NOTICE OF REGULAR MEETING
January 22, 2020
SHENANDOAH CITY COUNCIL

STATE OF TEXAS AGENDA
COUNTY OF MONTGOMERY
CITY OF SHENANDOAH

NOTICE IS HEREBY GIVEN that a Meeting of the Shenandoah City Council will be held on Wednesday, January 22, 2020 at 7:00 p.m. at the City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas for the purpose of considering the following:

1. CALL TO ORDER
2. CALL OF ROLL
3. PLEDGE OF ALLEGIANCE
4. INVOCATION

CITIZEN'S FORUM

5. CITIZENS FORUM

   Citizens are invited to speak for three (3) minutes on matters relating to city government that relate to agenda or non-agenda items. Speakers are asked to stand up and approach the podium to address Council and give their name and address before sharing their comments.

   Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

6. Council's Inquiry

   Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

INDIVIDUAL CONSIDERATION:

7. Update regarding mobility projects from Bleyl Engineering.
8. Discussion and possible action regarding the 2019 annual financial report.
9. Presentation of a final report regarding the proposed zoning amendment for a special use permit for a Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas (IV Bars of The Woodlands).
10. Public hearing regarding the proposed zoning amendment for a special use permit for a Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120,

Shenandoah, Texas.

11. Discussion and possible action to adopt the following Ordinance:

    AN ORDINANCE OF THE CITY OF SHENANDOAH, TEXAS, AMENDING THE CODE OF ORDINANCES, CHAPTER 102, GRANTING A SPECIAL USE PERMIT FOR MEDICAL SERVICES: GENERAL FOR 1500 RESEARCH FOREST DRIVE, SUITE 120, SHENANDOAH, TEXAS; PROVIDING FOR A PENALTY IN THE AMOUNT OF $2,000 FOR VIOLATIONS THEREOF; PROVIDING SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

12. Presentation of MDD report.

13. Presentation of a proclamation announcing Arbor Day 2020.

14. Discussion and possible action to adopt the following Ordinance:

    AN ORDINANCE OF THE CITY OF SHENANDOAH, TEXAS, PROVIDING FOR THE HOLDING OF A GENERAL ELECTION TO BE HELD ON MAY 2, 2020, FOR THE PURPOSE OF ELECTING THREE (3) CITY COUNCIL MEMBERS, MAYOR, AND POSITIONS 1 AND 5; AND PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTIONS.

15. Discussion and possible action regarding the Election Services Agreement and Joint Election Agreement with Montgomery County for the May 2, 2020 City General Election.

16. Discussion and possible action to approve a change order for the Pinecroft waterline project.

17. Discussion and possible action to approve a proposal for final design of the Home Depot driveway and Research Forest right turn lane projects.

18. Discussion and possible action to approve the purchase of trucks from the Public Works/Water Sewer equipment replacement fund.

19. Discussion and possible action to approve charges for the Stagg Bowl.

20. Discussion and possible action to adopt the following Ordinance:

    AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS, AUTHORIZING PARTICIPATION WITH OTHER ENTERGY SERVICE AREA CITIES IN MATTERS CONCERNING ENTERGY TEXAS, INC. AT THE PUBLIC UTILITY COMMISSION OF TEXAS IN 2020; AUTHORIZING THE HIRING OF LAWYERS AND RATE EXPERTS; AUTHORIZING THE CITY'S PARTICIPATION TO THE FULL EXTENT PERMITTED BY LAW AT THE PUBLIC UTILITY COMMISSION OF TEXAS; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; AND DECLARING AN EFFECTIVE DATE.

21. Discussion and possible action to ratify the accounts payable for December, 2019.

22. Non-Action Items

    The following budgeted items were authorized by the City Administrator, per Council approval:

    - 2019-2020 Catahoula Well Expenses - $64,400.00

23. CITIZENS FORUM

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Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

24. City Administrator updates – Monthly Reports

    - Administration
    - Finance
    - Police/Fire
    - Public Works/Capital Projects
    - Community Development/Municipal Court
    - Convention and Visitors Bureau

25. Council's Inquiry

    Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

EXECUTIVE SESSION

Public notice is given that the City Council may elect to go into Executive Session at any time during the meeting in order to discuss any matters listed on the Agenda when authorized by the provisions of the Open Meeting Act, Chapter 551 of the Texas Government Code, to receive advice from legal counsel, to discuss matters of land acquisition, personnel matters or other lawful matters that are specifically related to items listed on this Agenda. Prior to any such closed session, the Mayor, in open session, will identify the agenda item to be discussed and the Section or Sections of Chapter 551 under which the closed discussion is authorized.

Executive Session – According to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code as follows:

i) Government Code § 551.074. Personnel Matters;

    - City Administrator

ii) Government Code § 551.071. Consultation with Attorney; Pending Litigation

    - Denton Dam Agreement

iii) Government Code § 551.087. Deliberation Regarding Economic Development Negotiation

    - PILOT Agreement with Memorial Hermann

a) Consideration and if determined appropriate, take action resulting from the item(s) listed under Executive Session.

ADJOURN

The Council may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time unless logic and practical consideration allow similar topics to be considered

together for purposes of convenience and efficiency. The Council may retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.

Any discussion item on the City Council agenda permits City Council to question the involved parties or receive a presentation by the involved parties.

City Hall is wheelchair accessible. A sloped entry is available at the entrance with specially marked parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 281-298-5522 or Fax 281-367-2225 for information.

I certify that the attached notice of meeting was posted on the bulletin board at City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas, on the 17 day January 2020 at: 11:50 o'clock a.m.

Courtney Clary, City Secretary

City of Shenandoah Mobility Projects Update

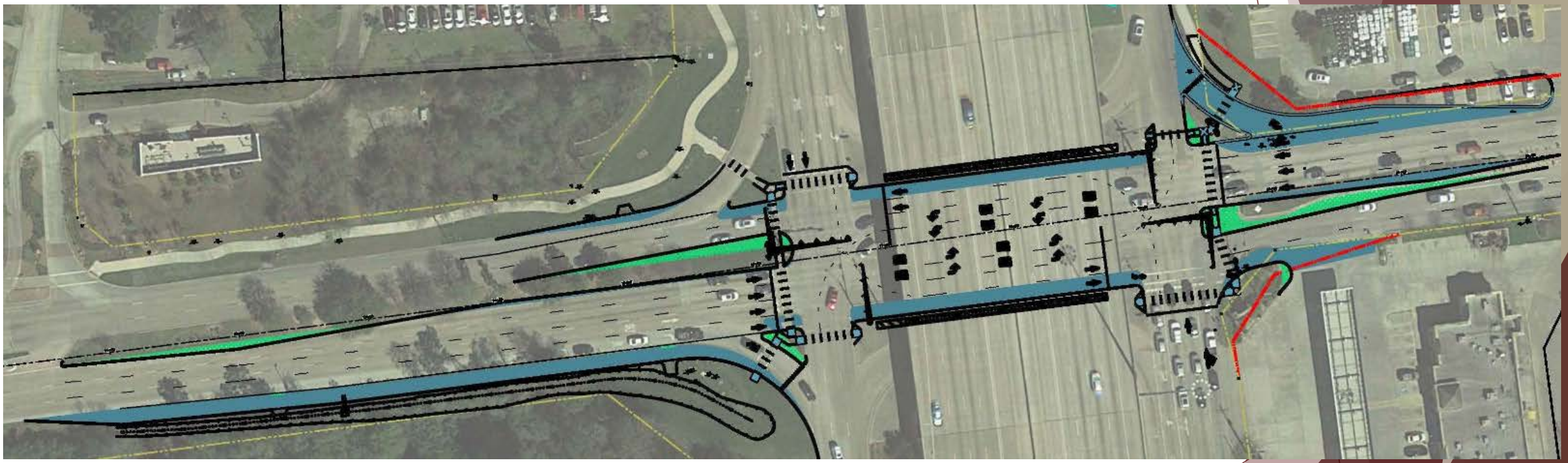
January 22, 2020

By: John D. Bleyl, PE

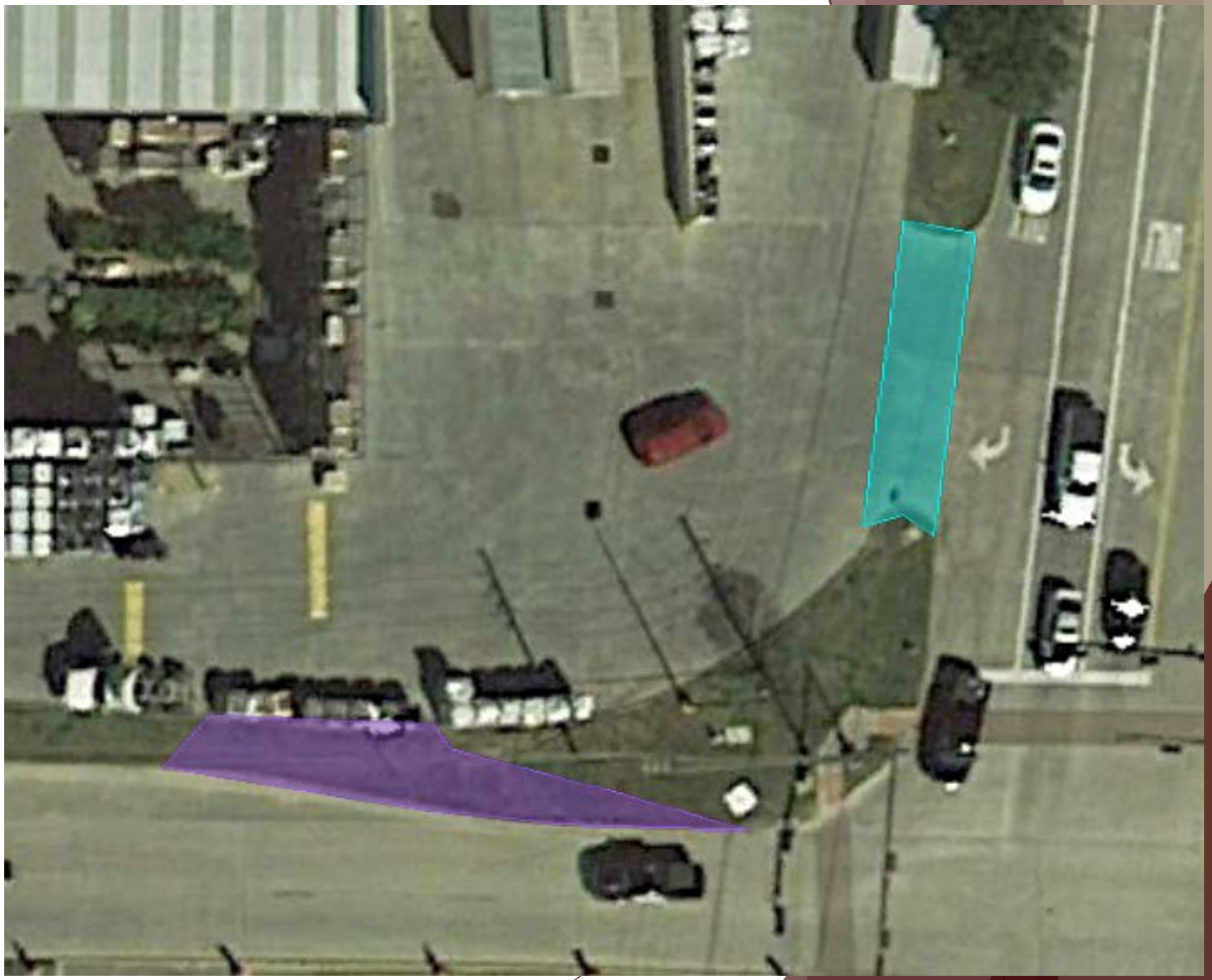
BLEYL ENGINEERING

PLANNING • DESIGN • MANAGEMENT

Intersection Improvements I-45 at Research Forest Dr./Tamina Rd.

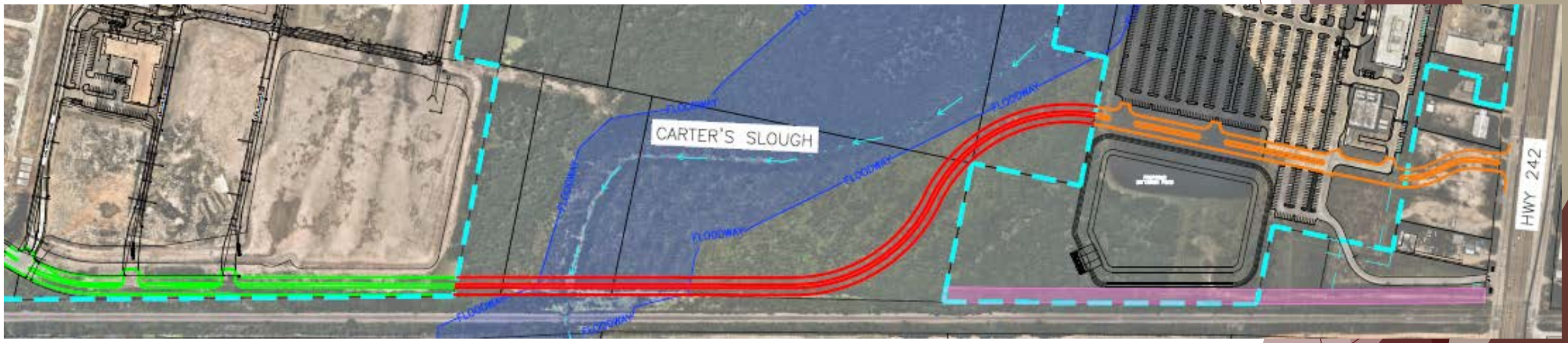


Home Depot Driveway Modifications



Research Forest Dr. Right Turn Lane

David Memorial Dr. Extension



Questions?

John D. Bleyl, PE

936-441-7833

jbleyl@bleylengineering.com

BLEYL ENGINEERING

PLANNING • DESIGN • MANAGEMENT

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**8**
DEPARTMENT:	Finance	PREPARED BY:	Lisa Wasner
PRICING:		EXHIBITS:	2019 Annual Financial Report; Audit Report Presentation

SUBJECT/PROCEEDING:

2019 Annual Financial Report

RECOMMENDED ACTION:

Staff recommends that Council accept the Annual Financial Report.

BACKGROUND/DISCUSSION:

BrooksWatson, PLLC, conducted an audit of the City's financial activities for fiscal year 2018-2019. The city received an unmodified opinion, the highest level of assurance. There are no material deficiencies or weaknesses as reported by the auditing firm.

Highlights:

- Combined City fund balance of $23,776,883, increase of $250,942 from 2017-2018
- $7,549,368 unassigned fund balance for General Fund (99% of total GF expenditures);
- Increase in net position of $5,370,504 resulting from revenues exceeding expenses.

Section 103 of the Local Government Code requires an annual audit of records and accounts and an annual financial statement to be prepared based on the audit. The audit is required to be complete within 180 days from the last day of the fiscal year. The audit findings, and timeliness of submission, are a pivotal component of the City's bond rating. The audit findings must be submitted to the Securities Exchange Commission (SEC) within the 180 days.

This is the seventh year BrooksWatson, formerly BrooksCardiel, has served as the City's auditor.

APPROVALS:

DEPARTMENT HEAD		DATE:	January 9, 2020
CITY ADMINISTRATOR		DATE:	January 16, 2020

Shenandoah, Texas

Audit Presentation

September 30, 2019

Presented By: Louis Breedlove, Senior Audit Manager
January 22, 2020

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CERTIFIED PUBLIC ACCOUNTANTS

OVERVIEW OF THE AUDIT PROCESS

Audit Planning and Risk Assessment

- **Audit Standards** – The audit was performed in accordance with Generally Accepted Auditing Standards (GAAS)

- **Assessment** – Evaluate and examine processes and controls

- **Risk-Based Approach** – The audit process was a risk-based approach in which we identified potential areas of risk that could lead to material misstatement of the financial statements. Risks such as:
  - Revenues and related expenditures
  - Construction in progress, purchasing requirements, bids and capital assets
  - Payroll Expenditures and payroll related liabilities
  - Long term liabilities (bonds payable, pension)

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OVERVIEW OF THE AUDIT PROCESS

Audit Fieldwork & Completion and Reporting

- **Compliance Testing** – Performed testing over the City's compliance with provisions with laws, regulations, contracts and grant agreements, including items such as compliance with Public Funds Investment Act (PFIA) compliance requirements.

- **Fieldwork** – Agree balances to underlying reports, and perform testing to assure those balances are materially accurate.

- **Conclusion & Reporting** – Evaluate results. Prepare report and required communications.

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COMPONENTS OF THE ANNUAL FINANCIAL REPORT

- Auditor's Opinion
- Management's Discussion and Analysis
- Basic Financial Statements
  - Government-Wide Statements
  - Fund Level Statements
  - Notes to the Financial Statements
- Required Supplementary Information
  - Budget to Actual – General Fund

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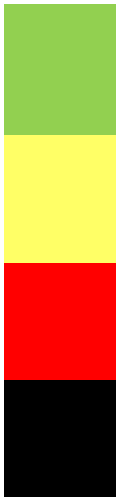
INDEPENDENT AUDITOR'S REPORT

REFERENCE AFR – PAGE 1

- Four possible outcomes



-Unmodified

-Qualified

-Disclaimed

-Adverse

- The City received an unmodified opinion
- Highest level of assurance

BW&C

FINANCIAL HIGHLIGHTS

REFERENCE CAFR – PAGE 7

- Total assets exceeded total liabilities by $49,943,676.
- City's governmental funds reported combined ending fund balances of $23,776,883, an increase of $250,942.
- Unassigned fund balance in the general fund was $7,549,368 or 99% of annual general fund expenditures.
- The City had an overall increase in net position of $5,370,504 for the year.

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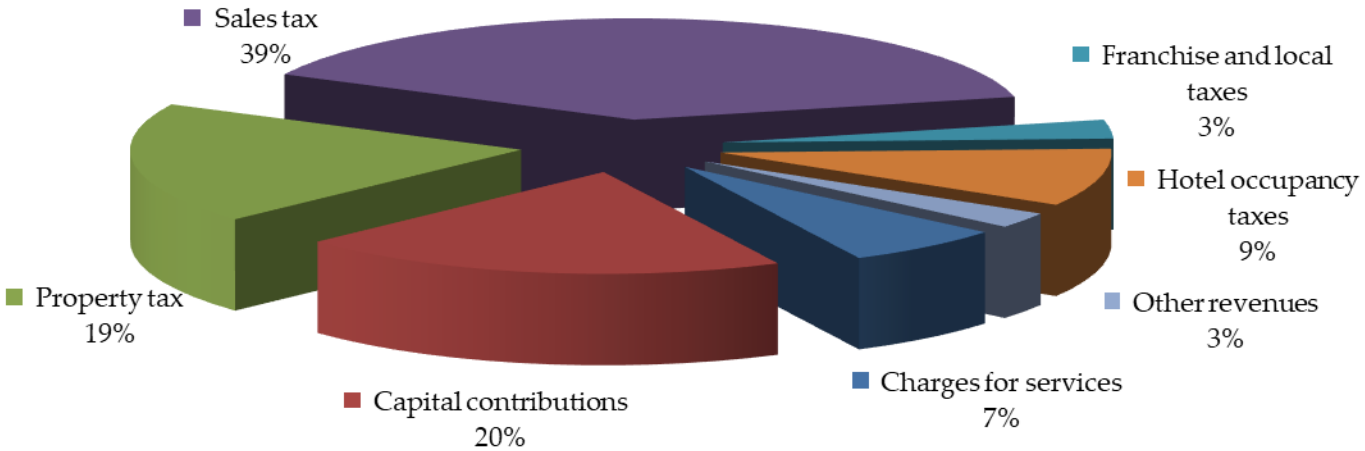
City Revenues – Governmental Activities

GOVERNMENTAL FUNDS – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 11

	2018	2019	Variance
Charges for services	552,609	1,057,253	91.3%
Capital contributions	1,077,669	3,279,815	204.3%
Property tax	1,995,541	3,118,283	56.3%
Sales tax	6,732,269	6,286,609	-6.6%
Franchise and local taxes	466,347	484,435	3.9%
Hotel occupancy taxes	1,514,681	1,481,768	-2.2%
Investment income	85,832	223,182	160.0%
Other revenues	289,917	182,578	-37.0%
	12,714,865	16,113,923	26.7%

Key Highlights:

- Increase in charges for services is primarily due to permit fees doubling due to local growth and development.
- Increase in capital contributions is due to a rise in capital activity from Shenandoah MDD.
- Decrease in sales tax is due to a one time sales tax recovery in the previous year for a lump sum of $417,000.
- Increase in investments is a result of additional PID funds being held in interest bearing accounts.
- Other revenues decreased primarily due to the nonrecurring proceeds received from the sale of capital assets in the previous year.



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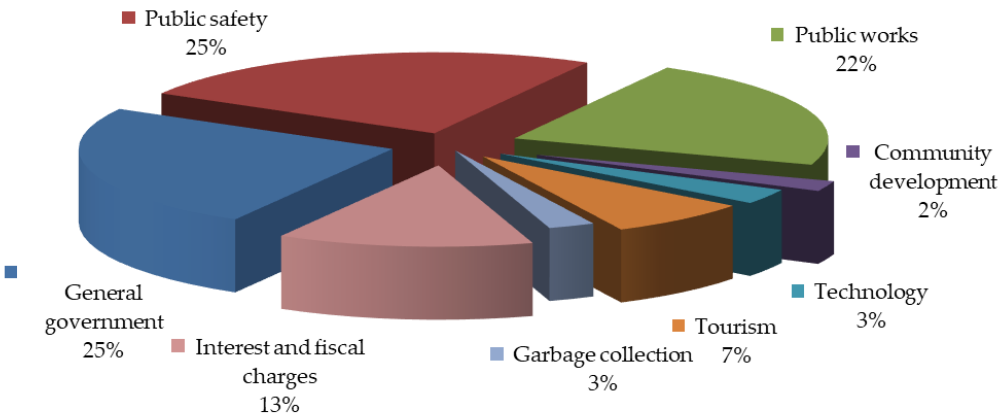
City Expenditures – Governmental Activities

GOVERNMENTAL FUNDS – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 11

	2018	2019	Variance
General government	3,101,786	2,914,005	-6.1%
Public safety	2,714,173	2,920,956	7.6%
Public works	2,228,437	2,596,579	16.5%
Community development	112,738	243,682	116.1%
Technology	-	355,636	100.0%
Tourism	487,422	865,484	77.6%
Garbage collection	264,895	281,171	6.1%
Interest and fiscal charges	2,349,329	1,544,983	-34.2%
	11,258,780	11,722,496	4.1%



Key Highlights:

- Decrease in general government is primarily the result of the reclassification of certain expenses previously accounted for as general government.
- Increase in public safety expenses are primarily due to additional personnel costs.
- Increase in public works is primarily a result of filling new positions within the department.
- Community development expenses increased due to the use of funds for new tree and vegetation improvements.
- Technology expenses increased as a result of the City creating technology as a new sand alone department.
- Tourism expenses increased primarily due to the City hosting the 2018 Stagg Bowl in December 2018, in addition to increased activity with the City's advertising campaigns.
- Decrease in interest and fiscal charges is a result of the current year bond refunding offset by the prior year issuance of special assessments revenue bonds for the PID.

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STATEMENT REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE

GOVERNMENTAL FUNDS – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 28

	General Fund	Debt Service	Metro * Park PID	Capital Improvements	Hotel Occupancy	Other Nonmajor Governmental	Total Governmental Funds
Revenues							
Total Revenues	9,341,104	1,081,910	1,340,018	1,047,672	1,511,980	15,129	14,337,813
Expenditures							
Total Expenditures	7,652,152	2,457,764	2,438,181	2,102,071	858,516	226,457	15,735,141
Total Other Financing Sources (Uses)	(1,553,523)	1,306,737	-	1,922,610	(156,473)	128,919	1,648,270
Net Change in Fund Balances	135,429	(69,117)	(1,098,163)	868,211	496,991	(82,409)	250,942
Beginning fund balances	7,413,939	104,442	11,280,935	763,454	3,232,447	730,724	23,525,941
Ending Fund Balances	$ 7,549,368	$ 35,325	$ 10,182,772	$ 1,631,665	$ 3,729,438	$ 648,315	$ 23,776,883

* Note: Metro Park PID (Public Improvement District) is a separate taxing entity from the City. The purpose of the PID is to finance the costs of authorized improvements that confer a special benefit on the assessed property within the PID, all of which is located within the corporate limits of the City. The PID is governed by the City Council, and accordingly, has been reported as a blended component unit.

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SCHEDULE OF REVENUES, EXPENDITURES & CHANGES IN FUND BALANCE (Budget & Actual)

GENERAL FUND – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 73

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Total Revenues	8,698,725	8,698,725	9,341,104	642,379
Expenditures				
Total Expenditures	8,002,972	8,065,382	7,652,152	413,230
Revenues Over (Under) Expenditures	695,753	633,343	1,688,952	1,055,609
Other Financing Sources (Uses)				
Total Other Financing Sources (Uses)	(1,628,891)	(1,628,891)	(1,553,523)	75,368
Net Change in Fund Balance	$ (933,138)	$ (995,548)	135,429	$ 1,130,977
Beginning fund balance			7,413,939	
Ending Fund Balance			$ 7,549,368	

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STATEMENT REVENUES, EXPENDITURES & CHANGES IN NET POSITION

PROPRIETARY FUNDS – YEAR ENDING 9/30/19 - REFERENCE AFR PAGE 33

	Water & Sewer
Operating Revenues	
Total Operating Revenues	2,595,661
Operating Expenses	
Total Operating Expenses	1,805,751
Operating Income (Loss)	789,910
Nonoperating Revenues (Expenses)	
Total Nonoperating Revenues (Expenses)	21,089
Income Before Transfers and Contributions	810,999
Developer fees	168,078
Transfers in	870,462
Transfers (out)	(1,474,982)
Change in Net Position	374,557
Beginning net position	17,960,808
Ending Net Position	$ 18,335,365

Net Position

Invested in capital assets, net of related debt	18,137,871
Unrestricted	197,494
Total Net Position	$ 18,335,365

- Unrestricted net position = 11% of total operating expenses

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Other Reports

Communication with Those Charged with Governance

Communication Regarding Internal Controls

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Thank You!

We appreciate the opportunity to serve the **City of Shenandoah**

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CERTIFIED PUBLIC ACCOUNTANTS

Questions?

Contact Info:

Louis Breedlove, Senior Audit Manager

Phone 281.907.9188 | Fax 888.875.0587

14950 Heathrow Forest Pkwy | Ste 530

Houston, TX 77032

LBreedlove@BrooksWatsonCPA.com

BW&C

CERTIFIED PUBLIC ACCOUNTANTS

We know your questions don't end when the audit does.

We remain available throughout the year.

ANNUAL FINANCIAL REPORT

of the

City of Shenandoah, Texas

For the Year Ended
September 30, 2019

CITY OF
SHENANDOAH
TEXAS

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City of Shenandoah, Texas

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September 30, 2019

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BROOKSWATSON & CO.
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and
Members of the City Council
City of Shenandoah, Texas:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, the discretely presented component unit, and the aggregate remaining fund information of the City of Shenandoah, Texas (the "City"), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The City's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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 fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the 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 fraud or error. In making those risk assessments, the auditor considers 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. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by

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management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, the discretely presented component unit, and the aggregate remaining fund information of the City as of September 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note V.E. the City has restated beginning fund balance within the general fund and nonmajor governmental funds due to a change in fund reporting within the nonmajor governmental funds. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of changes in net pension liability and related ratios, schedule of employer contributions to pension plan, schedule of changes in postemployment benefits other than pensions and related ratios, and budgetary comparison information as listed in the table on contents be presented to supplement the 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about 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 do 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.

Other Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The accompanying supplementary information, such as the combining statements, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The other supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

BrooksWatson & Co.

BrooksWatson & Co., PLLC
Certified Public Accountants
Houston, Texas
December 27, 2019

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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City of Shenandoah, Texas

MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

September 30, 2019

As management of the City of Shenandoah, Texas (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2019.

Financial Highlights

- The City's total combined net position was $49,943,676 at September 30, 2019. Of this, $6,815,517 (unrestricted net position) may be used to meet the City's ongoing obligations to its citizens and creditors.

- At the close of the current fiscal year, the City's governmental funds reported combined fund balances of $23,776,883, an increase of $250,942.

- As of the end of the year, the unassigned fund balance of the general fund was $7,549,368 or 99% of total general fund expenditures.

- The City had an overall increase in net position of $5,370,504, which is due to revenues exceeding expenses that occurred in the current year.

Overview of the Financial Statements

The discussion and analysis provided here are intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) the notes to financial statements. This report also includes supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-Wide Statements

The government-wide statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents financial information on all of the City's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, community development, and public works. The business-type activities of the City include a water and sewer operations.

Fund Financial Statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources,* as well as *on balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities.*

The City of Shenandoah, Texas maintains twelve individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general, debt service fund, the hotel occupancy fund, the Metrosquare Park Public Improvement District ("PID"), and the Capital Improvements fund considered to be major funds. Fund data for the remaining nonmajor governmental funds is provided in the form of combining statements in the combining and individual fund statements and schedules section of this report.

The City of Shenandoah, Texas adopts an annual appropriated budget for its general, debt service, special revenue, and utility funds. A budgetary comparison schedule has been provided to demonstrate compliance with the general fund budget and each major special revenue fund.

Proprietary Funds. The City maintains one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water distribution, wastewater collection/treatment

and water construction operations. The proprietary fund financial statements provide separate information for the water distribution, and wastewater collection/treatment fund. The basic proprietary fund financial statements can be found in the basic financial statements of this report.

Component Unit

The City maintains the accounting and financial statements for one component unit. The Shenandoah Municipal Development District ("SMDD") is a discretely presented component unit displayed on the government-wide financial statements.

Notes to Financial Statements. The notes to the financial statements provide additional information that is necessary to a full understanding of the data provided in the government-wide and fund financial statements. The notes are the last section of the basic financial statements.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* (RSI) concerning the City's progress in funding its obligation to provide pension and other post-employment benefits to its employees.

The combining statements referred to earlier in connection with nonmajor governmental funds are presented immediately following the required supplementary information on pension.

Government-Wide Financial Analysis

As noted previously, net position over time, may serve as a useful indicator of the City's financial position. For the City of Shenandoah, Texas, assets exceed liabilities by $49,943,676 as of September 30, 2019.

The largest portion of the City's net position, $29,120,162, reflects its investments in capital assets (e.g., land, city hall, police station, streets, and drainage systems, as well as the public works facilities), less any debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the assets themselves cannot be used to liquidate these liabilities.

Current and other assets of Business-Type Activities as of September 30, 2019 and September 30, 2018 were $834,029 and $717,405, respectively. The increase of $116,624 was primarily a result of increased receivables at yearend, which is a direct result of the City's customer base expanding.

Capital assets of Governmental Activities as of September 30, 2019 and September 30, 2018 were $43,567,350 and $40,690,629, respectively. The increase of $2,876,721 was a primarily attributable to the continued investment in Metro Park PID and new purchases of public safety vehicles and equipment.

Long-term liabilities of Governmental Activities as of September 30, 2019 and September 30, 2018 were $35,574,908 and $36,402,921, respectively. The decrease of $828,013 was primarily attributable to a debt refunding and principal payments made in the current year.

Long-term liabilities of Business-Type Activities as of September 30, 2019 and September 30, 2018 were $581,055 and $369,639, respectively. The increase of $211,416 is primarily due to the increase in the City's net pension liability over the course of the year.

Statement of Net Position:

The following table reflects the condensed Statement of Net Position:

	2019			2018		
	Governmental Activities	Business-Type Activities	Total	Governmental Activities	Business-Type Activities	Total
Current and other assets	$ 24,397,591	$ 834,029	$ 25,231,620	$ 24,080,679	$ 717,405	$ 24,798,084
Capital assets, net	43,567,350	18,137,871	61,705,221	40,690,629	17,848,280	58,538,909
Total Assets	67,964,941	18,971,900	86,936,841	64,771,308	18,565,685	83,336,993
Deferred Outflows	1,951,836	146,858	2,098,694	1,389,958	50,642	1,440,600
Other liabilities	2,719,338	201,724	2,921,062	2,652,320	218,563	2,870,883
Long-term liabilities	35,574,908	581,055	36,155,963	36,402,921	369,639	36,772,560
Total Liabilities	38,294,246	782,779	39,077,025	39,055,241	588,202	39,643,443
Deferred Inflows	14,220	614	14,834	493,661	67,317	560,978
Net Position:						
Net investment in capital assets	10,982,291	18,137,871	29,120,162	6,130,852	17,848,280	23,979,132
Restricted	14,007,997	-	14,007,997	14,635,351	-	14,635,351
Unrestricted	6,618,023	197,494	6,815,517	5,846,161	112,528	5,958,689
Total Net Position	$ 31,608,311	$ 18,335,365	$ 49,943,676	$ 26,612,364	$ 17,960,808	$ 44,573,172

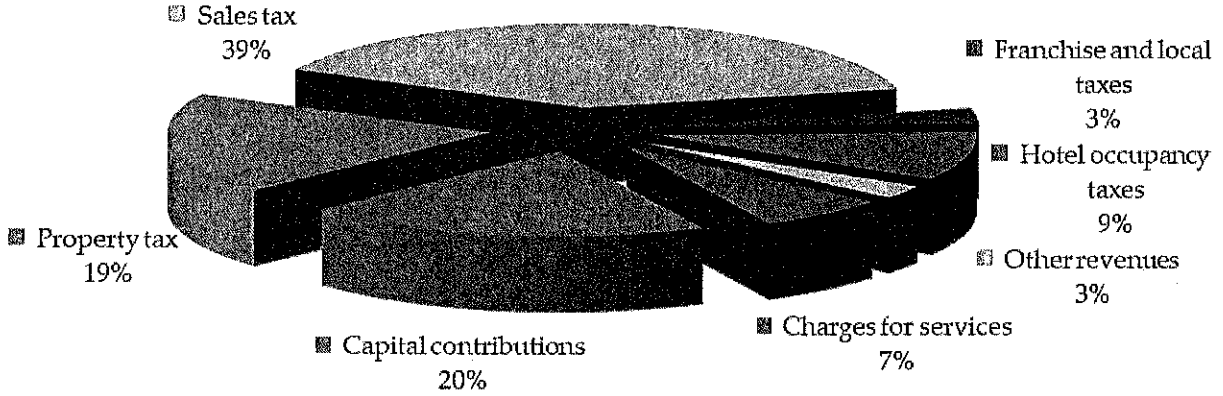
Statement of Activities:

The following table provides a summary of the City's changes in net position:

	For the Year Ended September 30, 2019			For the Year Ended September 30, 2018		
	Governmental Activities	Business-Type Activities	Total Primary Government	Governmental Activities	Business-Type Activities	Total Primary Government
Revenues						
Program revenues:						
Charges for services	$ 1,057,253	$ 2,595,661	$ 3,652,914	$ 552,609	$ 2,625,172	$ 3,177,781
Capital contributions	3,279,815	168,078	3,447,893	1,077,669	-	1,077,669
General revenues:						
Property tax	3,118,283	-	3,118,283	1,995,541	-	1,995,541
Sales tax	6,286,609	-	6,286,609	6,732,269	-	6,732,269
Franchise and local taxes	484,435	-	484,435	466,347	-	466,347
Hotel occupancy taxes	1,481,768	-	1,481,768	1,514,681	-	1,514,681
Investment income	223,182	2,884	226,066	85,832	1,180	87,012
Other revenues	182,578	18,205	200,783	289,917	18,802	308,719
Total Revenues	16,113,923	2,784,828	18,898,751	12,714,865	2,645,154	15,360,019
Expenses						
General government	2,914,005	-	2,914,005	3,101,786	-	3,101,786
Public safety	2,920,956	-	2,920,956	2,714,173	-	2,714,173
Public works	2,596,579	-	2,596,579	2,228,437	-	2,228,437
Community development	243,682	-	243,682	112,738	-	112,738
Technology	355,636	-	355,636	-	-	-
Tourism	865,484	-	865,484	487,422	-	487,422
Garbage collection	281,171	-	281,171	264,895	-	264,895
Interest and fiscal charges	1,544,983	-	1,544,983	2,349,329	-	2,349,329
Water & sewer	-	1,805,751	1,805,751	-	1,639,726	1,639,726
Total Expenses	11,722,496	1,805,751	13,528,247	11,258,780	1,639,726	12,898,506
Change in Net Position Before Transfers	4,391,427	979,077	5,370,504	1,456,085	1,005,428	2,461,513
Transfers in (out)	604,520	(604,520)	-	(305,159)	305,159	-
Total	604,520	(604,520)	-	(305,159)	305,159	-
Change in Net Position	4,995,947	374,557	5,370,504	1,150,926	1,310,587	2,461,513
Beginning Net Position	26,612,364	17,960,808	44,573,172	25,461,438	16,650,221	42,111,659
Ending Net Position	$ 31,608,311	$ 18,335,365	$ 49,943,676	$ 26,612,364	$ 17,960,808	$ 44,573,172

Graphic presentations of selected data from the summary tables are displayed below to assist in the analysis of the City's activities.

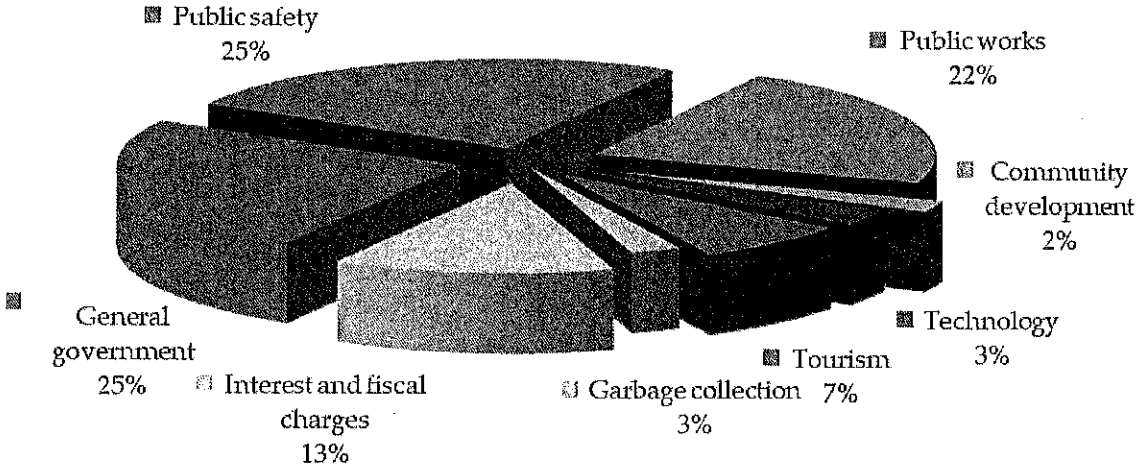
Governmental Activities - Revenues



For the year ended September 30, 2019, revenues from governmental activities totaled $16,113,923. Overall revenues increased by $3,399,058. Sales tax, property tax, hotel occupancy taxes, and capital contributions are the City's largest revenue sources. Sales taxes decreased by $445,660 or 7% primarily as a result of a sales tax audit in the previous year resulting in the recovery of $417,000 in previously received sales tax revenues. Property taxes increased by $1,122,742 primarily due to the receipt of new property taxes in the Metro Park PID. Capital contributions increased by $2,202,146 as a result of greater contributions from SMDD in the current year. Investment income increased by $137,350 as a result of PID funds being held in an interest-bearing account. Other revenues decreased by $107,339 primarily as a result of nonrecurring proceeds received from sale of capital assets in the prior year.

This graph shows the governmental function expenses of the City:

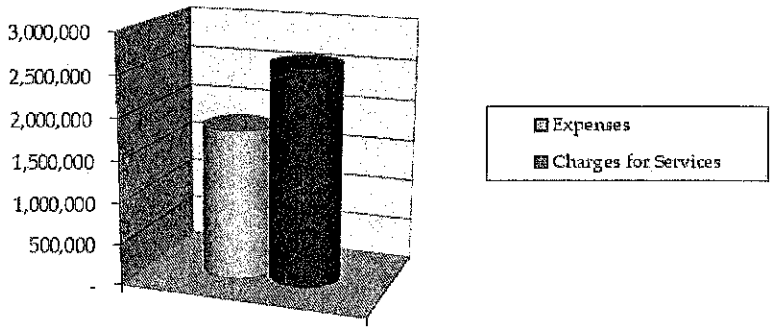
Governmental Activities - Expenses



For the year ended September 30, 2019, expenses for governmental activities totaled $11,722,496. This represents an increase of $463,716 or 4% from the prior year. The City's largest functional expense is public safety of $2,920,956. Public safety expenses increased by $206,783 or 8%, which is primarily due to increases in police department personnel expenses. General government expenses declined by $187,781 or 6% due to the reclassification of certain expenses previously accounted for as part general government into a newly formed technology department. Public works expenses increased by $368,142 or 17% primarily as a result of the City filling new positions within the department. In addition, the City incurred more plan review and inspection related expenses. Community development expenses increased by $130,944 primarily due to the City's use of funds for new tree planting and vegetation improvements. Technology expenses increased by $355,636 or 100% as a result of the City creating this new department in the current year. Technology related expenses previously accounted for within general government are now accounted for separately in its own department. Tourism expenses increased $378,062 or 78% due to nonrecurring expenses incurred from the City hosting the 2018 Stagg bowl in December 2018. In addition, a new director was hired who chose to be more active with the City's advertising campaigns. Interest and fiscal charges decreased by $804,346 primarily as a result the bond refunding occurring in the current year.

Business-type activities are shown comparing operating costs to revenues generated by related services.

Business-Type Activities - Revenues and Expenses



For the year ended September 30, 2019, charges for services by business-type activities totaled $2,595,661. This is a decrease of $29,511, or 1%, from the previous year, which is considered minimal.

Total expenses increased by $166,025 or 10%, which is primarily attributed to personnel and equipment maintenance expenses.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, fund accounting is used to demonstrate and ensure compliance with finance-related legal requirements.

Governmental Funds - The focus of the City's governmental funds is to provide information of near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the City's net resources available for spending at the end of the year.

As of the end of the year the general fund reflected a total fund balance of $7,549,368. The general fund reflected an increase of $135,429. This is primarily a result of the general fund receiving more revenue than anticipated and expenditures falling below that which was budgeted.

The debt service fund reflected a fund balance of $35,325, a decrease of $69,117, which is primarily due to debt service expenditures exceeding revenues and other financing sources.

The capital improvements fund reflected a fund balance of $1,631,665, an increase of $868,211, which is primarily due to intergovernmental revenues and transfers in exceeding capital outlay expenditures.

The hotel occupancy fund reflected a fund balance of $3,729,438. The fund balance increased by $496,991 from the prior year primarily due to lower than anticipated expenditures.

The Metro Park PID fund reflected a fund balance of $10,182,772. The fund balance decreased by $1,098,163 primarily as a result of capital outlay and debt services expenditures exceeding property tax revenues.

There was an overall increase in governmental fund balance of $250,942. This is primarily due to $111,344 of net bond proceeds received as a result of the debt refunding and proceeds received from sale of capital assets in the current year.

Proprietary Funds - The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

GENERAL FUND BUDGETARY HIGHLIGHTS

There was a positive budget variance of $1,055,609 before other financing sources and uses, with a total positive budget variance of $1,130,977 in the general fund after other sources and uses. Total actual revenue exceeded budgeted revenue by $642,379. Total actual expenditures were $413,230 under budget.

Expenditures exceeded appropriations at the legal level of control in the amount of $477,373 for general government and $19,182 for public works. All other expenditures were less than budgeted.

CAPITAL ASSETS

As of the end of the year, the City's governmental activities funds had invested $43,567,350 in a variety of capital assets and infrastructure, net of accumulated depreciation. Depreciation is included with the governmental capital assets as required by GASB Statement No. 34. The City's business-type activities funds had invested $18,137,871 in a variety of capital assets and infrastructure, net of accumulated depreciation.

Major capital asset events during the current year include the following:

- Investment in Metro Park PID of $1,203,883.
- Purchase of new police vehicles and equipment totaling $221,989.
- New investments in roadways, pathways, and detention pond in the municipal development district totaling $2,718,929.
- Transfer of waterline and wastewater treatment plant improvements from governmental activities to business type activities totaling $870,246.

More detailed information about the City's capital assets is presented in note IV. C to the financial statements.

LONG-TERM DEBT

At the end of the current year, the City had total bonds outstanding of $32,030,000. During the year, the City issued $2,940,000 of general obligation refunding bonds. As part of this new bond issuance, $3,030,000 of general improvement bonds were refunded in the current year. The City made $2,075,000 in principal payments on outstanding debt. More detailed information about the City's long-term liabilities is presented in note IV. F to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Mayor and City Council are committed to maintaining and improving the overall wellbeing of the City of Shenandoah, Texas and improving services provided to their public citizens. The City is budgeting for growth in the upcoming year.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the City of Shenandoah, Texas's finances for all those with an interest in the City's finances. Questions concerning this report or requests for additional financial information should be directed to the City Administrator, 29955 I-45 North, Shenandoah, Texas 77381.

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FINANCIAL STATEMENTS

City of Shenandoah, Texas

STATEMENT OF NET POSITION (Page 1 of 2)

September 30, 2019

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Assets			
Current assets:			
Cash and cash equivalents	$ 23,156,934	$ 397,218	$ 23,554,152
Receivables, net	1,240,657	436,811	1,677,468
Total Current Assets	24,397,591	834,029	25,231,620
Capital assets:			
Non-depreciable	11,001,113	2,413,040	13,414,153
Net depreciable capital assets	32,566,237	15,724,831	48,291,068
	43,567,350	18,137,871	61,705,221
Total Assets	67,964,941	18,971,900	86,936,841
Deferred Outflows of Resources			
Pension contributions	392,910	56,543	449,453
OPEB contributions	464	67	531
Pension difference in experience	162,325	23,360	185,685
Pension changes in assumptions	16,778	2,415	19,193
Pension investment earnings	448,015	64,473	512,488
Deferred charge on refunding	931,344	-	931,344
Total Deferred Outflows of Resources	1,951,836	146,858	2,098,694

Component Unit Shenandoah Municipal Development District
$ 5,031,631
315,933
5,347,564
-
-
-
5,347,564
-
-
-
-
-
-
-

City of Shenandoah, Texas

STATEMENT OF NET POSITION (Page 2 of 2)

September 30, 2019

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Liabilities			
Current liabilities:			
Accounts payable	390,849	68,689	459,538
Accrued liabilities	174,191	29,696	203,887
Accrued interest payable	64,350	-	64,350
Customer deposits	5,803	78,257	84,060
Compensated absences payable, current	159,145	25,082	184,227
Long-term debt due within one year	1,925,000	-	1,925,000
	2,719,338	201,724	2,921,062
Noncurrent liabilities:			
Long-term debt due in more than one year	31,538,926	-	31,538,926
Compensated absences payable, noncurrent	17,683	2,787	20,470
Net pension liability	3,916,064	563,556	4,479,620
OPEB liability	102,235	14,712	116,947
	35,574,908	581,055	36,155,963
Total Liabilities	38,294,246	782,779	39,077,025
Deferred Inflows of Resources			
Deferred gain on refunding	9,955	-	9,955
OPEB assumption changes	724	104	828
OPEB difference in experience	3,541	510	4,051
Total Deferred Inflows of Resources	14,220	614	14,834
Net Position			
Net investment in capital assets	10,982,291	18,137,871	29,120,162
Restricted for:			
Debt service	35,325	-	35,325
Economic development	-	-	-
Tourism	3,729,438	-	3,729,438
Municipal court	22,195	-	22,195
Tree maintenance	29,492	-	29,492
Park improvements	2,232	-	2,232
Public improvement	10,182,772	-	10,182,772
Public safety	6,543	-	6,543
Unrestricted	6,618,023	197,494	6,815,517
Total Net Position	$ 31,608,311	$ 18,335,365	$ 49,943,676

See Notes to Financial Statements.

Component Unit Shenandoah Municipal Development District
5,367
-
-
-
-
-
5,367
-
-
-
-
-
5,367
-
-
-
-
-
-
5,342,197
-
-
-
-
-
-
-
$ 5,342,197

City of Shenandoah, Texas

STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2019

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Capital Grants and Contributions
Primary Government			
Governmental Activities			
General government	$ 2,914,005	$ 1,030,278	$ 1,566,313
Public safety	2,920,956	22,540	-
Public works	2,596,579	-	1,713,502
Community development	243,682	-	-
Technology	355,636	-	-
Tourism	865,484	-	-
Garbage collection	281,171	4,435	-
Interest and fiscal charges	1,544,983	-	-
Total Governmental Activities	11,722,496	1,057,253	3,279,815
Business-Type Activities			
Water & Sewer	1,805,751	2,595,661	168,078
Total Business-Type Activities	1,805,751	2,595,661	168,078
Total Primary Government	$ 13,528,247	$ 3,652,914	$ 3,447,893
Component Unit			
Shenandoah Municipal Development District	$ 3,344,894	$ -	$ 286,408
Total Component Unit Activities	$ 3,344,894	$ -	$ 286,408

General Revenues:

Taxes

Property tax

Sales tax

Franchise and local taxes

Hotel occupancy taxes

Investment income

Other revenues

Transfers:

Total General Revenues and Transfers

Change in Net Position

Beginning Net Position

Ending Net Position

See Notes to Financial Statements.

Net (Expense) Revenue and Changes in Net Position			Component Unit
Primary Government			Shenandoah Municipal Development District
Governmental Activities	Business-Type Activities	Total	
$ (317,414)	$ -	$ (317,414)	$ -
(2,898,416)	-	(2,898,416)	-
(883,077)	-	(883,077)	-
(243,682)	-	(243,682)	-
(355,636)	-	(355,636)	-
(865,484)	-	(865,484)	-
(276,736)	-	(276,736)	-
(1,544,983)	-	(1,544,983)	-
(7,385,428)	-	(7,385,428)	-
-	957,988	957,988	-
-	957,988	957,988	-
(7,385,428)	957,988	(6,427,440)	-
			(3,058,486)
			(3,058,486)
3,118,283	-	3,118,283	-
6,286,609	-	6,286,609	2,008,758
484,435	-	484,435	-
1,481,768	-	1,481,768	-
223,182	2,884	226,066	34,132
182,578	18,205	200,783	161
604,520	(604,520)	-	-
12,381,375	(583,431)	11,797,944	2,043,051
4,995,947	374,557	5,370,504	(1,015,435)
26,612,364	17,960,808	44,573,172	6,357,632
$ 31,608,311	$ 18,335,365	$ 49,943,676	$ 5,342,197

City of Shenandoah, Texas

BALANCE SHEET
GOVERNMENTAL FUNDS
September 30, 2019

	General Fund	Debt Service Fund	Metro Park PID	Capital Improvements Fund
Assets				
Cash and cash equivalents	$ 6,858,046	$ 35,325	$ 10,182,772	$ 1,802,023
Receivables, net				
Property taxes	23,190	26,675	-	-
Sales taxes	948,407	-	-	-
Franchise taxes	40,555	-	-	-
Mixed beverage taxes	79,585	-	-	-
Hotel occupancy taxes	-	-	-	-
Accounts receivable	9,231	-	-	-
Total Assets	$ 7,959,014	$ 62,000	$ 10,182,772	$ 1,802,023
Liabilities				
Accounts payable	$ 211,883	$ -	$ -	$ 170,358
Accrued liabilities	168,770	-	-	-
Customer deposits	5,803	-	-	-
Total Liabilities	386,456	-	-	170,358
Deferred Inflows of Resources				
Unavailable revenue - property taxes	23,190	26,675	-	-
Total Deferred Inflows of Resources	23,190	26,675	-	-
Fund Balances				
Restricted for:				
Debt service	-	35,325	-	-
Tourism	-	-	-	-
Muncipal court	-	-	-	-
Public safety	-	-	-	-
Tree maintenance	-	-	-	-
Park improvements	-	-	-	-
Public improvement	-	-	10,182,772	-
Capital projects	-	-	-	1,631,665
Committed for:				
Equipment replacement	-	-	-	-
Land	-	-	-	-
Unassigned	7,549,368	-	-	-
Total Fund Balances	7,549,368	35,325	10,182,772	1,631,665
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	$ 7,959,014	$ 62,000	$ 10,182,772	$ 1,802,023

See Notes to Financial Statements.

Hotel Occupancy Fund	Nonmajor Governmental Funds	Total Governmental Funds
$ 3,629,553	$ 649,215	$ 23,156,934
-	-	49,865
-	-	948,407
-	-	40,555
-	-	79,585
113,014	-	113,014
-	-	9,231
$ 3,742,567	$ 649,215	$ 24,397,591
$ 7,708	$ 900	$ 390,849
5,421	-	174,191
-	-	5,803
13,129	900	570,843
-	-	49,865
-	-	49,865
-	-	35,325
3,729,438	-	3,729,438
-	22,195	22,195
-	6,543	6,543
-	29,492	29,492
-	2,232	2,232
-	-	10,182,772
-	-	1,631,665
-	584,359	584,359
-	3,494	3,494
-	-	7,549,368
3,729,438	648,315	23,776,883
$ 3,742,567	$ 649,215	$ 24,397,591

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City of Shenandoah, Texas

RECONCILIATION OF THE BALANCE SHEET
TO THE STATEMENT OF NET POSITION
GOVERNMENTAL FUNDS
September 30, 2019

Fund Balances - Total Governmental Funds	$	23,776,883
Adjustments for the Statement of Net Position:		
Capital assets used in governmental activities are not current financial resources and, therefore, not reported in the governmental funds.		
Capital assets - non-depreciable		11,001,113
Capital assets - net depreciable		32,566,237
Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the governmental funds.		
Property tax receivable		49,865
Deferred outflows (inflows) of resources represent a consumption (acquisition) of net position that applies to a future period)s) and is not recognized as an an outflow (inflow) of resources (expense/expenditure) (revenues) until then.		
Pension contributions		392,910
OPEB contributions		464
Pension investment earnings		448,015
Pension difference in experience		162,325
Pension changes in assumptions		16,778
OPEB difference in experience		(3,541)
OPEB changes in assumptions		(724)
Deferred charge on refunding		931,344
Deferred loss on refunding		(9,955)
Some liabilities, including bonds payable and deferred charges are not reported as liabilities in the governmental funds.		
Accrued interest		(64,350)
Premiums on bonds payable		(1,433,926)
Compensated absences payable		(176,828)
Non-current liabilities due in one year		(1,925,000)
Non-current liabilities due in more than one year		(30,105,000)
Net pension liability		(3,916,064)
OPEB liability		(102,235)
Net Position of Governmental Activities	$	31,608,311

See Notes to Financial Statements.

City of Shenandoah, Texas

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
For the Year Ended September 30, 2019

	General Fund	Debt Service Fund	Metro Park PID	Capital Improvements Fund
Revenues				
Property tax	$ 882,166	$ 1,080,859	$ 1,148,227	$ -
Sales tax	6,286,609	-	-	-
Franchise and local taxes	484,435	-	-	-
Hotel occupancy taxes	-	-	-	-
Intergovernmental revenue	518,641	-	-	1,047,672
License and permits	949,745	-	-	-
Charges for services	80,533	-	-	-
Fines and forfeitures	11,846	-	-	-
Investment income	20,239	1,051	191,791	-
Other revenues	106,890	-	-	-
Total Revenues	9,341,104	1,081,910	1,340,018	1,047,672
Expenditures				
Current:				
General government	2,597,966	7,633	-	-
Public safety	2,880,678	-	-	-
Public works	1,451,958	-	-	-
Community development	105,375	-	-	-
Technology	335,004	-	-	-
Tourism	-	-	-	-
Garbage collection	281,171	-	-	-
Debt service:				
Principal	-	1,695,000	380,000	-
Interest and fiscal charges	-	643,787	836,298	-
Bond issuance costs	-	111,344	-	-
Capital outlay	-	-	1,221,883	2,102,071
Total Expenditures	7,652,152	2,457,764	2,438,181	2,102,071
Revenues Over (Under) Expenditures	1,688,952	(1,375,854)	(1,098,163)	(1,054,399)
Other Financing Sources (Uses)				
Transfers in	437,913	1,195,393	-	1,922,610
Transfers (out)	(2,053,596)	-	-	-
Bond proceeds	-	2,940,000	-	-
Bond premium	-	253,781	-	-
Payment to refunding bond escrow agent	-	(3,082,437)	-	-
Sale of capital assets	62,160	-	-	-
Total Other Financing Sources (Uses)	(1,553,523)	1,306,737	-	1,922,610
Net Change in Fund Balances	135,429	(69,117)	(1,098,163)	868,211
Beginning fund balances	7,413,939	104,442	11,280,935	763,454
Ending Fund Balances	$ 7,549,368	$ 35,325	$ 10,182,772	$ 1,631,665

See Notes to Financial Statements.

