager-WW Project	30,000.00	30,000.00	5,906.25	0.00	0.00	24,093.75	19.7
6800 Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6900 Wastewater Debt Service - Prin	255,000.00	255,000.00	44,186.50	0.00	0.00	210,813.50	17.3
6901 Wastewater Debt Service - Int	87,673.00	87,673.00	0.00	0.00	0.00	87,673.00	0.0
6990 Operating Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>WATER/WASTEWATER</b>	<b>498,215.00</b>	<b>498,215.00</b>	<b>137,877.86</b>	<b>8,660.18</b>	<b>0.00</b>	<b>360,337.14</b>	<b>27.7</b>
Expenditures	498,215.00	498,215.00	137,877.86	8,660.18	0.00	360,337.14	27.7
Net Effect for Wastewater Fund	-107,326.00	-107,326.00	-56,447.74	2,655.77	0.00	-50,878.26	52.6
Change in Fund Balance:			-56,447.74				

**BALANCE SHEET**

Page: 6

7/8/2020

3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

Fund: 205 - Hotel Occupancy Tax

Assets

1019 Hotel Occupancy Tax	142,320.80
1055 Hotel Occupancy Receivable	0.00
1301 Due from General	0.00
1305 Due from OTHERS	0.00
1210 Prepaid Expenses	0.00

<u>Total Assets</u>	<u>142,320.80</u>
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Liabilities

2010 Accounts Payable	344.26
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<u>Total Liabilities</u>	<u>344.26</u>
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Reserves/Balances

3310 Nonspendable Prepaids	10,091.00
3560 FB Committed-Emergency Plan	5,000.00
3600 Fund Balance - Uncommitted	126,837.99
3650 Net Excess (Deficit)	47.55

<u>Total Reserves/Balances</u>	<u>141,976.54</u>
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<u>Total Liabilities &amp; Balances</u>	<u>142,320.80</u>
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REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 205 - Hotel Occupancy Tax</b>							
Revenues							
Dept: 15 ADMINISTRATION							
5132 Hotel Occupancy Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5611 Interest Revenues	0.00	0.00	47.55	6.04	0.00	-47.55	0.0
ADMINISTRATION	0.00	0.00	47.55	6.04	0.00	-47.55	0.0
Revenues	0.00	0.00	47.55	6.04	0.00	-47.55	0.0
Expenditures							
Dept: 15 ADMINISTRATION							
6135 S&W- HOT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6210 Health Care	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6220 Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6230 TMRS Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6250 Unemployment Compensation	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6270 Annual/Assoc DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6370 Contract Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6551 Printing Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6570 Travel/Hospitality	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6572 Training	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6592 HOT Disbursements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6610 Operating Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6651 Postage/Shipping	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6660 Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6791 Capital Outlay - Technology	0.00	0.00	0.00	0.00	0.00	0.00	0.0
ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Net Effect for Hotel Occupancy Tax	0.00	0.00	47.55	6.04	0.00	-47.55	0.0
Change in Fund Balance:			47.55				

**BALANCE SHEET**

Page: 7

7/8/2020

3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

Fund: 600 - BHP Development Projects

Assets

1025 BH Development - ONB

17,445.32

Total Assets

17,445.32

Liabilities

2010 Accounts Payable

0.00

Total Liabilities

0.00

Reserves/Balances

3550 FB Committed - Soccer Fields

109,279.00

3600 Fund Balance - Uncommitted

-90,495.86

3650 Net Excess (Deficit)

-1,337.82

Total Reserves/Balances

17,445.32

Total Liabilities & Balances

17,445.32

REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 600 - BHP Development Projects</b>							
Revenues							
Dept: 00							
5611 Interest Revenues	20.00	20.00	15.18	0.75	0.00	4.82	75.9
Dept: 00	20.00	20.00	15.18	0.75	0.00	4.82	75.9
Revenues	20.00	20.00	15.18	0.75	0.00	4.82	75.9
Expenditures							
Dept: 00							
6589 Records Management	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6794 Capital Outlay - Equipmt/Other	0.00	0.00	1,353.00	0.00	0.00	-1,353.00	0.0
6797 Capital Outlay - Facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6798 Capital Outlay-Development	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 00	0.00	0.00	1,353.00	0.00	0.00	-1,353.00	0.0
Expenditures	0.00	0.00	1,353.00	0.00	0.00	-1,353.00	0.0
Net Effect for BHP Development Projects	20.00	20.00	-1,337.82	0.75	0.00	1,357.82-6,689.1	
Change in Fund Balance:			-1,337.82				

BALANCE SHEET

Page: 8

7/8/2020

3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

Fund: 602 - DONATIONS/SIDEWALKS

Assets

1026 Donations/Sidewalks

55,041.97

Total Assets

55,041.97

Reserves/Balances

3600 Fund Balance - Uncommitted

5,027.06

3650 Net Excess (Deficit)

50,014.91

Total Reserves/Balances

55,041.97

Total Liabilities & Balances

55,041.97

REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 602 - DONATIONS/SIDEWALKS</b>							
Revenues							
Dept: 00							
5611 Interest Revenues	2.00	2.00	14.91	2.34	0.00	-12.91	745.5
5701 Other/Misc	0.00	0.00	50,000.00	0.00	0.00	-50,000.00	0.0
Dept: 00	2.00	2.00	50,014.91	2.34	0.00	-50,012.91	0,745.5
Revenues	2.00	2.00	50,014.91	2.34	0.00	-50,012.91	0,745.5
Expenditures							
Dept: 00							
6589 Records Management	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Net Effect for DONATIONS/SIDEWALKS	2.00	2.00	50,014.91	2.34	0.00	-50,012.91	0,745.5
Change in Fund Balance:			50,014.91				

**BALANCE SHEET**

Page: 9

7/8/2020

3:09 pm

City of Wimberley

As of: 5/31/2020

Balances

Fund: 604 - WW Collection & Treatment Plan

Assets

1032 WW Bond Reserve Funds	238,339.93
1033 BOK Financial (82-2435-02-0)	251,619.15
1034 BOK Financial (82-2435-01-2)	2,391,550.09
1301 Due from General	177,584.31
1728 WW Project - Const in Progress	2,021,785.14

<u>Total Assets</u>	<u>5,080,878.62</u>
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Liabilities

2010 Accounts Payable	265,701.42
2011 Debt Forgiveness Funds	243,005.00
2081 Due to Others	68,549.50
2140 Accrued Interest Payable	21,385.00
2560 N TX General Obligation	5,100,000.00
2561 Bonds - Current	155,000.00

<u>Total Liabilities</u>	<u>5,853,640.92</u>
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Reserves/Balances

3600 Fund Balance - Uncommitted	-283,421.41
3601 Transfer	0.00
3610 Net Invest in Capital Assets	-95,451.86
3650 Net Excess (Deficit)	-393,889.03

<u>Total Reserves/Balances</u>	<u>-772,762.30</u>
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<u>Total Liabilities &amp; Balances</u>	<u>5,080,878.62</u>
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REVENUE/EXPENDITURE REPORT