Hotel Occupancy Fund	Nonmajor Governmental Funds	Total Governmental Funds
$ -	$ -	$ 3,111,252
-	-	6,286,609
-	-	484,435
1,481,768	-	1,481,768
-	-	1,566,313
-	-	949,745
-	-	80,533
-	10,694	22,540
10,101	-	223,182
20,111	-	127,001
1,511,980	15,129	14,337,813
-	-	2,605,599
-	-	2,880,678
-	73,398	1,525,356
-	127,513	232,888
-	25,546	360,550
858,516	-	858,516
-	-	281,171
-	-	2,075,000
-	-	1,480,085
-	-	111,344
-	-	3,323,954
858,516	226,457	15,735,141
653,464	(211,328)	(1,397,328)
-	128,919	3,684,835
(156,473)	-	(2,210,069)
-	-	2,940,000
-	-	253,781
-	-	(3,082,437)
-	-	62,160
(156,473)	128,919	1,648,270
496,991	(82,409)	250,942
3,232,447	730,724	23,525,941
$ 3,729,438	$ 648,315	$ 23,776,883

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City of Shenandoah, Texas

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2019

Amounts reported for governmental activities in the statement of activities are different because:		
Net changes in fund balances - total governmental funds	$	250,942
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital outlay		3,477,702
Capital contributions		1,713,502
Depreciation expense		(1,437,654)
Transfer of assets to business-type activities		(870,246)
Adjustment for sale of capital assets		(6,583)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		
Property taxes		7,031
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Compensated absences		39,402
Accrued interest		21,459
Pension expense		(179,895)
OPEB liability		(8,356)
Amortization of deferred charges on refunding		(87,132)
Amortization of deferred loss on refunding		255
Amortization of debt premium		111,864
The issuance of long-term debt (e.g., bonds, leases, certificates of obligation) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when they are first issued; whereas, these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.		
Issuance of debt		(2,940,000)
Bond premium		(253,781)
Debt refunding		3,030,000
Bond premium refunding		62,647
Deferred loss on refunding		(10,210)
Principal payments		2,075,000
Change in Net Position of Governmental Activities	$	4,995,947

See Notes to Financial Statements.

City of Shenandoah, Texas

STATEMENT OF NET POSITION

PROPRIETARY FUND

September 30, 2019

		Water & Sewer
Assets		
Current Assets		
Cash and cash equivalents		$ 397,218
Accounts and other receivables, net		436,811
	Total Current Assets	834,029
Noncurrent Assets		
Capital assets:		
Non-depreciable		2,413,040
Net depreciable capital assets		15,724,831
	Total Noncurrent Assets	18,137,871
	Total Assets	18,971,900
Deferred Outflows of Resources		
Pension contributions		56,543
OPEB contributions		67
Pension changes in assumptions		2,415
Pension investment earnings		64,473
Pension difference in experience		23,360
	Total Deferred Outflows of Resources	146,858
Liabilities		
Current Liabilities		
Accounts payable		68,689
Accrued liabilities		29,696
Customer deposits		78,257
Compensated absences payable, current		25,082
	Total Current Liabilities	201,724
Noncurrent Liabilities		
Compensated absences payable, noncurrent		2,787
Net pension liability		563,556
OPEB liability		14,712
	Total Liabilities	782,779
Deferred Inflows of Resources		
OPEB difference in experience		510
OPEB assumption changes		104
	Total Deferred Inflows of Resources	614
Net Position		
Net investment in capital assets		18,137,871
Unrestricted		197,494
	Total Net Position	$ 18,335,365

See Notes to Financial Statements.

City of Shenandoah, Texas

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

PROPRIETARY FUND

For the Year Ended September 30, 2019

	Water & Sewer
Operating Revenues	
Water sales	$ 1,341,720
Sewer revenue	1,000,773
Penalties and reconnect fees	134,995
Groundwater reduction plan fees	118,173
Total Operating Revenues	2,595,661
Operating Expenses	
Personnel	563,876
Supplies and services	247,369
Maintenance	397,281
Depreciation	597,225
Total Operating Expenses	1,805,751
Operating Income	789,910
Nonoperating Revenues (Expenses)	
Investment income	2,884
Other revenue	18,205
Total Nonoperating Revenues (Expenses)	21,089
Income Before Transfers and Contributions	810,999
Transfers and Contributions	
Developer fees	168,078
Transfers in	870,462
Transfers (out)	(1,474,982)
Total Transfers and Contributions	(436,442)
Change in Net Position	374,557
Beginning net position	17,960,808
Ending Net Position	$ 18,335,365

See Notes to Financial Statements.

City of Shenandoah, Texas

STATEMENT OF CASH FLOWS

PROPRIETARY FUND (Page 1 of 2)

For the Year Ended September 30, 2019

	Water & Sewer
Cash Flows from Operating Activities	
Receipts from customers	$ 2,504,973
Payments to employees	(515,379)
Payments to suppliers and contractors	(648,840)
Net Cash Provided by Operating Activities	1,340,754
Cash Flows from Noncapital Financing Activities	
Transfer from other funds	216
Transfer to other funds	(1,474,982)
Net Cash Provided (Used) by Noncapital Financing Activities	(1,474,766)
Cash Flows from Capital and Related Financing Activities	
Purchase of capital assets	(16,570)
Developer fees	168,078
Net Cash Provided (Used) by Capital and Related Financing Activities	151,508
Cash Flows from Investing Activities	
Interest on investments	21,089
Net Cash Provided by Investing Activities	21,089
Net Increase in Cash and Cash Equivalents	38,585
Beginning cash and cash equivalents	358,633
Ending Cash and Cash Equivalents	$ 397,218

See Notes to Financial Statements.

City of Shenandoah, Texas

STATEMENT OF CASH FLOWS

PROPRIETARY FUND (Page 2 of 2)

For the Year Ended September 30, 2019

		Water & Sewer
Reconciliation of Operating Income to Net Cash Provided by Operating Activities		
Operating Income	$	789,910
Adjustments to reconcile operating income to net cash provided:		
Depreciation		597,225
Changes in Operating Assets and Liabilities:		
(Increase) Decrease in:		
Accounts receivable		(78,039)
Deferred outflows - pension and OPEB contributions		(7,094)
Deferred outflows - pension investment earnings		(55,804)
Deferred outflows - pension investment returns		(64,473)
Deferred inflows - pension and OPEB losses on investments		(36,778)
Deferred inflows - OPEB assumption changes		1,230
Increase (Decrease) in:		
Accounts payable and accrued liabilities		(4,190)
Customer deposits		(12,649)
Net pension liability		211,003
OPEB liability		413
Net Cash Provided by Operating Activities	$	1,340,754
Schedule of Non-Cash Capital and Related Financing Activities:		
Transfer of capital assets from governmental activities	$	870,246

See Notes to Financial Statements.

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I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of Shenandoah, Texas (the "City") was incorporated in 1974. The City is an independent political subdivision of the State of Texas governed by an elected council and a mayor and is considered a primary government. The City provides a full range of municipal services including public safety, streets, parks and recreation, community development, planning and zoning, and general administrative services. In addition, the City provides water and sewer service as an enterprise function of the City.

The City is an independent political subdivision of the State of Texas governed by an elected council and a mayor and is considered a primary government. As required by generally accepted accounting principles, these basic financial statements shave been prepared based on considerations regarding the potential for inclusion of other entities, organizations, or functions as part of the City's financial reporting entity. The Shenandoah Municipal Development District ("SMDD") is legally separate and presented as a discretely presented component unit. The Metro Park Public Improvement District, although legally separate, is considered part of the reporting entity. No other entities have been included in the City's reporting entity. Additionally, as the City is considered a primary government for financial reporting purposes, its activities are not considered a part of any other governmental or other type of reporting entity.

Considerations regarding the potential for inclusion of other entities, organizations or functions in the City's financial reporting entity are based on criteria prescribed by generally accepted accounting principles. These same criteria are evaluated in considering whether the City is a part of any other governmental or other type of reporting entity. The overriding elements associated with prescribed criteria considered in determining that the City's financial reporting entity status is that of a primary government are that it has a separately elected governing body; it is legally separate; and is fiscally independent of other state and local governments. Additionally, prescribed criteria under generally accepted accounting principles include considerations pertaining to organizations for which the primary government is financially accountable, and considerations pertaining to organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Blended Component Units

Metro Park Public Improvement District ("PID")

The Metro Park Public Improvement District (the "PID") was created pursuant to the Public Improvement District Assessment Act, Subchapter A of Chapter 372, Texas Local Government Code, as amended (the "PID Act") and a resolution of the City Council. The

purpose of the PID is to finance the Costs of Authorized Improvements that confer a special benefit on the assessed property within the PID, all of which is located within the corporate limits of the City. The PID is governed by the City Council, and accordingly has been reported as a blended component unit.

Discretely Presented Component Units

Shenandoah Municipal Development District

The Shenandoah Municipal Development District ("SMDD") is a political subdivision of the City of Shenandoah, authorized under Chapter 377 of the Texas Government Code, which was formed on May 9, 2009 when the citizens of Shenandoah approved its creation and authorized it to impose a one-half percent sales tax to finance development projects beneficial to the District. State law allows the District to collect a sales tax up to one-half of one percent, and tax receipts began in October 2009.

The SMDD is governed by a five-member board of directors. Originally, the City Council decided that three council members would sit on the board. The Council then decided that the board will consist of two council members and the remaining directors appointed by the Council and serve at the Council's will. The SMDD is legally separate from the City and is not fiscally dependent on the City. Given these facts, the SMDD is reported as a discretely presented component unit. The District was created for the purpose of planning, acquiring, establishing, developing, consulting, or renovating one or more development projects, as defined by law.

B. Basis of Presentation - Government-Wide and Fund Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds while business-type activities incorporate data from the government's enterprise funds. Separate financial statements are provided for governmental funds and the proprietary funds.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided and other charges between the government's water and transit functions and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

The fund financial statements provide information about the government's funds, including its fiduciary funds and blended component units. Separate statements for each fund category; governmental and proprietary are presented. The emphasis of fund financial

statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The government reports the following major governmental funds:

General Fund

The general fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, community development, and garbage collection. The general service fund is considered a major fund for reporting purposes.

Debt Service Fund

The debt service fund is used to account for the payment of interest and principal on all general obligation bonds and other long-term debt of governmental funds. The primary source of revenue for debt service is local property taxes. The debt service fund is considered a major fund for reporting purposes.

Metro Park Public Improvement District ("PID")

The purpose of the PID is to finance the costs of authorized improvements that confer a special benefit on the assessed property within the PID, all of which is located within the corporate limits of the City.

Capital Improvements Fund

This fund is a capital projects fund used to account for capital improvements that occur. The fund is considered a major fund for reporting purposes.

Hotel Occupancy Fund

This fund accounts for funds derived from hotel and motel occupancy taxes and is legally restricted to promote tourism within the City. The fund is considered a major fund for reporting purposes.

The City reports the following major enterprise fund:

Water and Sewer Fund

This fund is used to account for the provision of water and sewer services to the residents of the City. Activities of the fund include administration, operations and maintenance of the water production and distribution system, water collection and treatment systems. The fund also accounts for the accumulation of resources for and the payment of long-term debt. All costs are financed through charges to utility customers.

During the course of operations the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

C. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of yearend). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of yearend). All other revenue items are considered to be measurable and available only when cash is received by the government.

The proprietary, pension and other postemployment benefit trust, and private-purpose trust funds are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Agency funds have no measurement focus but utilize the *accrual basis of accounting* for reporting its assets and liabilities.

D. Assets, Deferred Outflows/Inflows, Liabilities, and Fund Equity or Net Position

1. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition. For the purpose of the statement of cash flows, the proprietary fund types consider temporary investments with maturity of three months or less when purchased to be cash equivalents.

In accordance with GASB Statement No. 31, *Accounting and Reporting for Certain Investments and External Investment Pools*, the City reports all investments at fair value, except for "money

market investments" and "2a7-like pools." Money market investments, which are short-term highly liquid debt instruments that may include U.S. Treasury and agency obligations, are reported at amortized costs. Investment positions in external investment pools that are operated in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940, such as TexPool, are reported using the pools' share price.

The City has adopted a written investment policy regarding the investment of its funds as defined in the Public Funds Investment Act, Chapter 2256, of the Texas Governmental Code. In summary, the City is authorized to invest in the following:

Direct obligations of the U.S. Government
Fully collateralized certificates of deposit and money market accounts
Statewide investment pools

2. Fair Value Measurement

The City has applied Governmental Accounting Standards Board ("GASB") Statement No. 72, Fair Value Measurement and Application. GASB Statement No. 72 provides guidance for determining a fair value measurement for reporting purposes and applying fair value to certain investments and disclosures related to all fair value measurements.

3. Receivables and Interfund Transactions

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "interfund receivables/payables" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds" in the fund financial statements. If the transactions are between the primary government and its component unit, these receivables and payables are classified as "due to/from component unit/primary government." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds are offset by a fund balance nonspendable account in the applicable governmental fund to indicate they are not available for appropriation and are not expendable available financial resources.

All trade receivables are shown net of any allowance for uncollectible amounts.

4. Property Taxes

Property taxes are levied by October 1 on the assessed value listed as of the prior January 1 for all real and business personal property in conformity with Subtitle E, Texas Property Tax

Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. Penalties are calculated after February 1 up to the date collected. Under state law, property taxes levied on real property constitute a lien on the real property which cannot be forgiven without specific approval of the State Legislature. The lien expires at the end of twenty years. Taxes levied on personal property can be deemed uncollectible by the City.

5. Inventories and Prepaid Items

The costs of governmental fund type inventories are recorded as expenditures when the related liability is incurred, (i.e., the purchase method). The inventories are valued at the lower of cost or market using the first-in/first-out method. Certain payments to vendors reflect costs applicable to future accounting periods (prepaid expenditures) are recognized as expenditures when utilized.

6. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government, as assets with an initial individual cost of more than $5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Interest costs incurred in connection with construction of enterprise fund capital assets are capitalized when the effects of capitalization materially impact the financial statements.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight-line method over the following estimated useful years.

Asset Description	Estimated Useful Life
Vehicles	5 years
Furniture and equipment	3 - 20 years
Infrastructure	30 - 40 years
Water and sewer system	40 years
Buildings and improvements	30 - 40 years

7. Deferred outflows/inflows of resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources,* represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. The government only has one item that qualifies for reporting in this category. It is the deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources,* represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue,* is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from three sources: property taxes, fines, and special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

8. Net Position Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

9. Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

10. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through the following spending constraints:

- Nonspendable fund balance – amounts that are not in spendable form (such as inventory) or are required to be maintained intact.

- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

- Committed fund balance – amounts constrained to specific purposes by the City itself, using its highest level of decision-making authority (i.e. City council). To be reported as committed, amounts cannot be used for any other purpose unless the City takes the same highest level action to remove or change the constraint.

- Assigned fund balance – amounts the City intends to use for a specific purpose. Intent can be expressed by City Council or by an official or body to which the Council delegates the authority.

- Unassigned fund balance – amounts that are available for any purpose. Positive amounts are reported only in the general fund.

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The governing council is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The governing body (council) has by resolution authorized the finance director to assign fund balance. The council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

11. Compensated Absences

The liability for compensated absences reported in the government-wide and proprietary fund statements consist of unpaid, accumulated vacation balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. Vested or accumulated vacation leave and compensated leave of government-wide and proprietary funds are recognized as an expense and liability of those funds as the benefits accrue to employees.

It is the City's policy to liquidate compensated absences with future revenues rather than with currently available expendable resources. Accordingly, the City's governmental funds recognize accrued compensated absences when it is paid.

12. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position. The long-term debt consists primarily of bonds payable and accrued compensated absences.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements until due. The debt proceeds are reported as other financing sources, net of the applicable premium or discount and payments of principal and interest reported as expenditures. In the governmental fund types, issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures. However, claims and judgments paid from governmental funds are reported as a liability in the fund financial statements only for the portion expected to be financed from expendable available financial resources.

Long-term debt and other obligations, financed by proprietary funds, are reported as liabilities in the appropriate funds. For proprietary fund types, bond premiums, and discounts are deferred and amortized over the life of the bonds using the effective interest method, if material. Bonds payable are reported net of the applicable bond premium or discount.

Assets acquired under the terms of capital leases are recorded as liabilities and capitalized in the government-wide financial statements at the present value of net minimum lease payments at inception of the lease. In the year of acquisition, capital lease transactions are recorded as other financing sources and as capital outlay expenditures in the general fund. Lease payments representing both principal and interest are recorded as expenditures in the general fund upon payment with an appropriate reduction of principal recorded in the government-wide financial statements.

13. Estimates

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

14. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

15. Other Postemployment Benefits ("OPEB")

The City has implemented GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions. This statement applies to the individual employers (TMRS cities) in the TMRS Supplemental Death Benefits (SDB) plan, with retiree coverage. The TMRS SDBF covers both active and retiree benefits with no segregation of assets, and therefore doesn't meet the definition of a trust under GASB No. 75 (i.e., no assets are accumulated for OPEB) as such the SDBF is considered to be an unfunded OPEB plan. For purposes of reporting under GASB 75, the retiree portion of the SDBF is not considered a cost sharing plan and is instead considered a single employer, defined benefit OPEB plan. The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary, calculated based on the employee's actual earnings on which TMRS deposits are made, for the 12-month period preceding the month of death. The death benefit amount for retirees is $7,500. GASB No. 75 requires the liability of employers and nonemployer contributing entities to employees for defined benefit OPEB (net OPEB liability) to be measured as the portion of the present value of projected benefit payments to be provided to current active and inactive employees that is attributed to those employees' past periods of service (total OPEB liability), less the amount of the OPEB plan's fiduciary net position.

II. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position.

The governmental fund balance sheet includes reconciliation between *fund balance-total governmental funds* and *net position-governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains that long-term liabilities, including bonds, are not due and payable in the current period and, therefore, are not reported in the funds.

B. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities.

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances – total governmental funds and changes in net position of governmental states that, "the issuance of long-term debt (e.g., bonds) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities."

III. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) for the general, debt service, special revenue, discretely presented component units, and utility funds. The original budget is adopted by the City Council prior to the beginning of the year. The legal level of control as defined by the City Charter is the function level. No funds can be transferred or added to a budgeted item without Council approval. Appropriations lapse at the end of the year. Several supplemental budget appropriations were made during the year.

A. Expenditures Over Appropriations

For the year ended September 30, 2019, expenditures exceeded appropriations at the legal level of control as follows:

General Fund:	
General government	$ 477,373
Public works	$ 19,182

IV. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

As of September 30, 2019, the primary government had the following investments:

Investment Type	Value	Weighted Average Maturity (Years)
External investment pools	$ 488,097	0.09
Total fair value	$ 488,097	
Portfolio weighted average maturity		0.09

As of September 30, 2019, the discretely presented component unit had the following investments:

Investment Type	Value	Weighted Average Maturity (Years)
External investment pools	$ 1,145,913	0.09
Total fair value	$ 1,145,913	
Portfolio weighted average maturity		0.09

Interest rate risk In accordance with its investment policy, the City manages its exposure to declines in fair values by limiting the weighted average of maturity not to exceed one year; structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations; monitoring credit ratings of portfolio position to assure compliance with rating requirements imposed by the Public Funds Investment Act; and invest operating funds primarily in short-term securities or similar government investment pools.

Credit risk The City's investment policy limits investments to obligations of the United States, State of Texas, or their agencies and instrumentalities with an investment quality rating of not less than "A" or its equivalent, by a nationally recognized investment rating firm. Other obligations must be unconditionally guaranteed (either express or implied) by the full faith and credit of the United States Government or the issuing U.S. agency and investment pools with an investment quality not less than AAA or AAA-m, or equivalent, by at least one nationally recognized rating service. As of September 30, 2019, the City's investment in TexPool was rated AAAm by Standard & Poor's.

Custodial credit risk – deposits In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require that all deposits in financial institutions be insured or fully collateralized by U.S. government obligations or its agencies and instrumentalities or direct obligations of Texas or its agencies and

instrumentalities that have a market value of not less than the principal amount of the deposits. As of September 30, 2019, the market values of pledged securities and FDIC exceeded bank balances.

Custodial credit risk – investments For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investment policy requires that it will seek to safekeeping securities at financial institutions, avoiding physical possession. Further, all trades, where applicable, are executed by delivery versus payment to ensure that securities are deposited in the City's safekeeping account prior to the release of funds.

TexPool

TexPool was established as a trust company with the Treasurer of the State of Texas as trustee, segregated from all other trustees, investments, and activities of the trust company. The State Comptroller of Public Accounts exercises oversight responsibility over TexPool. Oversight includes the ability to significantly influence operations, designation of management, and accountability for fiscal matters. Additionally, the State Comptroller has established an advisory board composed of both participants in TexPool and other persons who do not have a business relationship with TexPool. The advisory board members review the investment policy and management fee structure. Finally, Standard & Poor's rate TexPool AAAm. As a requirement to maintain the rating, weekly portfolio information must be submitted to Standard & Poor's, as well as to the office of the Comptroller of Public Accounts for review. At September 30, 2019, the fair value of the portion in TexPool approximates fair value of the shares. There were no limitations or restrictions on withdrawals.

B. Receivables

The following comprise receivable balances of the primary government at year end:

	General	Debt Service	Hotel Occupancy	Water & Sewer	Total
Property tax	$ 23,190	$ 26,675	$ -	$ -	$ 49,865
Sales tax	948,407	-	-	-	948,407
Franchise tax	40,555	-	-	-	40,555
Mixed beverage taxes	79,585	-	-	-	79,585
Hotel occupancy taxes	-	-	113,014	-	113,014
Accounts, net	9,231	-	-	437,612	446,843
Allowance	-	-	-	(801)	(801)
Total	$ 1,100,968	$ 26,675	$ 113,014	$ 436,811	$ 1,677,468

The following comprise receivable balances of the discretely presented component unit at year end:

	Shenandoah Municipal Development District
Sales tax	$ 315,933
Total	$ 315,933

C. Capital Assets

A summary of changes in governmental activities capital assets for the year end was as follows:

	Beginning Balances	Increases	Decreases/ Reclassifications	Ending Balances
Capital assets, not being depreciated:				
Land	$ 3,929,303	$ -	$ -	$ 3,929,303
Construction in progress	3,125,877	4,816,179	(870,246) *	7,071,810
Total capital assets not being depreciated	7,055,180	4,816,179	(870,246)	11,001,113
Capital assets, being depreciated:				
Infrastructure	35,883,590	33,472	-	35,917,062
Buildings and improvements	10,793,493	42,104	-	10,835,597
Furniture and equipment	2,542,965	299,449	(118,868)	2,723,546
Total capital assets being depreciated	49,220,048	375,025	(118,868)	49,476,205
Less accumulated depreciation				
Infrastructure	(11,362,478)	(902,939)	-	(12,265,417)
Buildings and improvements	(2,288,080)	(301,916)	-	(2,589,996)
Furniture and equipment	(1,934,041)	(232,799)	112,285	(2,054,555)
Total accumulated depreciation	(15,584,599)	(1,437,654)	112,285	(16,909,968)
Net capital assets being depreciated	33,635,449	(1,062,629)	(6,583)	32,566,237
Total Capital Assets	$ 40,690,629	$ 3,753,550	$ (876,829)	$ 43,567,350

*Represents capital assets transferred to the City's proprietary fund.

Depreciation was charged to governmental functions as follows:

General government	$ 338,819
Public safety	159,795
Public works	932,573
Tourism	6,467
Total Governmental Activities Depreciation Expense	$ 1,437,654

A summary of changes in business-type activities capital assets for the year end was as follows:

	Beginning Balances	Increases	Decreases/ Reclassifications	Ending Balances
Capital assets, not being depreciated:				
Land	$ 1,673,568	$ -	$ -	$ 1,673,568
Construction in progress	-	-	739,472	739,472
Total capital assets not being depreciated	1,673,568	-	739,472	2,413,040
Capital assets, being depreciated:				
Furniture and equipment	754,593	16,570	-	771,163
Water and sewer system	30,587,262	-	130,774	30,718,036
Total capital assets being depreciated	31,341,855	16,570	130,774	31,489,199
Less accumulated depreciation				
Furniture and equipment	(461,707)	(40,762)	-	(502,469)
Water and sewer system	(14,705,436)	(556,463)	-	(15,261,899)
Total accumulated depreciation	(15,167,143)	(597,225)	-	(15,764,368)
Net capital assets being depreciated	16,174,712	613,795	130,774	15,724,831
Total Capital Assets	$ 17,848,280	$ 613,795	$ 870,246 *	$ 18,137,871

*Represents capital assets transferred from the City's governmental activities.

Depreciation was charged to business-type activities functions as follows:

Water department	$ 403,705
Sewer department	193,520
Total Business-Type Activities Depreciation Expense	$ 597,225

D. Deferred Charge/Gain on Refunding

A deferred charge resulting from the issuance of the 2013 general obligation refunding bonds has been recorded as a deferred outflow of resources and is being amortized to interest expense over the term of the refunded debt. Current year balances for governmental activities totaled $384,622. Current year amortization expense for governmental activities totaled $48,078.

A deferred charge resulting from the issuance of the 2015 general obligation refunding bonds has been recorded as a deferred outflow of resources and is being amortized to interest expense over the term of the refunded debt. Current year balances for

governmental activities totaled $546,722. Current year amortization expense for governmental activities totaled $39,054.

A deferred gain resulting from the issuance of the 2019 general obligation refunding bonds has been recorded as a deferred inflow of resources and is being amortized to interest expense over the term of the refunded debt. Current year balances for governmental activities totaled $9,955. Current year amortization for governmental activities totaled $255.

E. Accrued Liabilities

The following comprise accrued liability balances of the primary government at year end:

	General	Hotel Occupancy	Water & Sewer	Total
Accrued wages	$ 128,503	$ 5,421	$ 17,201	$ 151,125
Accrued taxes	8,270	-	-	8,270
Contingent accrued severance	27,460	-	-	27,460
Other	4,537	-	12,495	17,032
Total	$ 168,770	$ 5,421	$ 29,696	$ 203,887

F. Compensated Absences

The following comprise compensated absences balances of the primary government at year end:

	Beginning Balance	Additions	Reductions	Ending Balance
Governmental Activities:				
Compensated Absences	$ 216,230	$ -	$ (39,402)	$ 176,828
Total Governmental Activities	$ 216,230	$ -	$ (39,402)	$ 176,828
Business-Type Activities:				
Compensated Absences	$ 27,869	$ -	$ -	$ 27,869
Total Business-Type Activities	$ 27,869	$ -	$ -	$ 27,869

G. Long-term Debt

The following is a summary of changes in the City's total governmental long-term liabilities for the year ended. In general, the City uses the debt service fund to liquidate governmental long-term liabilities.

	Beginning Balance	Additions	Refunding	Reductions	Ending Balance	Amounts Due Within One Year
Governmental Activities:						
Certificates of Obligation	$ 680,000	$ -	$ -	$ (335,000)	$ 345,000	$ 345,000
General Improvement Bonds	4,165,000	-	(3,030,000)	(765,000)	370,000	370,000
General Obligation Refunding Bonds	14,150,000	2,940,000	-	(595,000)	16,495,000	990,000
Special Revenue Assessment Bonds - PID	15,200,000	-	-	(380,000)	14,820,000	220,000
Less: Deferred Amounts						
Issuance Premium	1,354,656	253,781	(62,647)	(111,864)	1,433,926	-
Total Governmental Activities	$ 35,549,656	$ 3,193,781	$ (3,092,647)	$ (2,186,864)	$ 33,463,926	$ 1,925,000
Long-term Liabilities Due in More than One Year					$ 31,538,926	

Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly, are not reported as fund liabilities in the governmental funds. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due.

Long-term debt at year end was comprised of the following debt issues:

Description	Interest Rates	Maturity Date	Original Balance	Current Balance
Governmental Activities:				
2008 Certificates of obligation	3.5%-4.125%	8/15/2020	$ 2,225,000	$ 170,000
2009 Certificates of obligation	2%-4%	8/15/2020	2,405,000	175,000
	Total Certificates of Obligation		$ 4,630,000	$ 345,000
2009 General improvement bonds	2-4.5%	8/15/2020	6,395,000	370,000
	Total General Improvement Bonds		$ 16,355,000	$ 370,000
2013 General obligation refunding bonds	2-3.5%	8/15/2027	7,345,000	5,025,000
2015 General obligation refunding bonds	2%-4%	8/15/2033	8,670,000	8,570,000
2019 General obligation refunding bonds	3.00%	8/15/2031	2,940,000	2,900,000
	Total General Obligation Refunding Bonds		$ 18,955,000	$ 16,495,000
2018 Special Revenue Assessment Bonds - PID	4.5-5.7%	9/1/2047	15,200,000	14,820,000
	Total General Obligation Refunding Bonds		$ 15,200,000	$ 14,820,000
	Total Governmental Activities		$ 55,140,000	$ 32,030,000

The annual requirements to amortize governmental activities debt issues outstanding at year ending were as follows:

Governmental Activities

Year ending	General Improvement Bonds		Certificates of Obligation		General Obligation Refunding Bonds	
September 30,	Principal	Interest	Principal	Interest	Principal	Interest
2020	$ 370,000	$ 14,800	$ 345,000	$ 13,800	$ 990,000	$ 584,150
2021	-	-	-	-	1,745,000	557,300
2022	-	-	-	-	1,805,000	507,875
2023	-	-	-	-	1,870,000	443,775
2024	-	-	-	-	1,735,000	377,325
2025	-	-	-	-	1,585,000	316,575
2026	-	-	-	-	1,645,000	258,775
2027	-	-	-	-	1,705,000	198,800
2028	-	-	-	-	1,045,000	136,600
2029	-	-	-	-	550,000	94,800
2030	-	-	-	-	575,000	72,800
2031	-	-	-	-	595,000	49,800
2032	-	-	-	-	320,000	26,000
2033	-	-	-	-	330,000	13,200
Total	$ 370,000	$ 14,800	$ 345,000	$ 13,800	$ 16,495,000	$ 3,637,775

Governmental Activities

Year ending	Special Revenue Bonds - PID	
September 30,	Principal	Interest
2020	$ 220,000	$ 817,430
2021	235,000	807,530
2022	245,000	796,955
2023	260,000	785,930
2024	275,000	774,230
2025	295,000	760,480
2026	310,000	745,730
2027	330,000	730,230
2028	350,000	713,730
2029	370,000	696,230
2030	390,000	675,510
2031	415,000	653,670
2032	440,000	630,430
2033-2047	10,685,000	5,491,400
Total	$ 14,820,000	$ 15,079,485

H. Advance Refunding

On June 20, 2019, the Town issued $2,940,000 in general obligation refunding bonds with an interest rate of 3%. The proceeds were used to advance refund $3,030,000 of outstanding 2011 general improvement bonds which had an interest rate of 3%-4.25%%. The net proceeds of $3,082,437 (after payment of $112,721 in accrued interest and other issuance costs) were deposited with an escrow agent to provide funds for the future debt service payment on the refunded bonds. As a result, the obligations are considered defeased and the liability for those bonds have been removed from the statement of net position.

The net carrying amount of the old debt exceeded the reacquisition price by $10,210. This amount is being amortized over the remaining life of the refunding debt. This advance refunding reduced its total debt service payments by $268,063 and resulted in an economic gain (difference between the present values of the debt service payments on the old and new debt) of $240,371.

I. Interfund Transactions

Transfers between the primary government funds during the year were as follows:

	Transfer Out			
Transfer In:	**General**	**Hotel Occupancy**	**Water & Sewer**	**Total**
Debt service	$ 687,857	$ -	$ 507,536	$ 1,195,393
General	-	137,730	300,183	437,913
Capital improvements	1,273,677	7,500	641,433	1,922,610
Water and sewer	-	216	-	216
Nonmajor	92,062	11,027	25,830	128,919
Total	$ 2,053,596	$ 156,473	$ 1,474,982	$ 3,685,051

Additionally, the City transferred assets that were completed within the City's governmental activity funds to the water and sewer fund upon completion for the amount of $870,246. These transfers were not at the governmental fund level as they are related to capital assets that are only recorded at the government wide level. Transferred assets can be seen between the governmental activities capital assets and business-type activities capital assets in note IV.C.

J. Fund Equity

The City records fund balance restrictions on the fund level to indicate that a portion of the fund balance is legally restricted for a specific future use or to indicate that a portion of the fund balance is not available for expenditures.

The following is a list of fund balances restricted/committed by the City:

	Restricted	Committed
Debt service	$ 35,325	$ -
Tourism	3,729,438	-
Municipal court	22,195 *	-
Public safety	6,543	-
Public improvement	10,182,772	-
Capital projects	1,631,665	-
Tree maintenance	29,492	-
Equipment replacement	-	584,359
Land	-	3,494
Park improvements	2,232	-
Total	$ 15,639,662	$ 587,853

*Restricted by enabling legislation

V. OTHER INFORMATION

A. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets, errors and omissions; and natural disasters for which the City participates along with over 2,800 other entities in the Texas Municipal League Intergovernmental Risk Pools. The Pool purchases commercial insurance at group rates for participants in the Pool. The City has no additional risk or responsibility to the Pool outside of the payment of insurance premiums. The City has not significantly reduced insurance coverage or had settlements which exceeded coverage amounts for the past three years.

B. Contingent Liabilities

Amounts received or receivable from granting agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amounts of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been

incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends, including frequency and amount of payouts, and other economic and social factors.

C. Arbitrage

The Tax Reform Act of 1986 instituted certain arbitrage consisting of complex regulations with respect to issuance of tax-exempt bonds after August 31, 1986. Arbitrage regulations deal with the investment of tax-exempt bond proceeds at an interest yield greater than the interest yield paid to bondholders. Generally, all interest paid to bondholders can be retroactively rendered taxable if applicable rebates are not reported and paid to the Internal Revenue Service at least every five years for applicable bond issues. Accordingly, there is the risk that if such calculations are not performed correctly, a substantial liability to the City could result. The City does anticipate that it will have an arbitrage liability and performs annual calculations to estimate this potential liability. The City will also engage an arbitrage consultant to perform the calculations in accordance with Internal Revenue Service's rules and regulations if indicated.

D. Pension Plans

Texas Municipal Retirement Systems

1. Plan Description

The City participates as one of 887 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) that can be obtained at www.tmrs.com.

All eligible employees of the City are required to participate in TMRS.

2. Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the city, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the city-financed monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payments options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Plan provisions for the City were as follows:

	Plan Year 2018	Plan Year 2017
Employee deposit rate	7.0%	7.0%
Matching ratio (city to employee)	2 to 1	2 to 1
Years required for vesting	5	5
Service retirement eligibility (expressed as age / years of service)	60/5, 0/20	60/5, 0/20
Updated service credit	100% Repeating Transfers	100% Repeating Transfers
Annuity increase (to retirees)	70% of CPI	70% of CPI

Employees covered by benefit terms

At the December 31, 2018 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	22
Inactive employees entitled to but not yet receiving benefits	44
Active employees	49
Total	115

3. Contributions

The contribution rates for employees in TMRS are either 5%, 6%, or 7% of employee gross earnings, and the city matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City of Shenandoah were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the City of Shenandoah were

17.61% and 16.93% in calendar years 2018 and 2019, respectively. The City's contributions to TMRS for the year ended September 30, 2019, were $617,571, and were equal to the required contributions.

4. Net Pension Liability

The City's Net Pension Liability (NPL) was measured as of December 31, 2018, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions:

The Total Pension Liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.0% per year
Investment Rate of Return	6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment, with male rates multiplied by 109% and female rates multiplied by 103%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment are used with males rates multiplied by 109% and female rates multiplied by 103% with a 3-year set-forward for both males and females. In addition, a 3% minimum mortality rate is applied to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four year period from December 31, 2010 to December 31, 2014. They were adopted in 2015 and first used in the December 31, 2015 actuarial valuation. The post-retirement mortality assumption for healthy annuitants and Annuity Purchase Rate (APRs) are based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. In conjunction with these changes first used in the December 31, 2013 valuation, the System adopted the Entry Age Normal actuarial cost method and a one-time change to the amortization policy.

Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of real rates of return for each major asset class in fiscal year 2019 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Domestic Equity	17.5%	4.30%
International Equity	17.5%	6.10%
Core Fixed Income	10.0%	1.00%
Non-Core Fixed Income	20.0%	3.39%
Real Return	10.0%	3.78%
Real Estate	10.0%	4.44%
Absolute Return	10.0%	3.56%
Private Equity	5.0%	7.75%
Total	100.0%	

Discount Rate:

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

Sensitivity of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

1% Decrease 5.75%	Current Single Rate Assumption 6.75%	1% Increase 7.75%
$ 6,996,961	$ 4,479,620	$ 2,473,341

Changes in the Net Pension Liability:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) – (b)
Balance at 12/31/17	$ 12,843,305	$ 9,905,363	$ 2,937,942
Changes for the year:			
Service Cost	608,566	-	608,566
Interest	872,488	-	872,488
Change in benefit terms	-	-	-
Difference between expected and actual experience	569,256	-	569,256
Changes of assumptions	-	-	-
Contributions – employer	-	580,544	(580,544)
Contributions – employee	-	230,767	(230,767)
Net investment income	-	(296,645)	296,645
Benefit payments, including refunds of emp. contributions	(443,687)	(443,687)	-
Administrative expense	-	(5,734)	5,734
Other changes	-	(300)	300
Net changes	1,606,623	64,945	1,541,678
Balance at 12/31/18	$ 14,449,928	$ 9,970,308	$ 4,479,620

Pension Plan Fiduciary Net Position:

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the Internet at www.tmrs.com.

5. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2019, the City recognized pension expense of $843,878.

At September 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred (Inflows) of Resources
Differences between expected and actual economic experience	$ 185,685	$ -
Changes in actuarial assumptions	19,193	-
Difference between projected and investment earnings	512,488	-
Contributions subsequent to the measurement date	449,453	-
Total	$ 1,166,819	$ -

The City reported $449,453 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability for the year ending September 30, 2020. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	
2019	$ 232,903
2020	109,470
2021	154,833
2022	220,160
2023	-
Thereafter	-
	$ 717,366

6. Supplemental Death Benefits Fund

The City also participates in the cost sharing multiple-employer defined benefit group-term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death); retired employees are insured for $7,500; this coverage is an "other postemployment benefit," or OPEB.

The City contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to pre-fund retiree term life insurance during employees' entire careers.

Employees covered by benefit terms

At the December 31, 2018 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	18
Inactive employees entitled to but not yet receiving benefits	12
Active employees	49
Total	79

The City's contributions to the TMRS SDBF for the years ended 2017, 2018, and 2019 were $359, $343 and $626, respectively, which equaled the required contributions each year.

Three-Year Contribution Information

Plan/ Calendar Year	Annual Required Contribution (Rate)	Actual Contribution Made (Rate)	Percentage of ARC Contributed
2017	0.01%	0.01%	100.0%
2018	0.01%	0.01%	100.0%
2019	0.02%	0.02%	100.0%

Total OPEB Liability

The City's Postemployment Benefits Other Than Pensions Liability (OPEB) was measured as of December 31, 2018, and the Total OPEB Liability was determined by an actuarial valuation as of that date.

Actuarial assumptions:

The Total OPEB Liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.5% to 10.5%, including inflation per year
Discount rate	3.71%
Retirees' share of benefit-related costs	$0
Administrative expenses	All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment, with male rates multiplied by 109% and female rates multiplied by 103%. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality Tables with Blue Collar Adjustment are used with males rates multiplied by 109% and female rates multiplied by 103% with a 3-year set-forward for both males and females. In addition, a 3% minimum mortality rate is applied to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale BB to account for future mortality improvements subject to the 3% floor.

Discount Rate:

The discount rate used to measure the Total OPEB Liability was 3.71%. The discount rate was based on the Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2018.

Sensitivity of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate of 3.31%, as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (2.31%) or 1-percentage-point higher (4.31%) than the current rate:

1% Decrease (2.71%)	Current Single Rate Assumption 3.71%	1% Increase (4.71%)
$ 144,768	$ 116,947	$ 96,126

Changes in the Total OPEB Liability:

	Total OPEB Liability
Balance at 12/31/17	$ 120,552
Changes for the year:	
Service Cost	7,582
Interest	4,110
Difference between expected and actual experience	(4,861)
Changes of assumptions	(10,106)
Benefit payments	(330)
Net changes	(3,605)
Balance at 12/31/18	$ 116,947

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2018, the City recognized OPEB expense of $11,097.

At September 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to the OPEB liability from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes in actuarial assumptions	$ -	(828)
Difference between expected and actual experience	-	(4,051)
Contributions subsequent to measurement date	-	-
Total	$ 531	$ (4,879)

The City reported $531 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability for the year ending September 30, 2020.

Other amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:		
2019	$	(595)
2020		(595)
2021		(595)
2022		(598)
2023		(2,496)
Thereafter		-
	$	(4,879)

E. Restatement

The City restated beginning fund balance/net position within governmental activities due to a change in fund reporting within the nonmajor governmental funds. In prior years, a few special revenue funds were consolidated within the general fund. Beginning in the current year, the funds are now presented separately from the general fund. The restatement of beginning net position/fund balance is as follows:

	Governmental Activities	General	Nonmajor Governmental
Prior year ending net position/ fund balance as reported	$ 26,612,364	$ 7,573,609	$ 571,054
Reclassification in fund reporting	-	(159,670)	159,670
Restated beginning net position/fund balance	$ 26,612,364	$ 7,413,939	$ 730,724

F. Subsequent Events

There were no material subsequent events through December 27, 2019, the date the financial statements were issued.

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REQUIRED SUPPLEMENTARY INFORMATION

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City of Shenandoah, Texas

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL GENERAL FUND

For the Year Ended September 30, 2019

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Property tax	$ 903,692	$ 903,692	$ 882,166	$ (21,526)
Sales tax	6,054,030	6,054,030	6,286,609	232,579
Franchise and local taxes	462,100	462,100	484,435	22,335
License and permits	465,000	465,000	949,745	484,745
Charges for services	81,944	81,944	80,533	(1,411)
Intergovernmental revenue	626,959	626,959	518,641	(108,318)
Fines and forfeitures	15,000	15,000	11,846	(3,154)
Investment income	5,000	5,000	20,239	15,239
Other revenues	85,000	85,000	106,890	21,890
Total Revenues	8,698,725	8,698,725	9,341,104	642,379
Expenditures				
Current:				
General government	2,105,539	2,120,593	2,597,966	(477,373) *
Public safety	3,736,782	3,736,782	2,880,678	856,104
Technology	355,386	364,881	335,004	29,877
Public works	1,394,915	1,432,776	1,451,958	(19,182) *
Garbage services	291,250	291,250	281,171	10,079
Community development	119,100	119,100	105,375	13,725
Total Expenditures	8,002,972	8,065,382	7,652,152	413,230
Revenues Over (Under) Expenditures	695,753	633,343	1,688,952	1,055,609
Other Financing Sources (Uses)				
Transfers in	449,040	449,040	437,913	(11,127)
Transfers (out)	(2,122,931)	(2,122,931)	(2,053,596)	69,335
Sale of capital assets	45,000	45,000	62,160	17,160
Total Other Financing Sources (Uses)	(1,628,891)	(1,628,891)	(1,553,523)	75,368
Net Change in Fund Balance	$ (933,138)	$ (995,548)	135,429	$ 1,130,977
Beginning fund balance			7,413,939	
Ending Fund Balance			$ 7,549,368	

Notes to Required Supplementary Information

1. Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
2. * Expenditures exceeded appropriations at the legal level of control.

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City of Shenandoah, Texas

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

HOTEL OCCUPANCY FUND

For the Year Ended September 30, 2019

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Hotel occupancy taxes	$ 1,530,850	$ 1,530,850	$ 1,481,768	$ (49,082)
Investment income	2,600	2,600	10,101	7,501
Other revenue	-	-	20,111	20,111
Total Revenues	1,533,450	1,533,450	1,511,980	(21,470)
Expenditures				
Current:				
Tourism	1,120,699	1,138,839	858,516	280,323
Total Expenditures	1,120,699	1,138,839	858,516	280,323
Revenues Over (Under) Expenditures	412,751	394,611	653,464	258,853
Other Financing Sources (Uses)				
Transfers (out)	(169,618)	(169,618)	(156,473)	13,145
Total Other Financing Sources (Uses)	(169,618)	(169,618)	(156,473)	13,145
Net Change in Fund Balance	$ 243,133	$ 224,993	496,991	$ 271,998
Beginning fund balance			3,232,447	
Ending Fund Balance			$ 3,729,438	

Notes to Required Supplementary Information

1. Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

City of Shenandoah, Texas

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
TEXAS MUNICIPAL RETIREMENT SYSTEM

Years Ended December 31,

	2018	2017	2016	2015
Total pension liability				
Service cost	$ 608,566	$ 641,310	$ 670,410	$ 633,992
Interest	872,488	819,403	759,134	699,946
Differences between expected and actual experience	569,256	(292,981)	(227,957)	66,347
Changes of assumptions	-	-	-	93,017
Benefit payments, including refunds of participant contributions	(443,687)	(286,147)	(302,194)	(226,402)
Net change in total pension liability	1,606,623	881,585	899,393	1,266,900
Total pension liability - beginning	$ 12,843,305	$ 11,961,720	$ 11,062,327	$ 9,795,427
Total pension liability - ending (a)	$ 14,449,928	$ 12,843,305	$ 11,961,720	$ 11,062,327
Plan fiduciary net position				
Contributions - employer	$ 580,544	$ 570,241	$ 571,598	$ 534,546
Contributions - members	230,767	237,920	250,498	239,759
Net investment income	(296,645)	1,141,967	489,670	9,878
Benefit payments, including refunds of participant contributions	(443,687)	(286,147)	(302,194)	(226,402)
Administrative expenses	(5,734)	(5,924)	(5,529)	(6,015)
Other	(300)	(300)	(298)	(297)
Net change in plan fiduciary net position	64,945	1,657,757	1,003,745	551,469
Plan fiduciary net position - beginning	9,905,363	8,247,606	7,243,861	6,692,392
Plan fiduciary net position - ending (b)	$ 9,970,308	$ 9,905,363	$ 8,247,606	$ 7,243,861
Fund's net pension liability - ending (a) - (b)	$ 4,479,620	$ 2,937,942	$ 3,714,114	$ 3,818,466
Plan fiduciary net position as a percentage of the total pension liability	69.00%	77.12%	68.95%	65.48%
Covered payroll	$ 3,296,672	$ 3,384,219	$ 3,573,615	$ 3,425,132
Fund's net position as a percentage of covered payroll	135.88%	86.81%	103.93%	111.48%

Notes to schedule:

[1] This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, only available information is shown.

	2014 [1]
$	547,482
	624,317
	61,388
	-
	(165,656)
	1,067,531
$	8,727,896
$	9,795,427
$	500,912
	225,479
	332,101
	(165,656)
	(3,466)
	(285)
	889,085
	5,803,307
$	6,692,392
$	3,103,035
	68.32%
$	3,221,134
	96.33%

City of Shenandoah, Texas

SCHEDULE OF EMPLOYER CONTRIBUTIONS TO PENSION PLAN
TEXAS MUNICIPAL RETIREMENT SYSTEM

Years Ended:

	9/30/2019	9/30/2018	9/30/2017	9/30/2016	9/30/2015 [1]
Actuarially determined employer contributions	$ 617,571	$ 559,052	$ 595,399	$ 544,668	$ 519,256
Contributions in relation to the actuarially determined contribution	$ 617,571	$ 559,052	$ 595,399	$ 544,668	$ 519,256
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -
Annual covered payroll	$ 3,609,444	$ 3,213,745	$ 3,593,850	$ 3,430,770	$ 3,329,643
Employer contributions as a percentage of covered payroll	17%	17%	17%	16%	16%

[1] This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, only available information is shown.

NOTES TO SCHEDULE OF EMPLOYER CONTRIBUTIONS TO PENSION PLAN

Valuation Date:

Notes	Actuarially determined contribution rates are calculated as of December 31 and become effective in January 13 months later.

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	27 years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.5%
Salary Increases	3.50% to 10.5% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2015 valuation pursuant to an experience study of the period 2010 - 2014
Mortality	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB

Other Information:

Notes	There were no benefit changes during the year.

City of Shenandoah, Texas

SCHEDULE OF CHANGES IN POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) LIABILITY AND RELATED RATIOS

TEXAS MUNICIPAL RETIREMENT SYSTEM

SUPPLEMENTAL DEATH BENEFITS PLAN

Years Ended December 31,

	2018	2017 [1]
Total pension liability		
Service cost	$ 7,582	$ 6,768
Interest	4,110	3,859
Differences between expected and actual experience	(4,861)	-
Changes of assumptions	(10,106)	11,391
Benefit payments, including refunds of participant contributions	(330)	(339)
Net change in total pension liability	(3,605)	21,679
Total pension liability - beginning	$ 120,552	$ 98,873
Total pension liability - ending	$ 116,947	$ 120,552 [2]
Covered payroll	$ 3,296,672	$ 3,384,219
Fund's net position as a percentage of covered employee payroll	3.55%	3.56%

Notes to schedule:

[1] This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, only available information is shown.

[2] No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB statement No. 75 to pay related benefits.

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OTHER SUPPLEMENTARY INFORMATION

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NONMAJOR GOVERNMENTAL FUNDS

EQUIPMENT REPLACEMENT FUND

This fund accounts for funds that have been committed to replacing City equipment.

LEOSE FUND

This fund accounts for funds that are used for Law Enforcement Officer Safety Equipment grants to be used for Law Enforcement Officer Safety Equipment.

DISCRETIONARY COURT FUND

This fund accounts for court fees that are legally restricted for court expenses.

MUNICIPAL COURT FUND

This fund accounts for technology fees that are used for improving the City's technology.

LAND TRUST FUND

This fund accounts for funds to be used for the purchase of land.

TREE FUND

This fund accounts for developer fees used for planting trees and vegetation.

PARK BEAUTIFICATION FUND

This fund accounts for park reservation fees used for park upkeep.

City of Shenandoah, Texas

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

September 30, 2019

	Tree Fund	Equipment Replacement	LEOSE	Discretionary Court
Assets				
Cash and cash equivalents	$ 30,392	$ 584,359	$ 6,543	$ 886
Total Assets	$ 30,392	$ 584,359	$ 6,543	$ 886
Liabilities				
Accounts payable	$ 900	$ -	$ -	$ -
Total Liabilities	900	-	-	-
Fund Balances				
Restricted for:				
Municipal court	-	-	-	886
Public safety	-	-	6,543	-
Tree maintenance	29,492	-	-	-
Park improvements	-	-	-	-
Committed for:				
Equipment replacement	-	584,359	-	-
Land	-	-	-	-
Total Fund Balances	29,492	584,359	6,543	886
Total Liabilities and Fund Balances	$ 30,392	$ 584,359	$ 6,543	$ 886

Municipal Court	Shenandoah Land Trust	Park Beautification Fund	Total Nonmajor Governmental
$ 21,309	$ 3,494	$ 2,232	$ 649,215
$ 21,309	$ 3,494	$ 2,232	$ 649,215
$ -	$ -	$ -	$ 900
-	-	-	900
21,309	-	-	22,195
-	-	-	6,543
-	-	-	29,492
-	-	2,232	2,232
-	-	-	584,359
-	3,494	-	3,494
21,309	3,494	2,232	648,315
$ 21,309	$ 3,494	$ 2,232	$ 649,215

City of Shenandoah, Texas

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended September 30, 2019

	Tree Fund	Equipment Replacement	LEOSE	Discretionary Court
Revenues				
Other revenue	$ -	$ -	$ -	$ -
Fines and forfeitures	-	-	2,110	369
Total Revenues	-	-	2,110	369
Expenditures				
Community development	127,513	-	-	-
Public works	-	68,530	-	-
Technology	-	25,546	-	-
Total Expenditures	127,513	94,076	-	-
Revenues Over (Under) Expenditures	(127,513)	(94,076)	2,110	369
Other Financing Sources (Uses)				
Transfers in	-	127,411	-	1,508
Total Other Financing Sources (Uses)	-	127,411	-	1,508
Net Change in Fund Balances	(127,513)	33,335	2,110	1,877
Beginning fund balances	157,005	551,024	4,433	(991)
Ending Fund Balances	$ 29,492	$ 584,359	$ 6,543	$ 886

Muncipal Court	Shenandoah Land Trust	Park Beautification Fund	Total Nonmajor Governmental
$ -	$ -	$ 4,435	$ 4,435
8,215	-	-	10,694
8,215	-	4,435	15,129
-	-	-	127,513
-	-	4,868	73,398
-	-	-	25,546
-	-	4,868	226,457
8,215	-	(433)	(211,328)
-	-	-	128,919
-	-	-	128,919
8,215	-	(433)	(82,409)
13,094	3,494	2,665	730,724
$ 21,309	$ 3,494	$ 2,232	$ 648,315

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**9 - 11**
DEPARTMENT:	Community Development	PREPARED BY:	Jackie Thompson
PRICING:	N/A	EXHIBITS:	Final Report, Property Location, SUP Application, Ordinance

SUBJECT/PROCEEDING:

Final Report regarding the proposed zoning amendment for a special use permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

Public Hearing regarding the proposed zoning amendment for a special use permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

Consideration and possible action to approve or deny the proposed zoning amendment for special use permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

RECOMMENDED ACTION:

The Planning and Zoning Commission will review this item during their Regular Meeting on January 21, 2020. The Commission's recommendation will be available during the Council Meeting.

BACKGROUND/DISCUSSION:

IV Bars of The Woodlands located at 1500 Research Forest Drive, Suite 120 has requested a Special Use Permit to allow for Medical Services: General. The Special Use Permit will allow the applicant to provide services which include intravenous vitamin therapy, NoramTec compression therapy, and intramuscular vitamin injections.

Medical Services: General – Establishments primarily engaged in the provision of personal health services and including related retail sales activities. Typical uses include medical offices, dental offices, dental laboratories, clinics, or health maintenance facilities with related sales facilities in the same structure (Section 4.4.44 of the City of Shenandoah Integrated Development Code "IDC"). The business is located in the "NS" – Neighborhood Services.

APPROVALS:

DEPARTMENT HEAD	JThompson	DATE:	January 16, 2020
CITY ADMINISTRATOR		DATE:	January 16, 2020

City Council
January 22, 2020 Public Hearing
Final Report

Subject: IV Bars of The Woodlands has requested a Special Use Permit (SUP) at 1500 Research Forest Drive, Suite 120, Shenandoah, TX to allow for a Medical Services: General

Public Hearings: Planning & Zoning Commission –January 7, 2020
Planning & Zoning Commission – January 21, 2020
City Council – January 22, 2020

Current Zoning District: "NS" Neighborhood Services

Proposed SUP: The Special Use Permit will allow the applicant to provide services which include intravenous vitamin therapy, NoramTec compression therapy, and intramuscular vitamin injections. Medical Services: General – Establishments primarily engaged in the provision of personal health services and including related retail sales activities. Typical uses include medical offices, dental offices, dental laboratories, clinics, or health maintenance facilities with related sales facilities in the same structure (Section 4.4.44 of the City of Shenandoah Integrated Development Code "IDC").

Recommendation: The Planning and Zoning Commission will review this item during their Regular Meeting on January 21, 2019. The Commission's recommendation will be available during the Council Meeting.

Prepared by: Jackie Thompson
Community Development Manager

Date Prepared: January 16, 2020

Shenandoah Planning & Zoning Commission
January 7, 2020 and January 21, 2020 Public Hearing
Preliminary Report

Subject: IV Bars of The Woodlands has requested a Special Use Permit (SUP) at 1500 Research Forest Drive, Suite 120, Shenandoah, TX to allow for a Medical Services: General

Public Hearings: Planning & Zoning Commission –January 7, 2020
Planning & Zoning Commission – January 21, 2020
City Council – January 22, 2020

Current Zoning District: "NS" Neighborhood Services

Proposed SUP: The Special Use Permit will allow the applicant to provide services which include intravenous vitamin therapy, NoramTec compression therapy, and intramuscular vitamin injections. Medical Services: General – Establishments primarily engaged in the provision of personal health services and including related retail sales activities. Typical uses include medical offices, dental offices, dental laboratories, clinics, or health maintenance facilities with related sales facilities in the same structure (Section 4.4.44 of the City of Shenandoah Integrated Development Code "IDC").

Prepared by: Jackie Thompson
Community Development Manager

Date Prepared: January 3, 2020

CITY OF SHENANDOAH TEXAS

Special Use Permit

City of Shenandoah, Texas
29955 I-45 North
Shenandoah, Texas 77381
281-298-5522
www.shenandoahtx.us

Upon completion return application to Development@shenandoahtx.us

Contact Information

Property Owner(s): Luisfina, Corp.

Address: P.O. Box 9769, Spring, TX

Zip Code: 77387 Phone: 346-224-2567

Email Address: corinne@mhwre.com

Applicants: iV Bars of The Woodlands

Address: 1500 Research Forest Suite 120 The Woodlands, TX

Zip Code: 77380 Phone: 713-515-2255

Email Address: Rkoen@ivbars.com

Parcel Information

Type of Business: Commercial Retail Center

Legal Description: S972157 - Wdlnds Metro Center 57, RESA, ACRES 2.534

Street Address or Location: 1500 Research Forest Drive,

Special Use Permit Request

Description of request:
Seeking medical zoning approval per The City of Shenandoah Development:
section 4.4.4 Medical General, our services will include intravenous vitamin therapy, Normatec, intramuscular vitamin injections.

Submission Information

This application is to be filed with the City of Shenandoah City Secretary:

City of Shenandoah
29955 Interstate 45 North
Shenandoah, Texas 77381

Additional Information

Date Application received by the City of Shenandoah: _____

Owner(s) of record for the above described parcel: Wisfina, Corp

Owner(s) of record for the above described parcel:

Signature: [illegible], MANAGER Date: 12/18/2019

Signature: _____ Date: _____

Signature: _____ Date: _____

Note: Signatures are required for all owners of record for the property proposed for Special Use Permit. Attach additional signatures on a separate sheet of paper.

Date Received *Office Use*	

Public Hearings

Parties in interest and citizens shall have an opportunity to be heard at public hearings conducted by the Planning and Zoning Commission and the City Council before any amendment to a district regulation, restriction, or boundary shall become effective. Regularly scheduled meetings are as follows and will be held accordingly unless public notice has been given of a change of dates:

Planning and Zoning Commission (two public hearings): **3rd Tuesday of every month at 7:00 p.m.**

City Council: **4th Wednesday of every month at 7:00 p.m.**

Protests

If a protest against a proposed zoning change including PDD and SUP requests has been filed with the City Secretary, duly signed and acknowledged by the owners of twenty percent (20%) or more, either of the area of the land included in such a proposed change or those owners of property immediately adjacent to the subject property and extending two hundred feet (200) there from, such zoning change shall not become effective except by a three-fourths (3/4) vote of governing body in accordance with the provisions of Section 211.006 of the Texas Local Government Code.

Resubmission

Rezoning requests which have been heard and decided by the Council of the City of Shenandoah may not be re-filed with the city for six (6) months after the date of such decision by the Council, absent a change in circumstances.

Rezoning requests for the same property to a different classification than the denied request may be re-filed prior to the expiration of six (6) months.

ORDINANCE NO. O-20-002

AN ORDINANCE OF THE CITY OF SHENANDOAH, TEXAS, AMENDING THE CODE OF ORDINANCES, CHAPTER 102, GRANTING A SPECIAL USE PERMIT FOR MEDICAL SERVICES: GENERAL FOR 1500 RESEARCH FOREST DRIVE, SUITE 120, SHENANDOAH, TEXAS; PROVIDING FOR A PENALTY IN THE AMOUNT OF $2,000 FOR VIOLATIONS THEREOF; PROVIDING SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Secretary of the City of Shenandoah, Texas, directed that notices of public hearings be issued, as required by the Zoning Ordinance of the City of Shenandoah, Texas and laws of the State of Texas for the purpose of considering a change in the Zoning Ordinance; and

WHEREAS, the City Secretary of said City accordingly caused to be issued and published the notices required by its Zoning Ordinance and laws of the State of Texas applicable thereto, the same having been published in a paper of general circulation at least fifteen days prior to the time for such hearing; and

WHEREAS, pursuant to such notice, public hearings were held January 7, 2020, January 21, 202 and January 22, 2020 allowing all persons wishing to be heard both for and against the aforesaid change in the Zoning Ordinance to voice their opinions; and

WHEREAS, the Planning and Zoning Commission has recommended approval of this special use permit; and

WHEREAS, the tract currently has a zoning classification of Neighborhood Service (NS); and

WHEREAS, it is in the best interest of the City to grant a Special Use Permit to allow for Medical Services: General; and

WHEREAS, the City Council finds that such change would not be detrimental to the public health, safety, or general welfare in the City of Shenandoah, and as well, the owners and occupants thereof.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS, THAT:

Section 1. Code of Ordinances, City of Shenandoah, Texas, Chapter 102 is hereby amended to grant a Special Use Permit for Medical Services: General for a IV Bars of The Woodlands located at 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

Section 2. All provisions of the ordinances of the City of Shenandoah in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the Ordinances of the City of Shenandoah, not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 3. The provisions of this Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein; provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this Ordinance are hereby expressly repealed to the extent that such inconsistency is apparent.

Section 4. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the code of Ordinances of the City of Shenandoah, and upon conviction, shall be punished by a fine not to exceed the sum of TWO THOUSAND AND NO/100

DOLLARS ($2,000.00) for each offense, and each and every day such violation shall continue shall be deemed to constitute a separate offense.

Section 5. It is the intention of the City Council that this Ordinance, and every provision thereof, shall be considered severable and the invalidity of any section, clause or provision or part or portion of any section, clause, or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.

Section 6. This Ordinance shall become effective immediately upon its passage and publication as required by law. If the use is not established by January 22, 2021 and no extension is approved, the Special Use Permit will expire by its own terms.

PASSED, APPROVED, AND ADOPTED this the 22nd day of January, 2020.

CITY OF SHENANDOAH, TEXAS

_____

M. RITCHEY WHEELER, Mayor

ATTEST:

_____

COURTNEY CLARY, City Secretary

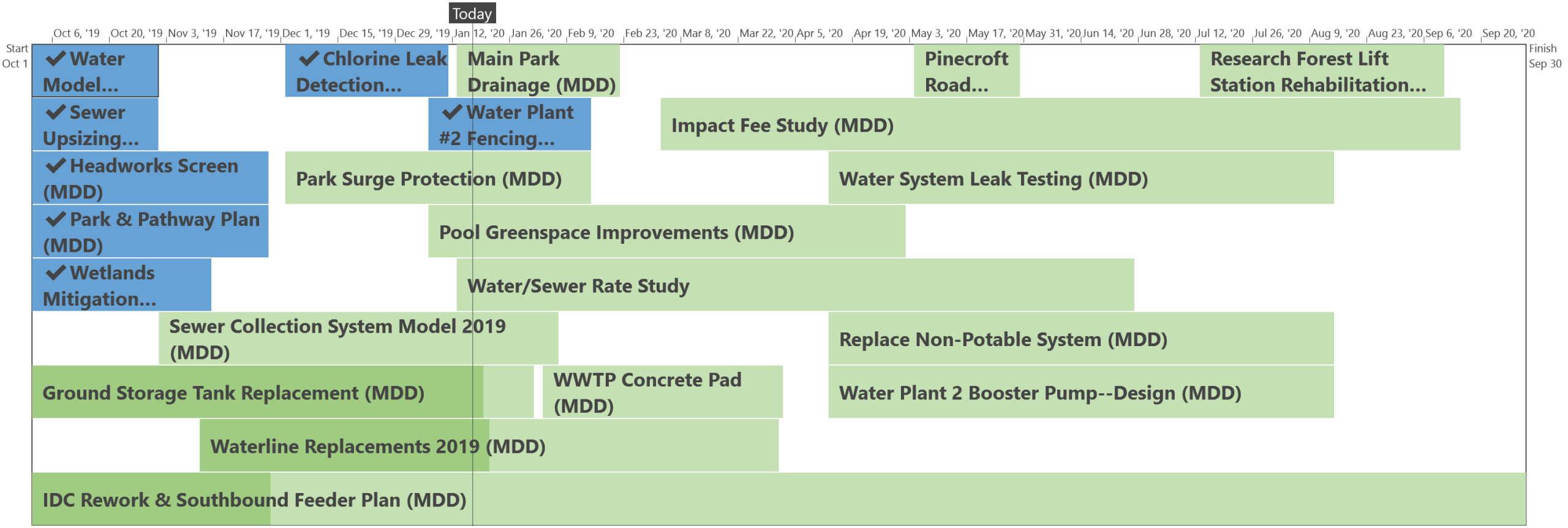
APPROVED AS TO FORM:

_____

WILLIAM C. FEREBEE, City Attorney

MDD Capital Projects

December 31, 2019



Updates:

1) **MDD did not meet in December 2019.**

2) **Research / I45 South Feeder (Right Turn Lane Extension) and Tamina West Bound Turn Lane (Home Depot).**
   Two projects combined for Design Synergies / Economies of Scale with Bleyl Engineering; $24,500 Design Cost.
   Item was tabled until January to facilitate additional discussions with concerned entities.

MDD Capital Projects (2019-2020)

December 31, 2019

Project Name	Budgeted	Spent	$ Remaining	% Remaining	Updates
Concrete Pad at WWTP	14,000	-	14,000	100%	1/17: Vendor selected and purchase order issued; Planning Stage.
Water System Leak Detection	10,640	-	10,640	100%	Planned 2nd QTR.
Replacement of Non-Potable Water System	10,850	-	10,850	100%	Planned 2nd QTR
Research Forest Lift Station	79,100	-	79,100	100%	Planned 3rd QTR.
Impact Study	17,500	-	17,500	100%	1/17: Evaluating water & sewer system demands for potential development within the City's ETJ. City collecting existing data. Bleyl researching other cities for comparison. On target for June delivery for Council Discussions
Water & Sewer Rate Study	28,000	-	28,000	100%	1/17: In Progress. Evaluate existing Water & Sanitary systems to estimate future costs of Water & Sewer Services based on historical usage / growth. City collecting existing data. Bleyl researching other cities for comparison.
Sewer Collection System Model	33,950	-	33,950	100%	1/17: Evaluating existing sanitary sewer system & provide recommendations to accommodate future City demand. Bleyl updating existing GIS data for sewer model planning estimates.
Pool Greenspace Improvements	23,000	-	23,000	100%	1/17: Under construction.
Main Park Surge Protection	7,500	-	7,500	100%	1/17: In Progress. Surge protector ordered; awaiting delivery.
Pinecroft Road Improvements	21,000	-	21,000	100%	Planned 3rd QTR.
Main Park Drainage	26,000	-	26,000	100%	1/17: Under construction.
Water Plant 2 Fencing	2,100	-	2,100	100%	Completed 1/20.
Chlorine Leak Detectors	5,250	-	5,250	100%	Completed 12/19.
Wetland Mitigation Credit Purchase (Tranche 2)	1,614,000	1,614,000	-	0%	Completed 11/19.

MDD Capital Projects (2018-Prior)

December 31, 2019

Project Name	Budgeted	Spent	$ Remaining	% Remaining	Updates
					2018 - Prior Projects
Waterline Replacements (Pinecroft & Savanah)	455,000	455,000	-	0%	1/17: Project started Nov 11, 2019. 50% Complete.
Water Plant 2 Booster Pump - Design	42,000	42,000	-	0%	1/17: Dependency on completion / approval of water model; checking MCC (Motor Control Center) capacity to add one pump. April target start date.
Ground Storage Tank Replacement	91,000	91,000	-	0%	1/17: Construction completed; testing in progress. Awaiting lab test results within the next 60 days to close out project.
IDC Rework & Southbound Feeder Plan	120,000	22,550	100,448	84%	1/17: In progress. New state legislation has increased complexities of both regulating development & maintaining community standards. Cities throughout Texas are assessing options addressing limtited City zoning authority.
WWTP Master Plan	35,000	35,000	-	0%	Completed 1/20.
Water Model Update 2019	28,000	28,000	-	0%	Completed 10/19. Final report provided.
Headworks Screen	77,000	77,000	-	0%	Completed 11/19.
Park & Pathway Plan	10,000	1,844	8,156	82%	Completed 11/19. Project maps have been updated. No subsequent project segments are currently funded.
Sewer Upsizing Project	319,673	319,673	-	0%	Completed 9/19. Installed and operational.

MDD Capital Projects (Multi-Year)

December 31, 2019

Long Term / Multi-Year Strategic Initiatives					
Project Name	**Budgeted**	**Spent**	**$ Remaining**	**% Remaining**	**Updates**
David Memorial Drive - Phase 2 (2016-2017)	1,927,000	43,378	1,883,622	98%	12/4: In progress. Discussions ongoing with multiple affected entities (Hospital, County, Conroe, Railroad, adjacent properties) coordinating design & funding of segments outside of Shenandoah's City Limits. Bleyl has started preliminary design. Signal at 242 is pending railroad approval. ▪ Met with Commisioner Metts; USACE permit is critical path moving forward.
East Side Wetlands Permit (Option 1B 1-24-18 MDD Meeting)	108,500	86,456	22,044	20%	12/12: In progress; wetlands permits pending with USACE. USACE public comments were completed; Only TCEQ filde comments.Consultants & City staff provided responses to these comments. ▪ USACE has now requested additional information based on our responses.
East Side Relief Pond (Option 1B 1-24-18 MDD Meeting)	864,900	90,040	774,860	90%	12/12: On hold due to 3 dependencies: 1) East Side Wetlands permit from USACE. 2) Resolution of downstream drainage issues east of the railroad tracks (outside of City). 3) Approval of HGAC funding.
Tamina Rd/I45/Research Forest Intersection (2017-2018)	1,173,750	91,011	1,082,739	92%	12/12: Bleyl met with TXDOT area office 12/12/19. TXDOT approved project; next step 1/30 meeting to resolve required fiber optic utility cabinet relocation. ▪ TXDOT also requested and updated traffic study / model; Bleyl targeting 2/20 completion.
Research / I45 SB Feeder (RT Turn Lane) & Tamina WB Right Turn Lane (Home Depot) (2017-2018)	696,000	23,079	672,921	97%	12/4: Research Forest Lane Extension & Home Depot Driveway projects presented together to MDD for design synergies / economies of scale. MDD deferred decision to move forward until January, after additional discussions with concerned entities. ▪ Commissioner Metts confirmed there are no current plans regarding Tamina Road near Home Depot. ▪ February meeting scheduled with Home depot to dsicuss right of way. ▪ Precint 3 approved Research right turn lane.
Park Improvements (2019-2020)	50,000	7,474	42,526	85%	11/18: Project on Hold. Funding allocated for Design / Construction Oversight of a new park. A Park itself has not been funded.
Special Events Center (2017-2018)	100,000	-	100,000	100%	8/2017: On hold; no action currently planned to allocate funds for a study only.

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**13**
DEPARTMENT:	Public Works	PREPARED BY:	Joseph Peart
PRICING:	N/A	EXHIBITS:	Arbor Day Proclamation

SUBJECT/PROCEEDING:

2020 Arbor Day Proclamation.

RECOMMENDED ACTION:

Staff recommends approval of the proclamation.

BACKGROUND/DISCUSSION:

Each year the City declares the nationally recognized date for Arbor Day (the last Friday of April) as Arbor Day. The Arbor Day event will occur on March 7, 2020 from 9am to 12pm (noon) at the public works building.

This proclamation is one of many requirements necessary for the City to maintain its status as a Tree City. National Arbor Day is recognized on April 24, 2020. This is the same date the City is proposing to proclaim as Arbor Day; however, in order to coincide better with the local planting season, staff coordinates with the Shenandoah Civic Club to schedule the annual celebration, tree give away, and plant share on March 7, 2020.

APPROVALS:

DEPARTMENT HEAD	Joseph Peart	DATE:	January 14, 2020
CITY ADMINISTRATOR		DATE:	January 16, 2020

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Ritch Wheeler, Mayor of the City of Shenandoah, Texas, do hereby proclaim April 24th, 2020 as

Arbor Day

In the City of Shenandoah, Texas, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 22nd day of January 2020

Signed _____

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**14**
DEPARTMENT:	Administration	PREPARED BY:	Courtney Clary
PRICING:		EXHIBITS:	Ordinance

SUBJECT/PROCEEDING:

Ordinance calling the May 2, 2020 City General Election for the purpose of electing a Mayor and two City Council members, Positions 1, and 5.

RECOMMENDED ACTION:

Staff recommends adoption of the Ordinance calling the May 2, 2020 City General Election.

BACKGROUND/DISCUSSION:

The Ordinance calling the election is part of the normal process and provides details such as which positions are up, times and dates of the filing period, early voting schedule, and other basic information about how the election is to be conducted.

Council adopts an Ordinance calling the general election each year. The Ordinance is provided to the election administrator, along with an Order of Election signed by each member of Council.

APPROVALS:

DEPARTMENT HEAD		DATE:	
CITY ADMINISTRATOR		DATE:	January 14, 2020

Revised 05/18

ORDINANCE NO. O-20-003

AN ORDINANCE OF THE CITY OF SHENANDOAH, TEXAS, PROVIDING FOR THE HOLDING OF A GENERAL ELECTION TO BE HELD ON MAY 2, 2020, FOR THE PURPOSE OF ELECTING THREE (3) CITY COUNCIL MEMBERS, MAYOR, AND POSITIONS 1 AND 5; AND PROVIDING DETAILS RELATING TO THE HOLDING OF SUCH ELECTIONS.

Section 1. In accordance with the Constitution and general laws of the State of Texas, a General Municipal Election is hereby called and ordered for the first Saturday in May, 2020, being May 2, 2020, at which election all qualified voters of the City may vote for the purpose of electing three (3) city council members, Mayor, and positions 1 and 5 for full terms.

Section 2. No person's name shall be placed upon the official ballot as a candidate for any of the above mentioned positions unless such person has filed his or her sworn application, as provided by Section 141.031, Section 143.004, and Section 143.007 of the Texas Election Code, with the City Secretary at the City Hall, located at 29955 I-45 North, Shenandoah, Texas 77381, adjusted for weekends and holidays as provided by Section 1.006, no earlier than January 15, 2020 or later than five o'clock (5:00) p.m. on February 14, 2020. The City Secretary shall note on the face of each such application, the date and time of its filing. A declaration of write-in candidacy must be filed with the City Secretary, as provided by Section 146.054 of the Texas Election Code. The last day for a write-in candidate to declare candidacy is Tuesday, February 18, 2020, by five o'clock (5:00) p.m. In addition, the last day for a candidate to withdraw must be received by February 21, 2020, by five o'clock (5:00) p.m.

Section 3. The polls shall be open for voting from seven o'clock (7:00) a.m. until seven o'clock (7:00) p.m. at the following polling places, to be conducted by the officers appointed by the County Elections Officer as provided in the Contract for Election Services between the City of Shenandoah, Texas and the County Elections Officer of Montgomery County, Texas as follows:

For persons located in Voting Precinct No. 24 and 31:

Polling Place:	Shenandoah Municipal Complex
Address:	29955 I-45 North Shenandoah, Texas 77381

Said election officers shall also serve as the early voting ballot board for such election; the Presiding Judge of such election shall also serve as the presiding officer of the early voting ballot board.

Section 4. In accordance with the Texas Election Code and the Contract for Election Services, the Contracting Officer shall serve as the regular early voting clerk to receive ballot by mail applications. All ballot by mail applications received by the City Secretary, must be hand delivered or faxed to the Contracting Officer as provided in the Contract for Election Services on the day of receipt and the original application mailed or delivered to the Contracting Officer. Further those persons voting early can vote in any of the designated early voting locations and at the times set out in Exhibit "A" and made a part hereof for all purposes. The early voting locations will be open from Monday, April 20, 2020 through Saturday, April 25, 2020 from 8:00 a.m. to 5:00 p.m. and on Monday and Tuesday, April 27, 2020 and April 28, 2020, from 7:00 a.m. to 7:00 p.m. Ballots voted by mail shall be sent to:

Suzie Harvey
Elections Administrator
P. O. Box 2646
Conroe, TX 77305-2646

Section 5. Voting shall be conducted by the Contracting Officer utilizing the voting machines and equipment supplied by the Contracting Officer. All expenditures necessary for the conduct of the election, purchase of materials, and the employment of all election officials is hereby authorized in accordance with the Texas Election Code and in accordance with the provisions of the Contract for Election Services.

Section 6. The City Secretary is hereby authorized and directed to furnish all necessary election supplies to conduct such election, and (ii) to post notice of the election, and (iii) to publish notice of the election, as provided by Chapter 4 and Chapter 51 of the Texas Election Code except as may be provided in the Contract for Election Services referred to above.

Section 7. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the City Secretary, as provided by Section 52.094 of the Texas Election Code. The City Secretary shall post a notice at City Hall, at least seventy-two (72) hours prior to the date on

which the drawing is to be held, of the time and place of the drawing, and shall also give personal notice to any candidate who makes written request for such notice and furnishes the City Secretary a self-addressed, stamped envelope. Each candidate involved in the drawing or a representative designated by him/her, shall have a right to be present and observe the drawing.

Section 8. The candidates for three (3) Council members receiving the highest number of votes in each of the positions to be filled shall be declared elected to such positions.

Section 9. Notice of this election shall be given in accordance with the provisions of the Texas Election Code and returns of such notice shall be made as provided for in said Code. The Mayor shall issue all necessary orders and writs for such election, and returns of such election shall be made to the City Secretary immediately after the closing of the polls.

Section 10. Said election shall be held in accordance with the Texas Election Code, as amended, except as modified by the Federal Voting Rights Act of 1965, as amended.

PASSED, APPROVED AND ADOPTED this 22nd day of January, 2020.

CITY OF SHENANDOAH, TEXAS

_____
M. RITCHEY WHEELER, Mayor

ATTEST:

_____
COURTNEY CLARY, City Secretary

APPROVED AS TO FORM:

_____
WILLIAM C. FEREBEE, City Attorney

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**15**
DEPARTMENT:	Administration	PREPARED BY:	Courtney Clary
PRICING:		EXHIBITS:	Election Services Agreement; Joint Election Agreement, Agreement Exhibits

SUBJECT/PROCEEDING:

Election Services Agreement and Joint Election Agreement with Montgomery County and participating entities for the May 2, 2020 City General Election.

RECOMMENDED ACTION:

Staff recommends approval of the Election Services Agreement and the Joint Election Agreement.

BACKGROUND/DISCUSSION:

Each year, the City contracts with the Montgomery County Elections Office to provide election services and personnel to conduct the general election. The Joint Election is part of these services and allows multiple entities to share equipment, personnel and costs of elections taking place on the same date.

The county elections administrator is preparing the estimated cost breakdown and will send it at a later time.

a) Election Services Agreement

The Election Services Agreement outlines the duties and services to be provided by the Montgomery County Elections Administrator as well as those to be provided by the City.

b) Joint Election Agreement

The Joint Election Agreement provides for the sharing of election equipment, election officials, precinct polling locations, and electronic voting equipment where appropriate. The agreement also designates the election officer and provides for associated costs and cancellation of the election (if applicable), among other provisions.

APPROVALS:

DEPARTMENT HEAD		DATE:	Click here to enter a date.
CITY ADMINISTRATOR		DATE:	January 14, 2020

Joint Election Agreement

Political Subdivision of CITY OF SHENANDOAH

WHEREAS, the undersigned Political Subdivisions (collectively referred to hereinafter as "Participating Entities") will each hold an election on May 2, 2020; and

WHEREAS, Montgomery County Elections Administrator, Suzie Harvey, as Montgomery County's Election Officer, has entered into separate Election Services Agreements with each of the undersigned Participating Entities wherein the County's Election Officer will administer elections occurring on May 2, 2020, to be held in precincts in Montgomery County, as authorized under Subchapter D of Chapter 31 of the Texas Election Code ("Election Services Agreements"); and

WHEREAS, the Participating Entities desire to enter into a Joint Election Agreement, as authorized under Chapter 271 of the Texas Election Code, for the purpose of sharing election equipment, election officials, polling places, and costs where appropriate.

NOW, THEREFORE, Participating Entities enter this Joint Election Agreement under the terms that follow:

I. Scope of Joint Election Agreement

The Participating Entities enter this Joint Election Agreement ("Agreement") for the purpose of jointly conducting elections to be held on May 2, 2020 ("Joint Election").

II. Appoint Election Officer

The Participating Entities appoint Suzie Harvey, Montgomery County Elections Administrator ("Contracting Officer"), to serve as the Election Officer to perform the duties and responsibilities of Election Officer itemized in the Election Services Agreements for the Joint Election.

III. Early Voting and Election Day

Early voting and election day voting shall be held in common precincts where appropriate, at the dates, times, and locations adopted by Montgomery County Commissioners' Court and/or authorized and ordered by the governing body of each Participating Entity.

IV. Joint Election Costs; Adjustment of Costs in the Event of Cancellation of Election; Payment

The estimated election expenses for each Participating Entity, including administrative costs and expenses for facilities, personnel, supplies, equipment, and training, are reflected in the Exhibit D - Cost Estimate incorporated into each Election Services Agreement. The Participating Entities agree that they will be responsible for and will pay from budgeted funds their share of the actual election expenses attributable to each entity according to the table incorporated into the Election Services Agreements as the Final Invoice.

V. Reasonable Cooperation

The Participating Entities agree to reasonably cooperate with each other as is necessary to carry out the terms of this Agreement.

VI. Miscellaneous Provisions

1. This Agreement becomes effective with respect to each Participating Entity upon execution by that Participating Entity. The obligations of this Agreement will continue as to each Participating Entity until each Participating Entity has made full payment of its share of election costs under this Agreement and its respective Election Services Agreement, which costs are related to the Joint Election.

2. If for any reason a Participating Entity does not participate in the Joint Election, this Joint Election Agreement shall remain in effect between all remaining Participating Entities.

3. Notices given under this Agreement must be in writing and may be effected by hand delivery, fax, email, or by certified mail to the Contracting Officer and/or the Participating Entities at the addresses listed on their respective signature blocks below.

4. This Agreement may not be amended or modified except in writing executed by the Contracting Officer and each respective Participating Entity with whom the amendment or modification has been mutually agreed.

5. The obligations under this Agreement are performable in Montgomery County, Texas.

6. Venue for any dispute arising under this Agreement shall be in Montgomery County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America.

7. If any provision of this Agreement is found to be invalid, illegal, or unenforceable by a court of competent jurisdiction, such invalidity, illegality, or unenforceability shall not affect the remaining provisions of this Agreement; and the Participating Entities shall perform their obligations under this Agreement as expressed in the terms and provisions of this Agreement.

8. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original for all purposes. Faxed signatures and/or electronic signatures shall have the same force and effect as an original signature.

IN TESTIMONY WHEREOF, this Agreement is executed by Montgomery County, Texas or the Contracting Officer, as applicable, and each Participating Entity on the dates indicated below.

See attached signature page(s):

December 17, 2019	Signature:	
Date	Printed name:	Suzie Harvey
	Title:	Contracting Officer
	Political Subdivision:	Montgomery County, Texas
		All correspondence to be directed to:
		Montgomery County Elections Office
	Address:	P. O. Box 2646
	City, State, Zip:	Conroe, Texas 77305-2646
	Telephone:	(936) 539-7843
	Fax:	(936) 788-8340
	Email:	suzie.harvey@mctx.org

JANUARY 22, 2020	Signature:	
Date	Printed name:	M. RITCHEY WHEELER
	Title:	MAYOR
	Political Subdivision:	CITY OF SHENANDOAH
	Address:	29955 INTERSTATE 45 N.
	City, State, Zip:	SHENANDOAH, TX, 77381
	Telephone:	(281) 298-5522
	Fax:	(281) 367-2255
	Email:	

	Signature:	
Date	Printed name:	
	Title:	
	Political Subdivision:	
	Address:	
	City, State, Zip:	
	Telephone:	( )
	Fax:	( )
	Email:	

	Signature:	
Date	Printed name:	
	Title:	
	Political Subdivision:	
	Address:	
	City, State, Zip:	
	Telephone:	( )
	Fax:	( )
	Email:	

ELECTION SERVICES AGREEMENT

STATE OF TEXAS ()
COUNTY OF MONTGOMERY ()

THIS CONTRACT is made this 17th day of December, 2019, by and between the Political Subdivision of CITY OF SHENANDOAH, hereinafter called "Political Subdivision," and Montgomery County, Texas, by its County Election Officer, Suzie Harvey, hereinafter called "Contracting Officer," pursuant to Texas Election Code Section 31.092. The parties agree to hold a May 2, 2020 Joint Election with all participating Political Subdivisions in accordance with Chapter 271 of the Texas Election Code and this Agreement. This Agreement is entered into in consideration of the mutual covenants and promises hereinafter set out:

1. **RECITALS.** Contracting Officer is the Elections Administrator of Montgomery County, Texas, and is the County Officer in charge of election duties. Political Subdivision is a political entity situated wholly or partially within Montgomery County, Texas. Political Subdivision and Contracting Officer have determined that it is in the public interest of Montgomery County voters that the following contract be made and entered into for the purpose of having Contracting Officer furnish to Political Subdivision certain election services and equipment needed by Political Subdivision in connection with holding its May 2, 2020 Election. Montgomery County's certified Hart InterCivic eSlate Voting System Version 6.2.1 electronic voting equipment is to be used in the May 2, 2020 Joint Election, hereinafter called "Joint Election."

2. **DUTIES AND SERVICES OF CONTRACTING OFFICER.** Contracting Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:

   (a) Determine the number of election officials and voting equipment units needed for each polling location. Notify and coordinate presiding election judges, alternate judges, and all other election officials appointed by Montgomery County Commissioners' Court and the County Election Board or recommended by Contracting Officer, as applicable. Montgomery County or Contracting Officer, as applicable, will make emergency appointments of election officials if necessary.

   (b) Conduct necessary training of election officials or arrange for training through a third party. Notify all early voting and election day officials of the date, time, and place thereof.

   (c) Arrange for the use of early voting locations per the attached Exhibit A and election day polling locations per the attached Exhibit B. If the need arises for emergency replacement polling location(s), make necessary alternate arrangements and notify Political Subdivision as soon as possible.

(d) Procure election kits and supplies and distribute to the election judges and early voting deputies. Assemble and edit lists of registered voters to be used in conducting the election in conformity with the boundaries of Political Subdivision and the election precincts established for the election. The election day list of registered voters shall be arranged in alphabetical order, as applicable to the election, in lieu of alphabetical order by political entity.

(e) Prepare and test all electronic voting equipment, format ballot styles, record audio, oversee all equipment and voter registration database programming, assure compliance with equipment security requirements, and arrange for transport of equipment to and from polling locations.

(f) Serve as Early Voting Clerk for the Joint Election. Process, print, mail, email, or deliver in person, as applicable, and tabulate ballots for any eligible voter who applies for a mail ballot including all eligible Federal Post Card Application voters. Supervise the conduct of early voting in person and appoint sufficient personnel to serve as deputy early voting clerks. Provide lists of early voters as provided by law through the Montgomery County Elections Public Information web access program.

(g) Provide the publication in English and Spanish of one legal notice of the date, time, and place of the public logic and accuracy test and first test of automatic tabulating equipment in *The Conroe Courier*. Prepare test materials and conduct internal election testing and the required public logic and accuracy test and tests of tabulation equipment.
Provide the publication in English and Spanish of a legal notice of joint election one time in Montgomery County newspaper(s).

(h) Arrange for all personnel, equipment, and supplies needed for the early voting ballot board, signature verification committee if applicable, tabulation, and central counting station. Tabulate early voting and election day results, including paper ballots and provisional ballots. Tabulate unofficial returns and assist in preparing the tabulation for the official canvass. Provide Political Subdivision its voter history report following the election through the Montgomery County Elections Public Information web access program.

(i) Serve as Custodian of Records for election records in Contracting Officer's custody and provide the required temporary storage and permanent storage of said election records as provided by law.

(j) Provide information services for voters and election officers.

(k) Maintain accurate records of all expenses incurred in connection with the responsibilities under this Agreement and provide Political Subdivision a final invoice after the conduct of the election. Provide any detailed backup to such invoice, if requested, reflecting the charges or components of the costs set forth on the invoice submitted to Political Subdivision.

(l) Conduct a partial manual count as provided by Section 127.201 of the Texas Election Code if required for the County election or if Political Subdivision provides Contracting

Officer precincts and races ordered by the Secretary of State to be manually counted. Contracting Officer shall deliver a written report of the results of any such count to the Office of the Secretary of State in accordance with Section 127.201(e) of the Texas Election Code and to Political Subdivision in a timely manner.

(m) Place the funds paid by Political Subdivision hereunder in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code.

3. **DUTIES AND SERVICES OF POLITICAL SUBDIVISION**. Political Subdivision shall be responsible for performing the following duties:

(a) Prepare all election orders, resolutions, notices, and other pertinent documents for adoption and execution by the appropriate Political Subdivision officer or body. Take all actions necessary for calling Political Subdivision's election which are required by the Texas Election Code and/or the Political Subdivision's governing body, charter, ordinances, or other applicable laws. Execute a Joint Election Agreement with all participating Political Subdivisions for the purpose of sharing election equipment, election officials, polling places, and costs. Serve as Custodian of Records for all election records in its possession as provided by law.

(b) Political Subdivision shall be responsible for the legal sufficiency of any order calling its election. Political Subdivision shall be responsible for all substantive and procedural legal issues governing the conduct of its election. Political Subdivision understands and agrees that Contracting Officer provides no legal advice to Political Subdivision.

(c) Adopt the County Election Precincts, consolidated County Election Precincts ordered by the Montgomery County Commissioners' Court, or precincts recommended by Contracting Officer, as applicable, for this election. Adopt all early voting dates, times, and locations on the attached Exhibit A. Adopt the election day polling locations on the attached Exhibit B at which Political Subdivision's election will be held.

(d) If required, prepare any necessary preclearance submission on all voting changes made by Political Subdivision and timely submit to the U. S. Department of Justice under the Federal Voting Rights Act of 1965, as amended.

(e) Prepare, post and publish all required election notices for Political Subdivision with the exception of the joint election notice and the notice of the public test which Contracting Officer shall publish. In addition, if polling locations for Joint Election are different than those for Political Subdivision's previous election, Political Subdivision shall post notice at the entrance to any previous polling places in its jurisdiction stating that the polling location has changed and shall provide the polling location and address for those voters for this election, pursuant to Texas Election Code Section 43.062, unless Contracting Officer has posted notice of the change at that location for Joint Election. Educate the voters in Political Subdivision as much as possible about early voting dates, times, and locations and election day polling locations.

(f) Timely confirm with Contracting Officer Political Subdivision's boundaries, County Election Precincts, and street details within those boundaries. If boundaries are not

defined properly within Montgomery County Elections voter registration database, maps and street lists with block ranges and odd/even/both indicators must be provided to Contracting Officer. Proof and approve all programming work done for the jurisdiction according to the Exhibit C Timetable.

(g) Deliver to Contracting Officer, according to the attached Exhibit C Timetable, an Entity Fact Sheet, Ballot Template with Spanish translations, candidate names or measures, and the order in which all items are to be printed on the ballot with the exact form and spelling. Provide pronunciation for difficult names or words for use on the ballot audio recording. Review ballot proofs and approve by signature within deadlines provided.

(h) Appoint Contracting Officer as Early Voting Clerk to receive applications for ballot by mail at

Mail	Email*	Fax*
Suzie Harvey Elections Administrator P. O. Box 2646 Conroe, TX 77305-2646	election.ballot@mctx.org	(936) 788-8340

*If an Application for Ballot By Mail is submitted by email or fax or if a Federal Post Card Application is submitted by fax, to be effective, the application must also be submitted by mail and be received not later than the fourth business day after it is received by email or fax.

All requests for early voting ballots to be voted by mail that are received by Political Subdivision must be forwarded in person or by email or fax to Contracting Officer on the day of receipt. Original applications that are received by mail and forwarded by email or fax must also be mailed to Contracting Officer for all processing.

(i) Appoint election officials as appointed by Montgomery County Commissioners' Court and the County Election Board or recommended by Contracting Officer, as applicable.

(j) If requested, assist Contracting Officer with recruiting bilingual poll workers and provide documentation of Political Subdivision's efforts if requested by the U. S. Department of Justice.

(k) If candidate information packet is provided to Political Subdivision by Contracting Officer, distribute to all candidates at time of candidate filing or in another appropriate manner.

(l) Pay additional costs incurred by Contracting Officer for any recount, election contest, newly ordered election, or a runoff election, if required, unless prohibited by law.

(m) Immediately forward to Contracting Officer any information received from the Secretary of State regarding a manual count of precincts and races or a waiver of the manual count. Contracting Officer must receive this information on the same day received by Political Subdivision because of the short deadline for Contracting Officer to begin the process.

(n) Canvass the returns and declare the election results for Political Subdivision. Political Subdivision is responsible for filing any precinct reports with the Secretary of State if required, unless both parties agree that Contracting Officer will submit precinct reports.

(o) Pay a deposit of 60% of its estimated cost per the Exhibit D Cost Estimate within thirty days from the date of Exhibit D Cost Estimate. Pay the balance for conducting said election within thirty days from the date of final invoice. All payments shall be made from current revenues available to Political Subdivision. If the amount owed for conducting the election is less than the deposit paid by Political Subdivision, Contracting Officer shall refund the overpayment in a prompt manner.

Checks shall be made payable to:

Montgomery County Elections Administrator
P O Box 2646, Conroe, Texas 77305-2646.

4. **COST OF SERVICES.** Political Subdivision shall share some expenses for the above services, supplies, and equipment in accordance with the attached Exhibit D Cost Estimate. This cost estimate may be amended, if necessary, after filing deadlines and election cancellations. Additional elections may reduce costs for each entity, and election cancellations may increase costs for each remaining entity. It is understood that other political entities may wish to participate in the use of the County's electronic voting equipment and polling locations, and it is agreed that Contracting Officer may enter into other contracts with entities for those purposes on terms and conditions generally similar to those set forth in this Agreement. Only the actual expenses directly attributable to this Agreement and any prorated shared expenses plus a 10% administrative fee may be charged to Political Subdivision.

5. **GENERAL CONDITIONS.**

(a) The parties agree that the timing is critical for all duties in this Agreement. Failure to adhere to any deadline in the Exhibit C Timetable without prior agreement of Contracting Officer may result in cancellation of Contracting Officer's duties and obligations to conduct Political Subdivision's election under this Agreement or, at the discretion of Contracting Officer, a late penalty surcharge in an amount not to exceed 10% of the final election cost. Adherence to the Timetable is critical because of Montgomery County's obligation to complete all programming and testing, process, print, and mail or email, as applicable, any military and overseas ballots by state and federal deadlines, and conduct federal, state, county, and/or other contracted elections, as applicable.

(b) In accordance with Section 31.098 of the Texas Election Code, Contracting Officer is authorized to contract with third persons for election services and supplies and hire necessary temporary personnel to perform contracted duties. Part-time and seasonal personnel will be compensated at the hourly rate set by Montgomery County.

(c) Pursuant to Section 31.100(d) of the Texas Election Code, Contracting Officer may not be personally compensated for election services performed under this Agreement. In accordance with Section 31.100(e) of the Texas Election Code, only costs for contractual

duties performed by full-time county employees outside of normal business hours will be allocated to Political Subdivision under this Agreement.

(d) Political Subdivision acknowledges that electronic voting equipment is highly technical and it is conceivable that, despite the best effort of the parties and technical assistance, it might fail during the election. Contracting Officer will take every possible action to remedy the situation, but Political Subdivision agrees that should such equipment fail, it will not make any claim for damages of any kind.

(e) The county early voting sites as per the attached Exhibit A will be used for the Joint Election. Any eligible Montgomery County voter in the Joint Election may vote early by personal appearance at any one of the joint early voting locations in Exhibit A.

(f) Montgomery County Elections Department is contracting with numerous political entities for the Joint Election, and the parties agree that all ballot styles will be programmed into one electronic voting system. Each voter will receive one ballot that contains all races and measures in the Joint Election for which the voter is eligible at the address and in the precinct of the voter's current registration in Montgomery County. One joint voter sign-in process consisting of a common list of Montgomery County registered voters and common signature rosters shall be used.

(g) In accordance with Section 31.099 of the Texas Election Code, Contracting Officer shall file copies of this Agreement with the Auditor and Treasurer of Montgomery County not later than the 10th day from receipt of the fully executed Agreement by Contracting Officer.

(h) Montgomery County is self-insured for personal liability issues. Should Political Subdivision desire insurance for injuries during this election or other liabilities, it shall make such arrangements separate from this Agreement.

(i) In the event that the performance by Contracting Officer of any of its obligations hereunder shall be interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or condition of any persons not a party thereof, then it shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

(j) The parties to this Agreement agree that Political Subdivision may cancel this Agreement in the event that it has no need to participate in Joint Election. If Political Subdivision cancels its participation after the deadline in Exhibit C Timetable, a $200 contract preparation and processing fee will be assessed to Political Subdivision in addition to any costs incurred by Contracting Officer on behalf of Political Subdivision prior to said cancellation. A 10% administrative fee will be added to all charges for services provided under this agreement, including services related to a canceled election or canceled participation for which notification is provided to Contracting Officer after the deadline in Exhibit C Timetable.

(k) Political Subdivision has the option of extending the applicable terms of this Agreement through its runoff election, if required. Political Subdivision shall be responsible for

locating acceptable runoff polling locations, although Contracting Officer may assist. Political Subdivision may reduce the number of early voting locations and/or election day polling locations in a runoff election. If Political Subdivision elects to have Contracting Officer conduct a runoff election, the date must be acceptable to Contracting Officer and shall be coordinated with other participating entities. Costs will be allocated to the participating entities, plus a 10% administrative fee shall be charged. Political Subdivision shall be responsible for all orders, notices, and notice of election postings and publications required for its runoff, except the publication of the notice of public logic and accuracy test which Contracting Officer will publish.

The foregoing Election Services Agreement is made in Montgomery County, Texas, and is signed on the dates below.

MONTGOMERY COUNTY, TEXAS

December 17, 2019
Date Signed

By: _____
Suzie Harvey, Elections Administrator
"Contracting Officer"
9159 Airport Road
Conroe, Texas 77303
Phone: (936) 539-7843 Fax: (936) 788-8340
Email: suzie.harvey@mctx.org

CITY OF SHENANDOAH
"Political Subdivision"

JANUARY 22, 2020
Date Signed

By: _____
Name: M. RITCHEY WHEELER
Title: MAYOR
Address: 29955 INTERSTATE 45 N
City, State, Zip: SHENANDOAH, TX, 77381
Phone: 281-298-5522 Fax: 281-367-2255
Email: CCLARY@SHENANDOAHTX.US

EXHIBIT A

Montgomery County

May 2, 2020 Joint Election

Early Voting Polling Locations and Times

April 20 – 25	Monday	–	Saturday	8:00 am	–	5:00 pm
April 27 – 28	Monday	–	Tuesday	7:00 am	–	7:00 pm

Polling Location *Sitio de Votación*	Address *Dirección*	Room *Sala*
Lee G. Alworth Building (Main Early Voting Polling Place *Sitio Principal Electoral de Votación Adelantada*)	207 West Phillips Street Conroe 77301	First Floor *Primer Piso*
West Montgomery County Community Development Center	31355 Friendship Drive Magnolia 77355	Green Room *Sala Verde*
Shenandoah Municipal Complex	29955 I-45 North Shenandoah 77381	Council Chambers *Salon de Consejo y Pasillo*
North Montgomery County Community Center	600 Gerald Street Willis 77378	Community Room 102/103 *Sala Comunitaria 102/103*
East Montgomery County Fair Association Building	21675A McCleskey Road New Caney 77357	Main Room *Sala Principal*
Lone Star Community Center	2500 Lone Star Parkway Montgomery 77356	Community Room 103/104 *Sala Comunitaria 103/104*
Limited Ballots, Special Forms of Early Voting and Ballot by Mail only: *Boletas Limitadas, Formas Especiales de Votación Adelantada, y Boleta por Correo solamente*: Election Central	9159 Airport Road Conroe 77303	

Please note that Early Voting polling places are subject to change.

12/17/2019

Montgomery County Elections
EXHIBIT B - Polling Location Information
May 2, 2020 Joint Election
For Election Day

Pct	Name	Physical Address	City	Zip
1	Willis Community Building	109 West Mink Street	Willis, TX	77378
2	Conroe Seventh-Day Adventist Church	3601 South Loop 336 East	Conroe, TX	77301
3	The Woodlands High School Ninth Grade Campus	10010 Branch Crossing Drive	The Woodlands, TX	77382
4	Copperwood Apartment Building	4407 South Panther Creek Drive	The Woodlands, TX	77381
5	Long Street Community Center	20240 Bays Chapel Road	Richards, TX	77873
6	Deretchin Elementary School	11000 Merit Oaks Drive	The Woodlands, TX	77382
7	New Caney Elementary School	20501 FM 1485	New Caney, TX	77357
8	Browder Community Center	14865 County Line Road	Willis, TX	77378
9	Dobbin - Dacus Community Center	695 South FM 1486	Montgomery, TX	77316
10	Booker T. Washington Junior High School	507 Dr. Martin L. King, Jr. Place North	Conroe, TX	77301
11	Woodforest Church	15917 Highway 105 West	Montgomery, TX	77356
12	Security Community Center	18760 Highway 105 East	Cleveland, TX	77328
13	Decker Prairie Community Center	32434 Decker Prairie Road	Magnolia, TX	77355
14	Robert L. Crippen Elementary School	18690 Cumberland Boulevard	Porter, TX	77365
15	Cornerstone Church	100 Mosswood Drive	Conroe, TX	77302
16	Splendora ISD Instructional Services	26175 FM 2090	Splendora, TX	77372
17	First Baptist Church Groceville	19256 FM 1484	Conroe, TX	77303
18	Magnolia Community Center	422 Melton Street	Magnolia, TX	77354
19	City of Montgomery City Hall	101 Old Plantersville Road	Montgomery, TX	77316
20	Travis Intermediate School	1100 North Thompson Street	Conroe, TX	77301
21	Conroe High School	3200 West Davis Street	Conroe, TX	77304
22	Lake Conroe Hills Community Building	13621 Lake Breeze Lane	Willis, TX	77318
23	North Montgomery County Community Center	600 Gerald Street	Willis, TX	77378
24	Oak Ridge High School	27330 Oak Ridge School Road	Oak Ridge North, TX	77385
25	Grangerland Community Center	15636 FM 3083	Grangerland, TX	77302
26	East Montgomery County Fair Association Building	21675A McCleskey Road	New Caney, TX	77357
27	Rivershire Club House	206 Scarborough Drive	Conroe, TX	77304
28	Decker Prairie Elementary School	27427 Decker Prairie Rosehill Road	Magnolia, TX	77355
29	West Montgomery County Community Development Center	31355 Friendship Drive	Magnolia, TX	77355
30	Magnolia High School	14350 FM 1488	Magnolia, TX	77354
31	Shenandoah Municipal Complex	29955 I-45 North	Shenandoah, TX	77381
32	W.D. Wilkerson Intermediate School	12312 Sawmill Road	The Woodlands, TX	77386
33	South County Community Center	2235 Lake Robbins Drive	The Woodlands, TX	77380
34	Needham Fire Department Station 64	15341 Lake Lamond Road	Conroe, TX	77384
35	Robinson Road Community Center	27434 Robinson Road	Oak Ridge North, TX	77385
36	Allendale Baptist Church	14535 Allendale Lane	Conroe, TX	77302
37	Friendship United Methodist Church	22388 Ford Road	Porter, TX	77365

Please note that Election Day polling places are subject to change.

38	Montgomery County West Annex	19380 Highway 105 W., Suite 507	Montgomery, TX	77356
39	Lake Creek High School	20639 FM 2854	Montgomery, TX	77316
40	Cryar Intermediate School	2375 Montgomery Park Boulevard	Conroe, TX	77304
41	Splendora ISD Administration Building	23419 FM 2090	Splendora, TX	77372
42	Moorhead Junior High School	13475 FM 1485	Conroe, TX	77306
43	Panorama Village City Hall	99 Hiwon Drive	Panorama Village, TX	77304
44	The Lone Star Convention Center	9055 Airport Road	Conroe, TX	77303
45	Timber Lakes/Timber Ridge Fire Station	3434 Royal Oaks Drive	Spring, TX	77380
46	Sue Park Broadway Elementary School	2855 Spring Trails Bend	Spring, TX	77386
47	South Montgomery County Fire Station #4	28830 Birnham Woods Drive	Spring, TX	77386
48	Sally K. Ride Elementary School	4920 West Panther Creek Drive	The Woodlands, TX	77381
49	David Elementary School	5301 Shadowbend Place	The Woodlands, TX	77381
50	Far Hills Utility District Building	10320 Cude Cemetery Road	Willis, TX	77318
51	Central Library	104 I-45 North	Conroe, TX	77301
52	New Caney ISD Annex	22500 Eagle Drive	New Caney, TX	77357
53	Woodbranch City Hall	58 A Woodbranch Drive	New Caney, TX	77357
54	Precinct 54 Polling Place To Be Determined	To Be Determined	New Caney, TX	77357
55	Austin Elementary School	14796 Highway 105 East	Conroe, TX	77306
56	The Woodlands Emergency Training Center	16135 IH-45 South	The Woodlands, TX	77385
57	Calvary Road Baptist Church	12621 Calvary Road	Willis, TX	77318
58	Lone Star College System	5000 Research Forest Drive	The Woodlands, TX	77381
59	Powell Elementary School	7332 Cochrans Crossing Drive	The Woodlands, TX	77381
60	Montgomery County Juvenile Facility	200 Academy Drive	Conroe, TX	77301
61	George and Cynthia Woods Mitchell Library	8125 Ashlane Way	The Woodlands, TX	77382
62	Collins Intermediate School	6020 Shadowbend Place	The Woodlands, TX	77381
63	Precinct 63 Polling Place To Be Determined	To Be Determined	Montgomery, TX	77356
64	Whispering Pines Baptist Church	15200 FM 1485	Conroe, TX	77306
65	J. L. Lyon Elementary School	27035 Nichols Sawmill Road	Magnolia, TX	77355
66	Outback Western Wear Event Hall	30405 Dobbin Huffsmith Road	Magnolia, TX	77354
67	Lamar Elementary School	1300 Many Pines Road	The Woodlands, TX	77380
68	Knights of Columbus Hall	29327 South Plum Creek Drive	Spring, TX	77386
69	Barbara Pierce Bush Elementary School	7420 Crownridge Drive	The Woodlands, TX	77382
70	The Woodlands Recreation Center	5310 Research Forest Drive	The Woodlands, TX	77381
71	Buckalew Elementary School	4909 West Alden Bridge Drive	The Woodlands, TX	77382
72	Bentwater Yacht Club	200 Bentwater Harbor Drive	Montgomery, TX	77356
73	City of Conroe, Dean Towery Service Center	401 Sgt. Ed Holcomb Boulevard South	Conroe, TX	77304
74	Cedric C. Smith Elementary School	28747 Hardin Store Road	Magnolia, TX	77354
75	Windsor Hills Homeowners' Association Club House	1 East Windsor Hills Circle	The Woodlands, TX	77384
76	Westwood Landowners' Association Building	406 Mackintosh Drive	Magnolia, TX	77354
77	April Sound Church	67 1/2 April Wind Drive South	Montgomery, TX	77356
78	Roger L. Galatas Elementary School	9001 Cochrans Crossing Drive	The Woodlands, TX	77381
79	Glen Loch Elementary School	27505 Glen Loch Drive	The Woodlands, TX	77381
80	Imperial Oaks Neighborhood Center	31120 Imperial Oaks Boulevard	Spring, TX	77386
81	Mitchell Intermediate School	6800 Alden Bridge Drive	The Woodlands, TX	77382
82	Bens Branch Elementary School	24160 Briar Berry Lane	Porter, TX	77365
83	Precinct 83 Polling Place To Be Determined	To Be Determined	Cleveland, TX	77328

84	Precinct 84 Polling Place To Be Determined	To Be Determined	Spring, TX	77380
85	Northridge Baptist Church	10681 FM 1484	Conroe, TX	77303
86	Living Branch Church	13229 Highway 105 West	Conroe, TX	77304
87	Birnham Woods Elementary School	31150 Birnham Woods Drive	Spring, TX	77386
88	C.D. York Junior High School	3515 Waterbend Cove	Spring, TX	77386
89	Bear Branch Elementary School	8909 FM 1488	Magnolia, TX	77354
90	The Palm Information Center	251 Central Pine Street	Montgomery, TX	77316
91	Magnolia West High School	42202 FM 1774	Magnolia, TX	77355
92	Kaufman Elementary School	2760 Northridge Forest Dr.	Spring, TX	77386
93	Valley Ranch Elementary School	21700 Valley Ranch Crossing Drive	Porter, TX	77365
94	Lone Star College - Kingwood, Performing Arts Center	500 Royston Drive	Kingwood, TX	77339
95	Kings Manor Elementary School	21111 Royal Crossing Drive	Kingwood, TX	77339
96	Gerald D. Irons, Sr. Junior High School	16780 Needham Road	Conroe, TX	77385
97	Magnolia Event Center	11659 FM 1488	Magnolia, TX	77354
98	Precinct 98 Polling Place To Be Determined	To Be Determined	Conroe, TX	77384
99	Jean Stewart Elementary School	680 Fish Creek Thoroughfare	Montgomery, TX	77316
100	Precinct 100 Polling Place To Be Determined	To Be Determined	Spring, TX	77386
100				

Montgomery County Elections

Exhibit B

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School District

Cleveland Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*41	Splendora ISD Administration Building	3	44	47	*41
		3	**44**	**47**	**1**

Conroe Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
*03	The Woodlands High School Ninth Grade Campus	355	2,683	3,038	*03
04	Copperwood Apartment Building	315	1,676	1,991	04
*06	Deretchin Elementary School	432	3,417	3,849	*06
*07	New Caney Elementary School	36	439	475	*07
*08	Browder Community Center	77	1,120	1,197	*08
10	Booker T. Washington Junior High School	245	2,408	2,653	10
*12	Security Community Center	169	1,534	1,703	*12
*14	Robert L. Crippen Elementary School	24	253	277	*14
15	Cornerstone Church	383	4,039	4,422	15
17	First Baptist Church Groceville	270	3,402	3,672	17
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
*26	East Montgomery County Fair Association Building	3	44	47	*26
27	Rivershire Club House	507	3,493	4,000	27
31	Shenandoah Municipal Complex	438	4,101	4,539	31
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
*34	Needham Fire Department Station 64	133	1,824	1,957	*34
35	Robinson Road Community Center	588	4,493	5,081	35
36	Allendale Baptist Church	381	2,855	3,236	36
*39	Lake Creek High School	1	26	27	*39
*40	Cryar Intermediate School	552	4,443	4,995	*40
42	Moorhead Junior High School	84	813	897	42
*44	The Lone Star Convention Center	466	2,240	2,706	*44
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
51	Central Library	590	2,131	2,721	51
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
58	Lone Star College System	165	2,227	2,392	58

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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59	Powell Elementary School	115	1,519	1,634	59
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
*61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	*61
62	Collins Intermediate School	257	2,417	2,674	62
*64	Whispering Pines Baptist Church	149	1,936	2,085	*64
67	Lamar Elementary School	346	2,421	2,767	67
68	Knights of Columbus Hall	461	4,300	4,761	68
*69	Barbara Pierce Bush Elementary School	455	3,769	4,224	*69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
75	Windsor Hills Homeowners' Association Club House	735	3,392	4,127	75
*76	Westwood Landowners' Association Building	47	1,096	1,143	*76
*77	April Sound Church	9	47	56	*77
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
*81	Mitchell Intermediate School	410	2,699	3,109	*81
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
*85	Northridge Baptist Church	84	1,219	1,303	*85
86	Living Branch Church	223	2,096	2,319	86
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
*90	The Palm Information Center	102	1,710	1,812	*90
92	Kaufman Elementary School	549	4,030	4,579	92
96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96
98	Precinct 98 Polling Place To Be Determined	560	4,165	4,725	98
*99	Jean Stewart Elementary School	215	3,003	3,218	*99
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		21,176	**170,737**	**191,913**	**66**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

Report Time:12/17/2019 4:16:26 PM

Magnolia Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus	393	2,242	2,635	*03
*06	Deretchin Elementary School			0	*06
*09	Dobbin - Dacus Community Center		2	2	*09
*13	Decker Prairie Community Center	212	2,778	2,990	*13
18	Magnolia Community Center	471	4,372	4,843	18
*28	Decker Prairie Elementary School	114	1,046	1,160	*28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
*30	Magnolia High School	150	2,134	2,284	*30
*34	Needham Fire Department Station 64	22	474	496	*34
*61	George and Cynthia Woods Mitchell Library			0	*61
65	J. L. Lyon Elementary School	374	4,832	5,206	65
*66	Outback Western Wear Event Hall	161	1,701	1,862	*66
*69	Barbara Pierce Bush Elementary School			0	*69
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
*76	Westwood Landowners' Association Building	259	2,747	3,006	*76
*81	Mitchell Intermediate School	109	830	939	*81
*89	Bear Branch Elementary School	381	4,079	4,460	*89
*90	The Palm Information Center	12	78	90	*90
*91	Magnolia West High School	149	1,728	1,877	*91
97	Magnolia Event Center	222	2,946	3,168	97
		3,710	**38,585**	**42,295**	**20**

Montgomery Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*05	Long Street Community Center		9	9	*05
*09	Dobbin - Dacus Community Center	142	1,697	1,839	*09
11	Woodforest Church	202	1,757	1,959	11
19	City of Montgomery City Hall	300	3,295	3,595	19
*30	Magnolia High School	11	157	168	*30
38	Montgomery County West Annex	535	4,804	5,339	38
*39	Lake Creek High School	357	4,214	4,571	*39
*40	Cryar Intermediate School			0	*40
63	Precinct 63 Polling Place To Be Determined	596	4,709	5,305	63
72	Bentwater Yacht Club	245	3,629	3,874	72
*76	Westwood Landowners' Association Building	27	374	401	*76
*77	April Sound Church	375	3,741	4,116	*77
*89	Bear Branch Elementary School	7	1	8	*89
*90	The Palm Information Center	209	2,784	2,993	*90
*91	Magnolia West High School	5	86	91	*91
*99	Jean Stewart Elementary School	3	87	90	*99
		3,014	**31,344**	**34,358**	**16**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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New Caney Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*07	New Caney Elementary School	91	664	755	*07
*14	Robert L. Crippen Elementary School	291	3,791	4,082	*14
*16	Splendora ISD Instructional Services		2	2	*16
*26	East Montgomery County Fair Association Building	251	2,088	2,339	*26
37	Friendship United Methodist Church	298	2,396	2,694	37
52	New Caney ISD Annex	394	3,304	3,698	52
*53	Woodbranch City Hall	263	3,626	3,889	*53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
*64	Whispering Pines Baptist Church	6	74	80	*64
82	Bens Branch Elementary School	475	4,882	5,357	82
93	Valley Ranch Elementary School	415	3,636	4,051	93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
		3,655	**30,922**	**34,577**	**13**

Richards Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*05	Long Street Community Center	13	274	287	*05
		13	**274**	**287**	**1**

Splendora Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*07	New Caney Elementary School	70	728	798	*07
*12	Security Community Center	36	534	570	*12
*16	Splendora ISD Instructional Services	395	3,617	4,012	*16
*41	Splendora ISD Administration Building	274	3,411	3,685	*41
*53	Woodbranch City Hall	7	54	61	*53
		782	**8,344**	**9,126**	**5**