City of Wimberley

For the Period: 10/1/2019 to 5/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 604 - WW Collection &amp; Treatment Plan</b>							
Revenues							
Dept: 04 WATER/WASTEWATER							
5340 Grant Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5611 Interest Revenues	0.00	0.00	557.85	36.68	0.00	-557.85	0.0
5612 Investment Income	0.00	0.00	18,350.91	13.24	0.00	-18,350.91	0.0
5902 WW Bond Reserve Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
WATER/WASTEWATER	0.00	0.00	18,908.76	49.92	0.00	-18,908.76	0.0
Revenues	0.00	0.00	18,908.76	49.92	0.00	-18,908.76	0.0
Expenditures							
Dept: 00							
6999 Contra Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 00	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 04 WATER/WASTEWATER							
6589 Records Management	0.00	0.00	192.50	0.00	0.00	-192.50	0.0
6792 Capital Outlay - Other	0.00	0.00	412,605.29	129,153.24	0.00	-412,605.29	0.0
6901 Wastewater Debt Service - Int	0.00	0.00	0.00	0.00	0.00	0.00	0.0
6902 Bond Issue Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.0
WATER/WASTEWATER	0.00	0.00	412,797.79	129,153.24	0.00	-412,797.79	0.0
Expenditures	0.00	0.00	412,797.79	129,153.24	0.00	-412,797.79	0.0
Net Effect for WW Collection & Treatment Plan	0.00	0.00	-393,889.03	-129,103.32	0.00	393,889.03	0.0
Change in Fund Balance:			-393,889.03				
Grand Total Net Effect:	-196,855.00	-196,855.00	-247,612.64	-41,648.88	0.00	50,757.64	



<b>AGENDA ITEM:</b>	City Administrator's Report
<b>SUBMITTED BY:</b>	Shawn Cox, City Administrator
<b>DATE SUBMITTED:</b>	July 13, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

The City Administrator will provide an update regarding Sales Tax, City facilities, Hidden Valley bridge fish weir, projects, the COVID-19 virus and the upcoming Fiscal Year 2021 Budget Calendar.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

- Budgeted Item  Original Estimate/Budget: \$
- Non-budgeted Item  Current Estimate: \$
- Not Applicable  Amount Under/Over Budget: \$

### STAFF RECOMMENDATION

### ATTACHMENT/S



<b>AGENDA ITEM:</b>	<b>Retention of Consulting Services for City Planner</b>
<b>SUBMITTED BY:</b>	Teresa Shell and Gina Fulkerson
<b>DATE SUBMITTED:</b>	July 6, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

The City of Wimberley formerly employed a full time City Planner. Since late last year this position has been vacant. Given budgetary concerns and current needs, the duties left vacant could be filled by a part time City Planning Consultant. The hours expected and the most critical qualifications and duties will be discussed.

On July 9<sup>th</sup>, a proposal for professional planning services from Jon Thompson was presented for consideration by City Council. Council made a motion for the City Attorney to work with Mr. Thompson to draft a contract with mutually agreeable terms and conditions, which would be considered on July 16<sup>th</sup> for approval.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

Budgeted Item  Current Estimate: \$ 2000 to 2500 per month

Non-budgeted Item

Not Applicable  Amount Under/Over Budget: \$

Original Estimate/Budget: \$

### STAFF RECOMMENDATION

## **ATTACHMENT/S**

A draft contract will be distributed separately before the meeting. The proposal from the July 9th meeting is attached.

**Proposal for Professional Planning Services  
Wimberley, Texas  
April 8, 2020**

**EXPERIENCE**

J Thompson Professional Consulting  
Principal Consultant  
2016-Present

City of Dripping Springs  
Planning Director  
2005-2016

Hays County Environmental Health  
Subdivision Coordinator  
1999-2005

**EDUCATION**

Southwest Texas State University  
Bachelor of Science, Urban and Regional Planning  
Graduated cum laude  
1992-1995

**SERVICES**

- Provide general planning duties as assigned
- More specifically
  - Subdivision Review
  - Site Development Review
  - Zoning Review
  - GIS
  - Meet with citizens to discuss their projects and to help them understand the applicability of the City's regulations to their specific project.
  - Meet with City Council, P&Z, or other board members to discuss the impact of a project to the City and how the project complies (or not) with the applicable City ordinances.
  - Respond to emails, phone calls, and written correspondence in regard to projects as may be received from the public.
  - Attend meetings with other agencies (County, other cities, regional or state agencies) as required or requested. If outside of normal hours, mileage and hourly (\$75) wages will be paid. (Mileage will be paid from City Hall to the location of the meeting.
- Proposed hours would be 8 hours weekly; 8:00 a.m.-5:00 p.m., with one hour for lunch. The day of the week would be proposed to match that of your City Sanitarian to

maximize our interaction. (Mr. DeHart and I worked together at Hays County and the City of Dripping Springs professionally.)

COMPENSATION

\$2500 per month, plus reimbursements for any out-of-pocket expenses directly related to the performance of consulting responsibilities and tasks.

TERM

Contract services will be provided on a month-to-month basis or on an annual basis depending on the desire of the City. My preference would be on an annual basis but will be glad to discuss.

EXECUTION:

\_\_\_\_\_  
City of Wimberley Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jon Thompson, J Thompson Professional  
Consulting

\_\_\_\_\_  
Date



<b>AGENDA ITEM:</b>	<b>C-3 Zoning Update</b>
<b>SUBMITTED BY:</b>	Rebecca Minnick, Place 1
<b>DATE SUBMITTED:</b>	July 10, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

The city’s zoning plans have evolved over time and have some inconsistencies. It may be an ambitious – and possibly expensive – undertaking to clean up the zoning categories to ensure that they are updated, consistent and easy to understand.

However, with the Covid-19 crisis, doing business outdoors is proving to be safer for consumers. The city’s zoning code currently allows outdoor “markets” in C-2 zoning, but not in C-3. The C-3 Zoning designation is the least restrictive of all zones and should include all of the business categories in both C-1 and C-2, plus additional features. This particular item needs to be remedied separately, with further discussion on a plan to update the zoning ordinances as a whole.

Our process requires this change to be initiated by the Planning & Zoning Commission and then referred to City Council.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

Budgeted Item	<input type="checkbox"/>	Original Estimate/Budget:	\$ 0
Non-budgeted Item	<input checked="" type="checkbox"/>	Current Estimate:	\$ 0
Not Applicable	<input type="checkbox"/>	Amount Under/Over Budget:	\$ 0

### STAFF RECOMMENDATION



<b>AGENDA ITEM:</b>	<b>Ordinance No. 2020-19 - Economic Support and Development Committee Formation</b>
<b>SUBMITTED BY:</b>	Rebecca Minnick, Place 1
<b>DATE SUBMITTED:</b>	July 10, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

Last year, Council formed the Downtown Improvement Task Force to address numerous issues associated with Wimberley’s Downtown District. The Covid-19 Pandemic has created a drastic change in the way in which we all do business. This situation calls for broadening the scope of this Committee, which will necessitate a change of name, goals and structure.

A new Economic Support and Development Committee (ESDC) will continue to address the needs of the downtown business district, but will also encompass business response to the pandemic as well as economic development issues throughout the city.

The new committee will increase its membership to Nine and have four designated subcommittees that can be changed in the future as projects are completed and no longer relevant. The group will also be an advisory committee, so it will have maximum flexibility for the sharing of ideas and gathering of community input.

The increase in scope will also include rolling the Tourism Committee into the ESDC as a subcommittee. The Tourism Committee is key to the city’s economic health.