Tomball Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
*13	Decker Prairie Community Center	132	1,934	2,066	*13
*28	Decker Prairie Elementary School	162	1,884	2,046	*28
*66	Outback Western Wear Event Hall	182	1,921	2,103	*66
		476	**5,739**	**6,215**	**3**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Willis Independent School District

PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
*08	Browder Community Center	100	1,605	1,705	*08
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
*40	Cryar Intermediate School	29	551	580	*40
43	Panorama Village City Hall	344	4,309	4,653	43
*44	The Lone Star Convention Center		14	14	*44
50	Far Hills Utility District Building	280	3,459	3,739	50
57	Calvary Road Baptist Church	234	2,446	2,680	57
*85	Northridge Baptist Church	194	1,870	2,064	*85
		2,336	**23,632**	**25,968**	**10**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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City

City of Cleveland

PCT	Polling Location	Suspense	Active	Total	PCT
*41	Splendora ISD Administration Building		4	4	*41
			4	**4**	**1**

City of Conroe

PCT	Polling Location	Suspense	Active	Total	PCT
*01	Willis Community Building	82	669	751	*01
*02	Conroe Seventh-Day Adventist Church	208	2,090	2,298	*02
10	Booker T. Washington Junior High School	245	2,408	2,653	10
*11	Woodforest Church	124	1,078	1,202	*11
*15	Cornerstone Church	75	1,357	1,432	*15
20	Travis Intermediate School	225	1,965	2,190	20
*21	Conroe High School	683	3,066	3,749	*21
*25	Grangerland Community Center		2	2	*25
27	Rivershire Club House	507	3,493	4,000	27
*34	Needham Fire Department Station 64			0	*34
*38	Montgomery County West Annex	14	108	122	*38
*39	Lake Creek High School		4	4	*39
*40	Cryar Intermediate School	536	4,524	5,060	*40
*43	Panorama Village City Hall	195	2,516	2,711	*43
*44	The Lone Star Convention Center	466	2,252	2,718	*44
*50	Far Hills Utility District Building	25	303	328	*50
51	Central Library	590	2,131	2,721	51
*56	The Woodlands Emergency Training Center	6	22	28	*56
*60	Montgomery County Juvenile Facility	194	1,502	1,696	*60
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
*75	Windsor Hills Homeowners' Association Club House	417	2,037	2,454	*75
77	April Sound Church	384	3,788	4,172	77
*85	Northridge Baptist Church		3	3	*85
*86	Living Branch Church	115	983	1,098	*86
*90	The Palm Information Center	1	4	5	*90
*96	Gerald D. Irons, Sr. Junior High School			0	*96
*98	Precinct 98 Polling Place To Be Determined	185	675	860	*98
		5,405	**38,556**	**43,961**	**27**

City of Cut and Shoot

PCT	Polling Location	Suspense	Active	Total	PCT
*17	First Baptist Church Groceville	35	635	670	*17
*55	Austin Elementary School	12	83	95	*55
*60	Montgomery County Juvenile Facility		7	7	*60
		47	**725**	**772**	**3**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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City of Houston

PCT	Polling Location	Suspense	Active	Total	PCT
*32	W.D. Wilkerson Intermediate School			0	*32
*35	Robinson Road Community Center	14	111	125	*35
*37	Friendship United Methodist Church			0	*37
*46	Sue Park Broadway Elementary School			0	*46
*47	South Montgomery County Fire Station #4		7	7	*47
*67	Lamar Elementary School	1	3	4	*67
*68	Knights of Columbus Hall	1	4	5	*68
*82	Bens Branch Elementary School			0	*82
*84	Precinct 84 Polling Place To Be Determined	59	231	290	*84
*88	C.D. York Junior High School			0	*88
*94	Lone Star College - Kingwood, Performing Arts Center	244	847	1,091	*94
*95	Kings Manor Elementary School	342	919	1,261	*95
		661	**2,122**	**2,783**	**12**

City of Magnolia

PCT	Polling Location	Suspense	Active	Total	PCT
*18	Magnolia Community Center	150	1,189	1,339	*18
*29	West Montgomery County Community Development Center	5	79	84	*29
*30	Magnolia High School			0	*30
*91	Magnolia West High School	2	9	11	*91
		157	**1,277**	**1,434**	**4**

City of Montgomery

PCT	Polling Location	Suspense	Active	Total	PCT
*09	Dobbin - Dacus Community Center			0	*09
*19	City of Montgomery City Hall	67	529	596	*19
*38	Montgomery County West Annex	24	421	445	*38
*39	Lake Creek High School	12	64	76	*39
		103	**1,014**	**1,117**	**4**

City of Oak Ridge North

PCT	Polling Location	Suspense	Active	Total	PCT
*24	Oak Ridge High School			0	*24
*35	Robinson Road Community Center	161	2,241	2,402	*35
*80	Imperial Oaks Neighborhood Center			0	*80
		161	**2,241**	**2,402**	**3**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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City of Panorama Village

PCT	Polling Location	Suspense	Active	Total	PCT
*43	Panorama Village City Hall	148	1,755	1,903	*43
		148	**1,755**	**1,903**	**1**

City of Patton Village

PCT	Polling Location	Suspense	Active	Total	PCT
*16	Splendora ISD Instructional Services	116	643	759	*16
*53	Woodbranch City Hall	7	54	61	*53
		123	**697**	**820**	**2**

City of Roman Forest

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall	92	1,224	1,316	*53
		92	**1,224**	**1,316**	**1**

City of Shenandoah

PCT	Polling Location	Suspense	Active	Total	PCT
*24	Oak Ridge High School	79	279	358	*24
*31	Shenandoah Municipal Complex	174	1,982	2,156	*31
*33	South County Community Center			0	*33
*62	Collins Intermediate School			0	*62
		253	**2,261**	**2,514**	**4**

City of Splendora

PCT	Polling Location	Suspense	Active	Total	PCT
*16	Splendora ISD Instructional Services	77	745	822	*16
*41	Splendora ISD Administration Building	15	190	205	*41
		92	**935**	**1,027**	**2**

City of Stagecoach

PCT	Polling Location	Suspense	Active	Total	PCT
*13	Decker Prairie Community Center	23	320	343	*13
*28	Decker Prairie Elementary School	3	74	77	*28
		26	**394**	**420**	**2**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

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City of Willis

PCT	Polling Location	Suspense	Active	Total	PCT
*01	Willis Community Building	119	829	948	*01
*22	Lake Conroe Hills Community Building	122	456	578	*22
*23	North Montgomery County Community Center	111	877	988	*23
*43	Panorama Village City Hall		1	1	*43
*50	Far Hills Utility District Building	7	33	40	*50
*57	Calvary Road Baptist Church			0	*57
*85	Northridge Baptist Church		81	81	*85
		359	**2,277**	**2,636**	**7**

City of Woodbranch Village

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall	70	851	921	*53
		70	**851**	**921**	**1**

Town of Woodloch

PCT	Polling Location	Suspense	Active	Total	PCT
*96	Gerald D. Irons, Sr. Junior High School	23	84	107	*96
		23	**84**	**107**	**1**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Emergency Services District

Montgomery County ESD 1

PCT	Polling Location	Suspense	Active	Total	PCT
*01	Willis Community Building	143	1,149	1,292	*01
08	Browder Community Center	177	2,725	2,902	08
*12	Security Community Center	165	1,578	1,743	*12
17	First Baptist Church Groceville	270	3,402	3,672	17
*21	Conroe High School	1	12	13	*21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
*25	Grangerland Community Center		1	1	*25
*40	Cryar Intermediate School	45	470	515	*40
*41	Splendora ISD Administration Building		1	1	*41
*43	Panorama Village City Hall	149	1,793	1,942	*43
*50	Far Hills Utility District Building	255	3,156	3,411	*50
*55	Austin Elementary School	58	668	726	*55
57	Calvary Road Baptist Church	234	2,446	2,680	57
*60	Montgomery County Juvenile Facility	24	300	324	*60
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
*85	Northridge Baptist Church	278	3,086	3,364	*85
		2,831	**29,689**	**32,520**	**17**

Emergency Services District 02

PCT	Polling Location	Suspense	Active	Total	PCT
05	Long Street Community Center	13	283	296	05
*09	Dobbin - Dacus Community Center	142	1,697	1,839	*09
19	City of Montgomery City Hall	300	3,295	3,595	19
*30	Magnolia High School	11	157	168	*30
*38	Montgomery County West Annex	529	4,756	5,285	*38
*39	Lake Creek High School	163	1,596	1,759	*39
63	Precinct 63 Polling Place To Be Determined	596	4,709	5,305	63
72	Bentwater Yacht Club	245	3,629	3,874	72
*91	Magnolia West High School	5	85	90	*91
		2,004	**20,207**	**22,211**	**9**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Emergency Services District 03

PCT	Polling Location	Suspense	Active	Total	PCT
*11	Woodforest Church	78	679	757	*11
*39	Lake Creek High School	195	2,640	2,835	*39
*86	Living Branch Church	108	1,113	1,221	*86
*89	Bear Branch Elementary School	7	1	8	*89
*90	The Palm Information Center	322	4,568	4,890	*90
99	Jean Stewart Elementary School	218	3,090	3,308	99
		928	**12,091**	**13,019**	**6**

Emergency Services District 04

PCT	Polling Location	Suspense	Active	Total	PCT
*24	Oak Ridge High School	133	818	951	*24
*31	Shenandoah Municipal Complex	157	1,923	2,080	*31
*34	Needham Fire Department Station 64	133	1,824	1,957	*34
*56	The Woodlands Emergency Training Center	48	415	463	*56
*75	Windsor Hills Homeowners' Association Club House	3	94	97	*75
*76	Westwood Landowners' Association Building	47	1,096	1,143	*76
*96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	*96
*98	Precinct 98 Polling Place To Be Determined	226	2,058	2,284	*98
		1,321	**12,930**	**14,251**	**8**

Emergency Services District 06

PCT	Polling Location	Suspense	Active	Total	PCT
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
*26	East Montgomery County Fair Association Building	19	376	395	*26
*37	Friendship United Methodist Church	298	2,396	2,694	*37
*52	New Caney ISD Annex	289	2,575	2,864	*52
*64	Whispering Pines Baptist Church	8	154	162	*64
*82	Bens Branch Elementary School	475	4,882	5,357	*82
93	Valley Ranch Elementary School	415	3,636	4,051	93
*94	Lone Star College - Kingwood, Performing Arts Center	63	607	670	*94
*95	Kings Manor Elementary School	343	2,478	2,821	*95
		2,225	**21,148**	**23,373**	**9**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Emergency Services District 07

PCT	Polling Location	Suspense	Active	Total	PCT
07	New Caney Elementary School	197	1,831	2,028	07
*12	Security Community Center	14	313	327	*12
*16	Splendora ISD Instructional Services	373	3,294	3,667	*16
*25	Grangerland Community Center	5	24	29	*25
*26	East Montgomery County Fair Association Building	235	1,756	1,991	*26
*36	Allendale Baptist Church	38	276	314	*36
*41	Splendora ISD Administration Building	269	3,314	3,583	*41
*42	Moorhead Junior High School	41	387	428	*42
*52	New Caney ISD Annex	105	729	834	*52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
*64	Whispering Pines Baptist Church	141	1,780	1,921	*64
		1,867	**18,992**	**20,859**	**12**

Emergency Services District 08

PCT	Polling Location	Suspense	Active	Total	PCT
*24	Oak Ridge High School	198	1,988	2,186	*24
*32	W.D. Wilkerson Intermediate School	4	14	18	*32
35	Robinson Road Community Center	588	4,493	5,081	35
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
*67	Lamar Elementary School	4	19	23	*67
68	Knights of Columbus Hall	461	4,300	4,761	68
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
*84	Precinct 84 Polling Place To Be Determined	544	1,557	2,101	*84
87	Birnham Woods Elementary School	257	3,026	3,283	87
*88	C.D. York Junior High School	317	3,411	3,728	*88
92	Kaufman Elementary School	549	4,030	4,579	92
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		4,625	**38,587**	**43,212**	**13**

Emergency Services District 09

PCT	Polling Location	Suspense	Active	Total	PCT
*02	Conroe Seventh-Day Adventist Church	3	9	12	*02
*12	Security Community Center	26	177	203	*12
*15	Cornerstone Church	308	2,682	2,990	*15
*25	Grangerland Community Center	336	3,103	3,439	*25
*36	Allendale Baptist Church	343	2,579	2,922	*36
*42	Moorhead Junior High School	43	426	469	*42
*55	Austin Elementary School	49	498	547	*55
*64	Whispering Pines Baptist Church	6	76	82	*64
		1,114	**9,550**	**10,664**	**8**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Emergency Services District 10					
PCT	**Polling Location**	**Suspense**	**Active**	**Total**	**PCT**
*03	The Woodlands High School Ninth Grade Campus	238	1,031	1,269	*03
*06	Deretchin Elementary School			0	*06
*09	Dobbin - Dacus Community Center		2	2	*09
13	Decker Prairie Community Center	344	4,712	5,056	13
18	Magnolia Community Center	471	4,372	4,843	18
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
*30	Magnolia High School	150	2,134	2,284	*30
*34	Needham Fire Department Station 64	22	474	496	*34
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
*69	Barbara Pierce Bush Elementary School			0	*69
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
*76	Westwood Landowners' Association Building	286	3,121	3,407	*76
*81	Mitchell Intermediate School	109	830	939	*81
*89	Bear Branch Elementary School	381	4,079	4,460	*89
*91	Magnolia West High School	149	1,729	1,878	*91
97	Magnolia Event Center	222	2,946	3,168	97
		4,046	**43,410**	**47,456**	**18**

Emergency Services District 14					
PCT	**Polling Location**	**Suspense**	**Active**	**Total**	**PCT**
*32	W.D. Wilkerson Intermediate School	9	117	126	*32
*45	Timber Lakes/Timber Ridge Fire Station	305	1,554	1,859	*45
*79	Glen Loch Elementary School	34	139	173	*79
*84	Precinct 84 Polling Place To Be Determined	237	567	804	*84
		585	**2,377**	**2,962**	**4**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Improvement District

East Montgomery County Improvement District

PCT	Polling Location	Suspense	Active	Total	PCT
*07	New Caney Elementary School	161	1,392	1,553	*07
*12	Security Community Center	36	534	570	*12
*14	Robert L. Crippen Elementary School	291	3,791	4,082	*14
16	Splendora ISD Instructional Services	395	3,619	4,014	16
*26	East Montgomery County Fair Association Building	251	2,088	2,339	*26
*37	Friendship United Methodist Church	298	2,396	2,694	*37
*41	Splendora ISD Administration Building	274	3,411	3,685	*41
52	New Caney ISD Annex	394	3,304	3,698	52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
*64	Whispering Pines Baptist Church	6	74	80	*64
*82	Bens Branch Elementary School	475	4,882	5,357	*82
93	Valley Ranch Elementary School	415	3,636	4,051	93
*94	Lone Star College - Kingwood, Performing Arts Center	63	607	670	*94
*95	Kings Manor Elementary School	343	2,478	2,821	*95
		3,851	**37,500**	**41,351**	**15**

Lazy River Improvement District

PCT	Polling Location	Suspense	Active	Total	PCT
*56	The Woodlands Emergency Training Center	46	337	383	*56
		46	**337**	**383**	**1**

Montgomery County Water Control and Improvement District No. 04

PCT	Polling Location	Suspense	Active	Total	PCT
*18	Magnolia Community Center		1	1	*18
			1	**1**	**1**

Shenandoah Municipal Development District

PCT	Polling Location	Suspense	Active	Total	PCT
*24	Oak Ridge High School	116	560	676	*24
*31	Shenandoah Municipal Complex	180	2,191	2,371	*31
*33	South County Community Center			0	*33
*62	Collins Intermediate School	87	303	390	*62
		383	**3,054**	**3,437**	**4**

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The Woodlands Township

PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus	510	3,894	4,404	*03
04	Copperwood Apartment Building	315	1,676	1,991	04
*06	Deretchin Elementary School	432	3,417	3,849	*06
*31	Shenandoah Municipal Complex	245	1,700	1,945	*31
*32	W.D. Wilkerson Intermediate School	438	2,244	2,682	*32
*33	South County Community Center	581	2,719	3,300	*33
*45	Timber Lakes/Timber Ridge Fire Station	88	1,008	1,096	*45
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
*56	The Woodlands Emergency Training Center	265	2,418	2,683	*56
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
*62	Collins Intermediate School	170	2,114	2,284	*62
*67	Lamar Elementary School	342	2,402	2,744	*67
*69	Barbara Pierce Bush Elementary School	455	3,769	4,224	*69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
*74	Cedric C. Smith Elementary School		1	1	*74
*75	Windsor Hills Homeowners' Association Club House	315	1,261	1,576	*75
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
*79	Glen Loch Elementary School	279	1,701	1,980	*79
*81	Mitchell Intermediate School	410	2,699	3,109	*81
*84	Precinct 84 Polling Place To Be Determined	248	1,304	1,552	*84
*98	Precinct 98 Polling Place To Be Determined	149	1,432	1,581	*98
		7,476	**59,054**	**66,530**	**25**

Westwood Magnolia Parkway Improvement District

PCT	Polling Location	Suspense	Active	Total	PCT
*76	Westwood Landowners' Association Building	3	7	10	*76
*81	Mitchell Intermediate School	81	147	228	*81
*89	Bear Branch Elementary School	4	24	28	*89
		88	**178**	**266**	**3**

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College District

Lone Star College System					
PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
03	The Woodlands High School Ninth Grade Campus	748	4,925	5,673	03
04	Copperwood Apartment Building	315	1,676	1,991	04
06	Deretchin Elementary School	432	3,417	3,849	06
07	New Caney Elementary School	197	1,831	2,028	07
08	Browder Community Center	177	2,725	2,902	08
*09	Dobbin - Dacus Community Center		2	2	*09
10	Booker T. Washington Junior High School	245	2,408	2,653	10
12	Security Community Center	205	2,068	2,273	12
13	Decker Prairie Community Center	344	4,712	5,056	13
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
15	Cornerstone Church	383	4,039	4,422	15
16	Splendora ISD Instructional Services	395	3,619	4,014	16
17	First Baptist Church Groceville	270	3,402	3,672	17
18	Magnolia Community Center	471	4,372	4,843	18
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
26	East Montgomery County Fair Association Building	254	2,132	2,386	26
27	Rivershire Club House	507	3,493	4,000	27
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
*30	Magnolia High School	150	2,134	2,284	*30
31	Shenandoah Municipal Complex	438	4,101	4,539	31
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
34	Needham Fire Department Station 64	155	2,298	2,453	34
35	Robinson Road Community Center	588	4,493	5,081	35
36	Allendale Baptist Church	381	2,855	3,236	36
37	Friendship United Methodist Church	298	2,396	2,694	37
*39	Lake Creek High School	1	26	27	*39
*40	Cryar Intermediate School	581	4,994	5,575	*40
*41	Splendora ISD Administration Building	274	3,411	3,685	*41
42	Moorhead Junior High School	84	813	897	42
43	Panorama Village City Hall	344	4,309	4,653	43
44	The Lone Star Convention Center	466	2,254	2,720	44
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47

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48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
50	Far Hills Utility District Building	280	3,459	3,739	50
51	Central Library	590	2,131	2,721	51
52	New Caney ISD Annex	394	3,304	3,698	52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
57	Calvary Road Baptist Church	234	2,446	2,680	57
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
62	Collins Intermediate School	257	2,417	2,674	62
64	Whispering Pines Baptist Church	155	2,010	2,165	64
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
67	Lamar Elementary School	346	2,421	2,767	67
68	Knights of Columbus Hall	461	4,300	4,761	68
69	Barbara Pierce Bush Elementary School	455	3,769	4,224	69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
75	Windsor Hills Homeowners' Association Club House	735	3,392	4,127	75
*76	Westwood Landowners' Association Building	306	3,843	4,149	*76
*77	April Sound Church	9	47	56	*77
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
81	Mitchell Intermediate School	519	3,529	4,048	81
82	Bens Branch Elementary School	475	4,882	5,357	82
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
85	Northridge Baptist Church	278	3,089	3,367	85
86	Living Branch Church	223	2,096	2,319	86
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
*89	Bear Branch Elementary School	381	4,079	4,460	*89
*90	The Palm Information Center	114	1,788	1,902	*90
*91	Magnolia West High School	149	1,729	1,878	*91
92	Kaufman Elementary School	549	4,030	4,579	92
93	Valley Ranch Elementary School	415	3,636	4,051	93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96

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97	Magnolia Event Center	222	2,946	3,168	97
98	Precinct 98 Polling Place To Be Determined	560	4,165	4,725	98
*99	Jean Stewart Elementary School	215	3,003	3,218	*99
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		32,135	**277,960**	**310,095**	**94**

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Montgomery County Elections

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Municipal Utility District

Blaketree Municipal Utility District No. 01

PCT	Polling Location	Suspense	Active	Total	PCT
*09	Dobbin - Dacus Community Center		9	9	*09
*91	Magnolia West High School	1	9	10	*91
		1	**18**	**19**	**2**

Chateau Woods Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*24	Oak Ridge High School	106	978	1,084	*24
*35	Robinson Road Community Center		1	1	*35
		106	**979**	**1,085**	**2**

Clovercreek Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*29	West Montgomery County Community Development Center	28	414	442	*29
		28	**414**	**442**	**1**

Conroe Municipal Utility District No. 01

PCT	Polling Location	Suspense	Active	Total	PCT
*02	Conroe Seventh-Day Adventist Church	14	243	257	*02
*25	Grangerland Community Center		2	2	*25
		14	**245**	**259**	**2**

Corinthian Point Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*57	Calvary Road Baptist Church	38	458	496	*57
		38	**458**	**496**	**1**

East Montgomery County Municipal Utility District No. 01

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall	25	210	235	*53
		25	**210**	**235**	**1**

East Montgomery County Municipal Utility District No. 03

PCT	Polling Location	Suspense	Active	Total	PCT
*26	East Montgomery County Fair Association Building	2	44	46	*26

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Montgomery County Elections

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	2	**44**	**46**	**1**

East Montgomery County Municipal Utility District No. 04

PCT	Polling Location	Suspense	Active	Total	PCT
*07	New Caney Elementary School	5	19	24	*07
*41	Splendora ISD Administration Building	1	1	2	*41
		6	**20**	**26**	**2**

East Montgomery County Municipal Utility District No. 06

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall	44	890	934	*53
		44	**890**	**934**	**1**

East Montgomery County Municipal Utility District No. 07

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall		45	45	*53
			45	**45**	**1**

East Montgomery County Municipal Utility District No. 12

PCT	Polling Location	Suspense	Active	Total	PCT
*41	Splendora ISD Administration Building		2	2	*41
			2	**2**	**1**

East Plantation Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*15	Cornerstone Church	107	1,086	1,193	*15
		107	**1,086**	**1,193**	**1**

Far Hills Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*50	Far Hills Utility District Building	47	751	798	*50
		47	**751**	**798**	**1**

Grand Oaks Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*29	West Montgomery County Community Development Center	116	491	607	*29

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Montgomery County Elections

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	116	**491**	**607**	**1**

Harris-Montgomery Counties Municipal Utility District 386

PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus	154	1,137	1,291	*03
		154	**1,137**	**1,291**	**1**

Kings Manor Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*95	Kings Manor Elementary School	220	1,332	1,552	*95
		220	**1,332**	**1,552**	**1**

Lake Conroe Hills Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*22	Lake Conroe Hills Community Building	127	765	892	*22
*50	Far Hills Utility District Building	12	98	110	*50
		139	**863**	**1,002**	**2**

Magnolia East Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*18	Magnolia Community Center		1	1	*18
			1	**1**	**1**

Montgomery County Fresh Water Supply District No. 06

PCT	Polling Location	Suspense	Active	Total	PCT
*50	Far Hills Utility District Building	14	213	227	*50
		14	**213**	**227**	**1**

Montgomery County Municipal Utility District 006

PCT	Polling Location	Suspense	Active	Total	PCT
*32	W.D. Wilkerson Intermediate School	407	2,065	2,472	*32
*33	South County Community Center	40	413	453	*33
*67	Lamar Elementary School	45	369	414	*67
		492	**2,847**	**3,339**	**3**

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Montgomery County Elections

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Montgomery County Municipal Utility District 007

PCT	Polling Location	Suspense	Active	Total	PCT
*04	Copperwood Apartment Building	204	1,006	1,210	*04
*48	Sally K. Ride Elementary School	5	170	175	*48
*59	Powell Elementary School	24	212	236	*59
*61	George and Cynthia Woods Mitchell Library	22	276	298	*61
*62	Collins Intermediate School	40	478	518	*62
*70	The Woodlands Recreation Center	207	1,978	2,185	*70
*79	Glen Loch Elementary School	279	1,701	1,980	*79
		781	**5,821**	**6,602**	**7**

Montgomery County Municipal Utility District 008

PCT	Polling Location	Suspense	Active	Total	PCT
*63	Precinct 63 Polling Place To Be Determined	278	2,423	2,701	*63
		278	**2,423**	**2,701**	**1**

Montgomery County Municipal Utility District 009

PCT	Polling Location	Suspense	Active	Total	PCT
*38	Montgomery County West Annex	40	458	498	*38
*63	Precinct 63 Polling Place To Be Determined	318	2,281	2,599	*63
		358	**2,739**	**3,097**	**2**

Montgomery County Municipal Utility District 015

PCT	Polling Location	Suspense	Active	Total	PCT
*56	The Woodlands Emergency Training Center			0	*56
*96	Gerald D. Irons, Sr. Junior High School	341	3,017	3,358	*96
		341	**3,017**	**3,358**	**2**

Montgomery County Municipal Utility District 016

PCT	Polling Location	Suspense	Active	Total	PCT
*16	Splendora ISD Instructional Services	38	333	371	*16
		38	**333**	**371**	**1**

Montgomery County Municipal Utility District 018

PCT	Polling Location	Suspense	Active	Total	PCT
*72	Bentwater Yacht Club	236	3,556	3,792	*72
		236	**3,556**	**3,792**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 019

PCT	Polling Location	Suspense	Active	Total	PCT
*84	Precinct 84 Polling Place To Be Determined	251	675	926	*84
		251	**675**	**926**	**1**

Montgomery County Municipal Utility District 024

PCT	Polling Location	Suspense	Active	Total	PCT
*52	New Caney ISD Annex	40	371	411	*52
		40	**371**	**411**	**1**

Montgomery County Municipal Utility District 036

PCT	Polling Location	Suspense	Active	Total	PCT
*33	South County Community Center	98	972	1,070	*33
*67	Lamar Elementary School	297	2,033	2,330	*67
		395	**3,005**	**3,400**	**2**

Montgomery County Municipal Utility District 039

PCT	Polling Location	Suspense	Active	Total	PCT
*56	The Woodlands Emergency Training Center	265	2,418	2,683	*56
		265	**2,418**	**2,683**	**1**

Montgomery County Municipal Utility District 042

PCT	Polling Location	Suspense	Active	Total	PCT
*40	Cryar Intermediate School	44	470	514	*40
		44	**470**	**514**	**1**

Montgomery County Municipal Utility District 046

PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus	356	2,757	3,113	*03
*06	Deretchin Elementary School	432	3,417	3,849	*06
*32	W.D. Wilkerson Intermediate School	30	165	195	*32
*45	Timber Lakes/Timber Ridge Fire Station	35	442	477	*45
*69	Barbara Pierce Bush Elementary School	112	694	806	*69
*78	Roger L. Galatas Elementary School	317	2,606	2,923	*78
*84	Precinct 84 Polling Place To Be Determined	133	1,060	1,193	*84
*98	Precinct 98 Polling Place To Be Determined	149	1,432	1,581	*98
		1,564	**12,573**	**14,137**	**8**

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Montgomery County Elections

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Montgomery County Municipal Utility District 047

PCT	Polling Location	Suspense	Active	Total	PCT
*49	David Elementary School	182	1,366	1,548	*49
*58	Lone Star College System	155	2,002	2,157	*58
*62	Collins Intermediate School	14	169	183	*62
*69	Barbara Pierce Bush Elementary School	316	2,849	3,165	*69
71	Buckalew Elementary School	380	4,059	4,439	71
*81	Mitchell Intermediate School	410	2,699	3,109	*81
		1,457	**13,144**	**14,601**	**6**

Montgomery County Municipal Utility District 056

PCT	Polling Location	Suspense	Active	Total	PCT
*14	Robert L. Crippen Elementary School	54	521	575	*14
		54	**521**	**575**	**1**

Montgomery County Municipal Utility District 060

PCT	Polling Location	Suspense	Active	Total	PCT
*31	Shenandoah Municipal Complex	69	600	669	*31
*33	South County Community Center	118	572	690	*33
*49	David Elementary School	90	691	781	*49
*58	Lone Star College System	10	225	235	*58
*61	George and Cynthia Woods Mitchell Library	357	4,001	4,358	*61
*78	Roger L. Galatas Elementary School	117	1,223	1,340	*78
		761	**7,312**	**8,073**	**6**

Montgomery County Municipal Utility District 067

PCT	Polling Location	Suspense	Active	Total	PCT
*31	Shenandoah Municipal Complex	92	886	978	*31
*33	South County Community Center	7	88	95	*33
*59	Powell Elementary School	91	1,307	1,398	*59
*69	Barbara Pierce Bush Elementary School	27	226	253	*69
*70	The Woodlands Recreation Center	37	530	567	*70
*75	Windsor Hills Homeowners' Association Club House	136	987	1,123	*75
*78	Roger L. Galatas Elementary School	51	612	663	*78
		441	**4,636**	**5,077**	**7**

Montgomery County Municipal Utility District 083

PCT	Polling Location	Suspense	Active	Total	PCT
*82	Bens Branch Elementary School	108	1,294	1,402	*82
		108	**1,294**	**1,402**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 084

PCT	Polling Location	Suspense	Active	Total	PCT
*82	Bens Branch Elementary School	147	1,456	1,603	*82
		147	**1,456**	**1,603**	**1**

Montgomery County Municipal Utility District 088

PCT	Polling Location	Suspense	Active	Total	PCT
*88	C.D. York Junior High School	10	276	286	*88
*92	Kaufman Elementary School	110	712	822	*92
		120	**988**	**1,108**	**2**

Montgomery County Municipal Utility District 089

PCT	Polling Location	Suspense	Active	Total	PCT
*47	South Montgomery County Fire Station #4	18	114	132	*47
*92	Kaufman Elementary School	325	2,446	2,771	*92
		343	**2,560**	**2,903**	**2**

Montgomery County Municipal Utility District 090

PCT	Polling Location	Suspense	Active	Total	PCT
*27	Rivershire Club House	101	1,071	1,172	*27
		101	**1,071**	**1,172**	**1**

Montgomery County Municipal Utility District 092

PCT	Polling Location	Suspense	Active	Total	PCT
*02	Conroe Seventh-Day Adventist Church	68	415	483	*02
*60	Montgomery County Juvenile Facility	29	255	284	*60
		97	**670**	**767**	**2**

Montgomery County Municipal Utility District 094

PCT	Polling Location	Suspense	Active	Total	PCT
*46	Sue Park Broadway Elementary School	349	2,820	3,169	*46
		349	**2,820**	**3,169**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 095

PCT	Polling Location	Suspense	Active	Total	PCT
*96	Gerald D. Irons, Sr. Junior High School	113	847	960	*96
		113	**847**	**960**	**1**

Montgomery County Municipal Utility District 096

PCT	Polling Location	Suspense	Active	Total	PCT
*82	Bens Branch Elementary School	2	186	188	*82
		2	**186**	**188**	**1**

Montgomery County Municipal Utility District 098

PCT	Polling Location	Suspense	Active	Total	PCT
*95	Kings Manor Elementary School	123	1,109	1,232	*95
		123	**1,109**	**1,232**	**1**

Montgomery County Municipal Utility District 105

PCT	Polling Location	Suspense	Active	Total	PCT
*88	C.D. York Junior High School	6	229	235	*88
*100	Precinct 100 Polling Place To Be Determined	6	375	381	*100
		12	**604**	**616**	**2**

Montgomery County Municipal Utility District 106

PCT	Polling Location	Suspense	Active	Total	PCT
*36	Allendale Baptist Church		2	2	*36
			2	**2**	**1**

Montgomery County Municipal Utility District 107

PCT	Polling Location	Suspense	Active	Total	PCT
*40	Cryar Intermediate School	103	1,397	1,500	*40
		103	**1,397**	**1,500**	**1**

Montgomery County Municipal Utility District 108

PCT	Polling Location	Suspense	Active	Total	PCT
*18	Magnolia Community Center		2	2	*18
			2	**2**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 111

PCT	Polling Location	Suspense	Active	Total	PCT
*36	Allendale Baptist Church		2	2	*36
			2	**2**	**1**

Montgomery County Municipal Utility District 112

PCT	Polling Location	Suspense	Active	Total	PCT
*34	Needham Fire Department Station 64	17	202	219	*34
*98	Precinct 98 Polling Place To Be Determined	224	2,049	2,273	*98
		241	**2,251**	**2,492**	**2**

Montgomery County Municipal Utility District 113

PCT	Polling Location	Suspense	Active	Total	PCT
*86	Living Branch Church			0	*86
*90	The Palm Information Center	195	3,167	3,362	*90
*99	Jean Stewart Elementary School	144	1,590	1,734	*99
		339	**4,757**	**5,096**	**3**

Montgomery County Municipal Utility District 115

PCT	Polling Location	Suspense	Active	Total	PCT
*87	Birnham Woods Elementary School	203	2,171	2,374	*87
		203	**2,171**	**2,374**	**1**

Montgomery County Municipal Utility District 121

PCT	Polling Location	Suspense	Active	Total	PCT
*90	The Palm Information Center		5	5	*90
			5	**5**	**1**

Montgomery County Municipal Utility District 126

PCT	Polling Location	Suspense	Active	Total	PCT
*43	Panorama Village City Hall	10	413	423	*43
		10	**413**	**423**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 127

PCT	Polling Location	Suspense	Active	Total	PCT
*87	Birnham Woods Elementary School	21	567	588	*87
*88	C.D. York Junior High School			0	*88
*92	Kaufman Elementary School			0	*92
*100	Precinct 100 Polling Place To Be Determined		11	11	*100
		21	**578**	**599**	**4**

Montgomery County Municipal Utility District 128A

PCT	Polling Location	Suspense	Active	Total	PCT
*43	Panorama Village City Hall	1	54	55	*43
		1	**54**	**55**	**1**

Montgomery County Municipal Utility District 130

PCT	Polling Location	Suspense	Active	Total	PCT
*18	Magnolia Community Center			0	*18
				0	**1**

Montgomery County Municipal Utility District 131

PCT	Polling Location	Suspense	Active	Total	PCT
*18	Magnolia Community Center		1	1	*18
			1	**1**	**1**

Montgomery County Municipal Utility District 132

PCT	Polling Location	Suspense	Active	Total	PCT
*40	Cryar Intermediate School	8	238	246	*40
*73	City of Conroe, Dean Towery Service Center	3	140	143	*73
		11	**378**	**389**	**2**

Montgomery County Municipal Utility District 137

PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus	5	197	202	*03
		5	**197**	**202**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 138

PCT	Polling Location	Suspense	Active	Total	PCT
*75	Windsor Hills Homeowners' Association Club House	2	118	120	*75
		2	**118**	**120**	**1**

Montgomery County Municipal Utility District 139

PCT	Polling Location	Suspense	Active	Total	PCT
*76	Westwood Landowners' Association Building	12	474	486	*76
		12	**474**	**486**	**1**

Montgomery County Municipal Utility District 141

PCT	Polling Location	Suspense	Active	Total	PCT
*89	Bear Branch Elementary School	5	179	184	*89
		5	**179**	**184**	**1**

Montgomery County Municipal Utility District 142

PCT	Polling Location	Suspense	Active	Total	PCT
*86	Living Branch Church		152	152	*86
			152	**152**	**1**

Montgomery County Municipal Utility District 145

PCT	Polling Location	Suspense	Active	Total	PCT
*17	First Baptist Church Groceville			0	*17
				0	**1**

Montgomery County Municipal Utility District 148

PCT	Polling Location	Suspense	Active	Total	PCT
*02	Conroe Seventh-Day Adventist Church	3	202	205	*02
		3	**202**	**205**	**1**

Montgomery County Municipal Utility District 149

PCT	Polling Location	Suspense	Active	Total	PCT
*86	Living Branch Church		2	2	*86
			2	**2**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 150

PCT	Polling Location	Suspense	Active	Total	PCT
*39	Lake Creek High School		1	1	*39
			1	**1**	**1**

Montgomery County Municipal Utility District 151

PCT	Polling Location	Suspense	Active	Total	PCT
*22	Lake Conroe Hills Community Building	1	2	3	*22
		1	**2**	**3**	**1**

Montgomery County Municipal Utility District 152

PCT	Polling Location	Suspense	Active	Total	PCT
*88	C.D. York Junior High School			0	*88
				0	**1**

Montgomery County Municipal Utility District 157

PCT	Polling Location	Suspense	Active	Total	PCT
*36	Allendale Baptist Church			0	*36
				0	**1**

Montgomery County Municipal Utility District 158

PCT	Polling Location	Suspense	Active	Total	PCT
*36	Allendale Baptist Church		2	2	*36
*64	Whispering Pines Baptist Church			0	*64
			2	**2**	**2**

Montgomery County Municipal Utility District 164

PCT	Polling Location	Suspense	Active	Total	PCT
*25	Grangerland Community Center		1	1	*25
			1	**1**	**1**

Montgomery County Municipal Utility District 165

PCT	Polling Location	Suspense	Active	Total	PCT
*30	Magnolia High School		3	3	*30
			3	**3**	**1**

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Montgomery County Elections

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Montgomery County Municipal Utility District 166

PCT	Polling Location	Suspense	Active	Total	PCT
*39	Lake Creek High School		2	2	*39
			2	**2**	**1**

Montgomery County Municipal Utility District 173

PCT	Polling Location	Suspense	Active	Total	PCT
*57	Calvary Road Baptist Church		1	1	*57
			1	**1**	**1**

Montgomery County Utility District 002

PCT	Polling Location	Suspense	Active	Total	PCT
*50	Far Hills Utility District Building	91	1,240	1,331	*50
		91	**1,240**	**1,331**	**1**

Montgomery County Utility District 003

PCT	Polling Location	Suspense	Active	Total	PCT
*11	Woodforest Church	1	1	2	*11
*40	Cryar Intermediate School		9	9	*40
*77	April Sound Church	151	1,432	1,583	*77
		152	**1,442**	**1,594**	**3**

Montgomery County Utility District 004

PCT	Polling Location	Suspense	Active	Total	PCT
*11	Woodforest Church			0	*11
*38	Montgomery County West Annex	5	44	49	*38
*77	April Sound Church	211	2,141	2,352	*77
		216	**2,185**	**2,401**	**3**

New Caney Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*07	New Caney Elementary School	40	202	242	*07
*26	East Montgomery County Fair Association Building	219	1,583	1,802	*26
*52	New Caney ISD Annex	200	1,802	2,002	*52
*53	Woodbranch City Hall	29	353	382	*53
*54	Precinct 54 Polling Place To Be Determined	57	354	411	*54
		545	**4,294**	**4,839**	**5**

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Montgomery County Elections

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Point Aquarius Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*22	Lake Conroe Hills Community Building	139	1,561	1,700	*22
		139	**1,561**	**1,700**	**1**

Porter Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*37	Friendship United Methodist Church	268	1,764	2,032	*37
*52	New Caney ISD Annex	84	728	812	*52
*82	Bens Branch Elementary School	175	1,372	1,547	*82
*93	Valley Ranch Elementary School	78	559	637	*93
		605	**4,423**	**5,028**	**4**

Rayford Road Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*68	Knights of Columbus Hall	257	2,483	2,740	*68
*80	Imperial Oaks Neighborhood Center	302	3,217	3,519	*80
*92	Kaufman Elementary School	111	821	932	*92
		670	**6,521**	**7,191**	**3**

River Plantation Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*15	Cornerstone Church	194	1,462	1,656	*15
		194	**1,462**	**1,656**	**1**

Roman Forest Consolidated Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall	92	1,204	1,296	*53
		92	**1,204**	**1,296**	**1**

Southern Montgomery County MUD

PCT	Polling Location	Suspense	Active	Total	PCT
*32	W.D. Wilkerson Intermediate School			0	*32
*35	Robinson Road Community Center	457	2,605	3,062	*35
*67	Lamar Elementary School	4	19	23	*67
*84	Precinct 84 Polling Place To Be Determined	350	897	1,247	*84
		811	**3,521**	**4,332**	**4**

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Montgomery County Elections

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Spring Creek Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*47	South Montgomery County Fire Station #4	504	3,621	4,125	*47
*68	Knights of Columbus Hall	105	868	973	*68
*88	C.D. York Junior High School	108	590	698	*88
*92	Kaufman Elementary School			0	*92
		717	**5,079**	**5,796**	**4**

Stanley Lake Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*38	Montgomery County West Annex	189	1,649	1,838	*38
*39	Lake Creek High School	6	107	113	*39
		195	**1,756**	**1,951**	**2**

Texas National Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*85	Northridge Baptist Church	42	398	440	*85
		42	**398**	**440**	**1**

The Woodlands Metro Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*31	Shenandoah Municipal Complex		1	1	*31
*33	South County Community Center	143	356	499	*33
*62	Collins Intermediate School	1	22	23	*62
*75	Windsor Hills Homeowners' Association Club House			0	*75
		144	**379**	**523**	**4**

The Woodlands Municipal Utility District 01

PCT	Polling Location	Suspense	Active	Total	PCT
*04	Copperwood Apartment Building	111	670	781	*04
*45	Timber Lakes/Timber Ridge Fire Station	52	494	546	*45
*48	Sally K. Ride Elementary School	189	2,023	2,212	*48
*62	Collins Intermediate School	115	1,445	1,560	*62
		467	**4,632**	**5,099**	**4**

Trinity Lakes Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*85	Northridge Baptist Church	1		1	*85
		1		**1**	**1**

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Montgomery County Elections

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Valley Ranch MUD 01

PCT	Polling Location	Suspense	Active	Total	PCT
*93	Valley Ranch Elementary School	168	1,249	1,417	*93
		168	**1,249**	**1,417**	**1**

Water Control and Improvement District # 01

PCT	Polling Location	Suspense	Active	Total	PCT
*32	W.D. Wilkerson Intermediate School	5	41	46	*32
*45	Timber Lakes/Timber Ridge Fire Station	306	1,612	1,918	*45
*79	Glen Loch Elementary School	34	139	173	*79
*84	Precinct 84 Polling Place To Be Determined	70	139	209	*84
		415	**1,931**	**2,346**	**4**

Woodridge Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*37	Friendship United Methodist Church	25	599	624	*37
		25	**599**	**624**	**1**

Woodtrace Municipal Utility District

PCT	Polling Location	Suspense	Active	Total	PCT
*13	Decker Prairie Community Center	17	569	586	*13
		17	**569**	**586**	**1**

Woodtrace Municipal Utility District No. 03

PCT	Polling Location	Suspense	Active	Total	PCT
*66	Outback Western Wear Event Hall		2	2	*66
			2	**2**	**1**

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Montgomery County Elections

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Hospital District

Montgomery County Hospital District					
PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
03	The Woodlands High School Ninth Grade Campus	748	4,925	5,673	03
04	Copperwood Apartment Building	315	1,676	1,991	04
05	Long Street Community Center	13	283	296	05
06	Deretchin Elementary School	432	3,417	3,849	06
07	New Caney Elementary School	197	1,831	2,028	07
08	Browder Community Center	177	2,725	2,902	08
09	Dobbin - Dacus Community Center	142	1,699	1,841	09
10	Booker T. Washington Junior High School	245	2,408	2,653	10
11	Woodforest Church	202	1,757	1,959	11
12	Security Community Center	205	2,068	2,273	12
13	Decker Prairie Community Center	344	4,712	5,056	13
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
15	Cornerstone Church	383	4,039	4,422	15
16	Splendora ISD Instructional Services	395	3,619	4,014	16
17	First Baptist Church Groceville	270	3,402	3,672	17
18	Magnolia Community Center	471	4,372	4,843	18
19	City of Montgomery City Hall	300	3,295	3,595	19
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
26	East Montgomery County Fair Association Building	254	2,132	2,386	26
27	Rivershire Club House	507	3,493	4,000	27
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
30	Magnolia High School	161	2,291	2,452	30
31	Shenandoah Municipal Complex	438	4,101	4,539	31
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
34	Needham Fire Department Station 64	155	2,298	2,453	34
35	Robinson Road Community Center	588	4,493	5,081	35
36	Allendale Baptist Church	381	2,855	3,236	36
37	Friendship United Methodist Church	298	2,396	2,694	37
38	Montgomery County West Annex	535	4,804	5,339	38
39	Lake Creek High School	358	4,240	4,598	39
40	Cryar Intermediate School	581	4,994	5,575	40
41	Splendora ISD Administration Building	277	3,455	3,732	41
42	Moorhead Junior High School	84	813	897	42
43	Panorama Village City Hall	344	4,309	4,653	43

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44	The Lone Star Convention Center	466	2,254	2,720	44
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
50	Far Hills Utility District Building	280	3,459	3,739	50
51	Central Library	590	2,131	2,721	51
52	New Caney ISD Annex	394	3,304	3,698	52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
57	Calvary Road Baptist Church	234	2,446	2,680	57
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
62	Collins Intermediate School	257	2,417	2,674	62
63	Precinct 63 Polling Place To Be Determined	596	4,709	5,305	63
64	Whispering Pines Baptist Church	155	2,010	2,165	64
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
67	Lamar Elementary School	346	2,421	2,767	67
68	Knights of Columbus Hall	461	4,300	4,761	68
69	Barbara Pierce Bush Elementary School	455	3,769	4,224	69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
72	Bentwater Yacht Club	245	3,629	3,874	72
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
75	Windsor Hills Homeowners' Association Club House	735	3,392	4,127	75
76	Westwood Landowners' Association Building	333	4,217	4,550	76
77	April Sound Church	384	3,788	4,172	77
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
81	Mitchell Intermediate School	519	3,529	4,048	81
82	Bens Branch Elementary School	475	4,882	5,357	82
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
85	Northridge Baptist Church	278	3,089	3,367	85
86	Living Branch Church	223	2,096	2,319	86
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
89	Bear Branch Elementary School	388	4,080	4,468	89
90	The Palm Information Center	323	4,572	4,895	90

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Montgomery County Elections

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91	Magnolia West High School	154	1,814	1,968	91
92	Kaufman Elementary School	549	4,030	4,579	92
93	Valley Ranch Elementary School	415	3,636	4,051	93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96
97	Magnolia Event Center	222	2,946	3,168	97
98	Precinct 98 Polling Place To Be Determined	560	4,165	4,725	98
99	Jean Stewart Elementary School	218	3,090	3,308	99
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		35,165	**309,621**	**344,786**	**100**

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Montgomery County Elections

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Special Utility District

HMW Special Utility District					
PCT	Polling Location	Suspense	Active	Total	PCT
*13	Decker Prairie Community Center	150	1,696	1,846	*13
*18	Magnolia Community Center	20	212	232	*18
*28	Decker Prairie Elementary School	142	1,564	1,706	*28
*29	West Montgomery County Community Development Center	2	109	111	*29
*65	J. L. Lyon Elementary School	55	565	620	*65
*66	Outback Western Wear Event Hall	57	648	705	*66
*89	Bear Branch Elementary School	26	339	365	*89
		452	**5,133**	**5,585**	**7**

Porter Special Utility District					
PCT	Polling Location	Suspense	Active	Total	PCT
*14	Robert L. Crippen Elementary School	144	1,561	1,705	*14
*26	East Montgomery County Fair Association Building		42	42	*26
*36	Allendale Baptist Church	5	171	176	*36
*37	Friendship United Methodist Church	297	2,394	2,691	*37
*52	New Caney ISD Annex	128	979	1,107	*52
*82	Bens Branch Elementary School	227	1,858	2,085	*82
*93	Valley Ranch Elementary School	381	3,050	3,431	*93
*94	Lone Star College - Kingwood, Performing Arts Center	32	432	464	*94
		1,214	**10,487**	**11,701**	**8**

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Montgomery County Elections

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Public Utility District

Roman Forest Public Utility District No. 3

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall		19	19	*53
			19	**19**	**1**

Roman Forest Public Utility District No. 4

PCT	Polling Location	Suspense	Active	Total	PCT
*53	Woodbranch City Hall	2	16	18	*53
		2	**16**	**18**	**1**

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Montgomery County Elections

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Road Utility District

The Woodlands Road Utility District No. 1					
PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus			0	*03
*04	Copperwood Apartment Building		1	1	*04
*06	Deretchin Elementary School			0	*06
*31	Shenandoah Municipal Complex		1	1	*31
*33	South County Community Center	4	12	16	*33
*48	Sally K. Ride Elementary School	1		1	*48
*58	Lone Star College System			0	*58
*59	Powell Elementary School			0	*59
*61	George and Cynthia Woods Mitchell Library			0	*61
*62	Collins Intermediate School	1	22	23	*62
*67	Lamar Elementary School			0	*67
*69	Barbara Pierce Bush Elementary School			0	*69
*70	The Woodlands Recreation Center			0	*70
*75	Windsor Hills Homeowners' Association Club House			0	*75
*78	Roger L. Galatas Elementary School		9	9	*78
*79	Glen Loch Elementary School			0	*79
*81	Mitchell Intermediate School		3	3	*81
		6	**48**	**54**	**17**

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Montgomery County Elections

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Transit Authority

Metropolitan Transit Authority of Harris County					
PCT	Polling Location	Suspense	Active	Total	PCT
*37	Friendship United Methodist Church			0	*37
*82	Bens Branch Elementary School			0	*82
*94	Lone Star College - Kingwood, Performing Arts Center	244	847	1,091	*94
*95	Kings Manor Elementary School	342	919	1,261	*95
		586	**1,766**	**2,352**	**4**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

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Single Member City

City of Houston District B ~ Limited Purpose Annexation					
PCT	Polling Location	Suspense	Active	Total	PCT
*32	W.D. Wilkerson Intermediate School			0	*32
*35	Robinson Road Community Center	14	111	125	*35
*46	Sue Park Broadway Elementary School			0	*46
*47	South Montgomery County Fire Station #4		7	7	*47
*67	Lamar Elementary School	1	3	4	*67
*68	Knights of Columbus Hall	1	4	5	*68
*84	Precinct 84 Polling Place To Be Determined	59	231	290	*84
*88	C.D. York Junior High School			0	*88
		75	**356**	**431**	**8**

City of Houston District E					
PCT	Polling Location	Suspense	Active	Total	PCT
*37	Friendship United Methodist Church			0	*37
*82	Bens Branch Elementary School			0	*82
*94	Lone Star College - Kingwood, Performing Arts Center	244	847	1,091	*94
*95	Kings Manor Elementary School	342	919	1,261	*95
		586	**1,766**	**2,352**	**4**

City of Houston District E ~ Limited Purpose Annexation					
PCT	Polling Location	Suspense	Active	Total	PCT
*88	C.D. York Junior High School			0	*88
*95	Kings Manor Elementary School			0	*95
				0	**2**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Improvement District Zones

Conroe Municipal Management District No. 1

PCT	Polling Location	Suspense	Active	Total	PCT
*15	Cornerstone Church	14	435	449	*15
*27	Rivershire Club House	1	3	4	*27
		15	**438**	**453**	**2**

Conroe Municipal Management District No. 2

PCT	Polling Location	Suspense	Active	Total	PCT
*01	Willis Community Building			0	*01
*85	Northridge Baptist Church		3	3	*85
			3	**3**	**2**

East Montgomery County Improvement District Economic Development Zone 3

PCT	Polling Location	Suspense	Active	Total	PCT
*07	New Caney Elementary School	5	19	24	*07
*41	Splendora ISD Administration Building	2		2	*41
		7	**19**	**26**	**2**

East Montgomery County Improvement District Economic Development Zone 4

PCT	Polling Location	Suspense	Active	Total	PCT
*41	Splendora ISD Administration Building		2	2	*41
			2	**2**	**1**

New Caney Municipal Utility District Defined Area

PCT	Polling Location	Suspense	Active	Total	PCT
*26	East Montgomery County Fair Association Building			0	*26
*52	New Caney ISD Annex		1	1	*52
			1	**1**	**2**

Valley Ranch Town Center Management District

PCT	Polling Location	Suspense	Active	Total	PCT
*26	East Montgomery County Fair Association Building		13	13	*26
			13	**13**	**1**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Single Member Hospital District

Montgomery County Hospital District Precinct 1					
PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
05	Long Street Community Center	13	283	296	05
08	Browder Community Center	177	2,725	2,902	08
09	Dobbin - Dacus Community Center	142	1,699	1,841	09
10	Booker T. Washington Junior High School	245	2,408	2,653	10
19	City of Montgomery City Hall	300	3,295	3,595	19
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
27	Rivershire Club House	507	3,493	4,000	27
38	Montgomery County West Annex	535	4,804	5,339	38
40	Cryar Intermediate School	581	4,994	5,575	40
43	Panorama Village City Hall	344	4,309	4,653	43
44	The Lone Star Convention Center	466	2,254	2,720	44
50	Far Hills Utility District Building	280	3,459	3,739	50
51	Central Library	590	2,131	2,721	51
57	Calvary Road Baptist Church	234	2,446	2,680	57
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
63	Precinct 63 Polling Place To Be Determined	596	4,709	5,305	63
72	Bentwater Yacht Club	245	3,629	3,874	72
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
77	April Sound Church	384	3,788	4,172	77
85	Northridge Baptist Church	278	3,089	3,367	85
		8,334	**71,391**	**79,725**	**24**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Montgomery County Hospital District Precinct 2

PCT	Polling Location	Suspense	Active	Total	PCT
11	Woodforest Church	202	1,757	1,959	11
13	Decker Prairie Community Center	344	4,712	5,056	13
15	Cornerstone Church	383	4,039	4,422	15
18	Magnolia Community Center	471	4,372	4,843	18
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
30	Magnolia High School	161	2,291	2,452	30
31	Shenandoah Municipal Complex	438	4,101	4,539	31
34	Needham Fire Department Station 64	155	2,298	2,453	34
39	Lake Creek High School	358	4,240	4,598	39
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
69	Barbara Pierce Bush Elementary School	455	3,769	4,224	69
71	Buckalew Elementary School	380	4,059	4,439	71
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
75	Windsor Hills Homeowners' Association Club House	735	3,392	4,127	75
76	Westwood Landowners' Association Building	333	4,217	4,550	76
81	Mitchell Intermediate School	519	3,529	4,048	81
86	Living Branch Church	223	2,096	2,319	86
89	Bear Branch Elementary School	388	4,080	4,468	89
90	The Palm Information Center	323	4,572	4,895	90
91	Magnolia West High School	154	1,814	1,968	91
97	Magnolia Event Center	222	2,946	3,168	97
98	Precinct 98 Polling Place To Be Determined	560	4,165	4,725	98
99	Jean Stewart Elementary School	218	3,090	3,308	99
		8,696	**87,519**	**96,215**	**25**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Montgomery County Hospital District Precinct 3

PCT	Polling Location	Suspense	Active	Total	PCT
03	The Woodlands High School Ninth Grade Campus	748	4,925	5,673	03
04	Copperwood Apartment Building	315	1,676	1,991	04
06	Deretchin Elementary School	432	3,417	3,849	06
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
35	Robinson Road Community Center	588	4,493	5,081	35
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
62	Collins Intermediate School	257	2,417	2,674	62
67	Lamar Elementary School	346	2,421	2,767	67
68	Knights of Columbus Hall	461	4,300	4,761	68
70	The Woodlands Recreation Center	244	2,508	2,752	70
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
92	Kaufman Elementary School	549	4,030	4,579	92
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		10,594	**82,025**	**92,619**	**26**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Montgomery County Hospital District Precinct 4

PCT	Polling Location	Suspense	Active	Total	PCT
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
07	New Caney Elementary School	197	1,831	2,028	07
12	Security Community Center	205	2,068	2,273	12
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
16	Splendora ISD Instructional Services	395	3,619	4,014	16
17	First Baptist Church Groceville	270	3,402	3,672	17
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
26	East Montgomery County Fair Association Building	254	2,132	2,386	26
36	Allendale Baptist Church	381	2,855	3,236	36
37	Friendship United Methodist Church	298	2,396	2,694	37
41	Splendora ISD Administration Building	277	3,455	3,732	41
42	Moorhead Junior High School	84	813	897	42
52	New Caney ISD Annex	394	3,304	3,698	52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
64	Whispering Pines Baptist Church	155	2,010	2,165	64
82	Bens Branch Elementary School	475	4,882	5,357	82
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
93	Valley Ranch Elementary School	415	3,636	4,051	93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96
		7,541	**68,686**	**76,227**	**25**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Single Member College

Lone Star College District 5					
PCT	Polling Location	Suspense	Active	Total	PCT
03	The Woodlands High School Ninth Grade Campus	748	4,925	5,673	03
04	Copperwood Apartment Building	315	1,676	1,991	04
06	Deretchin Elementary School	432	3,417	3,849	06
*09	Dobbin - Dacus Community Center		2	2	*09
13	Decker Prairie Community Center	344	4,712	5,056	13
18	Magnolia Community Center	471	4,372	4,843	18
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
*30	Magnolia High School	150	2,134	2,284	*30
31	Shenandoah Municipal Complex	438	4,101	4,539	31
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
62	Collins Intermediate School	257	2,417	2,674	62
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
67	Lamar Elementary School	346	2,421	2,767	67
69	Barbara Pierce Bush Elementary School	455	3,769	4,224	69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
*75	Windsor Hills Homeowners' Association Club House	315	1,261	1,576	*75
*76	Westwood Landowners' Association Building			0	*76
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
*81	Mitchell Intermediate School	410	2,890	3,300	*81
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
*89	Bear Branch Elementary School	381	4,079	4,460	*89
*90	The Palm Information Center	12	78	90	*90
*91	Magnolia West High School	149	1,729	1,878	*91
97	Magnolia Event Center	222	2,946	3,168	97
*98	Precinct 98 Polling Place To Be Determined	149	1,432	1,581	*98
		12,269	**102,560**	**114,829**	**37**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

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Lone Star College District 7

PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
07	New Caney Elementary School	197	1,831	2,028	07
08	Browder Community Center	177	2,725	2,902	08
10	Booker T. Washington Junior High School	245	2,408	2,653	10
12	Security Community Center	205	2,068	2,273	12
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
15	Cornerstone Church	383	4,039	4,422	15
16	Splendora ISD Instructional Services	395	3,619	4,014	16
17	First Baptist Church Groceville	270	3,402	3,672	17
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
*26	East Montgomery County Fair Association Building	254	2,132	2,386	*26
27	Rivershire Club House	507	3,493	4,000	27
34	Needham Fire Department Station 64	155	2,298	2,453	34
36	Allendale Baptist Church	381	2,855	3,236	36
*39	Lake Creek High School	1	26	27	*39
*40	Cryar Intermediate School	581	4,994	5,575	*40
*41	Splendora ISD Administration Building	274	3,411	3,685	*41
42	Moorhead Junior High School	84	813	897	42
43	Panorama Village City Hall	344	4,309	4,653	43
44	The Lone Star Convention Center	466	2,254	2,720	44
50	Far Hills Utility District Building	280	3,459	3,739	50
51	Central Library	590	2,131	2,721	51
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
57	Calvary Road Baptist Church	234	2,446	2,680	57
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
64	Whispering Pines Baptist Church	155	2,010	2,165	64
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
*75	Windsor Hills Homeowners' Association Club House	420	2,131	2,551	*75
*76	Westwood Landowners' Association Building	306	3,843	4,149	*76
*77	April Sound Church	9	47	56	*77
*81	Mitchell Intermediate School	109	639	748	*81
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
85	Northridge Baptist Church	278	3,089	3,367	85
86	Living Branch Church	223	2,096	2,319	86
*90	The Palm Information Center	102	1,710	1,812	*90
*93	Valley Ranch Elementary School	80	597	677	*93

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Montgomery County Elections

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96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96
*98	Precinct 98 Polling Place To Be Determined	411	2,733	3,144	*98
*99	Jean Stewart Elementary School	215	3,003	3,218	*99
		13,497	**121,919**	**135,416**	**48**

Lone Star College District 8

PCT	Polling Location	Suspense	Active	Total	PCT
*26	East Montgomery County Fair Association Building			0	*26
35	Robinson Road Community Center	588	4,493	5,081	35
37	Friendship United Methodist Church	298	2,396	2,694	37
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
52	New Caney ISD Annex	394	3,304	3,698	52
68	Knights of Columbus Hall	461	4,300	4,761	68
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
82	Bens Branch Elementary School	475	4,882	5,357	82
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
92	Kaufman Elementary School	549	4,030	4,579	92
*93	Valley Ranch Elementary School	335	3,039	3,374	*93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		6,369	**53,481**	**59,850**	**16**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Single Member MUD

Montgomery County Municipal Utility District 113 - Precinct 1					
PCT	Polling Location	Suspense	Active	Total	PCT
*90	The Palm Information Center			0	*90
*99	Jean Stewart Elementary School	76	845	921	*99
		76	**845**	**921**	**2**

Montgomery County Municipal Utility District 113 - Precinct 2					
PCT	Polling Location	Suspense	Active	Total	PCT
*86	Living Branch Church			0	*86
*90	The Palm Information Center	14	282	296	*90
*99	Jean Stewart Elementary School	68	743	811	*99
		82	**1,025**	**1,107**	**3**

Montgomery County Municipal Utility District 113 - Precinct 3					
PCT	Polling Location	Suspense	Active	Total	PCT
*90	The Palm Information Center	54	1,026	1,080	*90
		54	**1,026**	**1,080**	**1**

Montgomery County Municipal Utility District 113 - Precinct 4					
PCT	Polling Location	Suspense	Active	Total	PCT
*90	The Palm Information Center	68	1,053	1,121	*90
*99	Jean Stewart Elementary School		2	2	*99
		68	**1,055**	**1,123**	**2**

Montgomery County Municipal Utility District 113 - Precinct 5					
PCT	Polling Location	Suspense	Active	Total	PCT
*90	The Palm Information Center	59	806	865	*90
		59	**806**	**865**	**1**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Medical Management District

Valley Ranch Medical Center Management District					
PCT	Polling Location	Suspense	Active	Total	PCT
*93	Valley Ranch Elementary School			0	*93
				0	**1**

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Montgomery County Elections

Exhibit B

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Water Conservation District

Lone Star Groundwater Conservation District					
PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
03	The Woodlands High School Ninth Grade Campus	748	4,925	5,673	03
04	Copperwood Apartment Building	315	1,676	1,991	04
05	Long Street Community Center	13	283	296	05
06	Deretchin Elementary School	432	3,417	3,849	06
07	New Caney Elementary School	197	1,831	2,028	07
08	Browder Community Center	177	2,725	2,902	08
09	Dobbin - Dacus Community Center	142	1,699	1,841	09
10	Booker T. Washington Junior High School	245	2,408	2,653	10
11	Woodforest Church	202	1,757	1,959	11
12	Security Community Center	205	2,068	2,273	12
13	Decker Prairie Community Center	344	4,712	5,056	13
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
15	Cornerstone Church	383	4,039	4,422	15
16	Splendora ISD Instructional Services	395	3,619	4,014	16
17	First Baptist Church Groceville	270	3,402	3,672	17
18	Magnolia Community Center	471	4,372	4,843	18
19	City of Montgomery City Hall	300	3,295	3,595	19
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
26	East Montgomery County Fair Association Building	254	2,132	2,386	26
27	Rivershire Club House	507	3,493	4,000	27
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
30	Magnolia High School	161	2,291	2,452	30
31	Shenandoah Municipal Complex	438	4,101	4,539	31
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
34	Needham Fire Department Station 64	155	2,298	2,453	34
35	Robinson Road Community Center	588	4,493	5,081	35
36	Allendale Baptist Church	381	2,855	3,236	36
37	Friendship United Methodist Church	298	2,396	2,694	37
38	Montgomery County West Annex	535	4,804	5,339	38
39	Lake Creek High School	358	4,240	4,598	39
40	Cryar Intermediate School	581	4,994	5,575	40
41	Splendora ISD Administration Building	277	3,455	3,732	41
42	Moorhead Junior High School	84	813	897	42
43	Panorama Village City Hall	344	4,309	4,653	43

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Montgomery County Elections

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44	The Lone Star Convention Center	466	2,254	2,720	44
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
50	Far Hills Utility District Building	280	3,459	3,739	50
51	Central Library	590	2,131	2,721	51
52	New Caney ISD Annex	394	3,304	3,698	52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
57	Calvary Road Baptist Church	234	2,446	2,680	57
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
62	Collins Intermediate School	257	2,417	2,674	62
63	Precinct 63 Polling Place To Be Determined	596	4,709	5,305	63
64	Whispering Pines Baptist Church	155	2,010	2,165	64
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
67	Lamar Elementary School	346	2,421	2,767	67
68	Knights of Columbus Hall	461	4,300	4,761	68
69	Barbara Pierce Bush Elementary School	455	3,769	4,224	69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
72	Bentwater Yacht Club	245	3,629	3,874	72
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
75	Windsor Hills Homeowners' Association Club House	735	3,392	4,127	75
76	Westwood Landowners' Association Building	333	4,217	4,550	76
77	April Sound Church	384	3,788	4,172	77
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
81	Mitchell Intermediate School	519	3,529	4,048	81
82	Bens Branch Elementary School	475	4,882	5,357	82
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
85	Northridge Baptist Church	278	3,089	3,367	85
86	Living Branch Church	223	2,096	2,319	86
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
89	Bear Branch Elementary School	388	4,080	4,468	89
90	The Palm Information Center	323	4,572	4,895	90

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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91	Magnolia West High School	154	1,814	1,968	91
92	Kaufman Elementary School	549	4,030	4,579	92
93	Valley Ranch Elementary School	415	3,636	4,051	93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96
97	Magnolia Event Center	222	2,946	3,168	97
98	Precinct 98 Polling Place To Be Determined	560	4,165	4,725	98
99	Jean Stewart Elementary School	218	3,090	3,308	99
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		35,165	**309,621**	**344,786**	**100**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

Report Time:12/17/2019 4:16:28 PM

Single Member Water Conservation District - Precinct

Lone Star Groundwater Conservation District - Precinct 1					
PCT	Polling Location	Suspense	Active	Total	PCT
01	Willis Community Building	225	1,818	2,043	01
05	Long Street Community Center	13	283	296	05
08	Browder Community Center	177	2,725	2,902	08
09	Dobbin - Dacus Community Center	142	1,699	1,841	09
10	Booker T. Washington Junior High School	245	2,408	2,653	10
19	City of Montgomery City Hall	300	3,295	3,595	19
20	Travis Intermediate School	225	1,965	2,190	20
21	Conroe High School	684	3,078	3,762	21
22	Lake Conroe Hills Community Building	526	4,184	4,710	22
23	North Montgomery County Community Center	404	3,376	3,780	23
27	Rivershire Club House	507	3,493	4,000	27
38	Montgomery County West Annex	535	4,804	5,339	38
40	Cryar Intermediate School	581	4,994	5,575	40
43	Panorama Village City Hall	344	4,309	4,653	43
44	The Lone Star Convention Center	466	2,254	2,720	44
50	Far Hills Utility District Building	280	3,459	3,739	50
51	Central Library	590	2,131	2,721	51
57	Calvary Road Baptist Church	234	2,446	2,680	57
60	Montgomery County Juvenile Facility	225	1,879	2,104	60
63	Precinct 63 Polling Place To Be Determined	596	4,709	5,305	63
72	Bentwater Yacht Club	245	3,629	3,874	72
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
77	April Sound Church	384	3,788	4,172	77
85	Northridge Baptist Church	278	3,089	3,367	85
		8,334	**71,391**	**79,725**	**24**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

Report Time:12/17/2019 4:16:28 PM

Lone Star Groundwater Conservation District - Precinct 2

PCT	Polling Location	Suspense	Active	Total	PCT
11	Woodforest Church	202	1,757	1,959	11
13	Decker Prairie Community Center	344	4,712	5,056	13
15	Cornerstone Church	383	4,039	4,422	15
18	Magnolia Community Center	471	4,372	4,843	18
28	Decker Prairie Elementary School	276	2,930	3,206	28
29	West Montgomery County Community Development Center	407	4,244	4,651	29
30	Magnolia High School	161	2,291	2,452	30
31	Shenandoah Municipal Complex	438	4,101	4,539	31
34	Needham Fire Department Station 64	155	2,298	2,453	34
39	Lake Creek High School	358	4,240	4,598	39
65	J. L. Lyon Elementary School	374	4,832	5,206	65
66	Outback Western Wear Event Hall	343	3,622	3,965	66
69	Barbara Pierce Bush Elementary School	455	3,769	4,224	69
71	Buckalew Elementary School	380	4,059	4,439	71
74	Cedric C. Smith Elementary School	274	2,352	2,626	74
75	Windsor Hills Homeowners' Association Club House	735	3,392	4,127	75
76	Westwood Landowners' Association Building	333	4,217	4,550	76
81	Mitchell Intermediate School	519	3,529	4,048	81
86	Living Branch Church	223	2,096	2,319	86
89	Bear Branch Elementary School	388	4,080	4,468	89
90	The Palm Information Center	323	4,572	4,895	90
91	Magnolia West High School	154	1,814	1,968	91
97	Magnolia Event Center	222	2,946	3,168	97
98	Precinct 98 Polling Place To Be Determined	560	4,165	4,725	98
99	Jean Stewart Elementary School	218	3,090	3,308	99
		8,696	**87,519**	**96,215**	**25**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Lone Star Groundwater Conservation District - Precinct 3

PCT	Polling Location	Suspense	Active	Total	PCT
03	The Woodlands High School Ninth Grade Campus	748	4,925	5,673	03
04	Copperwood Apartment Building	315	1,676	1,991	04
06	Deretchin Elementary School	432	3,417	3,849	06
32	W.D. Wilkerson Intermediate School	451	2,375	2,826	32
33	South County Community Center	581	2,719	3,300	33
35	Robinson Road Community Center	588	4,493	5,081	35
45	Timber Lakes/Timber Ridge Fire Station	393	2,562	2,955	45
46	Sue Park Broadway Elementary School	482	4,132	4,614	46
47	South Montgomery County Fire Station #4	524	3,769	4,293	47
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
58	Lone Star College System	165	2,227	2,392	58
59	Powell Elementary School	115	1,519	1,634	59
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
62	Collins Intermediate School	257	2,417	2,674	62
67	Lamar Elementary School	346	2,421	2,767	67
68	Knights of Columbus Hall	461	4,300	4,761	68
70	The Woodlands Recreation Center	244	2,508	2,752	70
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
79	Glen Loch Elementary School	313	1,840	2,153	79
80	Imperial Oaks Neighborhood Center	427	4,622	5,049	80
84	Precinct 84 Polling Place To Be Determined	1,029	3,428	4,457	84
87	Birnham Woods Elementary School	257	3,026	3,283	87
88	C.D. York Junior High School	317	3,411	3,728	88
92	Kaufman Elementary School	549	4,030	4,579	92
100	Precinct 100 Polling Place To Be Determined	270	3,226	3,496	100
		10,594	**82,025**	**92,619**	**26**

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

Exhibit B

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Lone Star Groundwater Conservation District - Precinct 4

PCT	Polling Location	Suspense	Active	Total	PCT
02	Conroe Seventh-Day Adventist Church	211	2,099	2,310	02
07	New Caney Elementary School	197	1,831	2,028	07
12	Security Community Center	205	2,068	2,273	12
14	Robert L. Crippen Elementary School	315	4,044	4,359	14
16	Splendora ISD Instructional Services	395	3,619	4,014	16
17	First Baptist Church Groceville	270	3,402	3,672	17
24	Oak Ridge High School	331	2,806	3,137	24
25	Grangerland Community Center	341	3,130	3,471	25
26	East Montgomery County Fair Association Building	254	2,132	2,386	26
36	Allendale Baptist Church	381	2,855	3,236	36
37	Friendship United Methodist Church	298	2,396	2,694	37
41	Splendora ISD Administration Building	277	3,455	3,732	41
42	Moorhead Junior High School	84	813	897	42
52	New Caney ISD Annex	394	3,304	3,698	52
53	Woodbranch City Hall	270	3,680	3,950	53
54	Precinct 54 Polling Place To Be Determined	179	1,608	1,787	54
55	Austin Elementary School	107	1,166	1,273	55
56	The Woodlands Emergency Training Center	319	2,855	3,174	56
64	Whispering Pines Baptist Church	155	2,010	2,165	64
82	Bens Branch Elementary School	475	4,882	5,357	82
83	Precinct 83 Polling Place To Be Determined	102	1,342	1,444	83
93	Valley Ranch Elementary School	415	3,636	4,051	93
94	Lone Star College - Kingwood, Performing Arts Center	307	1,454	1,761	94
95	Kings Manor Elementary School	685	3,397	4,082	95
96	Gerald D. Irons, Sr. Junior High School	574	4,702	5,276	96
		7,541	**68,686**	**76,227**	**25**

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Montgomery County Elections

Exhibit B

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Single Member Water Conservation District – Other Territory

Single Member Water Conservation District - City of Conroe					
PCT	Polling Location	Suspense	Active	Total	PCT
*01	Willis Community Building	82	669	751	*01
*02	Conroe Seventh-Day Adventist Church	208	2,090	2,298	*02
10	Booker T. Washington Junior High School	245	2,408	2,653	10
*11	Woodforest Church	124	1,078	1,202	*11
*15	Cornerstone Church	75	1,357	1,432	*15
20	Travis Intermediate School	225	1,965	2,190	20
*21	Conroe High School	683	3,066	3,749	*21
*25	Grangerland Community Center		2	2	*25
27	Rivershire Club House	507	3,493	4,000	27
*34	Needham Fire Department Station 64			0	*34
*38	Montgomery County West Annex	14	108	122	*38
*39	Lake Creek High School		4	4	*39
*40	Cryar Intermediate School	536	4,524	5,060	*40
*43	Panorama Village City Hall	195	2,516	2,711	*43
*44	The Lone Star Convention Center	466	2,252	2,718	*44
*50	Far Hills Utility District Building	25	303	328	*50
51	Central Library	590	2,131	2,721	51
*56	The Woodlands Emergency Training Center	6	22	28	*56
*60	Montgomery County Juvenile Facility	194	1,502	1,696	*60
73	City of Conroe, Dean Towery Service Center	128	1,576	1,704	73
*75	Windsor Hills Homeowners' Association Club House	417	2,037	2,454	*75
77	April Sound Church	384	3,788	4,172	77
*85	Northridge Baptist Church		3	3	*85
*86	Living Branch Church	115	983	1,098	*86
*90	The Palm Information Center	1	4	5	*90
*96	Gerald D. Irons, Sr. Junior High School			0	*96
*98	Precinct 98 Polling Place To Be Determined	185	675	860	*98
		5,405	**38,556**	**43,961**	**27**

Single Member Water Conservation District - The Woodlands Township					
PCT	Polling Location	Suspense	Active	Total	PCT
*03	The Woodlands High School Ninth Grade Campus	510	3,894	4,404	*03
04	Copperwood Apartment Building	315	1,676	1,991	04
*06	Deretchin Elementary School	432	3,417	3,849	*06
*31	Shenandoah Municipal Complex	245	1,700	1,945	*31
*32	W.D. Wilkerson Intermediate School	438	2,244	2,682	*32
*33	South County Community Center	581	2,719	3,300	*33
*45	Timber Lakes/Timber Ridge Fire Station	88	1,008	1,096	*45
48	Sally K. Ride Elementary School	194	2,193	2,387	48
49	David Elementary School	272	2,057	2,329	49
*56	The Woodlands Emergency Training Center	265	2,418	2,683	*56
58	Lone Star College System	165	2,227	2,392	58

** Jurisdiction Occupies only a part of the Precinct*

Montgomery County Elections

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59	Powell Elementary School	115	1,519	1,634	59
61	George and Cynthia Woods Mitchell Library	379	4,277	4,656	61
*62	Collins Intermediate School	170	2,114	2,284	*62
*67	Lamar Elementary School	342	2,402	2,744	*67
*69	Barbara Pierce Bush Elementary School	455	3,769	4,224	*69
70	The Woodlands Recreation Center	244	2,508	2,752	70
71	Buckalew Elementary School	380	4,059	4,439	71
*74	Cedric C. Smith Elementary School		1	1	*74
*75	Windsor Hills Homeowners' Association Club House	315	1,261	1,576	*75
78	Roger L. Galatas Elementary School	485	4,455	4,940	78
*79	Glen Loch Elementary School	279	1,701	1,980	*79
*81	Mitchell Intermediate School	410	2,699	3,109	*81
*84	Precinct 84 Polling Place To Be Determined	248	1,304	1,552	*84
*98	Precinct 98 Polling Place To Be Determined	149	1,432	1,581	*98
		7,476	**59,054**	**66,530**	**25**

** Jurisdiction Occupies only a part of the Precinct*

May 2, 2020
Montgomery County Joint Election
Exhibit C – Timetable

Participating Entity agrees that timing is critical, and failure to adhere to this Timetable without prior agreement of Contracting Officer may result in additional charges or cancellation of Contracting Officer's duties and obligations to conduct Political Subdivision's election under this Agreement. Participating Entity is responsible for meeting all deadlines under this Agreement, including such deadlines that occur on a day on which Participating Entity is closed for business.

The dates in this Exhibit C - Timetable that pertain to deadlines provided by statute are not to be considered legal advice and are for convenience only. The office of the Texas Secretary of State provides a calendar of events with citations to the Texas Election Code and information specific to entity type at https://www.sos.texas.gov/elections. It is the responsibility of Participating Entity to confer with its attorney for guidance on any statutes that govern the entity and election and to comply with all requirements for orders, postings, and notices for the Political Subdivision and election.

Immediately
If your entity is not listed on Exhibit B, has "Need to Confirm Streets" indicated on Exhibit B, has annexed territory, or has made any boundary changes, you must contact Contracting Officer at Suzie.Harvey@mctx.org **and** Matt.Murray@mctx.org immediately. Streets and block ranges in your jurisdictional boundaries must be defined, and this process can be lengthy. An Approval Form for streets must be signed by **January 28, 2020**, in order for you to participate in the Joint Election.

January 28, 2020
Entity Fact Sheet due.

Electronic Ballot Template for candidate elections only (without candidate names) due.
Email Ballot Template for a special election on a measure as soon as it is available, and not later than the date the election is ordered.*

The Ballot Template must be emailed in a **Word** Document on our Ballot Template Form to Suzie.Harvey@mctx.org, Cynthia.Jamieson@mctx.org, and Jason.Lay@mctx.org.
Email candidate names separately, immediately following the Candidate Filing deadline.
Email the order of candidates on the ballot immediately following your ballot position drawing.

*For a **special election on a measure**, if the ballot language for the proposition(s) has not been finalized, or if the Spanish translations have not been completed, please provide the expected number of propositions and the details of any candidate race(s) so that the information can be inserted as place holders in the election database. This will allow ballot preparation to remain on schedule.

Deadline to email Suzie.Harvey@mctx.org and Cynthia.Jamieson@mctx.org **notification of participation** in Joint Election, even if your election has not been ordered or if the election might be canceled if it is uncontested. Contracting Officer is unable to accommodate anyone who responds late. If notice is not received by this date, Political Subdivision will not be included in future correspondence regarding the Joint Election or in the Exhibit D - Cost Estimate.

February 14, 2020
Deadline to **order an election**, unless otherwise provided by statute. Please forward a copy of your Order of Election to Contracting Officer.

5:00 PM - Candidate Filing deadline, unless otherwise provided by statute.*
*Schedule your ballot position drawing as soon as possible, but no later than the first business day after the Candidate Withdrawal deadline, and email the order of candidates on the ballot (see entry under **February 24**).

Notice of ballot position drawing must be posted for 72 hours immediately preceding drawing.

Political subdivision other than a city: The authority conducting the ballot position drawing must mail written notice of the date, hour, and place of the drawing to candidates not later than the fourth day before the drawing.

City: On receipt of a candidate's written request accompanied by a stamped, self-addressed envelope, the authority conducting the ballot position drawing must mail written notice of the date, hour, and place of the drawing to the candidate.

5:15 PM – Deadline to notify Suzie.Harvey@mctx.org and Cynthia.Jamieson@mctx.org whether Political Subdivision has a **contested general election**. Political subdivision will not be included in the Joint Election if we do not receive notice.

5:15 PM – Deadline to email **candidate names** in the exact form in which they are to be printed on the ballot, as provided by the candidate on the Application for a Place on the Ballot. Corrections and changes cause delays in ballot programming.

February 18, 2020
12:00 PM – Deadline to email **phonetic pronunciation** of all candidate names that are not obvious, which will be used for the ballot audio recording.
5:00 PM – Write-In Declaration Filing deadline, unless otherwise provided by statute.*
5:15 PM – If a Write-In causes election to be **contested**, deadline to notify Suzie.Harvey@mctx.org and Cynthia.Jamieson@mctx.org.
5:15 PM – Deadline to email the names of **Write-In candidates**.
5:15 PM – If election is uncontested as of 5:00 PM on this date, Deadline to **cancel election** with Contracting Officer and incur **no fees** under this Agreement. If election is contested as of this date, but a candidate withdrawal after this date causes election to be uncontested, no charges will be assessed if Contracting Officer is notified of cancellation on the date of the withdrawal.

February 21, 2020
5:00 PM – Candidate Withdrawal deadline, including Write-In Candidates, unless otherwise provided by statute.
5:15 PM – Deadline to email Suzie.Harvey@mctx.org and Cynthia.Jamieson@mctx.org **withdrawals** or **election cancellation**.
5:15 PM – If a candidate withdrawal on this date causes election to be uncontested, Deadline to **cancel election** with Contracting Officer and incur **no fees** under this Agreement.

February 24, 2020
7:00 PM – Deadline to email **order of candidates on ballot** (please email it as soon as it is available, if sooner than the deadline) to Suzie.Harvey@mctx.org and Cynthia.Jamieson@mctx.org.
Deadlines for ballot proofing and ballot approval will be emailed with ballot proofs. The Participating Entities must adhere to deadlines in order for Contracting Officer to meet the Federal and/or State deadlines to mail or email, as applicable, any military and overseas ballots.

February 28, 2020
Deadline to receive executed **Election Services Agreement** and **Joint Election Agreement** by email, mail, delivery (addresses on last page).

March 3, 2020
Deadline for political subdivision to deliver **Notice of Election**, including the building name, street address, and room number of each polling place, required by Section 4.008(a), Election Code, to Elections Administrator. Notice shall be posted on the County's website no later than the 21st day before Election Day, as provided by Section 4.003(b), Election Code. Political subdivision may email a pdf or a scanned copy of the Notice (addresses on last page).

March 20, 2020
9:00 AM – Public Logic and Accuracy Test and First Test of Automatic Tabulating Equipment held at Election Central, 9159 Airport Road, Conroe, Texas 77303.

April 2, 2020
Last day to register to vote for the **May 2, 2020** Election.

10:00 AM – Deadline to receive copy of any Notice or Order which Participating Entity wishes to have Contracting Officer post at polling places being used in the election, including

- copy of any debt obligation election order required to be posted by Section 4.003(f)(1), Election Code
- copy of any order or ordinance of unopposed candidate(s) declared elected required to be posted by Section 2.053(a), Election Code

The copy, including the translation in Spanish and any other required language(s), may be provided electronically to Contracting Officer (addresses on last page).

The copy will be posted by Contracting Officer as follows:

- Early Voting Polling Places – before polls open on the first day of Early Voting
- Election Day Polling Places – before polls open on Election Day

Posting that is to be made earlier than the above schedule or at any location other than the polling places being used in the election or posting of any copy that is received later than this date is the responsibility of Participating Entity.

April 20 – 28, 2020
Early Voting period.

April 20, 2020
Last day to accept **applications for early voting ballot by mail** and Federal Post Card Applications. The Early Voting Clerk may now receive applications beginning at any time during the calendar year, but no later than this date.

Applications for ballot by mail should be sent to:

Suzie Harvey
Elections Administrator
P. O. Box 2646
Conroe, TX 77305-2646

Any applications received by Participating Entity must be delivered in person or by email or fax to Contracting Officer on the day of receipt. Original applications that are received by mail and forwarded by email or fax must also be mailed or delivered in person to Contracting Officer for all processing.

May 1, 2020
If applicable, last day to post notice at the entrance to any polling place from Political Subdivision's preceding election that is different from the polling place used for this election and provide the location of the new polling place pursuant to Texas Election Code Section 43.062.

Saturday, May 2, 2020
7:00 AM to 7:00 PM - Election Day

Regular deadline to receive early voting ballots by mail.

May 5, 2020
Last day to begin the Partial Manual Count, if not waived.

May 8, 2020
Deadline to receive military ballots.

May 12 – 13, 2020
Recommended dates to schedule your canvass.

Dates set by law to conduct official local canvass of returns are May 5 – 13. However, the Early Voting Ballot Board may be processing provisional ballots and overseas mail ballots as late as May 11. Canvass reports will be emailed as soon as possible, but they might not be available until May 12.

Unless otherwise provided, pursuant to Section 67.004 (a) of the Texas Election Code, two members of the canvassing authority constitute a quorum for the purposes of canvassing an election.

May 26, 2020
Last day to complete the Partial Manual Count, if not waived.

30 days from date of Final Invoice
Pay balance due for election services. Checks should be made payable to:
Montgomery County Elections Administrator.

March 3, 2022
First day that non-permanent election records* may be destroyed IF no contest or criminal investigation has arisen and IF no open records request has been filed.

*Permanent Records: (Sec. 66.001, 67.004, 67.006, Texas Election Code)
Election results in tabulated form must be preserved as a permanent record in the election register for each local canvassing authority by:

City: the city secretary

Political subdivision other than a county or city: the secretary of the governing body or, if there is no secretary, the presiding officer of the governing body

May 2, 2022
Candidate Applications must be retained by the governing body for two years after the date of the election (Sec. 141.036, Texas Election Code).

Suzie Harvey
Montgomery County Elections Administrator

Email	Mail	Delivery
Suzie.Harvey@mctx.org and Cynthia.Jamieson@mctx.org	P. O. Box 2646 Conroe, TX 77305-2646	9159 Airport Road Conroe, TX 77303

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**16**
DEPARTMENT:	Water and Sewer	PREPARED BY:	Joseph Peart
PRICING:	$20.990.25	EXHIBITS:	Change Order #1

SUBJECT/PROCEEDING:

Change Order #1 for Pinecroft Waterline Project.

RECOMMENDED ACTION:

Staff recommends approval of the change order #1.

BACKGROUND/DISCUSSION:

During construction of the Pinecroft waterline, staff discovered that a section of waterline that crosses underneath Pinecroft is Asbestos Cement Pipe (ACP). This section of piping is a major artery for businesses in the southwest portion of the City. Staff requested the contractor (Eastex Utility Construction) to provide a quote for replacement of the ACP pipe with PVC. Change order #1 was provided at an overall price change of $20,990.25.

$560,000 was budgeted for the project during budget workshop and actual bids came in significantly lower than estimated cost of $229,011 for the entire project. That leaves $330,989 remaining budgeted funds. Including the change order will still leave the project well under its budgeted amount.

Change Order #1 will increase the overall cost of the project by 9%.

This change order is part of the 30/70 percent cost share with MDD.

Water/Sewer	$6,297.07
MDD	$14,693.18
Total	$20,990.25

APPROVALS:

DEPARTMENT HEAD	Joseph Peart	DATE:	January 14, 2020
CITY ADMINISTRATOR		DATE:	January 16, 2020

SECTION 00 63 63

CHANGE ORDER No. 1

PROJECT: **Savanah and Pinecroft Waterline Improvements**

BE PROJECT No.: **12243** **City of Shenandoah PO #20200344**

TO: **EASTEX UTILITY CONSTRUCTION**
CONTRACTOR and **11235 KEITH ROAD**
Address for Written Notice **BEAUMONT, TX 77713**

REFERENCE RFIs/RFPs: To add additional work and materials along Pinecroft, delete unused items from the original Contract, and to record items of work performed in lieu of other original Contract items.

1.01 DESCRIPTION OF CHANGES

	CONTRACT CHANGE	
	AMOUNT	**TIME**
See attached Pages for each affected item	**$20,990.25**	**10 Days**
TOTALS:	**$20,990.25**	**10 Days**

1.02 ACCEPTANCE BY CONTRACTOR – EASTEX UTILITY CONSTRUCTION

CONTRACTOR agrees to perform change(s) included in this Change Order for the price and time indicated. The prices for changes include all costs associated with this Change Order.

Owner 1-15-2020

CONTRACTOR Signature and Title Date
Mark Foust, Owner

1.03 ACCEPTANCE BY THE OWNER AND ENGINEER

City of Shenandoah Representative Date

City of Shenandoah Representative Date

1/23/2020

Bleyl Engineering Representative Date

END OF DOCUMENT

EXECUTIVE SUMMARY

Change Order No. 1 – Savannah & Pinecroft Water Line – City of Shenandoah
BE Project No. 12243 City of Shenandoah PO #20200344

1.01	CONTRACT PRICE SUMMARY	DOLLAR AMOUNT	PERCENT
A.	Original Contract Price	$229,011.00	100.00%
B.	Previous Change Orders	$0.00	0.00%
C.	This Change Order	$20,990.25	9.17%
D.	Contract Price	$250,001.25	109.17%

Date of Commencement of the Work: December 2, 2019

1.02	CONTRACT TIME SUMMARY	DURATION	COMPLETION DATE
A.	Original Contract Time	80 Days	In "Working Days"
B.	Previous Change Orders	0 Days	
C.	This Change Order	10 Days	
D.	Contract Time	90 Days	April 3, 2020

1.03 TOTAL VALUE OF INCREASES OUTSIDE OF GENERAL SCOPE OF WORK

A. Including this Change Order, the following table is provided to track conditions related to Document 00 72 43 - General Conditions.

CHANGE ORDER No.	AMOUNT ADDED	PERCENT OF ORIGINAL CONTRACT PRICE
1	$20,990.25	9.17%
TOTALS	**$20,990.25**	**9.17%**

END OF SUMMARY

BLEYL ENGINEERING

PLANNING • DESIGN • MANAGEMENT

OWNER:	City of Shenandoah
BE Project #	12243
DATE:	1/15/2020
C/O NO.	1

CHANGE ORDER NO. 1
City of Shenandoah - Savannah & Pinecroft Water Line
Contractor: Eastex Utility Construction

Item	Description	Original Contract Qty.	Revised Qty	Change in Qty	Unit Price	Change in Contract Amount

A. New Additional Items of Work along Pinecroft

To add additional work along Pinecroft: Scope to include abandoning in place an existing 12" Abestos-Cement Water Line that runs under Pinecroft, plugging both ends, and installing a 8-inch C-900 Water Line inside a 16-inch HDPE casing installed by bore under Pinecroft. Price to include all Labor, Materials, Equipment, Traffic Control, and Hydroseeding. Extensive manhours are expected in order to locate existing utilities.

28	Additional Work along Pinecroft	0 LS	1 LS	1 LS	$41,000.00	$41,000.00
				Total Additional Work		**$41,000.00**

B. Added Materials for Original Scope of Work along Pinecroft

In the course of installing 12-inch C-900 Water Line along Pinecroft, the route of the proposed new 12-inch line could not be followed as several unknown underground obstructions were in the way. The use of12-inch 45-degree Ductile Iron Bends were required in order to divert around the obstructions. Four were required to go around an old Light Pole Foundation, Two were required at a Tapping Sleeve and Valve in a wooded area, and Two were required as an offset at the last bore.

29	Added 45-degree Ductile Iron bends	0 EA	8 EA	8 EA	$400.00	$3,200.00
				Total Added Materials		**$3,200.00**

C. To Delete Unused items from the Original Contract

During construction of 8-inch Water Line at Savannah, an unknown existing 8-inch Water Line in service was discovered. As a result, installation of a portion of new 8-inch Water Line, a Fire Hydrant, and 8-inch Gate Valves were not needed. These unused items are being deleted from the Contract.

4	8" C-900 Water Line w/Tracer Wire	491 LF	170 LF	(321) LF	$42.75	($13,722.75)
5	8" Gate Valve	5 EA	2 EA	(3) EA	$1,395.00	($4,185.00)
11	Fire Hydrant	7 EA	6 EA	(1) EA	$5,302.00	($5,302.00)
				Total Deleted Work		**($23,209.75)**

BLEYL ENGINEERING

PLANNING • DESIGN • MANAGEMENT

OWNER:	City of Shenandoah
BE Project #	12243
DATE:	1/15/2020
C/O NO.	1

CHANGE ORDER NO. 1
City of Shenandoah - Savannah & Pinecroft Water Line
Contractor: Eastex Utility Construction

Item	Description	Original Contract Qty.	Revised Qty	Change in Qty	Unit Price	Change in Contract Amount

D. Work Performed in lieu of Original Contract Items

When discovery of an unknown existing 8-inch Water Line was discovered during construction at Savannah, two items included in the original scope of work were performed using alternative means and methods. Both items were completed with no price change.

3	Tapping Sleeve & Valve Connection	2 EA	1 EA	(1) EA	$3,363.00	($3,363.00)
3A	2 Wet Tie-ins in lieu of TS&V	0 EA	1 EA	1 EA	$3,363.00	$3,363.00
21	Grout Pipe with Flowable Fill	30 LF	0 LF	(30) LF	$65.00	($1,950.00)
21A	Concrete plug at both ends in lieu of	0 EA	2 EA	2 EA	$975.00	$1,950.00
					Total Work Performed "In Lieu Of"	**$0.00**

Total of This Change Order No. 1	**$20,990.25**
+ Original Contract Amount	**$229,011.00**
= Current Contract Amount	**$250,001.25**

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**17**
DEPARTMENT:	Public Works	PREPARED BY:	Kenny Eickelberg
PRICING:	$24,500	EXHIBITS:	Bleyl Engineering – Project Design
			Bleyl Engineering – Project Location

SUBJECT/PROCEEDING:

Home Depot Driveway and East Bound Research Forest right hand turn lane extension

RECOMMENDED ACTION:

Approve final design with Bleyl Engineering for $24,500.

BACKGROUND/DISCUSSION:

In 2017, staff, MDD and City Council began studying the capacity and improvements needed in the city's road system. Studies showed concerns about the I-45/Research Forest and Tamina Intersection. City has been meeting with TxDOT, County officials and businesses in the area to gather information to improve the mobility of this area. City staff recommends completing design for these projects: 1) driveway swap at Home Depot and 2) right hand turn lane east bound Research Forest to south bound I-45 service road.

1) When delivery trucks exit Home Depot, they use a large portion of the roadway and intersection at Tamina and David Memorial in order to travel towards the I-45 corridor. This project closes the driveway onto David Memorial and adds an exit driveway onto west bound Tamina, See Exhibit 002 for locations. City staff is working with Home Depot Corporate for support and backing of the project. Local Home Depot store management favors the project.

2) The east bound turn lane to south bound I-45 service road can be extended to improve traffic flow east bound at the I-45 and Research Forest intersection (see Exhibit 002 for location). This project has been discussed with the County. This will help improve the through traffic and the east to south bound traffic at this intersection.

MDD has funded the studies and the planning portion of these projects, and staff is requesting funds for the Design portion of the project at this time. See Bleyl Exhibit 001 for cost break down with a total cost of $37,000. The two projects are being combined for a potential cost savings. MDD funding is from the 2017-2018 Tamina Rd. and Research Forest project.

APPROVALS:

DEPARTMENT HEAD	Joseph Pegg	DATE:	January 15, 2020
CITY ADMINISTRATOR		DATE:	January 16, 2020

Addendum No. 1
Scope of Services
Tamina West Bound and Research Forest East Bound Turn Lanes
Project 12402
Attn: Kenny Eickelberg - keickelberg@shenandoahtx.com - 832-585-8142
January 8, 2020

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- ( ) H2
- ( ) O

	DESCRIPTION	PHASE	BASIS	FEE
1.	**Preliminary Design Services**	**100**		
a.	Preliminary Engineering for Research Forest Right Turn Lane: Prepare preliminary geometric layout of the right turn lane at the I-45 intersection, including preliminary cost estimate and coordination with utility companies.	102	Lump Sum	$ 5,000.00
			Phase Sub-Total:	**$ 5,000.00**
2.	**Final Design Services**	**200**	**Lump Sum**	
a.	Construction Documents: Prepare final construction plans for the right turn lane at Tamina Road in front of Home Depot. Plans include closing the driveway to Home Depot off of David Memorial and design of a new driveway on Tamina Road.			$ 5,000.00
b.	Construction Documents: Prepare final construction plans for the right turn lane at Research Forest east bound at I-45. Plans include extending the right turn lane west towards the concrete barrier.			$ 5,000.00
c.	Project Manual and Technical Specifications: Prepare project contract document and specifications for bidding. Assuming both parts are bid as one project.			$ 1,500.00
			Phase Sub-Total:	**$ 11,500.00**
3.	**Construction Administration Services**	**300**		
a.	Construction Administration: Services include a pre-bid conference, bid opening, recommendation of award, pre-construction conference, notice to proceed, pay request processing, change order processing, periodic construction oversight, requests for information and final inspection. Construction inspection phase to be submitted to the city once we receive the contractor's construction schedule.	301	Hourly Estimate (Attachment B)	$ 5,000.00
			Phase Sub-Total:	**$ 5,000.00**
4.	**General Consultation & Coordination**	**900**		
a.	Project Coordination: Additional authorization included to original proposal for the additional meetings required to add Research Forest to the project.	901	Hourly Estimate (Attachment B)	$ 3,000.00
			Phase Sub-Total:	**$ 3,000.00**
			Addendum No. 1:	**$ 24,500.00**
			Original Proposal	**$ 23,690.00**

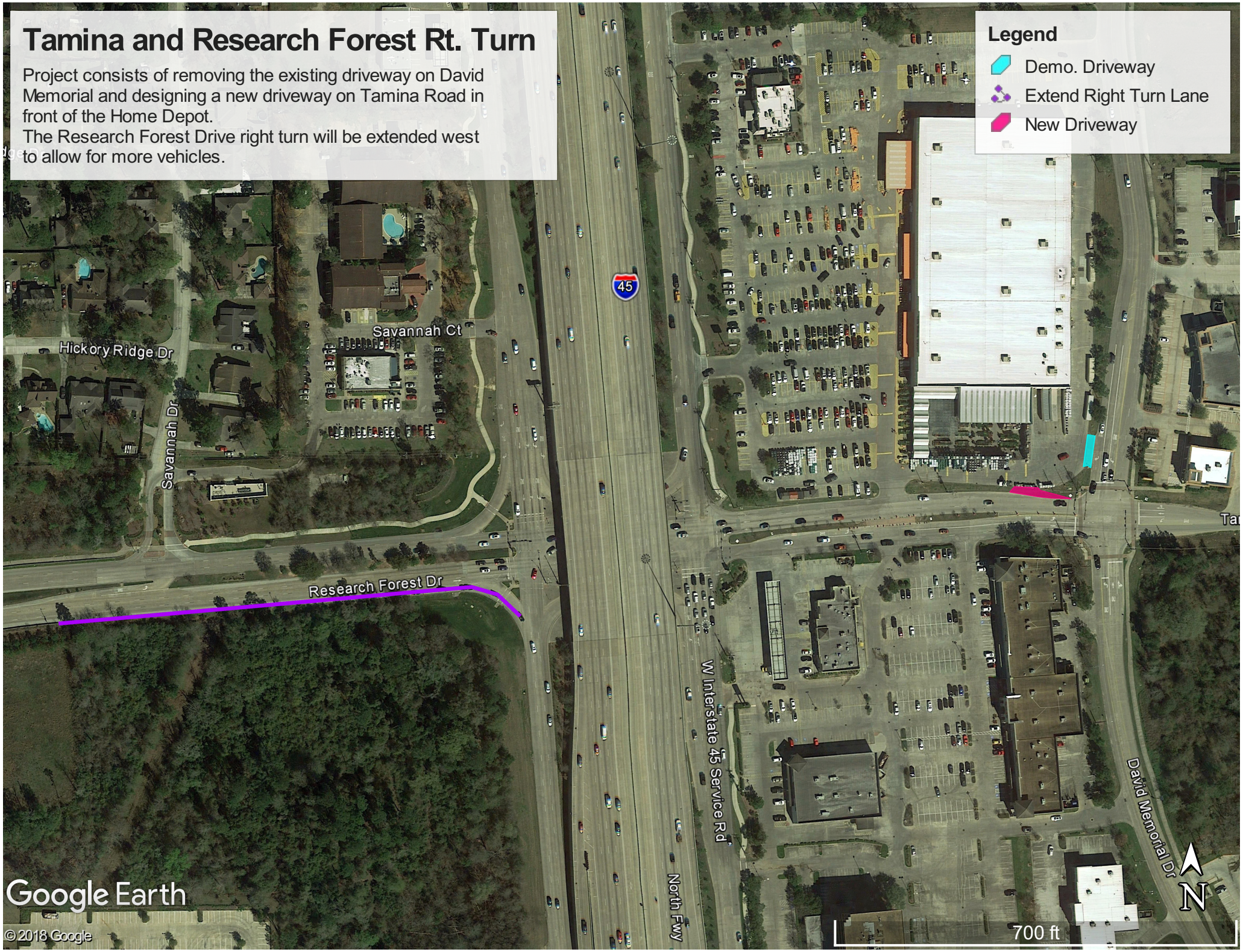
CLIENT Initials:

ENGINEER Initials:

BLEYL ENGINEERING
PLANNING • DESIGN • MANAGEMENT

Tamina and Research Forest Rt. Turn

Project consists of removing the existing driveway on David Memorial and designing a new driveway on Tamina Road in front of the Home Depot.
The Research Forest Drive right turn will be extended west to allow for more vehicles.



Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**18**
DEPARTMENT:	Public Works	PREPARED BY:	Lisa Wasner
PRICING:		EXHIBITS:	Quote

SUBJECT/PROCEEDING:

Purchase of Two (2) pickup trucks from the equipment replacement fund

RECOMMENDED ACTION:

Staff recommends approval of the purchase

BACKGROUND/DISCUSSION:

Two (2) Toyota Priuses in public works (1) and water sewer (1) are currently funded for full replacement in the equipment replacement fund.

It has been reviewed and the more appropriate replacement for these departments would be trucks instead of the Priuses. Staff has gathered information for purchase and trade in for the current vehicles. Pricing is as follows:

Requested Purchase From Equipment Replacement			
Item	Quantity	Total Price	Balance in Equipment Replacement Fund
Public Works - 2020 1500 Silverado Truck	1	$ 27,449.95	$ 29,000.00
Vehicle Cost		$ 27,207.00	
Graphics Cost		$ 5,242.95	
Less: Trade in Unit 12-02 - 2011 Toyota Prius		$ (5,000.00)	
Water & Sewer - 2020 1500 Silverado Truck	1	$ 27,449.95	$ 29,000.00
Vehicle Cost		$ 27,207.00	
Graphics Cost		$ 5,242.95	
Less: Trade in Unit 12-03 - 2011 Toyota Prius		$ (5,000.00)	
Total Expense		**$ 54,899.90**	

APPROVALS:

DEPARTMENT HEAD _____ DATE: January 14, 2020

CITY ADMINISTRATOR _____ DATE: January 16, 2020

Revised 05/18

BUCKALEW CHEVROLET, L.P.
JIM PACE | 936-756-5581 | fleet@buckalewchevrolet.com

CITY OF SHENANDOAH

Prepared For: STEVE EARLY

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck

BUCKALEW CHEVROLET, L.P.
JIM PACE | 936-756-5581 | fleet@buckalewchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

Quote Worksheet

		MSRP
Base Price		$34,600.00
Dest Charge	$5,000 per prius	$1,595.00
Total Options		$2,960.00
	Subtotal	**$39,155.00**
	Subtotal Pre-Tax Adjustments	**$0.00**
Less Customer Discount		($11,948.00)
	Subtotal Discount	**($11,948.00)**
Trade-In		$0.00
Excluded from Sales Tax	**Subtotal Trade-In**	**$0.00**
	Taxable Price	**$27,207.00**
Sales Tax		$0.00
	Subtotal Taxes	**$0.00**
	Subtotal Post-Tax Adjustments	**$0.00**
	Total Sales Price	**$27,207.00**

$22,207.00

Dealer Signature / Date

Customer Signature / Date

Price Summary

PRICE SUMMARY

	MSRP
Base Price	$34,600.00
Total Options	$2,960.00
Vehicle Subtotal	$37,560.00
Destination Charge	$1,595.00
Grand Total	**$39,155.00**

BUCKALEW CHEVROLET, L.P.

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

Selected Model and Options

MODEL

CODE	MODEL	MSRP
CC10543	2020 Chevrolet Silverado 1500 2WD Crew Cab 147" Work Truck	$34,600.00

COLORS

CODE	DESCRIPTION	MSRP
GAZ	Summit White	$0.00

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	MSRP
___	Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L82) 5.3L EcoTec3 V8 engine.)	Inc.
JL1	Trailer brake controller, integrated (Requires (Z82) Trailering Package. On Regular Cab models requires (PCV) WT Convenience Package, (ZLQ) WT Fleet Convenience Package or (PEB) WT Value Package.)	$275.00
KNP	Cooling, auxiliary external transmission oil cooler (Included and only available with V8 engines.)	Inc.

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	MSRP
AKO	Glass, deep-tinted (Included with (PCV) WT Convenience Package.)	Inc.
DLF	Mirrors, outside heated power-adjustable (Included and only available with (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package. When (PQA) WT Safety Package is ordered, includes (DP6) high gloss Black mirror caps.)	Inc.
QT5	Tailgate, gate function manual with EZ Lift, includes power lock and release (Included and only available with (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)	Inc.
VK3	License plate kit, front	$0.00

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	MSRP
AQQ	Remote Keyless Entry, with 2 transmitters (Included and only available with (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)	Inc.
C49	Defogger, rear-window electric (Included with (PCV) WT Convenience Package.)	Inc.
K34	Cruise control, electronic with set and resume speed, steering wheel-mounted (Included with (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)	Inc.

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BUCKALEW CHEVROLET, L.P.

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	MSRP
CTT	Hitch Guidance (Included and only available with (Z82) Trailering Package.)	Inc.

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	MSRP
PCV	WT Convenience Package includes (AQQ) Remote Keyless Entry, (QT5) EZ Lift power lock and release tailgate, (AKO) tinted windows, (C49) rear-window defogger, (K34) cruise control, (DLF) power mirrors; (When ordered with (PQA) WT Safety Package, (DLF) power mirrors include (UKC) Lane Change Alert with Side Blind Zone Alert and (DP6) high-gloss mirror caps. Not available with (ZLQ) WT Fleet Convenience Package. (DLF) mirrors are upgradeable to (DPO) trailer mirrors.)	Inc.
PEB	WT Value Package includes (PCV) WT Convenience Package and (Z82) Trailering Package (Not available with (ZLQ) WT Fleet Convenience Package or (ZW9) pickup bed delete.) *GROSS*	$1,515.00
Z82	Trailering Package includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance (Included with (PEB) WT Value Package.)	Inc.

ADDITIONAL EQUIPMENT - OTHER

CODE	DESCRIPTION	MSRP
VQ2	Fleet Processing Option	$0.00

OPTION DISCOUNT

CODE	DESCRIPTION	MSRP
___	Option/package discount (Requires (PEB) WT Value Package.) *DISCOUNT*	($500.00)

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	MSRP
1WT	Work Truck Preferred Equipment Group includes standard equipment	$0.00

SEAT TYPE

CODE	DESCRIPTION	MSRP
A52	Seats, front 40/20/40 split-bench (STD)	$0.00

GVWR

CODE	DESCRIPTION	MSRP
C5H	GVWR, 6900 lbs. (3130 kg) (Crew Cab 2WD models require (L82) 5.3L EcoTec3 V8 engine.)	Inc.

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BUCKALEW CHEVROLET, L.P.

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

EMISSIONS

CODE	DESCRIPTION	MSRP
FE9	Emissions, Federal requirements	$0.00

PAINT

CODE	DESCRIPTION	MSRP
GAZ	Summit White	$0.00

AXLE

CODE	DESCRIPTION	MSRP
GU6	Rear axle, 3.42 ratio	$0.00

SEAT TRIM

CODE	DESCRIPTION	MSRP
H2G	Jet Black, Vinyl seat trim	$0.00

RADIO

CODE	DESCRIPTION	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)	$0.00

ENGINE

CODE	DESCRIPTION	MSRP
L82	Engine, 5.3L EcoTec3 V8 with Active Fuel Management, (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm)	$1,395.00

TRANSMISSION

CODE	DESCRIPTION	MSRP
MYC	Transmission, 6-speed automatic, electronically controlled (STD)	$0.00

TIRES

CODE	DESCRIPTION	MSRP
QBN	Tires, 255/70R17 all-season, blackwall (STD)	$0.00

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BUCKALEW CHEVROLET, L.P.

JIM PACE | 936-756-5581 | fleet@buckalewchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

SPARE TIRE

CODE	DESCRIPTION	MSRP
QBR	Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)	$0.00

WHEELS

CODE	DESCRIPTION	MSRP
RD6	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)	$0.00

CUSTOM EQUIPMENT

CODE	DESCRIPTION	MSRP
SLINR	SPRAY IN BED LINER	$275.00
	Options Total	**$2,960.00**

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

Standard Equipment

Mechanical	
	Durabed, pickup bed
	Engine, 4.3L EcoTec3 V6 with Active Fuel Management, (285 hp [212 kW] @ 5300 rpm, 305 lb-ft of torque [413 Nm] @ 3900 rpm) (STD)
	Transmission, 6-speed automatic, electronically controlled (STD)
	Rear axle, 3.42 ratio
	GVWR, 6800 lbs. (3084 kg) (STD) (Requires 2WD model with (LV3) 4.3L EcoTec3 V6 engine or (L3B) 2.7L Turbo engine or Double Cab or Regular Cab 2WD model and (L82) 5.3L EcoTec3 V8 engine.)
	Rear wheel drive
	Cooling, external engine oil cooler (Not available with (L3B) 2.7L Turbo engine.)
	Battery, heavy-duty 730 cold-cranking amps/70 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (LV3) 4.3L EcoTec3 V6 engine.)
	Alternator, 170 amps
	Frame, fully-boxed, hydroformed front section
	Steering, Electric Power Steering (EPS) assist, rack-and-pinion
	Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
	Brake lining wear indicator
	Capless Fuel Fill
	Exhaust, single outlet
Exterior	
	Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD)
	Tires, 255/70R17 all-season, blackwall (STD)
	Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.)
	Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door
	Bumpers, front, Black (semi-gloss)
	Bumpers, rear, Black (semi-gloss)
	CornerStep, rear bumper
	Cargo tie downs (12), fixed rated at 500 lbs per corner
	Grille (Black bars and mesh inserts.)
	Headlamps, halogen reflector with halogen Daytime Running Lamps

BUCKALEW CHEVROLET, L.P.

JIM PACE | 936-756-5581 | fleet@buckalewchevrolet.com

Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

Exterior	
	Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel
	Taillamps, with incandescent tail, stop and reverse lights
	Mirrors, outside manual, Black
	Glass, solar absorbing, tinted
	Door handles, Black
	Tailgate and bed rail protection cap, top
	Tailgate, locking utilizes same key as ignition and door (Upgraded to (QT5) EZ Lift power lock and release tailgate when (ZLQ) WT Fleet Convenience Package or (PCV) WT Convenience Package is ordered.)
	Tailgate, gate function manual, no EZ Lift
Entertainment	
	Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable. (STD)
	Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.)
	Bluetooth for phone, connectivity to vehicle infotainment system
Interior	
	Seats, front 40/20/40 split-bench (STD)
	Seat trim, Vinyl
	Seat adjuster, driver 4-way manual
	Seat adjuster, passenger 4-way manual
	Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double Cab model.)
	Floor covering, rubberized-vinyl (Not available with LPO floor liners.)
	Steering wheel, urethane
	Steering column, Tilt-Wheel, manual with wheel locking security feature
	Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
	Driver Information Center, 3.5" diagonal monochromatic display
	Exterior Temperature Display located in radio display
	Rear Seat Reminder (Requires Crew Cab or Double Cab model.)
	Window, power front, drivers express up/down (Standard on Crew Cab and Double Cab models.)

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (Complete)

Interior	
	Window, power front, passenger express down (Standard on Crew Cab and Double Cab models.)
	Windows, power rear, express down (Not available with Regular Cab models.)
	Door locks, power (Standard on Crew Cab and Double Cab models.)
	Power outlet, front auxiliary, 12-volt
	USB port, located on instrument panel
	Air conditioning, single-zone
	Air vents, rear, heating/cooling (Not available on Regular Cab models.)
	Mirror, inside rearview, manual tilt
	Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted
Safety-Mechanical	
	StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist
Safety-Exterior	
	Daytime Running Lamps with automatic exterior lamp control
Safety-Interior	
	Airbags, dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
	Rear Vision Camera
	Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
	Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

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Vehicle: [Fleet] 2020 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck (✔ Complete)

WARRANTY

Warranty Note: <<< Preliminary 2020 Warranty Note >>>
Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: HD Duramax Diesel: 5 Years/100,000 Miles; Qualified Fleet Purchases: 5 Years/100,000 Miles
Maintenance Note: 1 Year/1 Visit

Data Version: 9870. Data Updated: Dec 11, 2019 11:20:00 PM PST.

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**19**
DEPARTMENT:	Finance	PREPARED BY:	Lisa Wasner
PRICING:	$18,622.91	EXHIBITS:	Email for Reimbursement

SUBJECT/PROCEEDING:

Approval of 2019 Stagg Bowl Expense

RECOMMENDED ACTION:

Staff Recommends Approval of 2019 Stagg Bowl Expenditure

BACKGROUND/DISCUSSION:

During the 2018 Stagg Bowl NCAA's travel company, Anthony Travel, had put up credit card payment for booking of rooms for committee members, officials, and UHMB Members. The City was not required to pay anything towards the booking of rooms.

This year Anthony Travel failed to put up a credit card for payment for the required rooms at the Courtyard Marriott located in the City. Laura Marks with Courtyard Marriott contacted the CVB to let Steffani and John know that the rooms could not be booked with out a payment on Wednesday, December 11. Anthony Travel requested Courtyard to send a bill to them after the event (direct bill) which is above the authority level of that Courtyard. When that was unsuccessful, Anthony Travel then escalated a complaint against Courtyard to Marriott corporate to get a direct bill set up, after their firm waited too late to handle this properly.

In order to keep the bookings at our City's Courtyard, CVB put the City's credit card on file in order to book the rooms with confirmation from J.P Williams with NCAA that we would be reimbursed. There was a total of 37 room charges that were bulk charged to show the one purchase of $18,622.91 instead of individual room charges which qualifies this as a Council approval.