Repeal of both the Downtown Improvement Task Force and the Tourism Committees are included in the ordinance establishing the ESDC.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

- Budgeted Item
- Non-budgeted Item

Not Applicable

Current Estimate: \$ 0

Original Estimate/Budget: \$ 0

Amount Under/Over Budget: \$ 0

### **STAFF RECOMMENDATION**

### **ATTACHMENT/S**

The ordinance will be distributed separately before the meeting.



<b>AGENDA ITEM:</b>	<b>Auditor's Engagement Letter</b>
<b>SUBMITTED BY:</b>	Shawn Cox, City Administrator
<b>DATE SUBMITTED:</b>	July 13, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

On September 1, 2016, the City Council awarded a contract to Armstrong, Vaughn, & Associates, P.C. for the provision of auditing services. The City's original engagement was for audits of FY16, 17, & 18. In addition to the original three-year engagement, the City included an option to provide auditing services on a year by year basis for FY19 and FY20.

For consideration is the authorization for the City to engage Armstrong, Vaughn, & Associates, P.C. for auditing services for FY 2020. This is the final audit under the original contract. A new Request for Proposal should be issued for future fiscal years.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

- Budgeted Item  Original Estimate/Budget: \$ 19,400 (FY21)
- Non-budgeted Item  Current Estimate: \$
- Not Applicable  Amount Under/Over Budget: \$

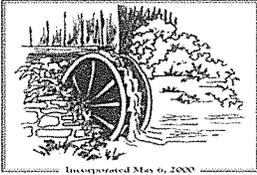
### STAFF RECOMMENDATION

The City Administrator recommends approval of this item.

## ATTACHMENT/S

- September 1, 2016 Agenda Statement for Auditing Services
- Approved Council Minutes for September 1, 2016 Agenda
- Armstrong, Vaughn, & Associates, P.C. for 2016, 2017, & 2018
- Armstrong, Vaughn, & Associates, P.C. for 2019

# City Council Agenda Form



Date Submitted: August 25, 2016

Agenda Date Requested: September 1, 2016

Project/Proposal Title: CONSIDER ACTION  
AWARDING A CONTRACT FOR PROFESSIONAL AUDITING  
SERVICES

Commission Action Requested:

- Ordinance
- Resolution
- Motion
- Discussion

Project/Proposal Summary:

This item was placed on the agenda to allow the City Council to discuss and consider action awarding a contract for professional auditing services.

In mid-August, the City of Wimberley issued a Request for Proposals (“RFP”) for professional auditing services. The deadline for submission of bids is 2.p.m. on Friday, August 26<sup>th</sup>. The auditing firm awarded a contract will be responsible for auditing the City’s financial statements for Fiscal Years 2016, 2017 and 2018, with an option to audit the City’s financial statements for Fiscal Years 2019 and 2020.

Following the deadline, City staff will evaluate the proposals received and recommend a vendor for contract award at the Council meeting.

**City of Wimberley**  
 City Hall, 221 Stillwater  
 Wimberley, Texas 78676  
**Minutes of Regular Meeting of City Council**  
 September 1, 2016 at 6:00 p.m.

City Council meeting called to order at 6:00 p.m. by Mayor Mac McCullough.

Councilmember Craig Fore gave the Invocation and Mayor McCullough and Councilmembers led the Pledge of Allegiance to the United States and Texas flags.

Councilmembers Present: Mayor Mac McCullough, Councilmembers Craig Fore, Sally Trapp, Gary Barchfeld, and John White. Councilmember Bob Dussler was absent.

Staff Present: City Administrator Don Ferguson & City Secretary Cara McPartland

**Proclamation**

Proclamation of the City Council of the City of Wimberley, Texas, proclaiming the month of September 2016 as Hunger Action Month in Wimberley, Texas

Mayor McCullough presented the proclamation to Hays County Food Bank representative Karen Morris.

Mayor McCullough administered the Oath of Office to newly appointed Parks and Recreation Advisory Board member Gary Pigg.

**Citizens Communications**

Deborah Koeck read from a statement (*full text attached to these minutes*) relating to professional ethics and conflict of interest issues involving Mayor McCullough.

**1. Consent Agenda**

- A. Approval of minutes of the Regular City Council meeting of August 18, 2016
- B. Approval of minutes of the Special City Council meeting of August 19, 2016
- C. Approval of minutes of the Special City Council meeting of August 23, 2016

Councilmember Trapp moved to approve all Consent Agenda items, as presented. Councilmember Barchfeld seconded. Motion carried on a vote 4-0.

**2. City Administrator Report**

- Status report on the Central Wimberley Wastewater Project including but not limited to design, easements and project management

City Administrator Ferguson reported that responses to the City's Request for Qualifications (RFQ) for wastewater impact fee studies are being evaluated and anticipated a recommendation to Council on September 15, 2016. He advised that responses to the City's RFQ for project management are due on September 8, 2016 at 2 p.m. at City Hall. He noted that cost estimates for an effluent pond are nearing completion. He stated that the City's EDA grant application is progressing.

- Status report on downtown pedestrian safety signage

City Administrator Ferguson reported that TxDOT has approached the City about taking down the pedestrian crosswalk signs that the City installed to enhance safety. After TxDOT's site visit, it was agreed to allow the signs to stay in place with a change in the wording on the signs to remove "stop" and replace with "yield." He noted that TxDOT also plans to do some pavement markings and evaluate other signage.

- Status report on operation of the Blue Hole Regional Park

City Administrator Ferguson reported the season is winding down and total attendance/revenue figures are being finalized. Maintenance crews are wrapping up rain-related trail repairs and bids are being sought for construction of the maintenance building. He noted that plans are underway for upcoming Christmas events at the Park.

- Status report on the La Buena Vista Drive Improvement Project

City Administrator Ferguson reported that Lone Star Site Work has been contracted to complete the project at a cost of \$69,597. He advised of project scheduling and mobilization and anticipated the project to be completed in approximately two weeks.

- Status report on 2015 Flood Recovery

City Administrator Ferguson reported on extension of the deadline to spend emergency relief funds, which were intended to provide for the City's matching requirement related to the curbside debris collection program. He advised preliminary bill estimates were received from Hays County, but felt it likely that the City's portion will be offset by the amount of volunteer hours. He reported on final stages of FEMA's issuance of new flood maps, including a hydrology study that may help refine numbers for the new maps, which are expected to be released to the public at the end of the year. Details were provided on development of an interior flood notification alarm program and other possible options for warning systems. He reported on removal of a large tilted tree in the Hidden Valley low water crossing area.

### **3. Presentation**

Presentation from the City of Wimberley Transportation Advisory Board regarding a proposed wayfinding signage program. (*Bert Ray, Transportation Advisory Board*)

Transportation Advisory Board representative Bert Ray presented details on the 3-phase program, including maps of sign locations and examples of proposed signage:

- Phase I – Signage located on the entrance highways leading into Wimberley that guides visitors to public destinations of regional interest
- Phase II – Signage within the City which will provide more detailed directions to secondary destinations
- Phase III – Merchandising or commercial signage

The presentation ended with questions and answers and included discussion of budgeting for the signage and history of the City-initiated program.

At this time, Councilmember Barchfeld called upon Hays Caldwell Women’s Center (HCWC) Executive Director Marla Johnson to speak on her organization’s services provided by its family/dating violence program, sexual assault counseling and support, and counseling for abused children. She presented details on the amount of services provided specifically to Wimberley residents and of the need for funding of its programs. HCWC representative Jemm Corona-Morris spoke on educational programs focusing on prevention and provided information on HCWC’s upcoming Wimberley Wellness Fest to help promote a sense of community and raise awareness of the services that HCWC has to offer. Ms. Johnson concluded the presentation with impact statements from her staff highlighting the success of HCWC’s efforts to help its clients deal with trauma.

Mayor McCullough stated that he is an advocate for HCWC’s programs and invited Wimberley Senior Citizens Activities, Inc. (WSCAI) representative Roberta Holland to speak on the need for a local “Meals on Wheels” program, as well as other personal services such as transportation. Ms. Holland cited examples illustrating the need for more efficient service and better quality food for Wimberley residents in need. Discussion followed on the current Meals on Wheels program, outreach to those in need of services, and local match requirements for grant funding.

Mayor McCullough stated that these presentations will be considered as part of Council’s deliberation on development of the Fiscal Year 2017 Budget.

#### **4. Public Hearings and Consider Action**

- A. Hold a public hearing and consider approval of an ordinance approving an application for a Conditional Use Permit (CUP) submitted by Carlton Bass to operate a vacation rental facility on property located at 140 Malone Drive, Wimberley, Hays County, Texas, zoned Single Family Residential 2 (R-2), and imposing certain conditions; and providing for findings of fact; amendment of the zoning district map; repealer; severability; effective date; proper notice and meeting; and providing for certain conditions. (*Carlton Bass, Applicant*)

City Administrator Ferguson reported on the subject property’s location, current/proposed zoning and uses, and existing residential structure. Based on a review of the properly functioning and permitted septic system, City staff recommended a maximum occupancy of four

(4) people. City Administrator Ferguson read a list of conditions to be included in the CUP, if approved, and noted that one written response in opposition of the CUP request has been received. He advised that the Planning and Zoning Commission held a public hearing and unanimously recommended denial of the CUP at its August 25<sup>th</sup> meeting. In addition, he noted that the Commission recommended consideration be given to waiving or reducing the applicant's CUP application fee, should the applicant reapply for the CUP in the future following Council's upcoming review of the short term rental regulations. City Administrator Ferguson highlighted key concerns expressed by the Planning and Zoning Commission on the upcoming short-term rental moratorium consideration.

Mayor McCullough opened the public hearing.

Applicant Carlton Bass spoke of the rebuilding of his residence following the May 2015 flood and offered to answer any questions related to his CUP request. He stressed that he lives across the street from the subject property and will be available to address potential concerns such as trespassing onto neighboring properties and maintaining the subject property. Mr. Bass conveyed his conversation with the neighbor expressing opposition and felt that addition of specific language in the lease agreement has relieved his concerns regarding liability. He noted that Terrie Bursiel's booking agency will be managing the vacation rental. Discussion between Mr. Bass and Councilmember Barchfeld addressed efforts to resolve issues causing concern to neighbors, specifically the Boatrights and Hoffmans, as well as the assurance that the vacation rental will not be marketed for an occupancy of more than four (4) people.

Hearing no further comments, Mayor McCullough closed the public hearing.

Councilmember Trapp moved to approve the CUP, as presented. Councilmember Fore seconded. Motion carried on a vote of 4-0.

- B. Hold a public hearing and consider approval of the second and final reading of a proposed ordinance amending Title XV (Land Usage), Chapter 155 (Zoning), Subchapters 155.105 (Conditional Uses) and 155.077 (Development Plan Review), Section (E) (Approval Process), Subsection (3) (Effect of Development Plan Approval) of the City of Wimberley Code of Ordinances to provide an expiration date for unused conditional Use Permits; and including the following: findings of fact; savings; severability; repealer; effective date; and proper notice and meeting. (*City Administrator*)

City Administrator Ferguson explained the proposed ordinance establishing a "sunset" review for all future CUPs, which would be reviewed two (2) years after they are granted to see if progress has been made toward completion of the project described in the CUP. He noted that on August 18<sup>th</sup> that Council held a public hearing and voted unanimously to recommend approval.

Mayor McCullough opened the public hearing. Hearing no comments, Mayor McCullough closed the public hearing.

Councilmember Barchfeld asked if existing CUPs will be affected by this ordinance and City Administrator Ferguson replied that the ordinance would only apply to future CUPs.

Councilmember White moved to approve the ordinance on second and final reading, as presented. Councilmember Trapp seconded. Motion carried on a vote of 4-0.

- C. Hold a public hearing on the Proposed *Fiscal Year 2017 City of Wimberley Budget*. (*City Administrator; no action will be taken on this item*)

City Administrator Ferguson stated the requirement to hold a public hearing prior to adoption of the Fiscal Year 2017 Budget, which is scheduled for action at Council's September 15<sup>th</sup> meeting.

Mayor McCullough opened the public hearing.

Gail Pigg, speaking on behalf of the Blanco River Cypress Creek Water Association (BRCCWA), thanked Council for its support of a "no-discharge" option for the central Wimberley wastewater system. She asked whether water quality monitoring would be covered in the proposed Budget and City Administrator Ferguson replied affirmatively.

Casey Craig spoke on the need for an arrow in the center turn lane through the Square to enhance safety for vehicles turning left. City Administrator Ferguson advised that TxDOT plans include re-stripping and removal of arrows pointing toward the "Do Not Enter" signs. Ms. Craig enjoyed the earlier presentation on signage, but stated she is not a fan of putting signs all over Wimberley, and would rather see money go to causes such as Roberta Holland's earlier proposed program.

Hearing no further comments, Mayor McCullough closed the public hearing.

No action was taken.

## **5. Discussion and Possible Action**

- A. Discuss and consider possible action on issues relating to the development of the Proposed *Fiscal Year 2017 City of Wimberley Budget*. (*City Administrator*)

City Administrator Ferguson provided clarification on an expenditure related to completion of a drainage study to Councilmember Trapp.

Councilmember Barchfeld understood the need for social service funding and read the following statement: "I am in support of donating to charitable organizations. My wife Martha and I are supporters of several local, state, and national charitable organizations. I think charities provide services to communities and individuals that are not provided by the government. I firmly believe the job of the City government is to provide services to its citizens with the money it collects. In today's economy, with such limited funds and so many needs for these funds, I do not see it as fiscally responsible for the City to involve itself in funding charitable organizations. We need to use this money we collect in taxes and fees to provide City services to our

community. In fairness, I cannot support dedicating City of Wimberley budgeted funds to social service donations.”

Discussion addressed Council’s willingness to negotiate the amount of proposed social service funding, budget needs, and decisions on where to trim the budget in other areas (such as capital expenditures) in order to provide social service funding. Other topics included the City’s expenditures for storage space and possible alternatives; past Councils’ positions on using Fund Balance for social service and capital expenditures; cutting expenditures to avoid using Fund Balance for the City’s \$100,000 annual contribution to help fund the central Wimberley wastewater system; landscaping/maintenance costs for downtown (as opposed to other areas) and possible cost-sharing with the Merchants Association or Keep Wimberley Beautiful; cost-effective options for provision of radios for Council members; possible expansion of the city marshal’s position from part-time to full-time; possible addition of a reserve deputy marshal position; existing interlocal agreements with Hays County law enforcement agencies, which do not include enforcement of City ordinances; establishment that certain legal expenses related to Mill Race Lane have already been paid for; and separate budget development for the wastewater system upon loan approval.