The City's credit card bill is currently due January 27 and we need to pay the charge of $18,622.91 for the booking of the rooms. This purchase is above the limits disclosed in the purchasing policy; however, the total cost was not anticipated to exceed the city administrator's approval level of $14,999.99 due to the previous year's expense that Courtyard reported. We will be reimbursed for the room costs.

APPROVALS:

DEPARTMENT HEAD		DATE:	October 17, 2018
CITY ADMINISTRATOR		DATE:	January 16, 2020

Revised 05/18

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	January 22, 2020	ITEM NUMBER:	**20**
DEPARTMENT:	Administration	PREPARED BY:	Courtney Clary
PRICING:		EXHIBITS:	Letter, Ordinance

SUBJECT/PROCEEDING:

Ordinance authorizing the City of Shenandoah's participation in the Cities Steering Committee in the Entergy Texas, Inc. service territory.

RECOMMENDED ACTION:

Staff recommends that Council adopt the ordinance.

BACKGROUND/DISCUSSION:

Each year, municipalities authorize their participation in regulatory rate proceedings involving Entergy Texas, Inc. before the Public Utility Commission of Texas and the Federal Energy Regulatory Commission. This Ordinance authorizes the City of Shenandoah to continue its participation in the Cities Steering Committee that addresses matters related to Entergy Texas, Inc. Such participation in these matters over the years has resulted in favorable consumer outcomes with regard to utility rates.

APPROVALS:

DEPARTMENT HEAD		DATE:	
CITY ADMINISTRATOR		DATE:	January 14, 2020

Revised 05/18

THE LAWTON LAW FIRM, P.C.

12600 Hill Country Blvd., Suite R-275 • Austin, Texas 78738 • 512/322-0019 • Fax: 512/329-2604

January 9, 2020

Via e-mail

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Orange, Texas 77630

Mr. Michael S. Stelly
City of West Orange, Texas
2700 Austin Avenue
West Orange, TX 77630

Re: **Annual Ordinance Authorizing Municipal Participation in Regulatory Proceedings of Entergy Texas, Inc. in 2020**

Steering Committee of Cities located in Entergy Texas, Inc.'s Service Territory:

It is once again time to authorize municipal participation in regulatory rate proceedings involving Entergy Texas, Inc. ("ETI" or "Company") before the Public Utility Commission of Texas ("PUCT" or "Commission"). **Attached is a proposed Ordinance for your consideration to authorize participation in rate proceedings in 2020. Please forward the completed Rate Ordinance to us by email at danlawtonlawfirm@gmail.com and molly@mayhallvandervoort.com.**

The Steering Committee of Cities has long played a crucial role in limiting ETI's various requested rate increases to reasonable revenue levels. In ETI's most recent base rate case, which was filed in 2018, the Company requested a $117.5 million increase.[1] Cities' participation in the proceedings was instrumental in negotiating a just and reasonable settlement, under which the Company agreed to a rate *decrease* of approximately $4.3 million. The settlement agreement incorporated many of the recommendations made by Cities' team of consultants, and the net impact of the settlement on customers turned out to be very close to Cities' filed case.

In 2019, ETI initiated a fuel cost reconciliation proceeding that is expected to conclude this year. In past years, the Steering Committee of Cities has been able to negotiate favorable settlements for customers for the fuel proceedings filed by ETI. The settlements returned more money to customers and in a more timely fashion than would have been possible through ETI's filed requests. We have intervened in the pending fuel reconciliation proceeding and will work to ensure that customers receive any fuel credits to which they are entitled. In addition, ETI's fuel

[1] ETI proposed to offset the first two years of the rate increase by about $100.8 million per year for excess income taxes collected that it must return to customers as a result of the Tax Cut and Jobs Act of 2017. In other words, under the Company's proposal, customers would experience a very large rate increase after the first two years and not know why. Cities' consultants recommended that the excess income taxes be paid out over a longer period of time to lessen the risk of rate shock to customers.

factor was lowered in both of its semi-annual fuel factor filings in 2019. The impact of these two adjustments on residential customers consuming 1,000 kWhs per month was a decrease of approximately $1.80 per month starting in March 2019 and another $3.57 per month starting in September 2019.

In 2020, we anticipate that ETI will seek rate revenue increases through incremental cost recovery mechanisms such as the Transmission Cost Recovery Factor ("TCRF") and the Distribution Cost Recovery Factor ("DCRF"). The Steering Committee of Cities' past efforts in such proceedings have led to reductions to ETI's requested TCRF and DCRF increases and even dismissal or denial of ETI's request for purported incremental cost recovery. The Company is also expected to file its annual application to amend its Energy Efficiency Cost Recovery Factor. As in past years, we will review these filings carefully to ensure that ETI has adhered to all statutory and regulatory requirements.

Finally, last year ETI began construction of its Montgomery County Power Station, a 993-megawatt combined cycle gas turbine plant, adjacent to the Lewis Creek power plant in Willis, Texas. The estimated cost of the plant is $937 million and it is expected to go live in mid-2021, therefore it is possible that ETI will file a base rate case towards the end of 2020. We will keep the Cities apprised as we learn more of the Company's plans for its next base rate case.

The continued support of each of the Cities in the Steering Committee has been instrumental in the successful regulation of ETI and in maintaining reasonable rates for customers within the Cities. We look forward to each City's continued participation with the Steering Committee in the regulatory process. **Please forward completed Rate Ordinances to us by email at danlawtonlawfirm@gmail.com and molly@mayhallvandervoort.com.**

If you have any questions or concerns, please call.

Sincerely,

Daniel J. Lawton /

Daniel J. Lawton

ORDINANCE O-20-004

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHENANDOAH, TEXAS, AUTHORIZING PARTICIPATION WITH OTHER ENTERGY SERVICE AREA CITIES IN MATTERS CONCERNING ENTERGY TEXAS, INC. AT THE PUBLIC UTILITY COMMISSION OF TEXAS IN 2020; AUTHORIZING THE HIRING OF LAWYERS AND RATE EXPERTS; AUTHORIZING THE CITY'S PARTICIPATION TO THE FULL EXTENT PERMITTED BY LAW AT THE PUBLIC UTILITY COMMISSION OF TEXAS; FINDING THAT THE MEETING COMPLIES WITH THE OPEN MEETINGS ACT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, Cities have exclusive original jurisdiction over rates, operations, and services of an electric utility in areas in the municipality pursuant to *Tex. Util. Code* § 33.001;

WHEREAS, Cities have standing in each case before the Public Utility Commission of Texas that relates to an electric utility providing service in the municipality pursuant to *Tex. Util. Code* § 33.025;

WHEREAS, Entergy Texas, Inc. ("ETI" or "Company") is expected to litigate rate change requests in various proceedings before the Public Utility Commission of Texas or before municipalities in 2020, which may include (1) rate proceedings or cost adjustments such as a transmission cost recovery rider, a distribution cost recovery rider, energy efficiency cost recovery factor, or hurricane restoration cost or offset true-ups, and (2) various fuel cost refunds or surcharges and reconciliations;

WHEREAS, ETI is scheduled to file fuel factor proceedings at the Public Utility Commission in February and August 2020, and may file other fuel proceedings to refund or surcharge fuel charges;

WHEREAS, ETI is scheduled to file a proceeding to recover costs incurred in association with its Energy Efficiency Plan as well as reconcile past costs;

WHEREAS, Cities have the statutory right to set fair and reasonable rates for both the Company and customers within Cities; and

WHEREAS, Cities are entitled to reimbursement by the utility of their reasonable rate case expenses to participate in cases that are deemed rate proceedings pursuant to *Tex. Util. Code* § 33.023.

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

SECTION 1. The City of Shenandoah shall participate with other Cities to intervene in ETI's various rate filings related to the various fuel cost surcharges and reconciliations, any interim or incremental surcharge proceedings or surcharge adjustments, and for any base rate adjustment proceedings or cost of service adjustments on file with the Public Utility Commission of Texas or with municipalities in 2020.

SECTION 2. The City of Shenandoah employs the Lawton Law Firm P.C. to represent the City with regard to the ETI rate matters before local and Public Utility Commission of Texas and any court of law and authorizes counsel to employ rate experts as are recommended by the Cities' Steering Committee to intervene in fuel or rate related proceedings at the Public Utility Commission concerning ETI's rates charged to Texas customers.

SECTION 3. All such actions shall be taken pursuant to the direction of the Cities' Steering Committee. Cities' Steering Committee shall have authority to retain rate consultants and lawyers. Cities' Steering Committee shall direct the actions of Cities' representatives in the above proceedings. The Steering Committee is directed to obtain reimbursement from ETI of all reasonable expenses associated with participation in said proceedings.

SECTION 4. The meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

SECTION 5. This Ordinance shall be effective from and after the date of its passage.

PASSED by _____ vote of the City Council of the City of Shenandoah, Texas, this 22nd day of January, 2020.

CITY OF SHENANDOAH, TEXAS

_____
M. RITCHEY WHEELER, Mayor

ATTEST:

_____
COURTNEY CLARY, City Secretary

APPROVED AS TO FORM:

_____
WILLIAM C. FEREBEE, City Attorney

Vendor Name	Payment Date	Payment Number	Description (Item)	Amount
Fund: 100 - GENERAL FUND				
Function: 11 - Administration				
NEOFUNDS BY NEOPOST	12/03/2019	10413	OCT-NOV 2019 ADMIN POSTAGE	$ 15.60
WEBB'S UNIFORMS	12/03/2019	10430	A. BROWN CITY SHIRT EMBROIDERY	$ 20.00
WEBB'S UNIFORMS	12/03/2019	10430	D. PILCHER CITY SHIRT EMBROIDERY	$ 10.00
WEBB'S UNIFORMS	12/11/2019	10461	K. REYER CITY SHIRT EMBROIDERY	$ 40.00
MUNICIPAL CODE CORPORATION	12/17/2019	10490	2019-2020 WEB HOSTING - MYMUNICODE	$ 1,420.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	A. BROWN TML LEADERSHIP ACADEMY - REGISTRATION	$ 765.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	A. BROWN LASERFICHE EMPOWER - REGISTRATION	$ 1,095.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	TX MUNICIPAL HUMAN RESOURCES ASSN MEMBERSHIP DUES	$ 75.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	C. CLARY - IPMA FOR HUMAN RESOURCES MEMBERSHIP DUE	$ 149.00
STEPTOE & JOHNSON PLLC	12/17/2019	10497	SEP 2019 CITY LEGAL FEES	$ 10,000.00
STEPTOE & JOHNSON PLLC	12/17/2019	10497	OCT 2019 ADDITIONAL LEGAL FEES - PHSH	$ 14,399.94
STEPTOE & JOHNSON PLLC	12/17/2019	10497	OCT 2019 ADDITIONAL LEGAL SERVICES	$ 3,698.50
STEPTOE & JOHNSON PLLC	12/17/2019	10497	OCT 2019 CITY LEGAL FEES	$ 10,000.00
STEPTOE & JOHNSON PLLC	12/17/2019	10497	NOV 2019 CITY LEGAL FEES	$ 10,000.00
STEPTOE & JOHNSON PLLC	12/17/2019	10497	NOV 2019ADDITIONAL LEGAL FEES - PHSH	$ 4,807.05
STEPTOE & JOHNSON PLLC	12/17/2019	10497	NOV 2019 ADDITIONAL LEGAL SERVICES	$ 615.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	HOTEL CREDIT FROM OCT 209	$ (1,036.46)
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CREDITS FROM OCT BILLING	$ (1,361.90)
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CREDIT DUE FROM PREVIOUS STATEMENTS (FRAUD)	$ (1,083.75)
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CHARGE THAT WILL BE CREDIT NEXT MONTH	$ 50.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	A. BROWN LASERFICHE EMPOWER AIRPORT SHUTTLE	$ 79.76
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	K. REYER 2020 TCMA WILLIAM COLE SERIES 2 REG.	$ 225.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	A. BROWN LASERFICHE EMPOWER - AIRFARE	$ 326.96
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	C. CLARY ATHENIAN LEADERSHIP DIALOGUE - HOTEL	$ 101.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	C. CLARY ATHENIAN LEADERSHIP DIALOGUE - MEALS	$ 23.13
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	DEC 2019 STAFF PROVISIONS-COUNCIL MEETINGS	$ 122.89
CROWDRIFF INC	12/17/2019	10474	2019-2020 CROWDRIFF SUBSCRIPTION	$ 6,000.00
			Function 11 - Administration Total:	**$ 60,556.72**
Function: 12 - Finance				
NEOFUNDS BY NEOPOST	12/03/2019	10413	OCT-NOV 2019 FINANCE POSTAGE	$ 219.82
OFFICE DEPOT CREDIT PLAN	12/03/2019	10415	FINANCE OFFICE SUPPLIES	$ 133.75
OFFICE DEPOT CREDIT PLAN	12/03/2019	10415	L. DAVIS OFFICE CHAIR	$ 200.93
OFFICE DEPOT CREDIT PLAN	12/03/2019	10415	T. DALEY OFFICE CHAIR	$ 212.25
BROOKSWATSON & COMPANY	12/03/2019	10391	2018-2019 CITY AUDIT-GENERAL FUND & W/S	$ 10,000.00
BROOKSWATSON & COMPANY	12/03/2019	10391	2018-2019 CITY AUDIT- MDD	$ 4,500.00
FEDERAL EXPRESS	12/03/2019	10403	NOV 2019 OVERNIGHT MAIL POSTAGE FOR FINANCE	$ 21.58
MONTGOMERY CENTRAL APPRAISAL DIST	12/11/2019	10450	OCT-DEC 2019 APPRAISAL SHARE	$ 4,200.92
FEDERAL EXPRESS	12/30/2019	10524	DEC 2019 OVERNIGHT MAIL POSTAGE FOR FINANCE	$ 21.47
			Function 12 - Finance Total:	**$ 19,510.72**
Function: 14 - Community Outreach				
SPECTRUM	12/11/2019	10453	2019 LOTA - TABLES AND CHAIRS	$ 187.50
MARITZA FLETCHER	12/11/2019	10448	2019 LOTA SUPPLIES	$ 23.00
CONROE GOLF CARS, INC	12/17/2019	10472	2019 LOTA GOLF CART RENTAL	$ 450.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 LOTA POPCORN BAGS	$ 35.65
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 LOTA POPCORN	$ 37.99
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 LOTA - HOSPITALITY SUPPLIES	$ 447.21
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 LOTA - HOSPITALITY SUPPLIES	$ 194.16
LETCO-THE WOODLANDS	12/30/2019	10532	2019 LUMINARIES SAND	$ 117.00
LETCO-THE WOODLANDS	12/30/2019	10532	FUEL SURCHARGE FOR DELIVERY	$ 16.40
			Function 14 - Community Outreach Total:	**$ 1,508.91**

Function: 17 - Non-Department

BRANCH BANKING AND TRUST CO.	12/17/2019	10464	NOV 2019 GYM WATER	$	16.80
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	NOV 2019 BREAKROOM SUPPLIES	$	412.12
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	NOV 2019 CITY HALL PAPER GOODS	$	89.22
			Function 17 - Non-Department Total:	**$**	**518.14**

Function: 22 - Police

OFFICE DEPOT CREDIT PLAN	12/03/2019	10415	OCT 2019 PD OFFICE SUPPLIES	$	64.26
NEOFUNDS BY NEOPOST	12/03/2019	10413	OCT-NOV 2019 POLICE POSTAGE	$	120.28
DANIEL OFFICE PRODUCTS	12/03/2019	10397	NOV 2019 PD OFFICE SUPPLIES	$	87.64
LEADERSHIP COMMAND COLLEGE ALUMNI ASSOC.	12/11/2019	10447	R. SHAW REG FEE - MASS SHOOTING EVENT TRAINING	$	85.00
LEADERSHIP COMMAND COLLEGE ALUMNI ASSOC.	12/11/2019	10447	J. REUVERS REG FEES - MASS SHOOTING EVENT TRAINING	$	85.00
RAISING CANE'S CHICKEN FINGERS	12/11/2019	10452	NNO 2019 FOOD AND REFRESHMENTS	$	1,100.00
WEBB'S UNIFORMS	12/11/2019	10461	PD UNIFORMS - PATCH REPLACMENT	$	72.00
OSS-ACADEMY	12/11/2019	10451	R. PICONE REG FEE - CIVILIAN INTERACTION (ONLINE)	$	15.00
TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	12/11/2019	10458	NOV 2019 SUBSCRIPTION TO TLO INVEST. PROGRAM	$	150.00
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 16-05 BATTERY REPLACEMENT (WARRANTY)	$	21.52
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 16-05 BRAKE CHECK	$	33.85
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 16-05 PMA BASIC	$	71.71
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 17-03 BATTERY REPLACED (WARRANTY)	$	44.77
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 17-02 FLAT TIRE REPAIR	$	25.94
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 14-01 TIRE & HUB REPLACEMENT (FRONT)	$	866.85
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 14-01 BATTERY REPLACED (WARRANTY)	$	79.48
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 14-01 POST PURSUIT INSPECTION	$	35.00
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 14-02 POST PURSUIT INSPECTION	$	42.25
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 17-03 PMC FULL	$	101.77
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 17-03 BRAKE CHECK	$	33.85
CITY OF CONROE FLEET	12/11/2019	10436	UNIT 17-03 FLAT TIRE REPAIR	$	73.75
KATY INDEPENDENT SCHOOL DISTRICT	12/11/2019	10445	J. ANGELES REG FEE - CRISIS INTERVENTION	$	75.00
O'REILLY AUTO PARTS	12/17/2019	10492	PD UNITS - MOTOR OIL	$	39.99
ENTERGY	12/17/2019	10481	NOV 2019 LPR ELECTRICAL USAGE	$	22.07
VALERO MARKETING AND SUPPLY CO.	12/17/2019	10505	NOV 2019 PD FUEL	$	4,107.53
VALERO MARKETING AND SUPPLY CO.	12/17/2019	10505	E. BAUER & J. ATHERTON FUEL - ERASE	$	41.06
TIRE PLUS	12/17/2019	10502	UNIT 17-03 STATE INSPECTION / EMISSIONS	$	25.50
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CLOTHING RETURN	$	(43.28)
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PD CLASS REGISTRATON REFUND	$	(100.00)
THUNDER GUN RANGE	12/17/2019	10501	2019-2020 FIREARM RANGE FEE	$	3,800.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PD LOBBY RING PROTECTION PLAN	$	30.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PD MEDICAL KITS	$	427.84
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PD TOURNIQUETS	$	224.55
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	UNIT 19-04 LICENSE PLATES	$	17.11
AXON ENTERPRISE, INC.	12/17/2019	10462	YELLOW X2 CEW, HANDLE	$	10,980.00
AXON ENTERPRISE, INC.	12/17/2019	10462	TASER WARRANTY, 4 YEAR, X2	$	3,402.00
AXON ENTERPRISE, INC.	12/17/2019	10462	TASER AUTOMATIC SHUT-DOWN BATTERY PACK	$	702.00
THE WOODLANDS WRECKER SERVICE	12/30/2019	10543	UNIT 18-02 TOWED TO FLEET	$	85.00
LONE STAR PRODUCTS/EQUIPMENT LLC	12/30/2019	10533	UNIT 14-02 DECAL REMOVAL	$	295.00
RAINBOW EXPRESS OIL & LUBE	12/30/2019	10536	DEC 2019 PD CAR WASHES/WAXES	$	683.33
			Function 22 - Police Total:	**$**	**28,024.62**

Function: 30 - Public Works

DEPENDABLE KLEENING SERVICE	12/03/2019	10399	NOV 2019 FIRE BAYS CLEANING	$	250.00
DEPENDABLE KLEENING SERVICE	12/03/2019	10399	NOV 2019 CITY HALL, PW BLDG, CVB CLEANING	$	3,642.83
NEOFUNDS BY NEOPOST	12/03/2019	10413	OCT-NOV 2019 P/W POSTAGE	$	8.30
LANDCARE USA LLC	12/03/2019	10411	NOV 2019 CITY LANDSCAPING & IRRIGATION SERV.	$	12,942.68
HULA SIGNWORKS	12/03/2019	10406	LOTA COMMUNITY SIGN PATCHES	$	110.00
ALTEC INDUSTRIES, INC.	12/03/2019	10387	UNIT 15-06 TROUBLESHOOTING	$	408.00
EXER-TECH INC	12/03/2019	10402	NOV 2019 - QTRLY GYM EQUIPMENT MAINTENANCE	$	195.00
NORTHWEST SYSTEMS INC.	12/03/2019	10414	CITY HALL WATER/ICE DISPENSER TROUBLESHOOTING	$	192.50
MEMORIAL HERMANN HOSPITAL SYSTEM	12/11/2019	10449	W.GUERRERO DRUG SCREENS DRUG SCREENS	$	47.75
TOTAL AIR SERVICE	12/11/2019	10457	CITY HALL - NORTH CHILLER ISSUE	$	295.00
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 PW NATURAL GAS USAGE	$	49.48
ENTERGY	12/17/2019	10481	NOV 2019 R.O.W. ELECTRIC USAGE	$	1,988.48

ENTERGY	12/17/2019	10481	NOV 2019 CITY HALL ELECTRIC USAGE	$	4,124.13
ENTERGY	12/17/2019	10481	NOV 2019 PW BLDG ELECTRIC USAGE	$	1,116.01
VALERO MARKETING AND SUPPLY CO.	12/17/2019	10505	NOV 2019 PW DIESEL FUEL - STREET SWEEPER	$	80.38
VALERO MARKETING AND SUPPLY CO.	12/17/2019	10505	NOV 2019 PW UNLEADED FUEL	$	234.30
TOUCAN PRINTING INC	12/17/2019	10503	M.COOLEY - P/W SUPERINTENDENT BUSINESS CARDS	$	37.00
TOUCAN PRINTING INC	12/17/2019	10503	M.COOLEY - P/W SUPERINTENDENT-TYPESETTING	$	15.00
KENTECH INC	12/17/2019	10484	NOV 2019 P/W BUILDING GENERATOR MAINT-255895	$	508.25
KENTECH INC	12/17/2019	10484	NOV 2019 CITY HALL GENERATOR MAINT-H100145676	$	526.25
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	ID BADGE HOLDER	$	9.99
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	VERTICAL VINYL RESEALABLE BADGE SLEEVES (100 PK)	$	14.99
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	ID BADGE HOLDER	$	16.99
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	RETRACTABLE BADGE HOLDERS (10PK)	$	19.98
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CHARGES THAT WILL BE CREDIT NEXT MONTH	$	112.90
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CHARGES THAT WILL BE CREDIT NEXT MONTH	$	30.61
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	SUPERVISOR'S ROLE AS TRAINER & COACH - REG. FEE	$	199.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	ENERGIZER C BATTERIES - 4 PK	$	15.36
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	LOTA CONNECTORS	$	45.99
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	6' LADDER	$	79.96
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PASTE WAX	$	6.47
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	GRANITE POLISH	$	6.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	NUFINISH POLISH	$	7.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	BOWS FOR POOL CHRISTMAS TREE	$	89.70
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	WHT LAMP HOLDER TO OULET ADAPTER	$	7.52
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	BLK WEATHERPROOF SOCKET	$	13.96
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	POLISHING KIT	$	19.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	MEGUIARS CLNR WAX PASTE	$	7.48
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	RAIN-X 2-N-1 CLEANER/REPELLANT	$	5.47
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2X BLUE CAUTION PAINT - LINE LOCATES	$	57.36
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	MARKING WAND	$	23.68
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	FREBREZE AIR SPRAY - PWB	$	4.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	5/16" HEX NUTS - 25 PK - LOTA	$	6.16
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	3/8" HEX NUTS - 25 PK - LOTA	$	7.12
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	3/8" X 1-1/2" HEX BOLTS - 25 PK - LOTA	$	11.24
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	5/16" X 1-1/2" HEX BOLTS - 50 PK - LOTA	$	11.25
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	WIDE GORILLA TAPE - LOTA	$	14.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	3/8" X 2' #3 REBAR - LOTA	$	31.20
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	3/8" RING TERMINAL, 6 AWG (4PK)	$	6.88
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	100' - 14 GA SOLID THHN BLACK WIRE	$	19.07
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	100' - 14 GA SOLID THHN RED WIRE	$	19.07
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	100' - 14 GA THHN WHITE WIRE	$	20.17
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	100' - 14 GA THHN GREEN WIRE	$	20.17
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	LOTA - LED SPIKE LIGHTS	$	19.96
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	GUMOUT STARTING FLUID - 11 OZ	$	3.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	DARK WALNUT STAIN	$	6.98
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2" ANGLE SASH OIL PAINT BRUSH	$	9.47
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	GUMOUT CARB & CHOKE - 14 OZ	$	3.97
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	3/8" X 10 HD GALV SPIKES	$	4.80
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	3/8" X 12" #3 REBAR	$	9.20
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PROPANE TANK EXCHANGE	$	59.91
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	K. EICKELBERG AWWA SEMINAR- MEALS	$	40.57
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	K EICKELBERG AWWA SEMINAR -PARKING	$	90.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	K. EICKELBERG AWWA SEMINAR-REGISTRATION FEE	$	1,045.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	K. EICKELBERG AWWA SEMINAR-LODGING	$	832.50
DEPENDABLE KLEENING SERVICE	12/30/2019	10522	DEC 2019 CITY HALL, PW BLDG, CVB CLEANING	$	3,642.83
DEPENDABLE KLEENING SERVICE	12/30/2019	10522	DEC 2019 FIRE BAYS CLEANING	$	200.00
TOTAL AIR SERVICE	12/30/2019	10544	SOUTH CHILLER-SUCTION TEMP SENSOR-CIRCUIT #2	$	531.67
TOTAL AIR SERVICE	12/30/2019	10544	CITY HALL - ADMIN. AREA HEATER TROUBLESHOOTING	$	400.00
TOTAL AIR SERVICE	12/30/2019	10544	UNIT VAV-11 CHECK & REWIRING	$	860.05
LANDCARE USA LLC	12/30/2019	10531	DEC 2019 CITY LANDSCAPING & IRRIGATION SERV.	$	6,636.83
BLEYL AND ASSOCIATES	12/30/2019	10516	DEC 2019 CITY ENGINEER RETAINER	$	1,250.00
NORTHWEST SYSTEMS INC.	12/30/2019	10535	FOLLETT 15 SERIES WATER/ICE DISPENSER INSTALL	$	225.00
BATTERIES PLUS LLC	12/30/2019	10515	BATTERIES FOR SOLAR STREET LIGHTS	$	3,471.20
			Function 30 - Public Works Total:	**$**	**47,079.84**

Function: 31 - Swimming Pool

BUCKEYE CLEANING CENTER- HOUSTON	12/03/2019	10392	TOILET TISSUE (96CT)	$	120.00
BUCKEYE CLEANING CENTER- HOUSTON	12/03/2019	10392	55 GAL DRUM LINERS - 38 X 58	$	92.70
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 POOL - NATURAL GAS - CITY USAGE	$	21.06
ENTERGY	12/17/2019	10481	NOV 2019 POOL ELECTRIC USAGE	$	452.81
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019-2020 PANDORA RADIO SUBSCRIPTION-POOL	$	59.42
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	9 HAND HOLDS	$	185.00
TOTAL AIR SERVICE	12/30/2019	10544	POOL HEATER BURNER CLEANING	$	374.58
TOTAL AIR SERVICE	12/30/2019	10544	POOL HEATER BURNER CLEANING	$	210.00
TOTAL AIR SERVICE	12/30/2019	10544	POOL PUMP BURNER REPLACEMENT	$	1,902.63
KNORR SYSTEMS, INC	12/30/2019	10530	ACID FUME SCRUBBER PELTITS	$	206.86
			Function 31 - Swimming Pool Total:	**$**	**3,625.06**

Function: 32 - Parks

LANDCARE USA LLC	12/03/2019	10411	TURF TREATMENT @ MAIN AND TODDLER PARKS	$	1,126.13
LANDCARE USA LLC	12/11/2019	10446	TODDLER PARK - SOD INSTALLATION	$	5,266.38
ENTERGY	12/17/2019	10481	NOV 2019 MAIN PARK ELECTRIC USAGE	$	174.07
ENTERGY	12/17/2019	10481	NOV 2019 TODDLER PARK ELECTRIC USAGE	$	22.23
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	ZEP STAINLESS STEEL CLEANER	$	9.96
			Function 32 - Parks Total:	**$**	**6,598.77**

Function: 43 - Community Development

ROBERT L. GALATAS	12/03/2019	10418	PLANNING & ZONING COMMISSION SPECIAL MEETINGS	$	150.00
ROBERT L. GALATAS	12/03/2019	10418	PLANNING & ZONING COMMISSION REGULAR MEETINGS	$	150.00
DAVID ASH	12/03/2019	10398	PLANNING & ZONING COMMISSION SPECIAL MEETING	$	150.00
JAMES POLLARD	12/03/2019	10409	PLANNING & ZONING COMMISSION REGULAR MEETING	$	150.00
WALLACE E. WESTBROOK	12/03/2019	10428	PLANNING & ZONING COMMISSION SPECIAL MEETING	$	150.00
DAVID ASH	12/03/2019	10398	PLANNING & ZONING COMMISSION REGULAR MEETING	$	150.00
WES STEPHENS	12/03/2019	10431	PLANNING & ZONING COMMISSION SPECIAL MEETING	$	150.00
WES STEPHENS	12/03/2019	10431	PLANNING & ZONING COMMISSION REGULAR MEETING	$	150.00
JAMES POLLARD	12/03/2019	10409	PLANNING & ZONING COMMISSION SPECIAL MEETING	$	150.00
NEOFUNDS BY NEOPOST	12/03/2019	10413	OCT-NOV 2019 P & Z POSTAGE	$	34.50
DANIEL OFFICE PRODUCTS	12/03/2019	10397	COM DEV OFFICE SUPPLIES	$	98.03
VALERO MARKETING AND SUPPLY CO.	12/17/2019	10505	NOV 2019 BUILDING OFFICIAL FUEL	$	57.51
WEBB'S UNIFORMS	12/17/2019	10507	EMBROIDERY LOGO THOMPSON/SVOBODA	$	60.00
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 PLAN REVIEW AND INSPECTIONS	$	1,242.50
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	J.THOMPSON UNIFORM SHIRTS	$	46.17
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	T.GOLDEN AND D.SVOBODA PLUMBING LICENSE RENEWAL	$	110.00
MONTGOMERY COUNTY FIRE MARSHAL'S OFFICE	12/17/2019	10489	OCT 2019 FIRE PLAN REVIEW AND INSPECTIONS	$	65,800.00
JACQUELINE THOMPSON	12/30/2019	10528	J THOMPSON 2019 TMCEC SCHOOL MILEAGE	$	180.96
DAVID ASH	12/30/2019	10521	OCT & DEC 2019 REGULAR PLANNING & ZONING COMMISSIO	$	300.00
ROBERT L. GALATAS	12/30/2019	10537	OCT & DEC 2019 REGULAR PLANNING & ZONING COMMISSIO	$	300.00
WALLACE E. WESTBROOK	12/30/2019	10549	OCT & DEC 2019 REGULAR PLANNING & ZONING COMMISSIO	$	300.00
JAMES POLLARD	12/30/2019	10529	OCT & DEC 2019 REGULAR PLANNING & ZONING COMMISSIO	$	300.00
			Function 43 - Community Development Total:	**$**	**70,179.67**

Function: 55 - Technology

CLASSIC PROTECTION SYSTEMS INC.	12/03/2019	10393	JAN-MAR 2020 CVB FIRE ALARM MONITORING	$	189.00
GREATAMERICA FINANCIAL SERVICES CORPORATION	12/03/2019	10405	NOV 2019 COPIER LEASE PAYMENTS-CVB	$	159.13
ECONET.COM INC.	12/03/2019	10400	JAN-MAR 2020 IPS SITEMINDER SERVICE	$	1,047.00
SKELTON BUSINESS EQUIPMENT	12/03/2019	10419	NOV 2019 COPIER MAINTENANCE AGREEMENT-PW/FD	$	191.98
ITERSOURCE CORPORATION	12/03/2019	10408	DEC 2019 CITY HALL TELEPHONE SUPPORT	$	125.00
VERIZON WIRELESS	12/03/2019	10427	NOV 2019 CELL PHONE USAGE & DATA	$	3,605.60
WAVEMEDIA, INC.	12/03/2019	10429	DEC 2019 INTERNET SERVICES	$	975.00
AT&T CORP.	12/03/2019	10389	DEC 2019PHONE SERVICES POOL #2812927607754	$	74.74
AT&T CORP.	12/03/2019	10389	DEC 2019 PHONE SERVICE PARKGATE L/S #2812922543898	$	34.03
TELEPACIFIC COMMUNICATIONS	12/03/2019	10422	DEC 2019 PHONE SERVICE	$	649.75
AT&T CORP.	12/03/2019	10389	DEC 2019 PHONE SERVICES P/W BLDG #2812922492828	$	69.15
AT&T CORP.	12/03/2019	10389	DEC 2019PHONE SERVICE THORNWOOD L/S #2812924329909	$	40.18
COMCAST	12/11/2019	10437	DEC 2019 ALARM MONITORING-WELLS & L/S	$	245.91

VERIZON WIRELESS	12/11/2019	10460	NOV 2019 L/S DATA LINES	$	196.03
ITERSOURCE CORPORATION	12/17/2019	10483	JAN 2020 CITY HALL TELEPHONE SUPPORT	$	125.00
WAVEMEDIA, INC.	12/17/2019	10506	JAN 2020 INTERNET SERVICES	$	975.00
CONSOLIDATED COMMUNICATIONS	12/17/2019	10473	DEC 2019 WWTP PHONE & INTERNET SERVICE	$	132.56
LINGO COMMUNICATIONS, LLC	12/17/2019	10486	DEC 2019 FIRE ALARM LINE @ CITY HALL	$	99.31
NETWORKFLEET INC.	12/17/2019	10491	NOV 2019 GPS NETWORK FLEET TRACKING	$	492.85
GREATAMERICA FINANCIAL SERVICES CORPORATION	12/17/2019	10482	NOV 2019 COPIER LEASE PAYMENTS	$	546.00
GREATAMERICA FINANCIAL SERVICES CORPORATION	12/17/2019	10482	2019 MONTGOMERY CO. PRO. TAX - 4 COPIERS	$	321.40
SKELTON BUSINESS EQUIPMENT	12/17/2019	10496	NOV 2019 COPIER MAINTENANCE AGREEMENT	$	100.85
SKELTON BUSINESS EQUIPMENT	12/17/2019	10496	OCT 2019 COPIER MAINTENANCE AGREEMENT-PD	$	52.60
SHI	12/17/2019	10495	VMWARE SUPPORT ESSENTIALS PLUS 1 YR RENEWAL	$	1,111.20
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	1,047.64
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	1,044.54
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	274.60
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	1,215.60
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	1,200.00
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	3,033.70
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	3,603.00
SHI	12/17/2019	10495	MICROSOFT ENTERPRISE AGREEMENT YEAR 3 OF 3	$	5,376.60
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	ALPHA SSL WILDCARD CERTIFICATE 2 -YR	$	80.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	WEB FORWARDING FOR VISITSHENANDOAHTX.COM	$	17.05
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	MISC. VELCOR, FIBER CABLES, WIRE TIES, DATA CABLE	$	140.64
CHARTER COMMUNICATIONS	12/17/2019	10469	DEC 2019 HD CONVERTER BOXES	$	116.58
AT&T CORP.	12/30/2019	10514	DEC 2019 PHONE SERVICES PARK #2812988910451	$	87.05
TELEPACIFIC COMMUNICATIONS	12/30/2019	10539	JAN 2020 PHONE SERVICE	$	659.26
GREATAMERICA FINANCIAL SERVICES CORPORATION	12/30/2019	10526	DEC 2019 COPIER LEASE-CVB	$	159.13
SKELTON BUSINESS EQUIPMENT	12/30/2019	10538	DEC 2019 COPIER MAINTENANCE AGREEMENT	$	242.46
VERIZON WIRELESS	12/30/2019	10548	DEC 2019 CELL PHONE USAGE & DATA	$	3,566.40
			Function 55 - Technology Total:	**$**	**33,423.52**
			Fund 100 - GENERAL FUND Total:	**$**	**271,025.97**
Fund: 140 - TRASH AND RECYCLING					
STATE COMPTROLLER OF PUBLIC ACCOUNTS	12/20/2019	DFT0011224	NOV 2019 TAXES DUE	$	268.01
				$	**268.01**
Function: 33 - Trash & Recycling					
REPUBLIC WASTE SERVICES #852	12/17/2019	10494	NOV 2019 RECYCLING SERVICE	$	3,269.52
REPUBLIC WASTE SERVICES #852	12/17/2019	10494	NOV 2019 TRASH SERVICE	$	21,298.06
			Function 33 - Trash & Recycling Total:	**$**	**24,567.58**
			Fund 140 - TRASH AND RECYCLING Total:	**$**	**24,835.59**
Fund: 200 - SPECIAL REVENUE					
CASH	12/11/2019	10433	2019 NCAA STAGG BOWL - PETTY CASH PROGRAM SALES	$	2,300.00
CASH	12/11/2019	10433	2019 NCAA STAGG BOWL - PETTY CASH MERCH SALES	$	3,700.00
				$	**6,000.00**
Function: 45 - Hotel / Motel					
FEDERAL EXPRESS	12/03/2019	10403	DEC 2019 CVB OVERNIGHT POSTAGE	$	35.04
TACVB	12/03/2019	10421	2019-2020 TX ASSOC CVBS DUES	$	945.00
SYNERGY IMPORTS, LLC	12/03/2019	10420	2019 NCAA STAGG BOWL-COOKIE CUTTER	$	1,298.75
SYNERGY IMPORTS, LLC	12/03/2019	10420	2019 NCAA STAGG BOWL- SOCKS	$	1,305.00
TRIPS TO DISCOVER	12/11/2019	10459	TRIPS TO DISCOVER AD CAMPAIGN	$	7,500.00
DIANA TATUM	12/11/2019	10438	2019 NCAA STAGG BOWL- ACTIVITES (LONGHORNS)	$	1,750.00
ENTERGY	12/11/2019	10441	2019 DEC CVB ELECTRICITY USAGE	$	567.54
SYNERGY IMPORTS, LLC	12/11/2019	10455	2019 NCAA STAGG BOWL- LOCKER ROOM TOWELS	$	3,737.50
EXPEDIA TRAVEL	12/11/2019	10443	2019-2020 TRAVEL ADS CAMPAIGN	$	30,000.00
GETTIN' SAUCED COOKERS	12/11/2019	10444	2019 NCAA STAGG BOWL PRESS BOX-FOOD FINAL	$	500.00
GETTIN' SAUCED COOKERS	12/11/2019	10444	2019 NCAA STAGG BOWL FANFEST- FOOD FINAL	$	5,850.00
CHARLIE DIGGS	12/11/2019	10435	2019 NCAA STAGG BOWL FANFEST- BAND FINAL	$	6,250.00
TRAVELCLICK, INC	12/17/2019	10504	NOV 2019 TRAVELCLICK GDS ADVERTISING	$	3,363.24

TRAVELCLICK, INC	12/17/2019	10504	NOV 2019 TRAVELCLICK DIGITAL MEDIA ADVERTISING	$	4,409.58
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	COFFEE SUPPLIES	$	91.78
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	VISIT HOUSTON SITE TOUR RENTAL CAR	$	134.84
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	CHAMBER BUSINESS AFTER HOURS	$	2,415.70
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	HOTEL MEETING	$	218.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	VISIT HOUSTON SITE TOUR FUEL	$	8.50
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	VISIT HOUSTON SITE TOUR LUNCH	$	203.88
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PARKING FOR VISIT HOUSTON	$	6.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 NCAA STAGG BOWL- TEAM NIGHT AMC RENTAL	$	6,656.14
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 NCAA STAGG BOWL- BANQUET DEPOSIT	$	11,763.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	2019 NCAA STAGG BOWL-FAN FEST MISC EXPENSES	$	82.00
LUPE'S SHENANDOAH RESERVE, LLC	12/17/2019	10487	JAN 2020 CVB LEASE	$	10,057.53
SYNERGY IMPORTS, LLC	12/17/2019	10498	2019 NCAA STAGG BOWL- BLANKET SETUP FEE	$	62.50
SYNERGY IMPORTS, LLC	12/17/2019	10498	2019 NCAA STAGG BOWL- BLANKETS	$	11,257.68
CROWDRIFF INC	12/17/2019	10474	2019-2020 CROWDRIFF SUBSCRIPTION	$	12,000.00
COCA-COLA REFRESHMENTS USA, INC	12/17/2019	10471	2019 NCAA STAGG BOWL-FAN FEST WATER/SODA	$	742.25
UNCLE TIO PHOTOGRAPHY	12/30/2019	10546	2019 NCAA STAGG BOWL PHOTOGRAPHY	$	525.00
			Function 45 - Hotel / Motel Total:	**$**	**123,736.45**
			Fund 200 - SPECIAL REVENUE Total:	**$**	**129,736.45**

Fund: 300 - DEBT SERVICE

Function: 80 - Debt Service

ARBITRAGE COMPLIANCE SPECIALISTS, INC.	12/03/2019	10388	GI BOND SERIES 2008 REBATE CALCULATION	$	456.00
ARBITRAGE COMPLIANCE SPECIALISTS, INC.	12/03/2019	10388	GI & GO BOND SERIES 2009 REBATE CALCULATION	$	1,961.00
			Function 80 - Debt Service Total:	**$**	**2,417.00**
			Fund 300 - DEBT SERVICE Total:	**$**	**2,417.00**

Fund: 400 - CAPITAL PROJECTS GENERAL FUND

Function: 60 - Capital Purchases/Projects General Fund

A QUALITY PLUS CONSTRUCTION	12/03/2019	10385	PD MEN'S RESTROOM RENOVATION	$	12,300.00
A QUALITY PLUS CONSTRUCTION	12/03/2019	10385	PD MEN'S RESTROOM RENOVATION	$	1,046.52
JEFFREY MOON & ASSOCIATES, INC.	12/03/2019	10410	SURVEYING FOR EASEMENT	$	300.00
EXER-TECH INC	12/03/2019	10402	GYM IMPROVEMENTS EQUIPMENT	$	1,600.00
TOTAL AIR SERVICE	12/11/2019	10457	HVAC CONTROLS SYSTEM UPDATE	$	10,706.00
DATAVOX, INC	12/17/2019	10476	NIMBLE HF-40 42TB SAN ARRAY	$	37,864.45
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 VISION PARK REAR STORM SEWER	$	375.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PD RESTROOM TOILET PAPER HOLDER	$	9.96
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	PD PATROL ROOM ELECTRICAL PLUGS	$	45.76
			Function 60 - Capital Purchases/Projects General Fund Total:	**$**	**64,247.69**

Function: 61 - Capital Purchases/Projects Water & Sewer

RALLY CONSTRUCTION, INC.	12/03/2019	10417	WWTP BAR SCREEN INSTALL	$	35,000.00
EASTEX UTILITY CONSTRUCTION	12/11/2019	10440	WATERLINE IMRPOVEMENTS PINECROFT/SAVANAH PAYAPP1	$	36,124.56
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 ENGINEERING WATERLINE REPLACEMENT @ PINEC	$	5,367.00
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 ENGINEERING WATERLINE REPLACEMENT SAVANNA	$	5,600.00
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 WASTEWATER TREATMENT PLANT MASTER PLAN	$	1,116.25
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 PROFESSIONAL SERVICES STORAGE TANK REHAB	$	18,310.06
BLEYL AND ASSOCIATES	12/17/2019	10463	NOV 2019 PROFESSIONAL SERVICES RATE STUDY	$	4,250.00
			Function 61 - Capital Purchases/Projects Water & Sewer Total:	**$**	**105,767.87**
			Fund 400 - CAPITAL PROJECTS GENERAL FUND Total:	**$**	**170,015.56**

Fund: 600 - WATER / SEWER

TELLEPSEN BUILDERS	12/17/2019	10499	TEMP METER REFUND	$	230.00
				$	**230.00**

Function: 50 - Water & Sewer

FERGUSON WATERWORKS	12/03/2019	10404	1" BRNZ MTR, SSR REG W/WIRED MINODE M RADIO	$	610.00
NEOFUNDS BY NEOPOST	12/03/2019	10413	OCT-NOV 2019 W/S POSTAGE	$	1.50
PUMP SOLUTIONS INC.	12/03/2019	10416	THORNWOOD L/S PUMP REPAIR	$	3,734.00

CSA TECHNICAL LLC	12/03/2019	10396	WWTP - SCUM PIT STOPPED WORKING	$	540.00
CSA TECHNICAL LLC	12/03/2019	10396	PINECROFT L/S - PULL PUMP	$	280.00
CSA TECHNICAL LLC	12/03/2019	10396	PARKGATE L/S - TROUBLESHOOTING PUMP	$	250.00
THE WOODLANDS JOINT POWERS AGENCY	12/03/2019	10424	NOV 2019 SPRINKLER USAGE @ GUADALAJARA	$	1,338.41
THE WOODLANDS JOINT POWERS AGENCY	12/03/2019	10424	NOV 2019 WATER/SEWER USAGE @ GUADALAJARA	$	1,987.15
DXI INDUSTRIES, INC.	12/11/2019	10439	SULFUR DIOXIDE, 2000# - WWTP	$	753.75
MEMORIAL HERMANN HOSPITAL SYSTEM	12/11/2019	10449	A.GRIZZAFFI W/S DRUG SCREENS	$	47.75
TOTAL AIR SERVICE	12/11/2019	10457	WWTP - HEATER UNIT ISSUE	$	320.71
TEXAS811	12/11/2019	10456	NOV 2019 LINE LOCATES	$	98.80
SPRINT WASTE SERVICES	12/11/2019	10454	NOV 2019 SLUDGE HAULS	$	4,374.00
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 DAVID MEMORIAL L/S-NAT GAS SERVICE	$	23.43
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 PARKGATE L/S-NAT GAS SERVICE	$	25.79
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 PINECROFT L/S-NAT GAS SERVICE	$	30.53
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 THORNWOOD L/S-NAT GAS SERVICE	$	31.13
CENTERPOINT ENERGY	12/11/2019	10434	NOV 2019 RESEARCH FOREST L/S-NAT GAS SERVICE	$	44.74
DXI INDUSTRIES, INC.	12/11/2019	10439	NOV 2019 CONTAINER RENTAL	$	495.00
LESLIES POOL MART	12/17/2019	10485	POWER PRO SHOCK - 100 LB	$	641.22
DXI INDUSTRIES, INC.	12/17/2019	10479	CHLORINE, 2000# - WWTP	$	948.00
ENTERGY	12/17/2019	10481	NOV 2019 W/S ELECTRIC USAGE	$	15,467.60
DUNHAM ENGINEERING	12/17/2019	10478	ANNUAL TCEQ INSPECTION GROUND STORAGE TANK	$	1,000.00
DUNHAM ENGINEERING	12/17/2019	10478	ANNUAL TCEQ INSPECTION - S. ELEVATED STORAGE TANK	$	1,000.00
VALERO MARKETING AND SUPPLY CO.	12/17/2019	10505	NOV 2019 WS UNLEADED FUEL	$	189.35
TEXAS811	12/17/2019	10500	SEPT 2019 LINE LOCATES	$	75.05
CSA TECHNICAL LLC	12/17/2019	10475	PINECROFT - INSTALL HOODED VENT & FAN W/THER CONTR	$	1,305.96
KENTECH INC	12/17/2019	10484	NOV 2019 WATER PLANT #4 GENERATOR MAINTENANCE - 31	$	560.00
KENTECH INC	12/17/2019	10484	NOV 2019 PARKGATE L/S GENERATOR MAINT-H090020624	$	488.75
KENTECH INC	12/17/2019	10484	NOV 2019 GENERAC TRAILER GENERATOR MAINT-288952	$	493.50
KENTECH INC	12/17/2019	10484	NOV 2019 WATER PLANT #3 GENERATOR MAINT-K010306854	$	526.25
KENTECH INC	12/17/2019	10484	NOV 2019 PINECROFT L/S GENERATOR MAINT-L060001155	$	493.50
KENTECH INC	12/17/2019	10484	NOV 2019 RESEARCH FOREST GENERATOR MAINT-K10016864	$	493.50
KENTECH INC	12/17/2019	10484	NOV 2019 DAVID MEMORIAL L/S GENERATOR MAINT-K10016	$	493.50
KENTECH INC	12/17/2019	10484	NOV 2019 WATER PLANT #2 GENERATOR MAINT-695309	$	526.25
KENTECH INC	12/17/2019	10484	NOV 2019 WWTP GENERATOR MAINT-J040704336	$	526.25
KENTECH INC	12/17/2019	10484	NOV 2019 THORNWOOD L/S GENERATOR MAINT-L060004531	$	493.50
KENTECH INC	12/17/2019	10484	NOV 2019 SDMO GENERATOR MAINT-184488	$	526.25
MDN ENTERPRISES	12/17/2019	10488	3/4" X 1/8" RUBBER METER GASKETS	$	10.00
MDN ENTERPRISES	12/17/2019	10488	2-1/2" X 3/4" MTR NUT BUSHING ADAPTS	$	248.75
CHLORINATOR MAINT. CONSTRUCTION, INC	12/17/2019	10470	WWTP - LEAK	$	572.55
EASTEX ENVIRONMENTAL LAB INC	12/17/2019	10480	NOV 2019 WATER TESTING	$	1,764.00
DSHS CENTRAL LAB MC2004	12/17/2019	10477	NOV 2019 WATER LAB TESTING	$	1,688.15
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	1" X 1.2" X 6' PIPE INSULATION	$	63.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	L.ROLAND - BASIC WATER WORKS OPERATIONS REG	$	350.00
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	24" EPDM RUBBER STRAP W/HOOK	$	3.92
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	5/16" ZINC LINK	$	4.70
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	1/4" X 2-3/8" SS SPR LINK	$	12.52
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	5/8" X 25' ELEMENT FLEXRITE HOSE	$	15.98
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	AAA BATTERIES	$	15.98
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	#8 FEMALE JIC 1/2" I.D. HOSE FITTING	$	32.48
BRANCH BANKING AND TRUST CO.	12/17/2019	10464	1/2" HYDRAULIC HOSE TOUGH COVER	$	5.30
FORT BEND SERVICES INC.	12/30/2019	10525	DEC 2019 BELT PRESS POLYMER	$	1,440.00
DXI INDUSTRIES, INC.	12/30/2019	10523	CHLORINE, 150# - WP # 2	$	122.05
DXI INDUSTRIES, INC.	12/30/2019	10523	CHLORINE, 150# - WP # 3	$	122.05
DXI INDUSTRIES, INC.	12/30/2019	10523	CHLORINE, 150# - WP #4	$	366.14
THE WOODLANDS BODY SHOP, IN	12/30/2019	10541	UNIT 14-03 REPAIRS	$	718.27
CSA TECHNICAL LLC	12/30/2019	10520	WWTP - RAZ PUMP TROUBLESHOOTING	$	410.00
THE WOODLANDS JOINT POWERS AGENCY	12/30/2019	10542	DEC 2019 WATER/SEWER USAGE @ GUADALAJARA	$	2,099.87
THE WOODLANDS JOINT POWERS AGENCY	12/30/2019	10542	DEC 2019 SPRINKLER USAGE @ GUADALAJARA	$	384.86
Function 50 - Water & Sewer Total:			**Function 50 - Water & Sewer Total:**	**$**	**51,685.69**

Function: 51 - Utility Billing

PRINTING PLUS	12/17/2019	10493	FOLDING AND STUFFING ADDITIONAL INSERTS-LOTA	$	60.09
			Function 51 - Utility Billing Total:	**$**	**60.09**
			Fund 600 - WATER / SEWER Total:	**$**	**51,975.78**

Fund: 990 - PAYROLL FUND

ESAD ARMS LLC	12/03/2019	10401	T.DUNLAP FIREARM PURCHASE	$	1,149.00
BLUE CROSS/BLUE SHIELD OF TEXAS	12/03/2019	10390	DEC 2019 MEDICAL ADJ	$	(0.30)
AFLAC	12/03/2019	10386	AFLAC AFTER TAX PAYROLL DEDUCTION	$	(70.72)
AFLAC	12/03/2019	10386	NOV 2019 AFLAC ADJ	$	(0.02)
UNITED HEALTHCARE	12/03/2019	10426	NOV 2019 VISION ADJ.	$	(0.10)
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	DEC 2019 DENTAL ADJ	$	(145.28)
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/03/2019	10423	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	240.70
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/03/2019	10423	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	240.70
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	DENTAL INSURANCE PAYROLL DEDUCTION	$	157.69
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	COUNCIL BASE LIFE INSURANCE PAYROLL DEDUCTION	$	13.60
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	12.60
BLUE CROSS/BLUE SHIELD OF TEXAS	12/03/2019	10390	COUNCIL MEDICAL INSURANCE PAYROLL DEDUCTION	$	3,025.75
UNITED HEALTHCARE	12/03/2019	10426	COUNCIL VISION INSURANCE PAYROLL DEDUCTION	$	22.98
AFLAC	12/03/2019	10386	AFLAC AFTER TAX PAYROLL DEDUCTION	$	118.61
AFLAC	12/03/2019	10386	AFLAC PRETAX PAYROLL DEDUCTION	$	88.12
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	172.21
CLEAT	12/03/2019	10394	CLEAT PAYROLL DEDUCTION	$	60.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/03/2019	10395	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	437.59
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/03/2019	10395	COLONIAL PRETAX PAYROLL DEDUCTION	$	130.35
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	2,785.08
ICMA-RC	12/03/2019	10407	ICMA PAYROLL DEDUCTION	$	390.00
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	397.30
BLUE CROSS/BLUE SHIELD OF TEXAS	12/03/2019	10390	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	41,423.41
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/03/2019	10423	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	34,641.66
TX POLICE CHIEF'S ASSOC. FNDTN	12/03/2019	10425	TPCA FOUNDATION PAYROLL DEDUCTION	$	17.00
UNITED HEALTHCARE	12/03/2019	10426	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	332.89
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/03/2019	10423	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	18.53
AFLAC	12/03/2019	10386	AFLAC AFTER TAX PAYROLL DEDUCTION	$	118.61
AFLAC	12/03/2019	10386	AFLAC PRETAX PAYROLL DEDUCTION	$	88.12
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	172.21
CLEAT	12/03/2019	10394	CLEAT PAYROLL DEDUCTION	$	60.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/03/2019	10395	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	602.27
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/03/2019	10395	COLONIAL PRETAX PAYROLL DEDUCTION	$	127.60
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	2,785.08
ICMA-RC	12/03/2019	10407	ICMA PAYROLL DEDUCTION	$	390.00
METLIFE SMALL BUSINESS CENTER	12/03/2019	10412	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	397.30
BLUE CROSS/BLUE SHIELD OF TEXAS	12/03/2019	10390	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	41,423.41
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/03/2019	10423	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	34,611.95
TX POLICE CHIEF'S ASSOC. FNDTN	12/03/2019	10425	TPCA FOUNDATION PAYROLL DEDUCTION	$	17.00
UNITED HEALTHCARE	12/03/2019	10426	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	332.89
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/03/2019	10395	NOV 2019 COLONIAL ADJ.	$	161.93
INTERNAL REVENUE SERVICE	12/05/2019	DFT0011162	MEDICARE	$	558.12
INTERNAL REVENUE SERVICE	12/05/2019	DFT0011163	SOCIAL SECURITY	$	2,385.76
INTERNAL REVENUE SERVICE	12/05/2019	DFT0011164	FEDERAL W/H	$	662.83
ESAD ARMS LLC	12/11/2019	10442	M.BLEDSOE FIREARM PURCHASE	$	793.80
INTERNAL REVENUE SERVICE	12/12/2019	DFT0011184	MEDICARE	$	58.00
INTERNAL REVENUE SERVICE	12/12/2019	DFT0011185	SOCIAL SECURITY	$	248.00
INTERNAL REVENUE SERVICE	12/12/2019	DFT0011186	FEDERAL W/H	$	101.91
TEXAS CHILD SUPPORT	12/12/2019	DFT0011196	CHILD SUPPORT PAYROLL DEDUCTION	$	308.31
TEXAS CHILD SUPPORT	12/12/2019	DFT0011197	CHILD SUPPORT PAYROLL DEDUCTION	$	253.85
TEXAS CHILD SUPPORT	12/12/2019	DFT0011198	CHILD SUPPORT PAYROLL DEDUCTION	$	710.77
TEXAS CHILD SUPPORT	12/12/2019	DFT0011199	CHILD SUPPORT PAYROLL DEDUCTION	$	576.92
CITY OF SHENANDOAH GENERAL FUND	12/12/2019	DFT0011200	FIREARM REIMBURSEMENT-THOMPSON	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/12/2019	DFT0011201	FIREARM REIMBURSEMENT-GORDON	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/12/2019	DFT0011202	FIREARM REIMBURSEMENT-READE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/12/2019	DFT0011203	FIREARM REIMBURSEMENT-COLLINS	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/12/2019	DFT0011204	FIREARM REIMBURSEMENT-DUNLAP	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/12/2019	DFT0011205	FIREARM REIMBURSEMENT-BLEDSOE	$	50.00

INTERNAL REVENUE SERVICE	12/12/2019	DFT0011206	MEDICARE	$	4,284.90
INTERNAL REVENUE SERVICE	12/12/2019	DFT0011207	SOCIAL SECURITY	$	18,229.34
INTERNAL REVENUE SERVICE	12/12/2019	DFT0011208	FEDERAL W/H	$	15,043.63
INTERNAL REVENUE SERVICE	12/13/2019	DFT0011188	MEDICARE	$	58.04
INTERNAL REVENUE SERVICE	12/13/2019	DFT0011189	SOCIAL SECURITY	$	248.20
INTERNAL REVENUE SERVICE	12/13/2019	DFT0011190	FEDERAL W/H	$	32.07
INTERNAL REVENUE SERVICE	12/13/2019	DFT0011192	MEDICARE	$	29.00
INTERNAL REVENUE SERVICE	12/13/2019	DFT0011193	SOCIAL SECURITY	$	124.00
INTERNAL REVENUE SERVICE	12/13/2019	DFT0011194	FEDERAL W/H	$	47.62
TEXAS CHILD SUPPORT	12/26/2019	DFT0011210	CHILD SUPPORT PAYROLL DEDUCTION	$	308.31
TEXAS CHILD SUPPORT	12/26/2019	DFT0011211	CHILD SUPPORT PAYROLL DEDUCTION	$	253.85
TEXAS CHILD SUPPORT	12/26/2019	DFT0011212	CHILD SUPPORT PAYROLL DEDUCTION	$	710.77
TEXAS CHILD SUPPORT	12/26/2019	DFT0011213	CHILD SUPPORT PAYROLL DEDUCTION	$	576.92
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011214	FIREARM REIMBURSEMENT-THOMPSON	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011215	FIREARM REIMBURSEMENT-GORDON	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011216	FIREARM REIMBURSEMENT-READE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011217	FIREARM REIMBURSEMENT-COLLINS	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011218	FIREARM REIMBURSEMENT-DUNLAP	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011219	FIREARM REIMBURSEMENT-BLEDSOE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	12/26/2019	DFT0011220	FIREARM REIMBURSEMENT-MCDUFFIE	$	50.00
INTERNAL REVENUE SERVICE	12/26/2019	DFT0011221	MEDICARE	$	4,322.90
INTERNAL REVENUE SERVICE	12/26/2019	DFT0011222	SOCIAL SECURITY	$	17,805.88
INTERNAL REVENUE SERVICE	12/26/2019	DFT0011223	FEDERAL W/H	$	14,299.46
AFLAC	12/30/2019	10513	DEC 2019 AFLAC ADJ	$	(0.02)
BLUE CROSS/BLUE SHIELD OF TEXAS	12/30/2019	10517	JAN 2020 MEDICAL ADJ	$	(0.30)
ICMA-RC	12/30/2019	10527	ICMA PAYROLL DEDUCTION	$	50.00
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/30/2019	10540	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	4,631.12
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/30/2019	10540	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	481.40
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	DENTAL INSURANCE PAYROLL DEDUCTION	$	157.69
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	COUNCIL BASE LIFE INSURANCE PAYROLL DEDUCTION	$	13.60
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	12.60
BLUE CROSS/BLUE SHIELD OF TEXAS	12/30/2019	10517	COUNCIL MEDICAL INSURANCE PAYROLL DEDUCTION	$	3,025.75
UNITED HEALTHCARE	12/30/2019	10547	COUNCIL VISION INSURANCE PAYROLL DEDUCTION	$	22.98
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/30/2019	10540	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	240.70
AFLAC	12/30/2019	10513	AFLAC AFTER TAX PAYROLL DEDUCTION	$	83.25
AFLAC	12/30/2019	10513	AFLAC PRETAX PAYROLL DEDUCTION	$	88.12
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	168.81
CLEAT	12/30/2019	10518	CLEAT PAYROLL DEDUCTION	$	60.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/30/2019	10519	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	602.27
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/30/2019	10519	COLONIAL PRETAX PAYROLL DEDUCTION	$	127.60
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	2,706.23
ICMA-RC	12/30/2019	10527	ICMA PAYROLL DEDUCTION	$	390.00
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	334.13
BLUE CROSS/BLUE SHIELD OF TEXAS	12/30/2019	10517	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	40,269.54
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/30/2019	10540	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	35,847.01
TX POLICE CHIEF'S ASSOC. FNDTN	12/30/2019	10545	TPCA FOUNDATION PAYROLL DEDUCTION	$	17.00
UNITED HEALTHCARE	12/30/2019	10547	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	321.40
AFLAC	12/30/2019	10513	AFLAC AFTER TAX PAYROLL DEDUCTION	$	83.25
AFLAC	12/30/2019	10513	AFLAC PRETAX PAYROLL DEDUCTION	$	88.12
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	168.81
CLEAT	12/30/2019	10518	CLEAT PAYROLL DEDUCTION	$	60.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/30/2019	10519	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	602.27
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	12/30/2019	10519	COLONIAL PRETAX PAYROLL DEDUCTION	$	127.60
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	2,706.23
ICMA-RC	12/30/2019	10527	ICMA PAYROLL DEDUCTION	$	390.00
METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	336.53
BLUE CROSS/BLUE SHIELD OF TEXAS	12/30/2019	10517	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	40,269.54
TEXAS MUNICIPAL RETIREMENT SYSTEM	12/30/2019	10540	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	36,718.11
TX POLICE CHIEF'S ASSOC. FNDTN	12/30/2019	10545	TPCA FOUNDATION PAYROLL DEDUCTION	$	17.00
UNITED HEALTHCARE	12/30/2019	10547	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	321.40

METLIFE SMALL BUSINESS CENTER	12/30/2019	10534	JAN 2020 DENTAL ADJ	$	288.85
UNITED HEALTHCARE	12/30/2019	10547	JAN 2020 VISION ADJ	$	(0.10)
				$	**422,459.37**
			Fund 990 - PAYROLL FUND Total:	**$**	**422,459.37**
			GRAND TOTAL:	**$**	**1,072,465.72**

COUNCIL MONTHLY REPORT

DEPARTMENT: ADMINISTRATION

MONTH: December 2019

SOCIAL MEDIA/COMMUNICATIONS

FACEBOOK
City @ShenandoahTx

Followers in December	6992
Followers in November	6983
Gain	**Up 9, +0.12%**

DATE	SUBJECT	REACH
12/1	And then there were 8…. On the road to Shenandoah	379
12/2	LPTA elves are working today	2,328
12/5	LOTA is over and almost everything back in place	504
12/5	LOTA picture album	375
12/5	SPD Police Blotter	316
12/6	Been on the phone with Santa about coming on the fire truck	1,108
12/6	Santa visit map update	760
12/6	City Council meeting agenda	273
12/6	SPD report – MVA northbound on I45	337
12/6	Santa route map	697
12/07	Luminary workday was very productive	932
12/7	What a day for D3 football on the road to Shenandoah	300
12/9	Santa came and toured Shenandoah	695
12/10	Aggravated robbery at Valero	517
12/10	Looking for another opportunity to visit Santa?	907
12/12	Civic Club red ribbons for the neighborhoods are available	789
12/13	Christmas week trash/recycling schedule	516
12/14	Welcome the home team for Stagg Bowl – North Central Illinois	312
12/14	Welcome the visiting team, Whitewater	337
12/14	Hope you visit Santa at Starbucks today!	550
12/15	Civic Club had a hard time selecting best decorated homes –	988
12/15	Civic Club had hard time selecting best decorated – house 2	1,567
12/15	Dec. 11 Council update	251

12/16	Special weather statement	630
12/16	SPD Blotter Dec. 1-7	310
12/17	Our Stagg Bowl teams arrive tonight and we are so excited!	520
12/20	Congrats to Stagg Bowl winner North Central Illinois	360
12/21	Great job on the national anthem, Officer Langston!	1,512
12/23	SPD Police Blotter Dec. 8-14	278
12/23	Today is the last maintenance day for the luminaries	480
12/23	MVA still impacting SB I45 in Shenandoah	564
12/25	Dense fog advisory	393
12/26	Early closing New Year's Eve	564
12/26	SPD Blotter Dec. 15-21	367
12/28	Doppler tracking gusty storm	710
12/30	City contractor started work on city park	435
	TOTAL	**22,861**

IMPORTANT POINTS: Anything above 500 for Shenandoah can be considered a "viral" posting. This month, we had **20** postings. The City's Facebook page, Shenandoah, TX was renamed Shenandoah, TX – City Government this month to recognize that it is an official communication outlet of the city of Shenandoah. It is an instrument for providing information to our residents unlike personal and business Facebook pages that are designed for the interchange of ideas and opinions.