Additional discussion of social service funding addressed possible contribution amounts, the City’s role and responsibility to its citizens, and difficulty in choosing which organizations are most deserving of funds.

Audience member Juniper Schneider spoke of Council’s past discussion of a decorative wall on River Road to please wealthy homeowners and lack of objections to its cost. He said when the topic of the poor comes up it is always about money and “where we have to stop.” He asked if Wimberley’s abused women and children and seniors in need of meals should be told to go to places such as churches or local businesses for help. He questioned why the City keeps praying before its meetings, if this is the kind of Wimberley we are.

Councilmember Trapp responded to Mr. Schneider’s comment on River Road restoration by noting that the project cost was covered by insurance proceeds. She said the City has a \$100,000 deficit and acknowledged the difficulty of many balancing many needs such as pothole repairs and tree trimming with other needs. She sympathized with Mr. Schneider and noted her own volunteer work with Safe Place.

Mayor McCullough asked Council to consider budgeting \$9,500 for social service funding and called for ways to trim the proposed Fiscal Year 2017 Budget to accommodate such funding. Discussion addressed reallocation of the remaining portion of the \$30,000 allocated for social service funding in the proposed Budget; trimming of the Budget to completely avoid borrowing from Fund Balance; projected sales tax revenues; difficulty associated with deciding which social services organizations will receive funds; direction to staff to conduct overall trimming of the proposed Fiscal Year 2017 Budget; and state-mandated deadline to approve the Budget no later than September 30, 2016.

No action was taken.

B. Discuss and consider possible action regarding the proposed Fiscal Year 2017 City Council Goals and Priorities. (*Mayor Mac McCullough*)

City Administrator Ferguson presented the list developed as a result of Council's two workshops. Council agreed on the list, as presented, and Councilmember White said goals are wonderful, but many are a "pipe dream," and may not ever happen.

Councilmember Trapp moved to approve the Fiscal Year 2017 City Council Goals and Priorities, as presented. Councilmember Barchfeld seconded. Motion carried on a vote of 3-1. Councilmember White voted against.

C. Discuss and consider action to revoke the Wimberley Planned Development District ("WPDD") ordinance for 400 Mill Race Lane. (*Mayor Mac McCullough*)

Councilmember Trapp recused herself from the meeting at this time.

Mayor McCullough requested to pull this item from the agenda. Councilmembers Fore and Barchfeld agreed on pulling this item. Former Mayor Steve Thurber asked Mayor McCullough why he is removing this agenda item. Mayor McCullough stated he is satisfied with progress on this issue and does not see a need to consider it at this time. No action was taken.

Councilmember Trapp rejoined the meeting at this time.

D. Discuss and consider possible action regarding the future collection of certain building permit, zoning and subdivision fees relating to properties impacted by the May 2015 Flood in Wimberley, Texas (*City Administrator*)

City Administrator Ferguson reviewed Council's past actions to waive the City's portion of building permit fees for flood-impacted properties and asked for Council's direction on continuation of such fee waivers, as many properties have been rebuilt and some subsequently sold to new owners.

Discussion addressed the amount of fees waived to date and did not favor extending fee waivers if the flood-damaged property has changed ownership (except for heirs/family members).

Councilmember Trapp moved to continue waiving fees for those impacted by the May and October 2015 flood events who are the same owners (as before the floods) or their family members or heirs. Councilmember Barchfeld seconded. Discussion continued on the length of time to continue the fee waivers and addressing future efforts regarding substandard flood-damaged structures. Clarification was provided to establish that Council would reassess continuation of fee waivers at its last meeting in May 2017. Councilmember Trapp restated her motion to continue waiving the subject fees, as originally stated, with Council to conduct a review of fee waiver continuation on May 30, 2017.

Audience member Allison Campbell said she paid for a building permit needed as a result of the 2013 flood, but her plans were not accepted. She did not feel it was right for her to pay again for

permit(s) needed as a result of the October 2015 flood. City Administrator Ferguson clarified that Councilmember Trapp's motion included both the May and October 2015 floods. Discussion resulted in agreement to extend the reassessment date from May 2017 to October 19, 2017. Councilmember Trapp agreed to change the extension of the aforementioned reassessment date to October 19, 2017, as discussed, to her previously stated motion. Councilmember Barchfeld seconded. Motion carried on a vote of 4-0.

- E. Discuss and consider possible action on matters stemming from the second meeting of representatives of Aqua Texas and representatives of the City of Wimberley regarding the potential provision of various wastewater services in central Wimberley. *(Place Three Councilmember Sally Trapp)*

Councilmember Trapp said a second meeting has not been held, but there has been a good dialogue and information exchange between the City and Aqua Texas, and anticipated a meeting to be scheduled for the week of September 19, 2016. No action was taken.

- F. Discuss and consider action awarding a contract for professional auditing services. *(City Administrator)*

City Administrator Ferguson presented information on the four (4) respondents to the City's RFP for professional auditing services and recommended awarding of a contract to Armstrong, Vaughan & Associates, P.C. of Universal City, Texas.

Councilmember White moved to award a contract for professional auditing services to Armstrong, Vaughan & Associates, P.C., as presented. Councilmember Fore seconded. Motion carried on a vote of 4-0.

- G. Discuss and consider possible action authorizing the city administrator to seek construction bids for the Hidden Valley Low Water Crossing Reconstruction Project. *(City Administrator)*

City Administrator Ferguson presented an aerial view of the project's design, timeframe for completion, incentives for early completion, and anticipated completion of the project within 120 days.

Discussion addressed approval of a 90-day versus a 120-day substantial completion deadline.

Councilmember Trapp moved to authorize the city administrator to seek construction bids for the Hidden Valley Low Water Crossing Reconstruction Project, with substantial completion of the Project to be within 120 days. Councilmember Barchfeld seconded. Motion carried on a vote of 4-0.

- H. Discuss and consider possible action regarding the Comprehensive Fund Balance Policy and Fund Balance Classification Plan for the City of Wimberley. *(City Administrator)*

City Administrator Ferguson explained the City's obligation to review the Policy and Plan on an annual basis, with no changes recommended. He stated the Policy's primary objective to improve the usefulness and comparability of fund balance information by reporting fund balance in more insightful and meaningful components and the Plan's objective to identify how dollars in fund balance are to be classified. He stressed that Council may change the classifications at any time, with the exception of those funds classified as non-spendable or restricted.

Councilmember Fore moved to approve the Comprehensive Fund Balance Policy and Fund Balance Classification Plan, as presented. Councilmember Trapp seconded. Motion carried on a vote of 4-0.

- I. Discuss and consider action regarding the City of Wimberley Investment Policy. (*City Administrator*)

City Administrator Ferguson explained that State law requires Council to review the Policy on an annual basis, with no changes recommended. Brief discussion addressed current interest rates.

Councilmember Trapp moved to approve the City of Wimberley Investment Policy, as presented. Councilmember Barchfeld seconded. Motion carried on a vote of 4-0.

- J. Discuss and consider action regarding the proposed renewal of the City of Wimberley's existing lease agreement for an off-site storage unit. (*City Administrator*)

City Administrator Ferguson presented details on the revised lease agreement, which reflects a \$25/month increase. Discussion addressed possible alternatives to using the existing storage space, including using part of the planned Blue Hole Regional Park maintenance building for storage, leasing a less expensive unit, and option to terminate the existing lease, if desired.

Councilmember Barchfeld moved to approve the lease agreement, as presented. Councilmember Fore seconded. Motion carried on a vote of 4-0.

- K. Discuss and consider possible action regarding a request from the Wimberley Volunteer Fire Department ("WVFD") for the City of Wimberley to waive a portion of the City's building permit fees for the planned construction of a canopy at the WVFD Fire Station. (*City Administrator*)

City Administrator Ferguson recommended approval of waiving \$153.75, the City's portion of building permit fees, and noted that WVFD would be responsible for pass-through plan review/inspection fees.

Councilmember Trapp moved to approve the request from the Wimberley Volunteer Fire Department ("WVFD") for the City of Wimberley to waive a portion of the City's building permit fees for the planned construction of a canopy at the WVFD Fire Station and that waiving the fees serves a valid municipal purpose. Councilmember White seconded. Motion carried on a vote of 4-0.

- L. Discuss and consider possible action regarding plans for the upcoming 2016 Brewster's Music Fest on Saturday, September 17, 2016.

City Administrator Ferguson presented details on the outdoor music event to raise funds for Wimberley EMS, including event activities and recommended approval.

Councilmember White moved to approve the plans for the upcoming 2016 Brewster's Music Fest on Saturday, September 17, 2016, as presented. Councilmember Fore seconded. Discussion addressed the specific location for the event. Motion carried on a vote of 4-0.

- M. Discuss and consider possible action regarding plans for the *2016 Spirit of Texas Bike Ride* on Sunday, October 2, 2016. (*City Administrator*)

City Administrator Ferguson presented details on the bike ride to raise funds for Wimberley High School Band, including course routes, traffic control, signage, insurance, and anticipated number of riders.

Councilmember Barchfeld moved to approve plans for the *2016 Spirit of Texas Bike Ride* on Sunday, October 2, 2016. Councilmember White seconded. Motion carried on a vote of 4-0.

## 6. City Council Reports

- Announcements
- Future Agenda Items

Mayor McCullough stated this was a productive meeting and reviewed correspondence between himself and Hays County District Attorney Wes Mau regarding the Mayor's testimony and outcome of a grand jury hearing resulting in a "no-bill" decision. He said nothing has changed and cited his six-year involvement with the sewer system as the context for his statement to "hurry up." He stated he never wanted a discharge and favored the direction of having the cleanest effluent. He said he will continue to move forward and be mayor "and keep this ball rolling."

Councilmember White requested discussion of a recent appellate court ruling on TxDOT's authority to regulate certain highway signage.

Councilmember Barchfeld said it was a good thing that Mayor McCullough sought information from the Hays County District Attorney Wes Mau. Mayor McCullough read from his email to Mr. Mau requesting any available documentation on the grand jury's "no-bill" action or official response or notice of the grand's jury's decision.

Hearing no further announcements or future agenda items, Mayor McCullough called the meeting adjourned.

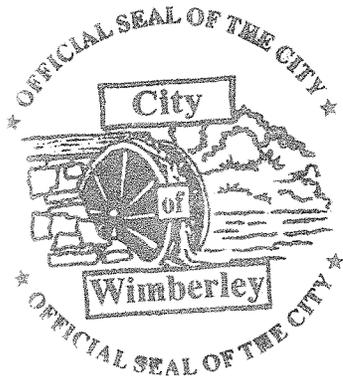
**Adjournment:** Council meeting adjourned at 9:18 p.m.

Recorded by:

*Cara McPartland*

Cara McPartland

These minutes approved on the 15<sup>th</sup> of September, 2016.



**APPROVED:**

*John D. White*

**John D. White, Mayor Pro Tempore**

In the past I have come to you as Dr Deborah Koeck and we have discussed Water Quality. Tonight, I come as Debbie Clayton Koeck to discuss professional ethics. On August 19<sup>th</sup>, Mayor Mac McCullough stated at the Special City Council Meeting that he wants to " *cut back on the discussion(of the sewer) that so many people here want to weigh in on.... people who have no Dog in the Fight.....no equity... no property. I am really tired of people telling me how to do this.*"

That "Dog in the Fight" coupled with his affidavit filed in February of 2016 for the May election constitutes Conflict of Interest in the State of Texas under Chapter 171. The Mayor claims a substantial interest in the Wimberley Café and as such is not eligible to speak to or to vote on any issues that have economic impact on the Wimberley Square including the Wastewater Project, Downtown restroom trailers and Downtown traffic and parking issues. Chapter 171 states "In the case of a substantial interest in real property, it is reasonably foreseeable that an action on the matter will have a special economic effect on the value of the property, distinguishable from its effect on the public, the official shall abstain from further participation in the matter."

I call upon Mayor McCullough to recuse himself from all comments, discussion and voting activities with respect to issues that pertain to his family businesses on the Wimberley Square. I ask the City Council to research and take proper action if Mayor McCullough continues to refuse to recuse himself on any issues in which he has a Conflict of Interest.

Mr. Mayor, that "Dog in the Fight" and the signed affidavit along with your "Property and Equity" legally eliminate your ability to personally "*cut back on the discussion that so many people here want to weigh in on*" and prevents YOU from telling the entire Wimberley Valley "*how to do this*".

#### References:

Opinion of Ethic Commission – December 2006

<https://www.texasattorneygeneral.gov/opinions/opinions/50abbott/op/2006/htm/ga0446.htm>

Texas Statutes

<http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.171.htm>

City Council

<http://www.cityethics.org/mc/ci/recusal>

Case Law

<http://law.justia.com/cases/new-jersey/supreme-court/2015/a-53-13.html>

SHAREHOLDERS:

Nancy L. Vaughan, CPA  
Deborah F. Fraser, CPA  
Phil S. Vaughan, CPA



Armstrong, Vaughan & Associates, P.C.  
Certified Public Accountants

September 16, 2016

City of Wimberley, Texas  
P.O. Box 2027  
Wimberley, Texas 78676

You have requested that we audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Wimberley, as of September 30, 2016, 2017, and 2018, and for the years then ended and the related notes to the financial statements, which collectively comprise City of Wimberley's basic financial statements as listed in the table of contents. In addition, we will audit the entity's compliance over major federal award programs for the periods ended September 30, 2016, 2017 and 2018 (if necessary). We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Wimberley's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Wimberley RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Schedule – General Fund and Major Special Revenue Funds (with legally adopted budgets)
- 3) Pension Related information - TMRS

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Nonmajor Governmental Funds Statements

941 West Byrd Blvd., Suite 101 • Universal City, Texas 78148  
Phone: 210-658-6229 • Fax: 210-659-7611 • Email: vaughan@avacpa.com • www.avacpa.com

## **Schedule of Expenditures of Federal Awards**

We will subject the schedule of expenditures of federal awards (if necessary) to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