FACEBOOK
Civic Club @STxCivicClub

Followers in December	210
Followers in November	207
Gain	**Up 3, +1.4%**

DATE	SUBJECT	REACH
12/2	Collecting toys at the Lighting of the Angels	16
12/5	Thank you for your toy donations	27
12/5	Lighting of the Angels – thanks to volunteers, before, during	53
12/5	SPD Police Blotter	29
12/6	Santa on the fire truck	16
12/6	Santa route	16
12/8	SPD report MVA northbound on I45	48
12/6	Santa route map	33
12/6	Light up the town with luminaries	51
12/7	And now there are 4	16
12/10	Aggravated robbery at Valero	173
12/10	Ho, ho, ho--- another Santa visit	24

12/12	Bows available for mailboxes, trees, gas lights	28
12/13	Trash schedule for holidays	25
12/14	We have been very very good	38
12/15	One of the Best Decorated	74
12/15	Second of the best decorated	114
12/15	Council Dec. 11 update	35
12/15	Weather alert	9
12/16	SPD Blotter Dec. 1-7	51
12/17	Three days until game time!	34
12/21	Great job!	42
12/23	SPD Police Blotter Dec. 8-14	24
12/23	Reminder – last day of luminary maintenance	57
12/23	MVA still impacting Shenandoah	34
12/25	Dense fog	13
12/28	Early closing on New Year's Eve	39
12/26	SPD Blotter Dec. 15-21	40
12/26	Weather alert	16
12/30	Park work project started	22
12/30	Ringing the year out…	13
	TOTAL	**1,210**

IMPORTANT POINTS: Anything above 100 for the Civic Club can be considered a "viral" posting. This month, we had **2** viral postings.

TWITTER @ShenandoahTx

Followers in December	1531
Followers in November	1520
Gain	**Up 11, +0.7%**

DATE	SUBJECT	REACH
12/5	SPD Blotter	283
12/8	City Council agenda	296
12/8	Major MVA northbound at I45	347
12/14	Welcome North Central Illinois as home team	308
12/14	Will it be Whitewater or St. John's as visiting team?	429
12/15	Stagg Bowl coming Friday!439	439
12/15	Dec. 11 Council update	261
12/15	NCAA Committee, host and team call this morning!	475
12/15	Any alumni from North Central or Whitewater?	517

12/16	Strong thunderstorm heading this way	412
12/16	SPD Police Blotter	455
12/17	Hoping to see you at FanFest and Stagg Bowl	9,826
12/21	North Central wins 41-14 in first Stagg Bowl trip	974
12/23	MVA still impacting traffic at Shenandoah	237
1225	Dense fog warning	199
12/26	Early closing Dec. 31 at 3 pm	160
12/27	SPD Police Blotter	157
12/28	Doppler tracking gusty storm	251
	TOTAL	**16,026**

NEXTDOOR, agency account (information only)

Subscribers in December (by area)	816
Change	**Up 9, 1.1%**
Subscribers in December (by neighborhoods)	
Northline Oaks	41 (+0)
Grogan's Forest	633(+6)
The Woodlands	4 (+0)
Shenandoah	138 (+3)

DATE	SUBJECT	VIEWS
12/5	SPD Blotter Nov. 24-30	80
12/6	Major accident on NB I45 at 1488	79
12/15	Dec. 11 Council update	45
12/16	Special weather alert	61
12/16	SPD Blotter Dec. 1-7	70
12/26	Early closing New Year's Eve	48
12/26	SPD Blotter Dec. 15-21	55
TOTAL		**438**

Postings are only as agency; we cannot monitor citizen postings.

YouTube City Council Meetings and Other

Subscribers in December	72
Subscribers in November	72
Change	**Up 0, +0%**

DATE	VIEWS
City Council 12/11/19	84
TOTAL VIEWS to date	**9,382**
TOTAL HOURS to date	**1,310**
AVG. VIEW DURATION to date	**8:22 minutes**

Fun Facts:

- For December, there was only one meeting due to the holidays. That meeting has no video as there was a malfunction; sound only.
- For December, watch time was 708 minutes
- For December, average view duration was 5 minutes 33 seconds
- For December, top devices used: computer (26.1%), mobile (60.1%), TV (13.5%)
- For December, on demand (10.2 hrs) vs. live (1.6 hrs)

WEBSITE

- Carousel banners:
  - Open Records Request
  - Subscribe to Notify Me
  - Watch Us on YouTube
  - Personalize Your Website Page
  - Next Current Event
  - 2019-20 Budget
- Subscribers
  - News Flash
    - City of Shenandoah News 108 (+1)
    - CVB News 75 (+0)
    - SPD Police Blotters 104 (+2)
    - Town Hall 93 (+0)
  - Agenda Center
    - City Council 72 (+0)
    - MDD 48 (+0)
    - P & Z 54 (+0)
    - Civic Club 3 (+0)
  - Alert Center 54 (+3)
  - Calendars
    - CVB 48 (+1)
    - Event 66 (+2)
    - Pool Season 18 (+1)
    - Meetings 42 (+1)
- Visitors (December) — Total to Date
  - 27,625 visits — 99,553 visits
  - 3 min 25 sec avg. visit — 2 min 23 sec avg visit
  - 67% left after one page (bounced) — 64% left after one. page (bounced)
  - 32,704 page views — 186,151 page views
  - 809 searches — 6,505 total searches
  - 32,421 downloads — 32,564 downloads

ArchiveSocial, archiving source

Starting with the 2017-18 budget year, ArchiveSocial is a program that allows us to archive postings in our social media accounts for public information requests or historical reference.

- December 20 new records
- Prior 6-month averaging: 438 records/month

Currently Archiving:

Three Facebook pages:

- City Facebook page: Shenandoah, Tx
- Civic Club Facebook page: Shenandoah Civic Club
- CVB Facebook page: Visit Shenandoah TX

Two Facebook owner accounts:

- STX Shenandoah
- Shenandoah CVB

Two Twitter accounts:

- City account: @ShenandoahTX
- CVB account: @shenandoahcvb

One Instagram account:

- Visitshenandoahtx

One You Tube account:

- City of Shenandoah, Texas

The two biggest sources of records archived are City Facebook and City YouTube.

PRESS RELEASES

Date	Description
12/10	Aggravated robbery at Valero
12/12	Civic Club chooses Best Decorated House 1
12/12	Civic Club chooses Best Decorated House 2
12/15	Council Dec. 11 Update
12/12	SPD Blotter Dec. 1-7
12/19	SPD Blotter Dec. 8-14
12/26	SPD Blotter Dec. 15-21

OPEN RECORD REQUESTS

The City received 24 record requests during the month of December as shown below.

DATE	REQUESTER	DESCRIPTION	DATE COMPLETED
12/2/2019	Construction Monitor	Building Permit Report for the month of November, 2019	12/6/2019
12/2/2019	Christine Ostrowski	Building Permit Report for the month of November, 2019	12/6/2019
12/2/2019	Suma Sureshchandra	Building Permit Report for the month of November, 2019	12/6/2019
12/2/2019	Leah Overall	Building Permit Report for the month of November, 2019	12/6/2019
12/2/2019	Carole Bartholomew	Building Permit Report for the month of November, 2019	12/6/2019
12/3/2019	Tara Worsham	PD Report #19M008683	12/5/2019
12/4/2019	Eric Bahrenburg	Reserve at Grogan's Mill Community Fence Plans	12/10/2019
12/4/2019	Eric Bahrenburg	242 Sonoma Ct Plans and Site Info	12/10/2019
12/4/2019	Eric Bahrenburg	Civil plans for Silverwood Ranch	12/10/2019
12/4/2019	Eric Bahrenburg	160 Silverwood Dr Plans and Site Info	12/10/2019
12/4/2019	Eric Bahrenburg	Pool and Fence plans and variance info	12/10/2019
12/9/2019	Jacquelyn Nemcik	PDD9	12/9/2019
12/10/2019	Ron Rummel	PD Case #15M00085	12/11/2019
12/12/2019	Gwen Simpson	PD Report for 19M007571	12/12/2019
12/12/2019	Kim Whitley	Salary Info - CA, RMO, FD, UB Clerk, AP Clerk	12/12/2019
12/13/2019	Caitlin Bobb	Civil Plans for Holiday Inn	12/13/2019
12/13/2019	Reina Awasum	Police Report	12/16/2019
12/10/2019	Mayes Middleton	Contracts with Lobbyists	12/23/2019
12/18/2019	Jean Teague	Activity Logs for Request #20295	WITHDRAWN
12/18/2019	Jean Teague	Invoices - CKR, Steptoe Johnson, Ferebee (November)	12/23/2019
12/19/2019	Zach Nelson	PIA Requestor List	12/23/2019
12/19/2019	Jessica Rodriguez	Incident File - Hernandez	12/23/2019
12/20/2019	Cristina Velando	Property Information & Development Requirements	12/23/2019
12/26/2019	Zach Nelson	Request History - Powell, Henson, Wertz, Houston, Teague, Hepburn, Smith, Konzem, Bahrenburg, Ortega	12/30/2019

Year	# of Requests
2014	65
2015	120
2016	162
2017	220
2018	293
2019	326

HUMAN RESOURCES

Year	Budgeted Fillable Positions	Separations	Turnover Ratio
2016	50	10	20%
2017	51	11	21.6%
2018	54	4	7.4%
2019	55	2	3.6%

INFORMATIONAL TECHNOLOGY (IT)

General Support

There were 10 IT requests for service in the month of December.

Category/Service	Service Calls Completed
Application/Software	2
Computer/Hardware	0
Desk Phone / Mobile Phone	0
Door Access / Security Cameras	0
Email Issue	1
Employee Entry / Exit Form	0
General IT Requests	5
Internet/Network	0
Police MDT/Mobile Data	0
In-Car Video/Watchguard	2
Printer / Copier / Scanner	0
User Login/Password	0
Total	**10**

SUBMITTED BY:

COUNCIL MONTHLY REPORT

DEPARTMENT: FINANCE

MONTH: DECEMBER 2019

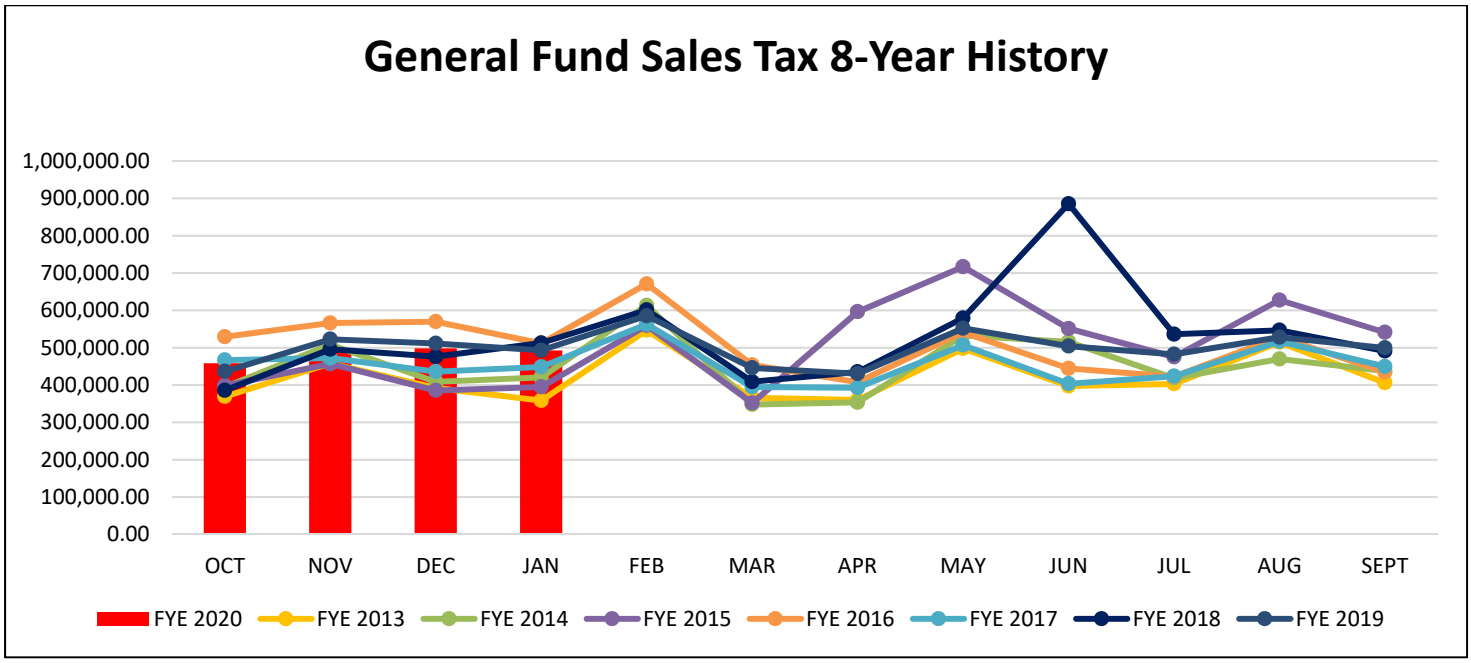
REVENUE

General Fund sales tax receipts received in November, reported in January are down 0.07% over the same month in 2018. Decreases from the previous year are shown in red. Significant changes from current year to previous year are primarily a result of a change in taxpayers.

General Fund Sales Tax - 8 Year Comparison

	Sales Tax FY 2012-2013	Sales Tax FY 2013-2014	Sales Tax FY 2014-2015	Sales Tax FY 2015-2016	Sales Tax FY 2016-2017	Sales Tax FY 2017-2018	Sales Tax FY 2018-2019	Sales Tax FY 2019-2020
OCT	369,391.25	394,342.33	398,463.01	529,234.52	466,912.55	385,742.59	436,594.28	458,341.89
NOV	457,850.00	508,617.69	456,877.76	566,140.52	472,341.01	495,956.78	522,751.85	490,064.73
DEC	392,284.71	408,659.61	385,601.00	569,854.76	436,159.11	476,181.30	511,522.98	498,182.36
JAN	358,544.76	420,523.80	395,068.35	511,995.45	448,458.28	512,637.50	492,914.83	492,564.36
FEB	546,714.39	613,223.58	559,795.01	670,777.67	562,788.89	601,151.52	585,556.53	
MAR	366,007.27	348,002.56	351,977.96	453,860.55	394,952.57	408,862.33	446,044.49	
APR	360,029.06	353,675.15	596,287.50	407,769.31	393,008.04	435,325.51	430,535.67	
MAY	497,834.09	532,982.48	716,952.48	540,870.98	506,830.45	579,460.26	552,084.98	
JUN	397,331.40	515,915.97	551,161.85	444,484.92	403,627.18	885,399.08	504,229.58	
JUL	403,084.53	418,467.34	475,396.14	422,558.02	423,618.29	536,123.76	482,478.25	
AUG	514,693.41	469,711.82	627,396.71	528,924.55	516,593.06	546,764.42	528,047.73	
SEPT	406,130.59	437,844.65	541,138.70	434,327.21	449,659.93	491,282.24	499,632.39	
TOTAL	**5,069,895.46**	**5,421,966.98**	**6,056,116.47**	**6,080,798.46**	**5,474,949.36**	**6,354,887.29**	**5,992,393.56**	**1,939,153.34**

The chart below plots a history of sales tax revenue from the 2012-2013 fiscal year to the current fiscal year.

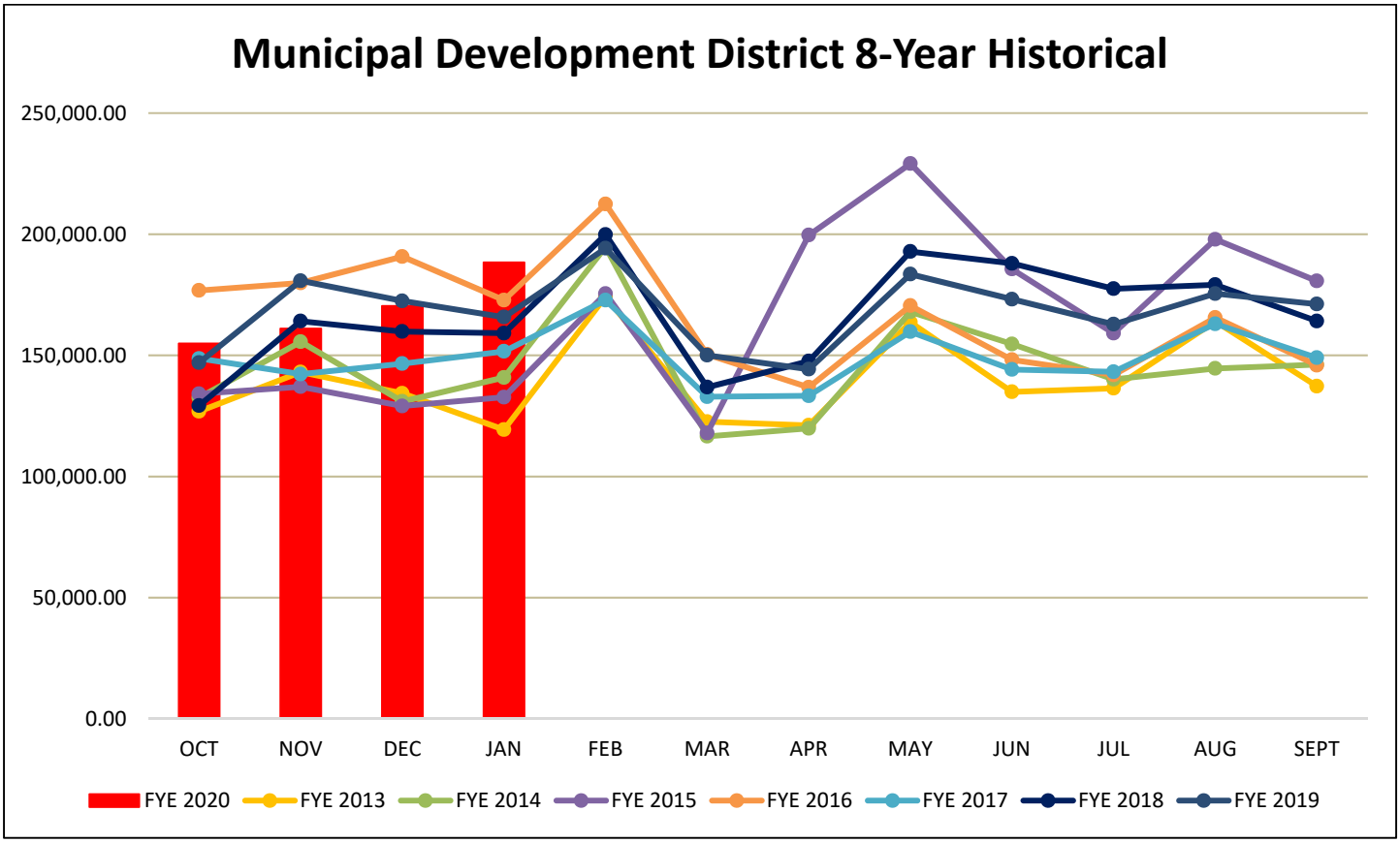


Finance Department

Shenandoah Municipal Development District (MDD) sales tax receipts received in November, reported in January are up 13.60% over the same month in 2018. Decreases from the previous year are shown in red. Significant changes from current year to previous year are primarily a result of a change in taxpayers.

Municipal Development District Sales Tax - 8 Year Comparison								
	Sales Tax FY 2012-2013	Sales Tax FY 2013-2014	Sales Tax FY 2014-2015	Sales Tax FY 2015-2016	Sales Tax FY 2016-2017	Sales Tax FY 2017-2018	Sales Tax FY 2018-2019	Sales Tax FY 2019-2020
OCT	126,891.50	132,531.91	134,121.98	176,792.05	148,740.99	129,281.89	146,950.75	154,895.19
NOV	143,100.77	155,593.35	137,039.48	179,873.46	142,252.94	164,103.61	180,771.96	161,037.71
DEC	134,331.77	130,963.08	129,069.45	190,743.79	146,576.50	159,833.39	172,461.06	170,373.02
JAN	119,334.34	140,870.35	132,715.53	172,779.54	151,645.82	159,154.91	165,765.46	188,314.94
FEB	174,244.21	194,711.99	175,420.84	212,442.67	172,758.57	199,847.14	194,183.48	
MAR	122,620.90	116,577.23	117,910.59	150,369.51	132,930.14	136,863.98	150,051.70	
APR	121,105.17	119,859.74	199,614.21	136,812.78	133,298.06	147,610.07	144,266.74	
MAY	163,670.43	167,939.73	229,109.08	170,507.99	159,755.34	192,839.04	183,504.67	
JUN	134,934.74	154,665.14	185,611.00	148,191.12	144,141.89	187,959.08	173,157.86	
JUL	136,413.94	140,109.37	159,123.20	141,933.67	143,212.27	177,469.43	162,828.18	
AUG	164,059.76	144,599.73	197,857.45	165,575.36	162,982.51	179,143.98	175,474.58	
SEPT	137,281.10	146,173.09	180,695.27	145,925.17	149,025.29	164,145.34	171,161.70	
TOTAL	**1,677,988.63**	**1,744,594.71**	**1,797,592.81**	**1,991,947.11**	**1,787,320.32**	**1,998,251.86**	**2,020,578.14**	**674,620.86**

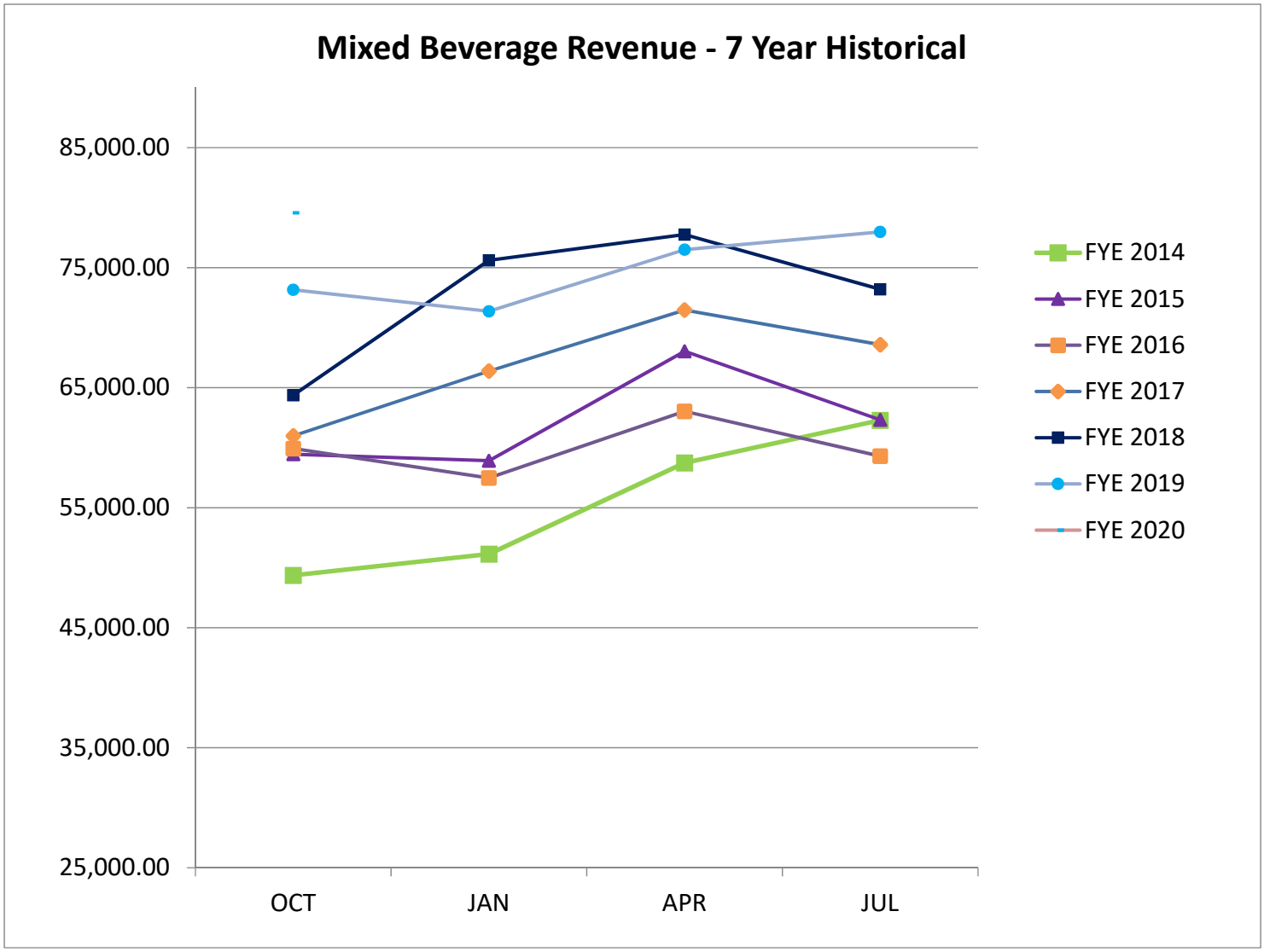
The chart below plots a history of MDD sales tax revenue from the 2012-2013 fiscal year to the current fiscal year.



Finance Department

Mixed Beverage tax receipts received for the past seven years are detailed below. Decreases from the previous year are shown in red.

Mixed Beverage Revenue - 7 Year Historical							
	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
OCT	49,367.66	59,453.27	59,926.12	60,986.07	64,378.92	73,161.11	79,584.53
JAN	51,138.78	58,912.43	57,476.93	66,379.59	75,607.85	71,364.25	
APR	58,740.02	68,036.47	63,028.71	71,467.72	77,758.68	76,494.83	
JUL	62,287.56	62,318.74	59,294.13	68,580.98	73,206.92	77,980.89	
Total	**221,534.02**	**248,720.91**	**239,725.89**	**267,414.36**	**290,952.37**	**299,001.08**	**79,584.53**



The City currently has 30 businesses that hold a mixed beverage permit.
Below is a gross receipt listing from this November as compared to the same month in the previous year.

Mixed Beverage Monthly Gross Receipts by Vendor									
	NOVEMBER 2018				NOVEMBER 2019				DIFFERENCE
	Liquor Receipts	Wine Receipts	Beer Receipts	**Total Receipts**	Liquor Receipts	Wine Receipts	Beer Receipts	**Total Receipts**	
TWIN PEAKS	$86,406.00	$3,375.00	$161,020.00	**$250,801.00**	$91,489.00	$3,580.00	$167,654.00	**$262,723.00**	**$11,922.00**
PAPPASITOS	$115,533.00	$4,798.00	$25,640.00	**$145,971.00**	$132,815.00	$4,804.00	$27,967.00	**$165,586.00**	**$19,615.00**
PAPPADEAUX	$77,114.00	$39,922.00	$23,068.00	**$140,104.00**	$89,356.00	$40,235.00	$23,508.00	**$153,099.00**	**$12,995.00**
GOODE COMPANY	$70,696.00	$6,318.00	$15,193.00	**$92,207.00**	$74,408.00	$8,404.00	$13,817.00	**$96,629.00**	**$4,422.00**
BJ'S	$27,946.00	$14,031.00	$37,985.00	**$79,962.00**	$29,446.00	$13,544.00	$37,781.00	**$80,771.00**	**$809.00**
CHUY'S	$43,627.00	$1,362.00	$9,109.00	**$54,098.00**	$48,440.00	$985.00	$8,990.00	**$58,415.00**	**$4,317.00**
GUADALAJARA	$68,523.00	$3,791.00	$14,080.00	**$86,394.00**	$77,490.00	$3,695.00	$16,457.00	**$97,642.00**	**$11,248.00**
LUPE TORTILLA	$66,996.00	$4,298.00	$16,483.00	**$87,777.00**	$72,317.00	$3,984.00	$17,323.00	**$93,624.00**	**$5,847.00**
BUFFALO WILD WINGS	$16,392.00	$1,426.00	$45,301.00	**$63,119.00**	$14,737.00	$1,240.00	$37,372.00	**$53,349.00**	**($9,770.00)**
FIELDING'S WOOD GRILL	$29,454.00	$22,286.00	$12,381.00	**$64,121.00**	$36,408.00	$15,130.00	$11,818.00	**$63,356.00**	**($765.00)**
MAIN EVENT	$31,891.00	$2,177.00	$27,322.00	**$61,390.00**	$35,367.00	$2,438.00	$28,774.00	**$66,579.00**	**$5,189.00**
SALTGRASS STEAKHOUSE	$30,407.00	$14,141.00	$13,071.00	**$57,619.00**	$32,338.00	$14,643.00	$12,175.00	**$59,156.00**	**$1,537.00**
MI RANCHO	$43,633.00	$1,243.00	$10,287.00	**$55,163.00**	$52,275.00	$896.00	$10,452.00	**$63,623.00**	**$8,460.00**
BUCA DE BEPPO	$5,560.00	$14,906.00	$3,497.00	**$23,963.00**	$6,429.00	$11,757.00	$3,021.00	**$21,207.00**	**($2,756.00)**
HOOTERS	$5,942.00	$285.00	$16,362.00	**$22,589.00**					**($22,589.00)**
BABIN'S SEAFOOD HOUSE	$16,434.00	$9,896.00	$5,587.00	**$31,917.00**	$16,631.00	$10,899.00	$5,636.00	**$33,166.00**	**$1,249.00**
EL BOSQUE	$12,949.00	$375.00	$3,802.00	**$17,126.00**	$15,641.00	$496.00	$4,619.00	**$20,756.00**	**$3,630.00**
JOHNNY'S ITALIAN STEAK HOUSE	$11,615.00	$7,459.00	$6,576.00	**$25,650.00**	$12,176.00	$6,996.00	$6,415.00	**$25,587.00**	**($63.00)**
RED LOBSTER	$7,188.00	$3,254.00	$2,759.00	**$13,201.00**	$6,738.00	$2,688.00	$2,527.00	**$11,953.00**	**($1,248.00)**
RED ROBIN	$4,961.00	$734.00	$6,518.00	**$12,213.00**	$4,234.00	$695.00	$5,696.00	**$10,625.00**	**($1,588.00)**
CASA MEDINA	$8,925.00	$217.00	$2,737.00	**$11,879.00**	$10,683.00	$180.00	$3,463.00	**$14,326.00**	**$2,447.00**
OUTBACK STEAKHOUSE	$7,655.00	$6,176.00	$5,700.00	**$19,531.00**	$9,215.00	$5,217.00	$5,597.00	**$20,029.00**	**$498.00**
ANOTHER BROKEN EGG	$6,115.00	$8,602.00	$0.00	**$14,717.00**	$6,096.00	$10,708.00	$0.00	**$16,804.00**	**$2,087.00**
COURTYARD	$2,458.00	$1,647.00	$1,389.00	**$5,494.00**	$2,126.00	$2,885.00	$1,400.00	**$6,411.00**	**$917.00**
MIA'S TABLE	$4,326.00	$5,139.00	$5,855.00	**$15,320.00**	$2,238.00	$2,943.00	$2,518.00	**$7,699.00**	**($7,621.00)**
AVENIDA BRAZIL CHURRASCARIA	$4,048.00	$5,989.00	$877.00	**$10,914.00**	$22,635.00	$20,477.00	$3,639.00	**$46,751.00**	**$35,837.00**
AMC METROPARK 10	$0.00	$0.00	$0.00	**$0.00**	$7,589.00	$1,065.00	$4,660.00	**$13,314.00**	**$13,314.00**
KILLEN'S STEAKHOUSE	$0.00	$0.00	$0.00	**$0.00**	$27,604.00	$50,994.00	$1,832.00	**$80,430.00**	**$80,430.00**
FIRST WATCH	$0.00	$0.00	$0.00	**$0.00**	$0.00	$0.00	$0.00	**$0.00**	**$0.00**
DAVE & BUSTER'S	$0.00	$0.00	$0.00	**$0.00**	$0.00	$0.00	$0.00	**$0.00**	**$0.00**
TOP SUSHI	$0.00	$0.00	$0.00	**$0.00**	$0.00	$0.00	$0.00	**$44,776.00**	**$44,776.00**
TOTALS	**$806,794.00**	**$183,847.00**	**$472,599.00**	**$1,463,240.00**	**$936,921.00**	**$241,578.00**	**$465,111.00**	**$1,688,386.00**	**$225,146.00**

As of December 31, 2019 the City's outstanding property taxes totaled $1,397,543.78. Of this amount, $1,397,348.46 is from 2009 to 2019 and $195.32 is from years prior to 2009. The table below shows the remaining balances as reported on the tax collector's monthly report.

Outstanding Property Tax Report FY 2019-2020						
	2009 to Present		Prior to 2009		Total	
Month	Balance	Change from Prev Month	Balance	Change from Prev Month	Balance	Change from Prev Month
OCT	2,033,285.60	1,990,111.45	195.32	19.04	2,033,480.92	1,990,130.49
NOV	1,959,352.15	-73,933.45	195.32	0.00	1,959,547.47	-73,933.45
DEC	1,397,348.46	-562,003.69	195.32	0.00	1,397,543.78	-562,003.69
JAN	0.00	0.00	0.00	0.00	0.00	0.00
FEB	0.00	0.00	0.00	0.00	0.00	0.00
MAR	0.00	0.00	0.00	0.00	0.00	0.00
APR	0.00	0.00	0.00	0.00	0.00	0.00
MAY	0.00	0.00	0.00	0.00	0.00	0.00
JUN	0.00	0.00	0.00	0.00	0.00	0.00
JUL	0.00	0.00	0.00	0.00	0.00	0.00
AUG	0.00	0.00	0.00	0.00	0.00	0.00
SEPT	0.00	0.00	0.00	0.00	0.00	0.00

The table below shows other revenue receipts for the month of November. Most franchise fees are received on a quarterly basis but may not follow the quarters of the calendar year.

Other Revenue Ending December 31, 2019			
	Monthly Activity	YTD	Budgeted Amount
Development Fees:	600.00	13,000.00	10,000.00
Property Taxes:	159,497.98	225,201.37	903,040.00
Mixed Beverage Tax:	0.00	79,584.53	320,994.00
Building Permit:	12,207.00	398,573.55	450,000.00
Other Permits:	2,995.00	5,146.00	15,000.00
Gas Franchise:	0.00	86.86	35,000.00
Electric Franchise:	0.00	0.00	282,000.00
Cable Franchise:	0.00	17,170.82	20,000.00
Telephone Franchise:	2,174.37	27,435.63	70,000.00
Trash Collection:	2,430.70	7,642.80	39,398.00
Recycling:	3,305.31	9,685.10	27,044.00
Code Enforcement Violation	0.00	0.00	800.00
Pool Use Fees:	0.00	0.00	9,964.00
Court Fines:	265.00	582.00	10,000.00
Court Fees:	119.20	238.80	5,000.00
Interest:	4,385.16	6,001.89	8,000.00
Leases:	1,250.00	3,750.00	15,000.00
Undesignated Revenue:	4,190.08	4,663.24	20,000.00
Payment in Lieu of Taxes:	0.00	7,867.50	71,468.00
Proceeds/Sale of Cap. Assets:	0.00	0.00	45,000.00

All revenue percent remaining will show as a negative due to the software system requirements. These numbers are subject to change due to end of year accounts payable and audit adjustments.

Budget Report				
For Fiscal: 2019-2020 Period Ending: December 31, 2019				
	Current Total Budget	Period Activity	Fiscal Activity	Percent Remaining
Fund: 100 - GENERAL FUND				
00 - Revenue	9,755,603.00	691,175.70	2,246,825.72	-76.97%
11 - Administration	761,929.00	96,998.49	208,152.97	72.68%
12 - Finance	304,796.00	36,911.50	81,184.91	73.36%
14 - Community Outreach	33,885.00	1,508.91	16,979.17	49.89%
17 - Non-Department	2,545,354.00	141,990.94	465,119.83	81.73%
18 - Fire Department	649,041.00	0.00	102,645.00	84.19%
21 - Emergency Management	2,180.00	0.00	0.00	100.00%
22 - Police	3,101,170.00	260,172.27	803,843.00	74.08%
23 - Municipal Court	4,329.00	107.26	826.03	80.92%
30 - Public Works	1,025,431.00	78,052.60	208,717.36	79.65%
31 - Swimming Pool	116,258.00	8,563.95	21,742.64	81.30%
32 - Parks	34,680.00	6,598.77	9,097.42	73.77%
43 - Community Development	485,675.00	97,700.21	161,499.38	66.75%
55 - Technology	380,115.00	44,176.71	136,685.62	64.04%
Fund: 101 - TREE FUND				
00 - Revenue	0.00	0.00	0.00	0.00%
30 - Public Works	0.00	0.00	0.00	0.00%
Fund: 102 - PARK BEAUTIFICATION FUND				
00 - Revenue	3,900.00	35.00	790.00	0.00%
30 - Public Works	3,900.00	0.00	0.00	0.00%
Fund: 120 - EQUIPMENT REPLACEMENT FUND				
00 - Revenue	138,822.00	34,705.50	34,705.50	75.00%
22 - Police	0.00	0.00	0.00	0.00%
Fund: 130 - BUILDING PERMITS TECHNOLOGY FUND				
00 - Revenue	0.00	210.00	1,430.00	0.00%
30 - Public Works	0.00	0.00	440.18	0.00%
Fund: 140 - TRASH AND RECYCLING				
00 - Revenue	320,016.00	5,770.16	17,384.33	-94.57%
33 - Trash & Recycling	294,222.00	24,567.58	49,341.62	83.23%
Fund: 200 - SPECIAL REVENUE				
00 - Revenue	1,714,467.00	117,583.08	362,717.80	-78.84%
45 - Hotel / Motel	1,338,308.00	153,198.28	297,778.90	77.75%
Fund: 300 - DEBT SERVICE				
00 - Revenue	2,320,150.00	307,147.92	308,374.45	-86.71%
80 - Debt Service	2,320,150.00	0.00	3,117.00	99.87%
Fund: 400 - CAPITAL PROJECTS GENERAL FUND				
00 - Revenue	799,622.00	91,732.75	141,856.11	-82.26%
45 - Capital Purchases/Projects Hotel/Motel	0.00	0.00	0.00	0.00%
60 - Capital Purchases/Projects General Fund	411,922.00	64,247.69	132,611.05	67.81%
61 - Capital Purchases/Projects Water & Sewer	387,700.00	105,785.87	108,233.37	72.08%
Fund: 500 - DESIGNATED COURT FUNDS				
00 - Revenue	0.00	140.00	154.00	0.00%
23 - Office Equip. & Furnishings-Court-Tech. Fund	0.00	0.00	0.00	0.00%
Fund: 600 - WATER / SEWER				
00 - Revenue	2,772,574.00	198,782.43	711,371.30	-74.34%
50 - Water & Sewer	2,606,315.00	135,274.77	319,301.05	87.75%
51 - Utility Billing	36,960.00	1,690.84	6,289.00	82.98%

FINANCIAL

Bank Balances

The table below shows the account balances for all city bank accounts as of December 31, 2019.

City of Shenandoah Bank Accounts				
Ending Balances as of December 31, 2019				
Wells Fargo			Texpool	
Pooled Cash	13,704,991.21		General Fund	204,497.32
MDD	2,604,401.81		Hotel/Motel	216,426.57
Metro PID	45.33		Debt Service	34,929.02
Land Trust Fund			Water/Sewer	34,387.49
Woodforest	3,493.75		MDD	1,150,940.04

As of December 31, 2019, the City has $ 16,309,438.35 in pledged securities with BNY Mellon which is 104% of all balances held in Wells Fargo.

Reserve Balance

The reserve balance is calculated using cash balances and deducting liabilities; "days" are calculated using average monthly expenditures. This balance is subject to change daily.

Reserve Balance for Major Funds			
As of Date	Fund	Reserve Balance	Days Operating
12/31/2019	100 - General Fund	6,492,355.02	295.11
12/31/2019	200- Special Revenue (CVB)	3,682,012.22	263.00
12/31/2019	600- Water & Sewer	722,698.57	72.27
12/31/2019	801- Municial Development District	(900,079.18)	-

***Note: These numbers are subject to change with year end journal entries and transfers.**
****Note: MDD reserves negative balance due to large projects earmarked.**

UTILITY BILLING

Revenue

Utility Billing Revenue Ending December 31, 2019			
	Monthly Activity	YTD	Budgeted Amount
Water	267,526.25	535,052.50	1,499,820.00
Sewer	179,463.50	358,927.00	1,026,827.00
Penalty	2,236.98	4,473.96	24,000.00
Tap Fees	0.00	22,344.70	35,000.00
Temporary Water Meters	1,215.00	2,430.00	8,000.00
Groundwater Reduction Plan Fees	33,685.80	67,371.60	152,327.00
Lonestar Groundwater Conservation District	103.21	6,219.85	23,276.00

SUBMITTED BY: Lisa Wasner, Finance Director

COUNCIL QUARTERLY INVESTMENT REPORT

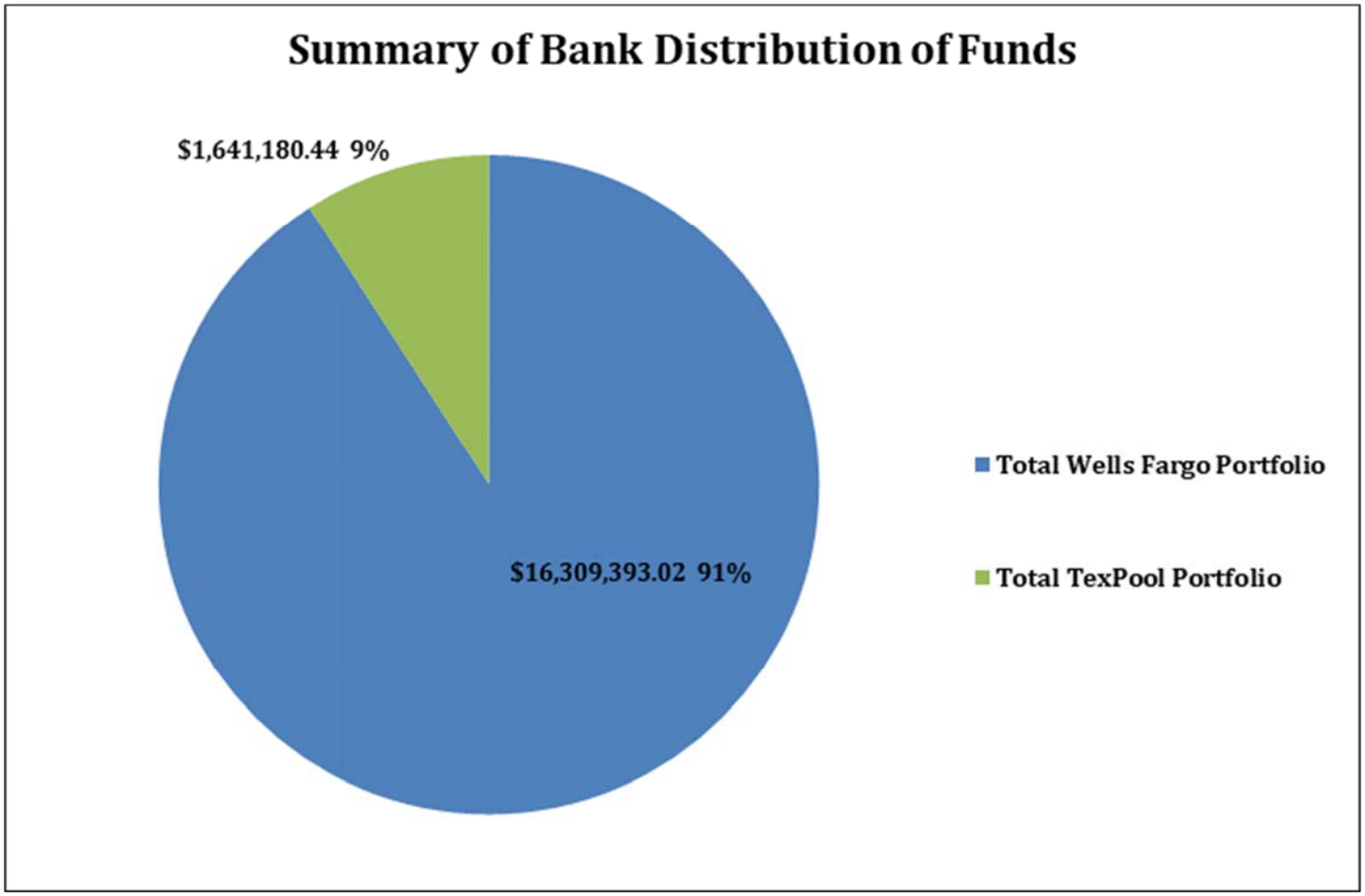
QUARTER ENDING DECEMBER 31, 2019

SCHEDULE OF BEGINNING AND ENDING MARKET VALUE AND INTEREST EARNED

Summary of Funds held at Wells Fargo Bank				
Portfolio	**Quarter Beginning Market Value**	**Quarter Ending Market Value**	**Interest Income Earned Quarter**	**Interest Income Earned YTD**
Pooled Cash Fund	$11,911,336.00	$13,704,991.21	$7,195.65	$7,195.65
Municipal Development District	$5,045,031.25	$2,604,401.81	$1,145.79	$1,145.79
MetroPark Square PID	$45.33	$45.33	$0.00	$0.00
Total Wells Fargo Portfolio	**$16,956,367.25**	**$16,309,393.02**	**$8,341.44**	**$8,341.44**

Summary of Funds held at TexPool				
Portfolio	**Quarter Beginning Market Value**	**Quarter Ending Market Value**	**Interest Income Earned Quarter**	**Interest Income Earned YTD**
General Fund	$203,603.16	$204,497.32	$894.16	$894.16
Hotel/Motel Fund	$215,480.76	$216,426.57	$945.81	$945.81
Debt Service Fund	$34,775.86	$34,929.02	$153.16	$153.16
Water & Sewer Fund	$34,236.75	$34,387.49	$150.74	$150.74
Municipal Development District	$1,145,913.34	$1,150,940.04	$5,026.70	$5,026.70
Total TexPool Portfolio	**$1,634,009.87**	**$1,641,180.44**	**$7,170.57**	**$7,170.57**

Total City Portfolio	**$18,590,377.12**	**$17,950,573.46**	**$15,512.01**	**$15,512.01**



This report is in compliance with the investment strategy as established in the City's Investment Policy and the Public Funds Investment Act, Chapter 2256, Texas Government Code.

Per the 2017 adopted Investment Policy:

AUTHORIZED INVESTMENTS

All investments on behalf of the City shall comply with the Investment Act for investment of public funds. It is the policy of the City to limit its investments to:

1. Money market accounts in the City's main depository bank;
2. Certificates of deposits from Council approved public depositories that are domiciled in the State of Texas;
3. Local Government Investment pools as allowed by the Investment Act such as TexPool and TexPool Prime.