## **Data Collection Form**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

## **Audit of the Financial Statements**

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and *Government Auditing Standards* of the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will issue a written report upon completion of our audit of City of Wimberley's basic financial statements. Our report will be addressed to the governing body of City of Wimberley. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

### **Audit of Major Program Compliance**

Our audit of City of Wimberley's major federal award program(s) compliance will be made in accordance with the requirements of the Single Audit Act, as amended; and the provisions of the Uniform Guidance; and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management's Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
- c. For safeguarding assets;
- d. For identifying all federal awards expended during the period;

- e. For preparing the schedule of expenses of federal awards (including notes and noncash assistance received) in accordance with Uniform Guidance;
- f. For the design, implementation, and maintenance of internal control over compliance;
- g. For identifying and ensuring that the entity complies with laws, regulations, grants, and contracts applicable to its activities and its federal award programs;
- h. For following up and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
- i. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
- j. For submitting the reporting package and data collection form to the appropriate parties;
- k. For making the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance;
- l. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- m. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole; and
- n. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

In addition, as required by the Uniform Guidance, it is management's responsibility to prepare the schedule of expenditures of federal awards in accordance with Uniform Guidance requirements, follow up and take corrective action on reported audit findings from prior periods and to prepare a summary schedule of prior audit findings, and follow up on current year audit findings and prepare a corrective action plan for such findings. Management is also responsible for submitting the reporting package and data collection form to the appropriate parties. Management will also make the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your management representation letter.

Management's responsibilities also include designating qualified individuals with the necessary expertise to be responsible and accounting for overseeing all nonattest services listed below we perform as a part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them. It is our understanding that management has designated Don Ferguson, to be responsible for overseeing all services performed as part of this engagement. By accepting this agreement, you acknowledge that management agrees to evaluate the adequacy of, and accept responsibility for, the results of all services performed as part of this engagement. Nonattest services to be performed include:

1. Assistance in preparation of the annual financial report
2. Assistance with accrual entries and government-wide conversion entries

3. Other financial assistance as needed, such as depreciation schedules

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Phil Vaughan is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Armstrong, Vaughan & Associates, P.C.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

We anticipate conducting year end fieldwork in November or December (depending on management availability), issuing a draft report for management's review in January, and issuing final reports for the February Council meeting.

We estimate that our fee for the audits will be \$15,125, \$15,250, and \$15,375 for the financial statement audits for the years ending September 30, 2016, 2017 and 2018, respectively. Any years requiring an audit of federal awards will incur additional fees of \$3,500. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use City of Wimberley's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

**Other Matters**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Armstrong, Vaughan & Associates, P.C. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators, federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Armstrong, Vaughan & Associates, P.C.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity’s significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management’s consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes, before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

We appreciate the opportunity to be of service to the City of Wimberley and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Armstrong, Vaughan & Associates, P.C.*

Armstrong, Vaughan & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Wimberley.

By: 

Title: MAYOR Date: 9/16/16

System Review Report

May 20, 2015

To the Shareholders of Armstrong, Vaughan & Associates, P.C.  
and the Peer Review Committee of the Texas Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Armstrong, Vaughan & Associates, P.C. (the firm) in effect for the year ended January 31, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Armstrong, Vaughan & Associates, P. C. in effect for the year ended January 31, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Armstrong, Vaughan & Associates, P.C. has received a peer review rating of *pass*.



Wilf & Henderson, P. C.



# Armstrong, Vaughan & Associates, P. C.

Certified Public Accountants

June 30, 2020

City of Wimberley, Texas  
P.O. Box 2027  
Wimberley, Texas 78676

You have requested that we audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Wimberley, as of September 30, 2020, and for the year then ended and the related notes to the financial statements, which collectively comprise City of Wimberley's basic financial statements as listed in the table of contents. In addition, we will audit the entity's compliance over major federal award programs for the periods ended September 30, 2020 (if necessary). We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Wimberley' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Wimberley RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Schedule – General Fund and Major Special Revenue Funds (with legally adopted budgets)
- 3) Pension and Other Post Employment Benefit Related information - TMRS

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Nonmajor Governmental Funds Statements
- 2) Comparative Statements – General and Wastewater Utility Funds

## **Schedule of Expenditures of Federal Awards**

We will subject the schedule of expenditures of federal awards (if necessary) to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

## **Data Collection Form**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

## **Audit of the Financial Statements**

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and *Government Auditing Standards* of the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will issue a written report upon completion of our audit of City of Wimberley's basic financial statements. Our report will be addressed to the governing body of City of Wimberley. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

### **Audit of Major Program Compliance**

Our audit of City of Wimberley's major federal award program(s) compliance will be made in accordance with the requirements of the Single Audit Act, as amended; and the provisions of the Uniform Guidance; and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management's Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
- c. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received, including federal awards and funding increments

received prior to December 26, 2014 (if any), and those received in accordance with the Uniform Guidance (generally received after December 26, 2014);

- d. For a maintaining records that adequately identify the source and application of funds for federally funded activities;
- e. For preparing the schedule of expenses of federal awards (including notes and noncash assistance received) in accordance with Uniform Guidance;
- f. For the design, implementation, and maintenance of internal control over compliance;
- g. For establishing and maintaining effective internal control over federal awards that provides reasonable assurance that the nonfederal entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
- h. For identifying and ensuring that the entity complies with federal statutes, regulations, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
- i. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
- j. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
- k. For taking prompt action when instances of noncompliance are identified;
- l. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
- m. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
- n. For submitting the reporting package and data collection form to the appropriate parties;
- o. For making the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance;
- p. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- q. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
- r. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- s. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- t. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant roles in internal control and others where fraud could have a material effect on compliance;
- u. For the accuracy and completeness of all information provided;
- v. For the evaluation of the effectiveness of the entity's internal control over financial reporting using suitable and available criteria;
- w. For providing us with management's written assessment about the effectiveness of the entity's internal control over financial reporting;
- x. For supporting management's assessment about the effectiveness of the entity's internal control over financial reporting with sufficient evaluations and documentation (e.g., policy or accounting manuals, narrative memoranda, flowcharts, decision tables, procedural write-ups, or completed questionnaires);
- y. For Taking reasonable measures to safeguard protected personally identifiable and other sensitive

information; and

- z. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

In addition, as required by the Uniform Guidance, it is management's responsibility to prepare the schedule of expenditures of federal awards in accordance with Uniform Guidance requirements, follow up and take corrective action on reported audit findings from prior periods and to prepare a summary schedule of prior audit findings, and follow up on current year audit findings and prepare a corrective action plan for such findings. Management is also responsible for submitting the reporting package and data collection form to the appropriate parties. Management will also make the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your management representation letter.

Management's responsibilities also include designating qualified individuals with the necessary expertise to be responsible and accounting for overseeing all nonattest services listed below we perform as a part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them. It is our understanding that management has designated Shawn Cox (with assistance from Lori Graham), to be responsible for overseeing all services performed as part of this engagement. By accepting this agreement, you acknowledge that management agrees to evaluate the adequacy of, and accept responsibility for, the results of all services performed as part of this engagement. Nonattest services to be performed include:

1. Assistance in preparation of the annual financial report
2. Assistance with accrual entries and government-wide conversion entries
3. Other financial assistance as needed, such as depreciation schedules

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Brian Magness is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Armstrong, Vaughan & Associates, P.C.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

We anticipate conducting year end fieldwork in November or December (depending on management availability), issuing a draft report for management's review in January, and issuing final reports for the February Council meeting.

We estimate that our fee for the audit will be \$15,800. If an audit of federal awards is required, an additional

fee of \$3,600 will apply. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use City of Wimberley's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

### **Other Matters**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Armstrong, Vaughan & Associates, P.C. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators, federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Armstrong, Vaughan & Associates, P.C.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes, before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

We appreciate the opportunity to be of service to the City of Wimberley and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Armstrong, Vaughan & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Wimberley.

By: \_\_\_\_\_

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

## Report on the Firm's System of Quality Control

August 11, 2017

To the Shareholders of Armstrong, Vaughan & Associates, P.C.  
and the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Armstrong, Vaughan & Associates, P.C. (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants.

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review

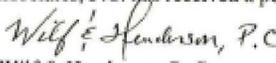
### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Armstrong, Vaughan & Associates, P.C. in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency (ies)* or *fail*. Armstrong, Vaughan & Associates, P.C. has received a peer review rating of *pass*.

  
Wilf & Henderson, P. C.



# Armstrong, Vaughan & Associates, P. C.

Certified Public Accountants

June 30, 2020

City of Wimberley, Texas  
P.O. Box 2027  
Wimberley, Texas 78676

You have requested that we audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Wimberley, as of September 30, 2020, and for the year then ended and the related notes to the financial statements, which collectively comprise City of Wimberley's basic financial statements as listed in the table of contents. In addition, we will audit the entity's compliance over major federal award programs for the periods ended September 30, 2020 (if necessary). We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Wimberley' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Wimberley RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Schedule – General Fund and Major Special Revenue Funds (with legally adopted budgets)
- 3) Pension and Other Post Employment Benefit Related information - TMRS

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining Nonmajor Governmental Funds Statements
- 2) Comparative Statements – General and Wastewater Utility Funds

## **Schedule of Expenditures of Federal Awards**

We will subject the schedule of expenditures of federal awards (if necessary) to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

## **Data Collection Form**

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

## **Audit of the Financial Statements**

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and *Government Auditing Standards* of the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

We will issue a written report upon completion of our audit of City of Wimberley's basic financial statements. Our report will be addressed to the governing body of City of Wimberley. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

### **Audit of Major Program Compliance**

Our audit of City of Wimberley's major federal award program(s) compliance will be made in accordance with the requirements of the Single Audit Act, as amended; and the provisions of the Uniform Guidance; and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management's Responsibilities**

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
- c. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received, including federal awards and funding increments

received prior to December 26, 2014 (if any), and those received in accordance with the Uniform Guidance (generally received after December 26, 2014);

- d. For a maintaining records that adequately identify the source and application of funds for federally funded activities;
- e. For preparing the schedule of expenses of federal awards (including notes and noncash assistance received) in accordance with Uniform Guidance;
- f. For the design, implementation, and maintenance of internal control over compliance;
- g. For establishing and maintaining effective internal control over federal awards that provides reasonable assurance that the nonfederal entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
- h. For identifying and ensuring that the entity complies with federal statutes, regulations, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
- i. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
- j. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
- k. For taking prompt action when instances of noncompliance are identified;
- l. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
- m. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
- n. For submitting the reporting package and data collection form to the appropriate parties;
- o. For making the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance;
- p. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, and relevant to federal award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
- q. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
- r. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- s. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- t. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant roles in internal control and others where fraud could have a material effect on compliance;
- u. For the accuracy and completeness of all information provided;
- v. For the evaluation of the effectiveness of the entity's internal control over financial reporting using suitable and available criteria;
- w. For providing us with management's written assessment about the effectiveness of the entity's internal control over financial reporting;
- x. For supporting management's assessment about the effectiveness of the entity's internal control over financial reporting with sufficient evaluations and documentation (e.g., policy or accounting manuals, narrative memoranda, flowcharts, decision tables, procedural write-ups, or completed questionnaires);
- y. For Taking reasonable measures to safeguard protected personally identifiable and other sensitive

information; and

- z. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

In addition, as required by the Uniform Guidance, it is management's responsibility to prepare the schedule of expenditures of federal awards in accordance with Uniform Guidance requirements, follow up and take corrective action on reported audit findings from prior periods and to prepare a summary schedule of prior audit findings, and follow up on current year audit findings and prepare a corrective action plan for such findings. Management is also responsible for submitting the reporting package and data collection form to the appropriate parties. Management will also make the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your management representation letter.

Management's responsibilities also include designating qualified individuals with the necessary expertise to be responsible and accounting for overseeing all nonattest services listed below we perform as a part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them. It is our understanding that management has designated Shawn Cox (with assistance from Lori Graham), to be responsible for overseeing all services performed as part of this engagement. By accepting this agreement, you acknowledge that management agrees to evaluate the adequacy of, and accept responsibility for, the results of all services performed as part of this engagement. Nonattest services to be performed include:

1. Assistance in preparation of the annual financial report
2. Assistance with accrual entries and government-wide conversion entries
3. Other financial assistance as needed, such as depreciation schedules

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Brian Magness is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Armstrong, Vaughan & Associates, P.C.'s services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

We anticipate conducting year end fieldwork in November or December (depending on management availability), issuing a draft report for management's review in January, and issuing final reports for the February Council meeting.

We estimate that our fee for the audit will be \$15,800. If an audit of federal awards is required, an additional

fee of \$3,600 will apply. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use City of Wimberley's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

### **Other Matters**

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Armstrong, Vaughan & Associates, P.C. and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators, federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Armstrong, Vaughan & Associates, P.C.'s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

At the conclusion of our audit engagement, we will communicate to the City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes, before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that, in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

We appreciate the opportunity to be of service to the City of Wimberley and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Armstrong, Vaughan & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Wimberley.

By: \_\_\_\_\_

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

## Report on the Firm's System of Quality Control

August 11, 2017

To the Shareholders of Armstrong, Vaughan & Associates, P.C.  
and the Peer Review Committee of the Texas Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Armstrong, Vaughan & Associates, P.C. (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants.

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review

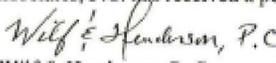
### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Armstrong, Vaughan & Associates, P.C. in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency (ies)* or *fail*. Armstrong, Vaughan & Associates, P.C. has received a peer review rating of *pass*.

  
Wilf & Henderson, P. C.



<b>AGENDA ITEM:</b>	Central Wimberley Wastewater Project Update
<b>SUBMITTED BY:</b>	Shawn Cox, City Administrator
<b>DATE SUBMITTED:</b>	July 13, 2020
<b>MEETING DATE:</b>	July 16, 2020

## AGENDA FORM

### ITEM DESCRIPTION/SUMMARY

The City Administrator will provide an update regarding the Central Wimberley Wastewater Project, including updates on easements, construction, contracts and coordination with various State entities.

### REQUESTED ACTION

- Motion
- Discussion
- Ordinance
- Resolution
- Other

### FINANCIAL

- Budgeted Item  Original Estimate/Budget: \$
- Non-budgeted Item  Current Estimate: \$
- Not Applicable  Amount Under/Over Budget: \$

### STAFF RECOMMENDATION

### ATTACHMENT/S