Prepared on: January 6, 2020

Lisa Wasner
Finance Director

SUBMITTED BY: Lisa Wasner, Director of Finance

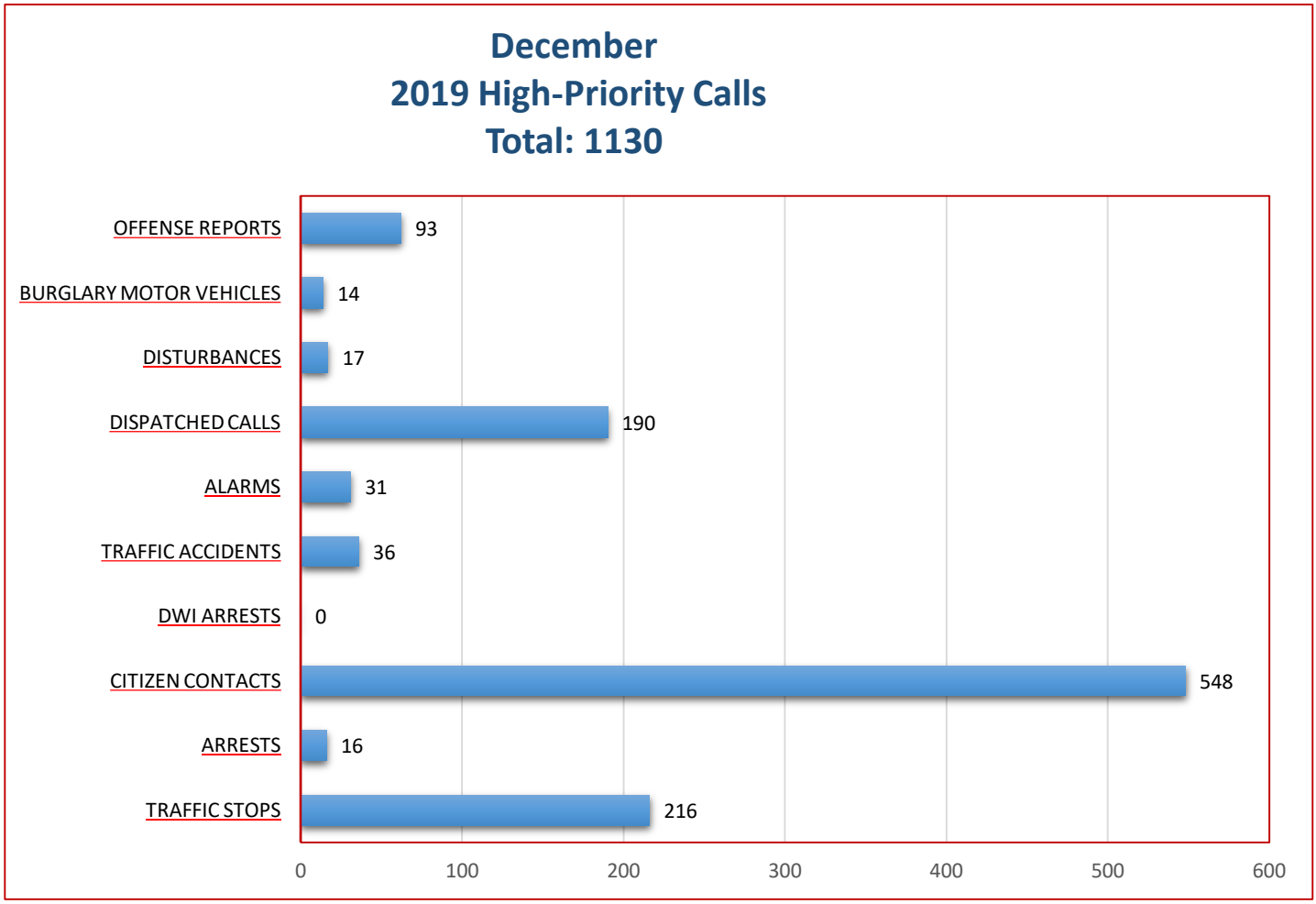
COUNCIL MONTHLY REPORT

DEPARTMENT: SHENANDOAH POLICE

December 2019

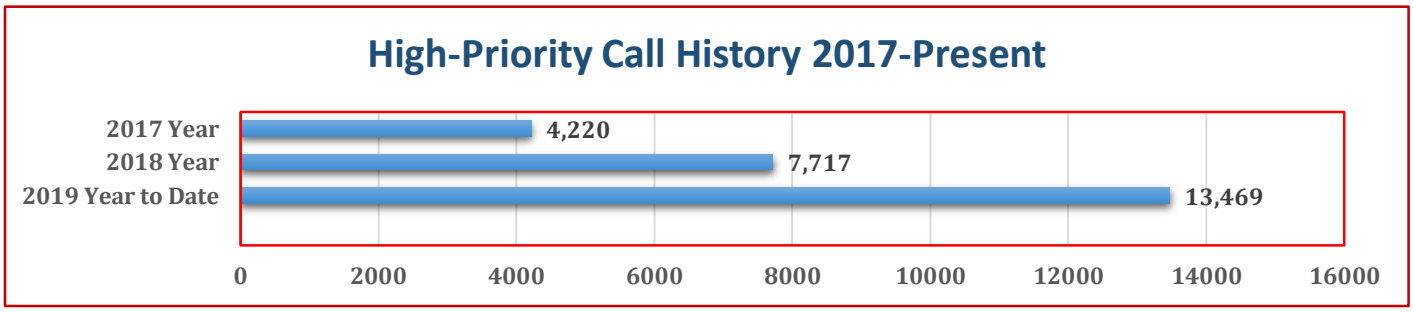
PATROL OPERATIONS I

The following is a breakdown of high-priority Shenandoah Police Department Patrol activities for **December** 2019.



PATROL OPERATIONS II PRIORITY CALLS YTD

Per the request of City Council, the Shenandoah Police Department Officer yearly contact statistics are attached to this monthly report. See 2017 call totals, 2018 call totals, and 2019 priority calls year to date in the totals.



NOTES: *Although the report parameters and format have changed slightly, a significant increase in officer contacts with citizens is observed due to an obvious increase in population and traffic volume within the last three years.*

PATROL OPERATIONS III LICENSE PLATE READERS

December 2019

Accepted (HITS) Alarms- See Table Below

READER	READS	SEX OFFENDER HITS	STOLEN VEHICLE HITS	STOLEN PLATE HITS	WARRANT HITS	UNIQUE HITS
Shenandoah Dr. Fixed	43,506	9	0	0	0	0
Wellman Rd Fixed	28,122	3	0	0	0	0
17-02 Mobile	66,852	16	2	2	0	0
17-03 Mobile	58,627	7	0	1	0	0
18-01 Mobile	48,079	9	0	0	0	0
Total	**245,186**	**44**	**2**	**3**	**0**	**0**

The table above shows number of HITS. *All HITS require officers to accept HIT and take some type of action whether it be just observing an offender or other enforcement actions.* Occasionally an officer may miss accepting a HIT if he or she is occupied with another type call for service. Not all HITS that are accepted are acted upon by the officer.

1. Sex offender license plates may HIT on *multiple or all* of the Shenandoah Police Department cameras on a *variety of times, locations, dates* resulting in multiple reads on HITS. The LPR cameras will occasionally double read on a license plate at the same location and time resulting in double reads on HITS. Most Sexual Offender

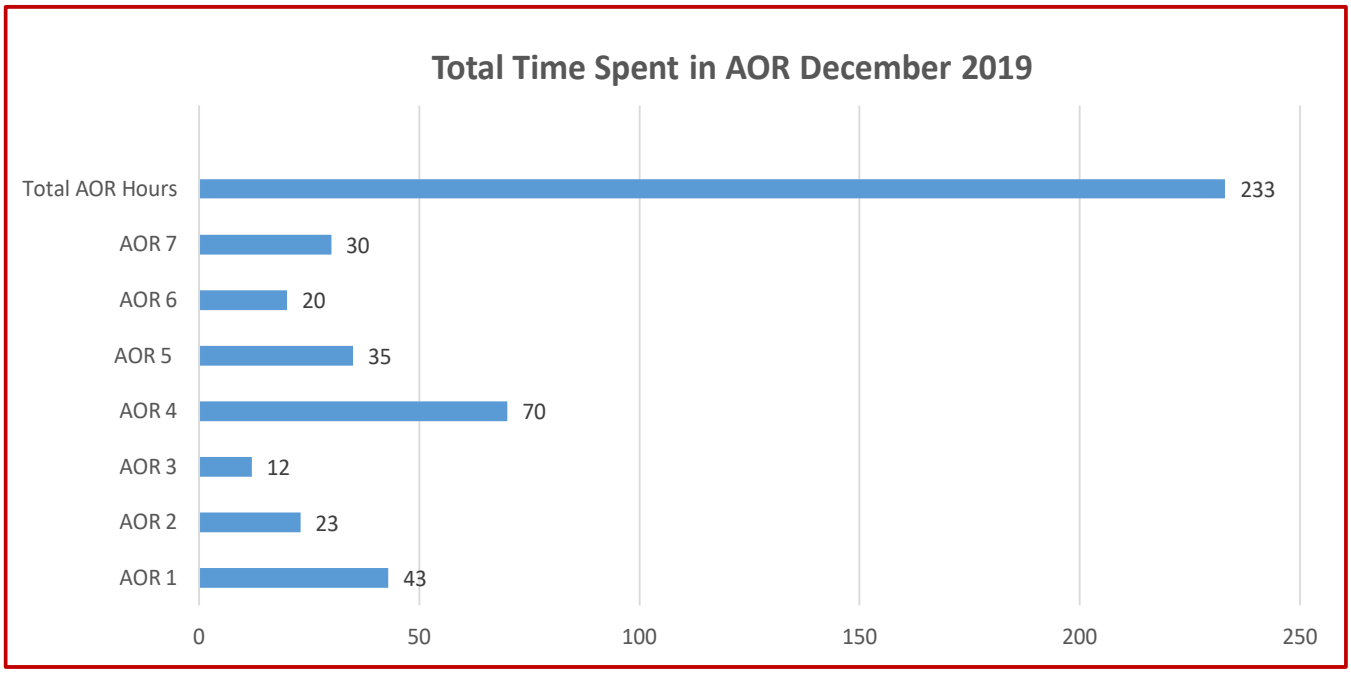
   HITS are single reads. The officers will accept the HIT but in nearly all instances, do not have any probable cause to stop or detain any of the sexual offender vehicles. Sexual Offenders cannot be stopped unless probable cause or reasonable suspicion for criminal activity exist. This information is used by law enforcement to observe these individuals in their daily activity.

The information can also serve an affirmative link to locations where criminal activity is occurring within the city if necessary. Sex crime investigations can benefit from LPR information when or if those crimes occur in the city of Shenandoah. This information can also assist other jurisdictions where there is a need for the information during an open investigation or sexual offender compliance checks.

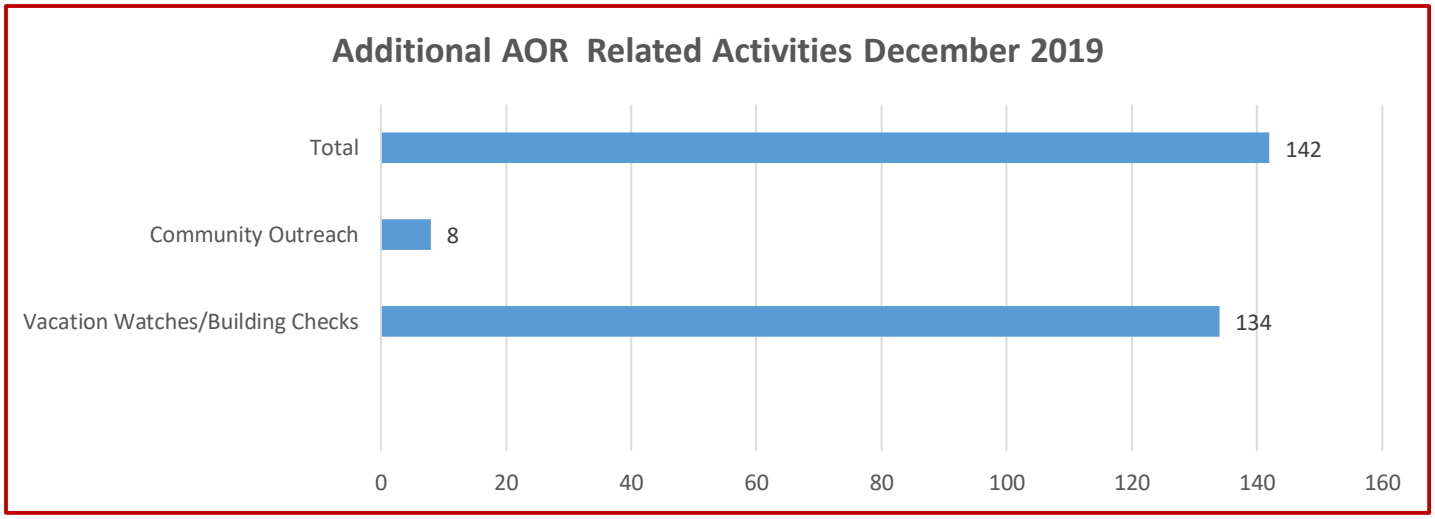
For **December 2019**, there were fouty-nine (49) HITS, of which (44) were Sexual Offender HITS. There were twelve (12) Sexual Offender license plate HITS that were fixed HITS. There were (32) Sex Offender license plate HITS that were mobile HITS. Two (2) HITS were stolen license plate hits from mobile units and two (2) were stolen vehicle HITS from mobile units.

AREAS OF RESPONSIBILITY (AOR) OPERATIONS

The following is a breakdown of AOR activities during the month of **December** 2019:



AOR Continued:



AOR CONTACTS, EGOV ENTRIES, AND AOR FOLLOW UPS

	Number of AOR General Contacts	Number of AOR Specific EGOV Entries	AOR Post-Event Follow-Ups
AOR #1	39	1	0
AOR #2	42	0	0
AOR #3	8	3	0
AOR #4	30	0	0
AOR #5	10	0	1
AOR #6	17	0	0
AOR #7	56	0	0

"AFTER-HOURS" CALLS FOR SERVICE

The City of Shenandoah received 32 "after hours" phone calls during **December** 2019. The Conroe Police Department Communications Center provides non-emergency after-hours dispatching services for the Shenandoah Police Department, which includes relay of information for Public Works issues.

SHENANDOAH PATROLS AND THE WOODLANDS TOWNSHIP ACTIVITIES

During the month of **December** 2019, Shenandoah officers conducted 372 residential patrols, 933 commercial patrols, and 222 dedicated AOR patrols. More than 2,604:18 patrol hours that were specific to the City of Shenandoah were logged. There were an additional 319 patrols conducted within the extended service area with more than 371:16 hours of activity specific to The Woodlands Township, as demonstrated by the chart below:

PATROLS	TRAFFIC ENFORCEMENT	ASSISTS/ CALLS	TOTAL TIME
319	14	26	371:16

Total time dedicated to The Woodlands Township service: 371:16 hours/12 hours per day. The "per day" time is based upon a full 24-hour cycle, or two 12-hour shifts. Each shift is responsible for at least six hours of patrol time within the service agreement area, per shift, barring any critical issues affecting the City of Shenandoah.

TRAFFIC ENFORCEMENT OPERATIONS SHENANDOAH

In **December** 2019, Shenandoah officers initiated 216 traffic stops while engaged in aggressive traffic enforcement activities within the city. Shenandoah Police Officers wrote 16 citations. The following table indicates general locations and number of traffic stops in conducted in each area.

AREA OF TRAFFIC ENFORCEMENT	December 2019	November 2019	October 2019
North Bound Service Road and Eastern Commercial Areas	171	236	138
South Bound Service Road	12	44	19
Residential Areas	12	19	27
Interstate 45 Main Lanes	7	16	3
Woodlands Township Area	14	27	12
Total	**216**	**342**	**199**

CRIMINAL INVESTIGATIONS

There were approximately 389 patrol dispatched complaints for the month of **December** 2019 with 75 complaints that required the initiation of a criminal offense report or an incident report. The 62 written reports are composed from the following **complaints** made to the Shenandoah Police Department: (Complaint numbers may differ from report numbers as not all complaints contain all the elements of a penal code offense or the complaint cannot be substantiated)

TYPE OF OFFENSE	NUMBER OF INCIDENTS INITIATED December 2019	NUMBER OF INCIDENTS INITIATED NOVEMBER 2019
Burglary (Vehicle)	14	7
Criminal Mischief		1
Theft (Vehicle)	1	1
Fraud/Forgery/CC Abuse	5	6
Theft	14	16
Robbery	1	1
Narcotics	3	6
DWI		0
Public Intoxication	1	2
Assault/Family Violence	3	8
Arrests	18	46
Warrant Arrest	7	13
FSGI Report	4	4
Sexual Assault		0
Death investigation	1	3
Recovery of Stolen Vehicle	2	2
Recovery of Missing Person	1	0
Lost/Found Property	3	0
Sex Offender Compliance Check		
Burglary of Building	3	4
Disturbance (All)	17	12

Continued:

During the month of December, 2019 a total of 43 cases were generated. All reports were reviewed, including but not limited to the following offense types:

Assault – 3	Indecent Exposure - 0
Assist other agency - 3	Indecency with a Child – 0
Burglary of Building - 2	Narcotics – 2
Burglary of a Habitation - 0	Prostitution - 0
Burglary of Motor Vehicle – 10	Public Intoxication – 1
Criminal Mischief – 1	Recovery of Stolen Property - 2
Criminal Trespass - 0	Resisting Arrest - 0
Death investigation – 1	Recovery of Stolen Vehicle – 2
	Robbery - 1
	Sexual Assault - 0
Disorderly Conduct - 0	Terroristic Threat - 0
DWI – 0	Theft – 14
Found Property - 2	Theft of Motor Vehicle - 1
Fraud - 1	Traffic Hazard - 0
Harassment - 0	Warrant Service – 1
Hit and Run Accident – 0	Welfare Concern - 0

Pending Assigned Cases	**Pending Active Arrest Warrants**
Gordon – 18	Gordon – 3
Thompson – 18	Thompson - 7

<u>Additional</u>

Multiple arrest warrants, subpoenas, and search warrants were sought and obtained.

<u>Cases of note</u>

On 12/09/2019 a black female suspect entered the Circle K / Valero, at IH45 and Shenandoah Drive, produced a firearm and order the clerk to empty the cash register. Upon receiving the money, from the register, the suspect immediately fled the scene. Investigative leads were obtained from the stationary license plate reader and the case is under investigation.

CODE ENFORCEMENT ACTIVITIES

The following is a list of quality of life issues that were submitted during December **2019** either by residents, Administrative Code Enforcement or police officers in the course of maintaining assigned Areas of Responsibility.

38 GoGov action items submitted to the Shenandoah Police Department in December **2019**:

TYPE OF ACTION LINE REQUEST	NUMBER OF ACTION LINE REQUESTS	NUMBER OF REQUESTS RESOLVED	NUMBER OF REQUESTS UNRESOLVED
Animal Control	**1**	**1**	**0**
Grass Complaint	**1**	**0**	**1**
Code Enforcement	**8**	**8**	**0**
Vacation Watch	**8**	**8**	**0**
Graffiti	**0**	**0**	**0**
Non-Conforming Signs	**19**	**19**	**0**
Other	**0**	**0**	**0**
Junk Motor vehicle	**1**	**1**	**0**

The action items submitted revealed **30** by Shenandoah PD officers, none by city employees and **8** by citizens. In **December, no** property lien was recorded for city ordinance violations (high weeds and grass). **0** Citation was issued for city ordinance violations. 0 yard force mowed.

Park Permits	16
Wrecker Drivers	3
Wrecker Trucks	2
Residential Alarm Permits (Updated)	5
Commercial Alarm Permits (Updated)	2
Pet Permits	0

FIRE December 2019

INCIDENT CODE	INCIDENT DESCRIPTION	August 2019	September 2019	October 2019	November 2019	December 2019
111	Building Fire					
113	Cooking fire, confined to container			2	1	
131	Passenger vehicle fire			1	2	
142	Brush or brush and grass mixture fire				1	
154	Dumpster or Outside Trash Receptacle Fire					
143	Grass Fire					
151	Outside Rubbish, Trash, or Waste Fire					1
130	Mobile Property Fire (vehicle)	1			1	
200	Overpressure rupture, explosion, overheat			1	1	
300	Rescue EMS Incident, other					
311	Medical Assist EMS Crew	41	32	42	28	35
320	EMS, Other					
321	EMS Call Excludes MVA w/Injury	10	10	6	8	8
322	MVA With Injury	2	1	1	3	
324	MVA No Injury	2		4	2	2
331	Lock In	1				
352	Extricate Victim From Vehicle					
353	Remove Person Stalled Elevator					
410	Combustible/Flammable/Liquid Gas call					
411	Gasoline or Other Flammable Liquid Spill				1	
412	Gas Leak (Natural or LP)			1		3
422	Chemical Spill or Leak		1			
440	Electrical Wiring/Equipment Problem, Other	1				2
444	Power Line Down				1	
445	Arcing, Shorted Electrical Equipment					
463	Vehicle Accident General Clean Up					
500	Service Call, Other					
510	Person in Distress, Other					
511	Lock-out			1		
521	Water Evacuation					
522	Water or steam leak			1		
531	Smoke or Odor Removal			1	1	
551	Assist Police or Other Agency					1
553	Public Service					
561	Unauthorized Burning					
600	Good Intent Call, Other	2				2
611	Dispatched- Cancelled Enrt.	6	4	4	4	2
6111	Dispatched- Cancelled Enrt.-Automatic Alarm	2	6	3	16	4
6112	Dispatched- Cancelled Enrt. EMS Call	14	9	15	13	14
6113	Dispatched- Cancelled Enrt. MVA	1	1	5	5	1
622	No Incident Found Upon Arrival at Address		1	1		2
621	Wrong location					1
631	Authorized Controlled Burn					
651	Smoke Scare, Odor of Smoke		1	1		
661	EMS call, party transported by non-fire					
671	HazMAT release investigation w/no HazMat					
700	False Alarm or False Call, Other	2	2	2	3	1
730	System Malfunction, Other	1	2	1		
733	Smoke Detector Activation-Malfunction	2	2	1		
734	Heat Detector Activation- Malfunction	1				

735	Alarm System Sounded Due to Malfunction	1	1	2	3	1
740	Unintentional Transmission of Alarm, Other	2			1	2
743	Smoke Detector Activation, No Fire or Malice	1		3	5	2
744	Detector Activation, No Fire, Unintentional				1	1
745	Alarm System Activation, No Fire, No Malice	1		1	3	
746	Carbon Monoxide Detector Activation No CO					
	TOTAL INCIDENT COUNT	**96**	**78**	**100**	**105**	**85**

SHORT TERM RENTALS

The department has checked the following address on December 23, 2019 for municipal ordinance violations, criminal offense reports, and calls for service within the Caliber Report Management System, EGOV system, and Computer Aided Dispatch System (Spillman) call incidents.--

No records of calls or reports were observed for **December**

2019 in reference to any short-term rental. Short term rental web sites checked that are available to the department for inquiry include AirBnb, VRBO, Home Away, Rent by Owner, and WIMDU.

The 28923 Pecan Circle home is back on VRBO plus one previously identified home that remains on the above sites. These two homes are the only ones that can be identified. It is important to note that the web sites do no list addresses of the privately-owned homes and many of the advertisements do not show photographs of the exterior of the available homes. The department is also attempting to identify advertisements for room rental in private homes within the city of Shenandoah, but none have been identified as of the report date.

The department has no real estate database or subscription allowing access to a portal where information can be obtained inside the real estate community. This is the only residence that is currently advertised as short-term rental.

1. 515 Thornwood No calls for service or code violations
2. 28923 Pecan Circle No calls for service or code violations

Submitted by

COUNCIL MONTHLY REPORT

DEPARTMENT: PUBLIC WORKS

MONTH: DECEMBER 2019

PUBLIC WORKS

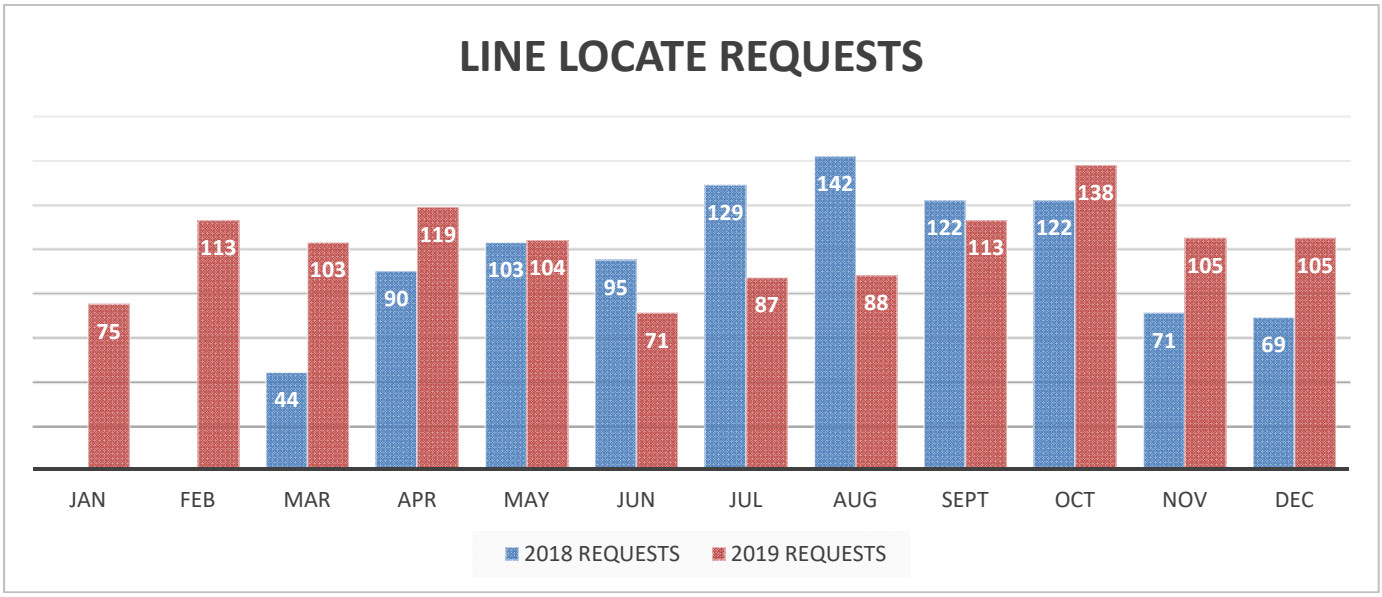
During this month, Public Works staff responded to 31 requests for service submitted through the City's E-Gov software. Of those requests for service 7% were generated from outside City Hall.

Public Works staff ran the street sweeper one time this month. The table below records the debris recovered, diesel used, hours swept, and the volume of water used.

Date Swept	Diesel Used (gallons)	Hours Swept	Collected Amount (cubic yards)	Water Used (gallons)
12/05/2019	** METER READ DAY – DID NOT SWEEP **			
12/12/2019	**12**	**5**	**16**	**300**
12/19/2019	** STAGG BOWL WEEK – DID NOT SWEEP **			
12/26/2019	** CHRISTMAS HOLIDAY – DID NOT SWEEP **			
DECEMBER	**12**	**5**	**16**	**300**

In December, there was one cut of the irrigated areas (those areas of the City with sprinkler systems), and one cut of the non-irrigated areas. Once a week LandCare's staff checks these areas and picks up any debris.

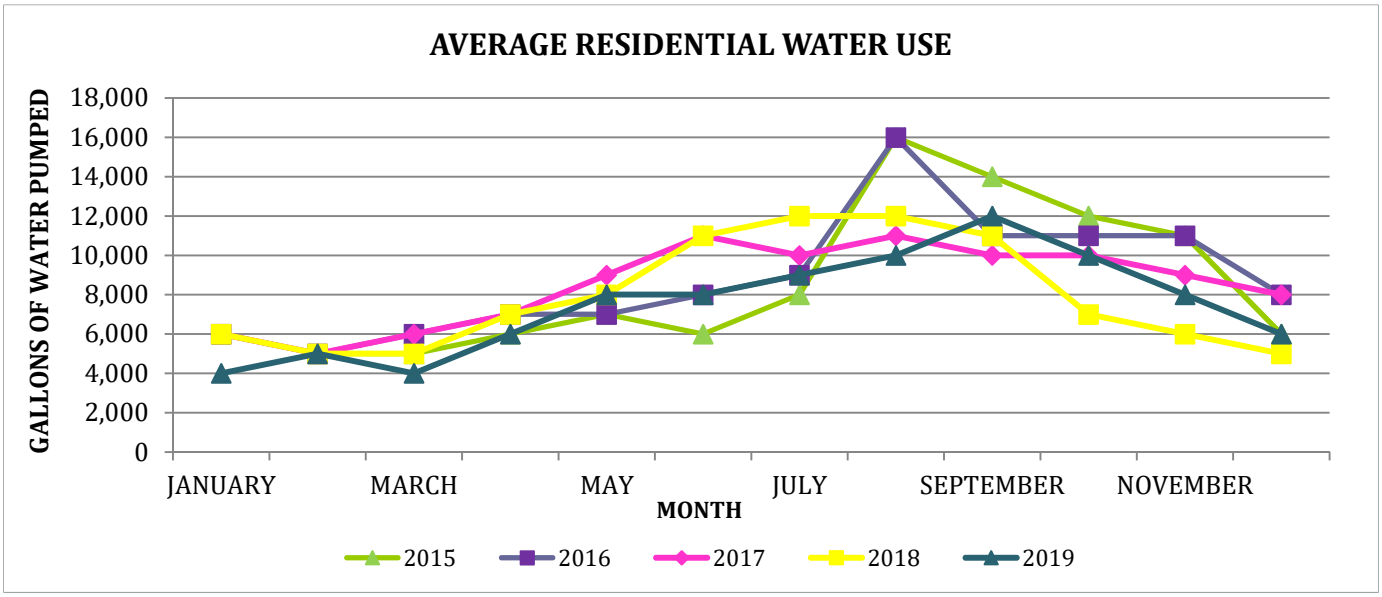
In March 2018 the City became a member of Lone Star 811. The chart below shows the number of requests the City has received to locate our water and sewer lines from contractors before they dig.



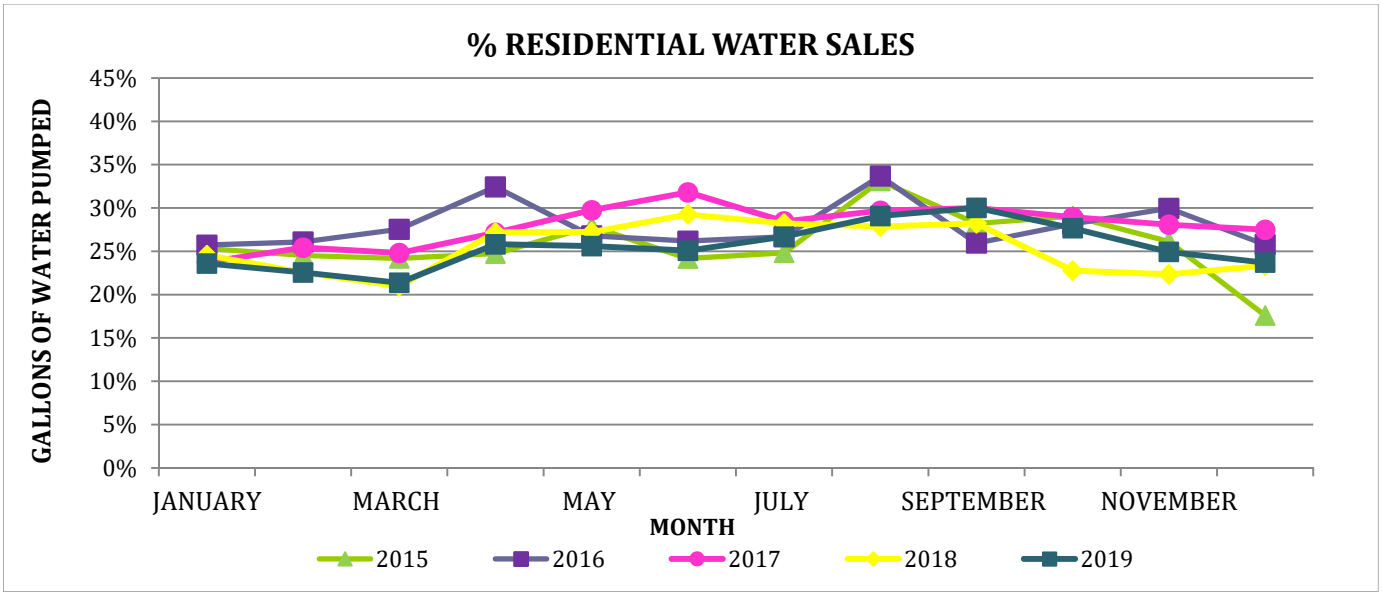
WATER & SEWER

Water and sewer data is reported on monthly reports as calendar months except for the average residential water use and the water loss data which are reported for the billing month as these data points are based on use data which is only available on a billing month cycle.

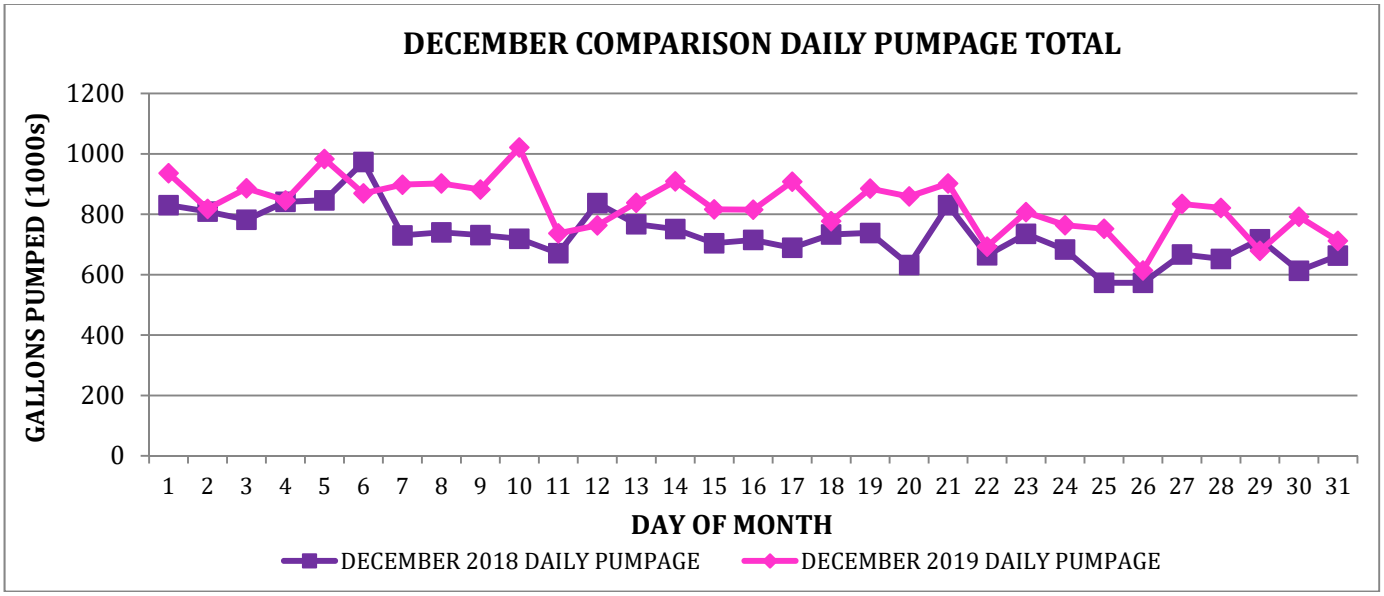
Groundwater production for the calendar month of December was approximately 25.7 million gallons with an average daily use of 830,000 gallons. The average residential water use for the billing month was 6,000 gallons. The next chart shows the average residential water use for each month compared to previous months.

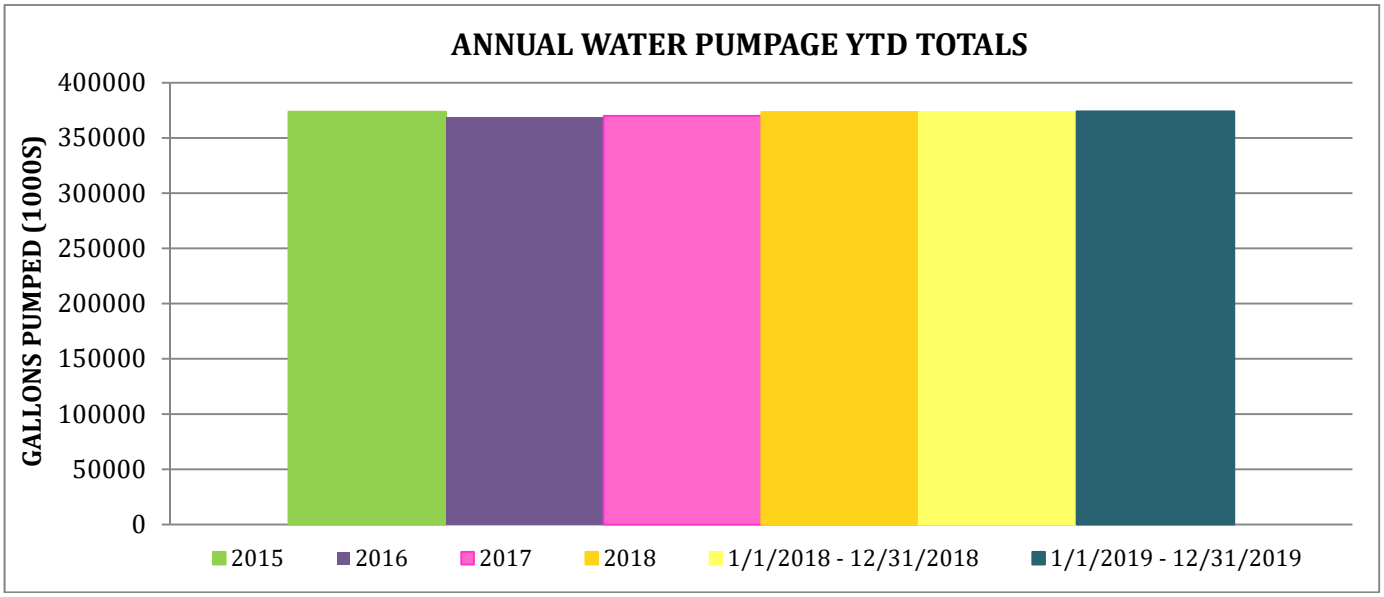


The next chart shows how much residential water sales have accounted for. In December 2018 residential water sales accounted for 23.34% of all water sales compared to 23.69% for the current month.

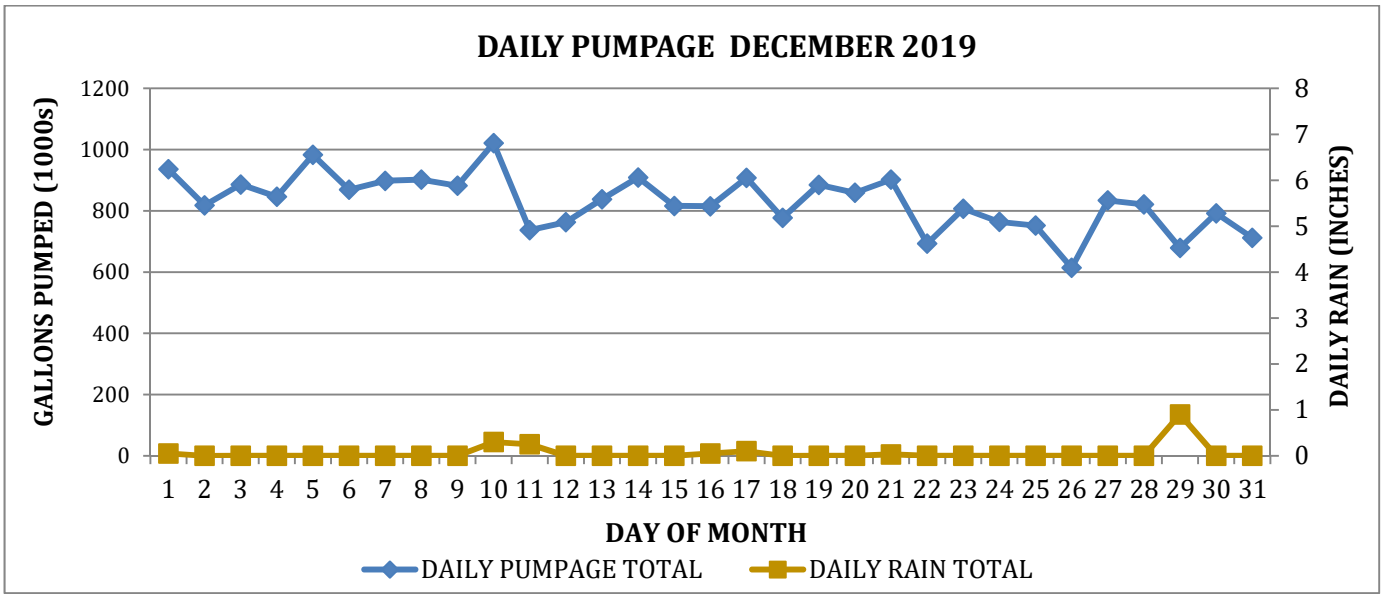


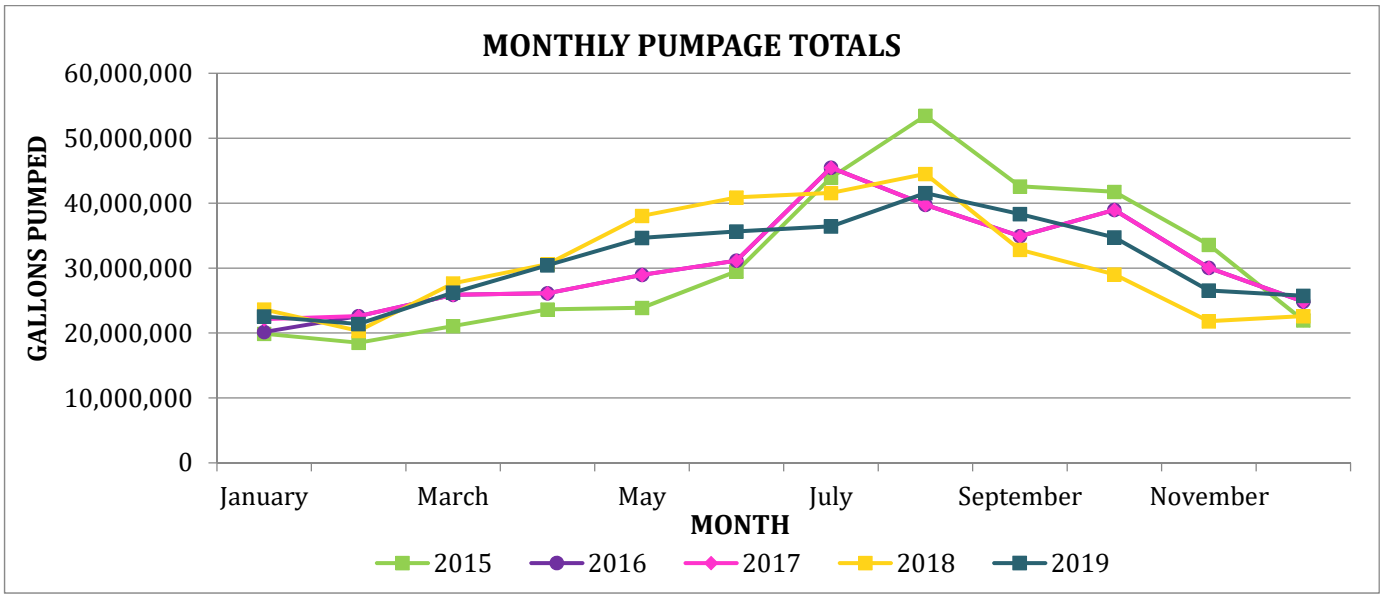
The next two charts show the daily pumpage data compared to previous years. Through December the City has pumped 369 million gallons of water this year. Last year during the same period the City pumped 380 million gallons.



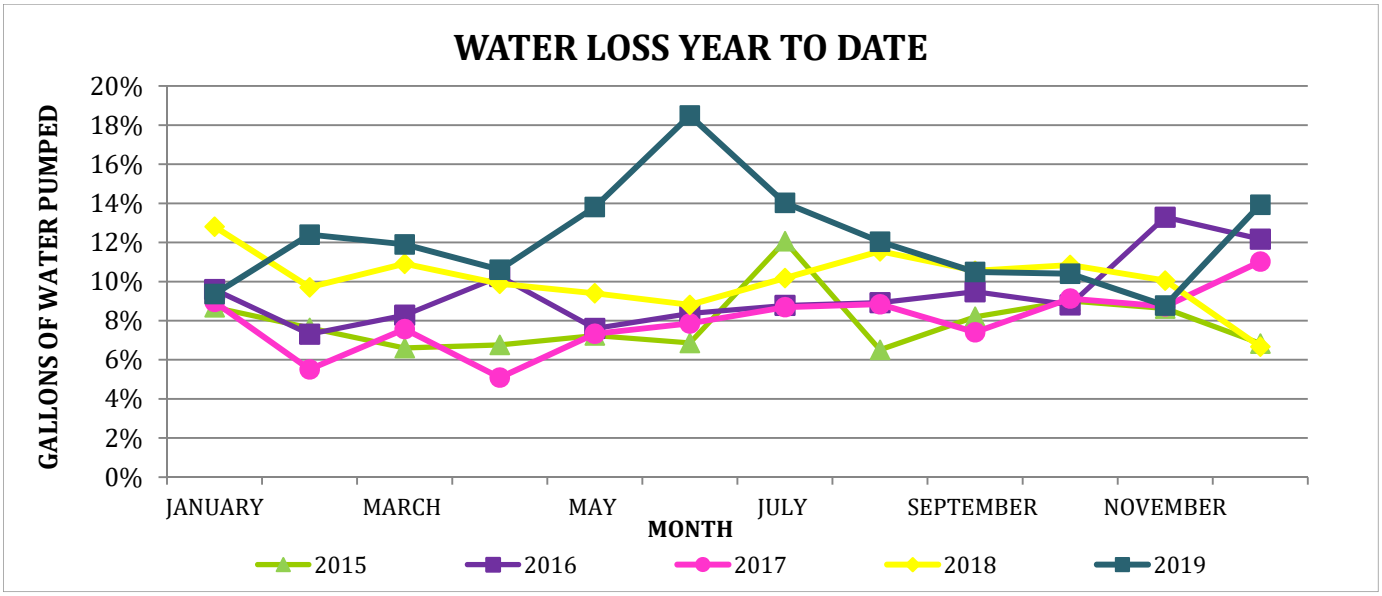


The next charts show the daily pumpage compared with rain and monthly pumpage totals.

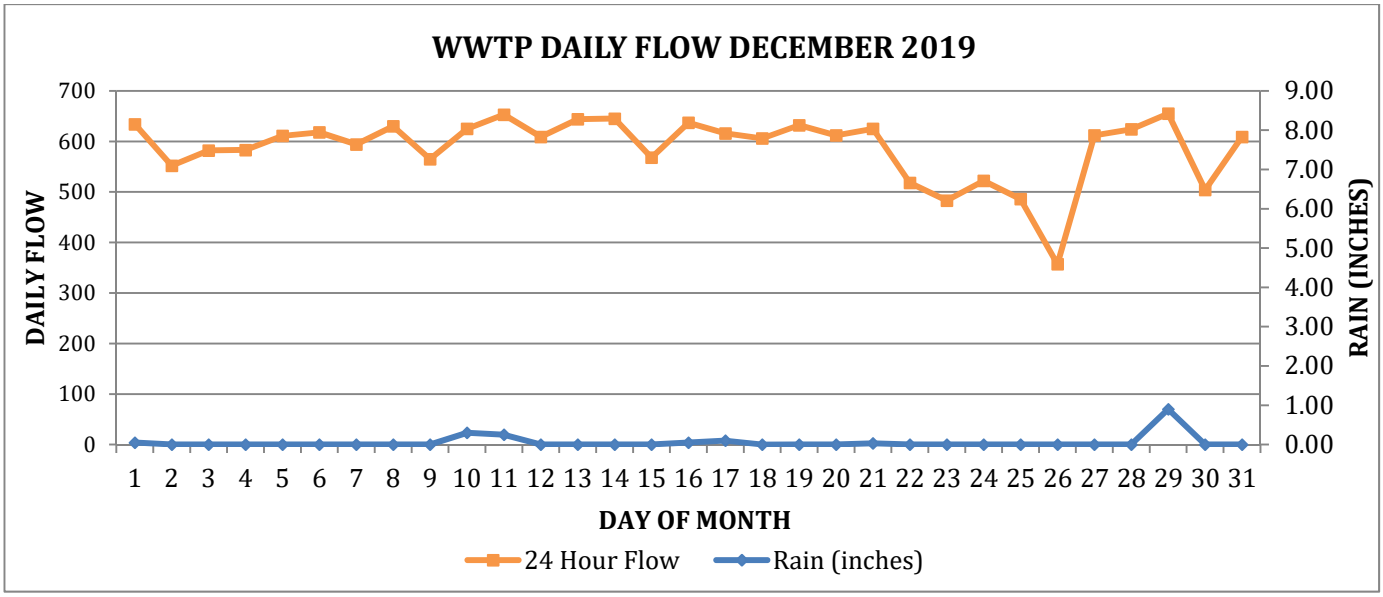




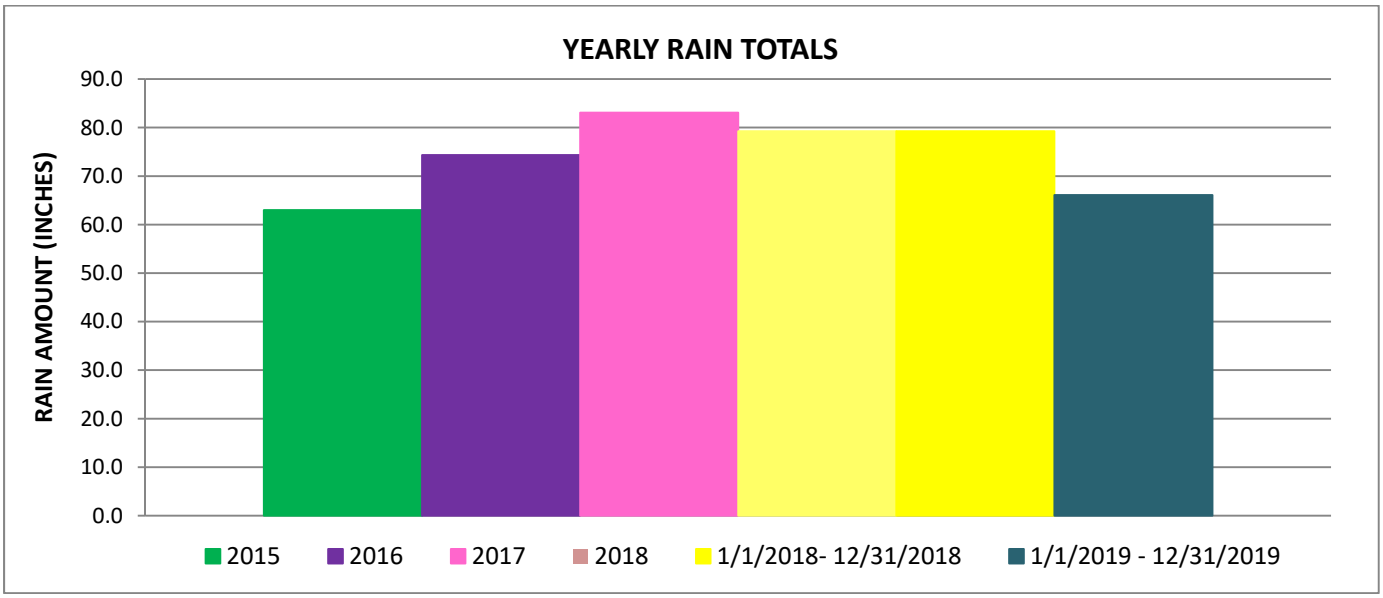
The water loss for the month of December was 13.93%. The next chart compares the loss rate to previous years.



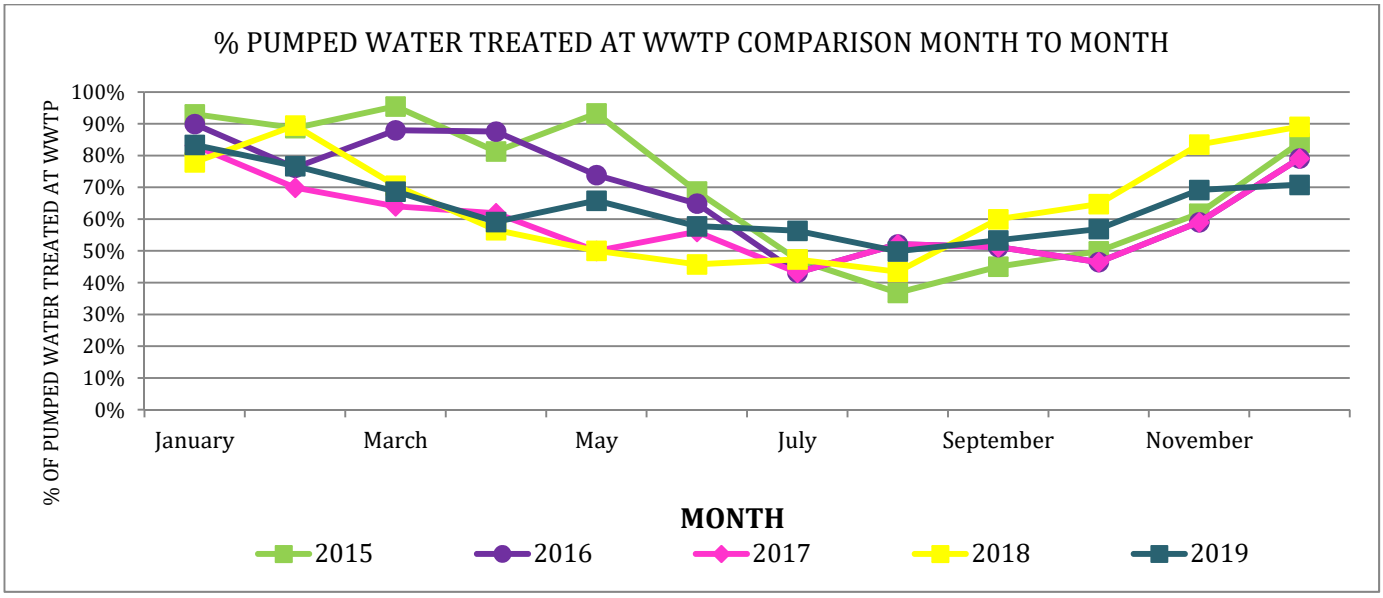
The City's wastewater treatment plant flowed 20.1 million gallons this month for an average of 649,710 gallons per day. Through the year, the City has treated 227 million gallons. The next chart shows the daily flow at the treatment plant and daily.



Through December 31st the City has registered 66.09 inches of rain at the treatment plant compared to 79.25 and 83.07 inches in previous years. The next chart summarizes rainfall from previous years.



The City "recovered" over 70.81 % of the water pumped at the treatment plant. The next chart compares the monthly percent recovery to previous years.



Our water system has been reviewed by TCEQ and rated to be a Superior water system.

CAPITAL PROJECTS & INFRASTRUCTURE

PROJECTS UNDER DESIGN

- **Elevated Storage Tank Rehabilitation 2019**
  Bleyl design ongoing.

- **Impact Fee Study 2019**
  Bleyl Engineering was sent some basic data files the city has for their review – December Ongoing.

- **Water/Sewer Rate Study 2019**
  Bleyl Engineering was sent some basic data files the city has for their review – December Ongoing.

- **Sewer Collection System Model 2019**
  Basic system data is being collected and reviewed by Bleyl – December Ongoing

- **Transportation Coordination Meeting (Tamina, David Memorial, I-45, Research, and Grogan's Mill at Research)**
  Design and construction projects have been started from the work completed under this project.

- **Eastside Relief Pond (Eastside Regional Detention Pond) PER**

  Oct 2019: Project on hold until the downstream dam is resolved.
  USACE public comments were completed awaiting the formal letter from the US ACE.

  Nov 2019: Received formal letter from the US ACE regarding public comments. Most comments were from State or federal agencies with a couple of comments from national environmental groups. Staff and consultants are working on putting together the response to the comments.

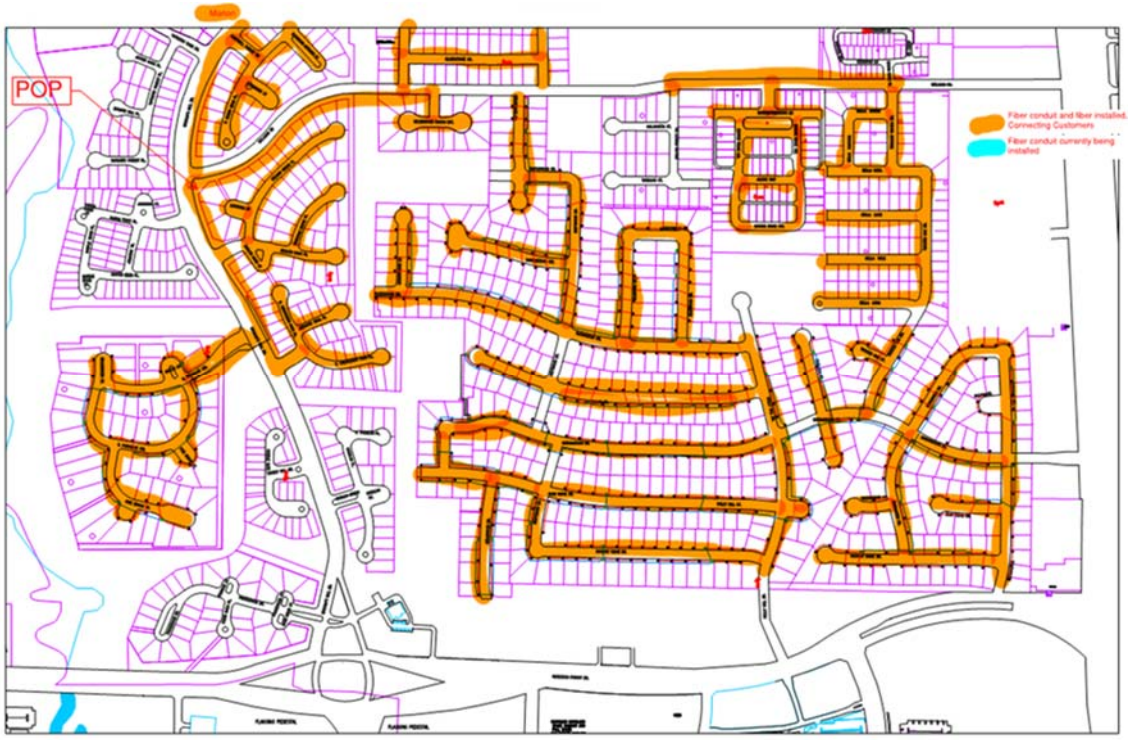
  Dec 2019: Project on hold until the downstream dam is resolved. Received formal letter from the US ACE regarding public comments. Comments responded to.

- **Fiber to the Home**

Oct 2019: City preparing city sites to receive the fiber connection.

Nov 2019: City preparing city sites to receive the fiber connection.

Dec 2019: City preparing city sites to receive the fiber connection.



NOTE: Oct 2019: Tachus did not update the city as of the time of this report.

- **Ed English Water & Sanitary Sewer Improvement Project**

Aug 2019: Work continues on the project. Project was substantially complete at the end of Aug 2019. Same minor work will continue to wrap the project to completion.

Sep 2019: All punch list items were completed project is in the process of closing out and entering warranty period. Project will be removed from monthly report as of next month.

Oct 2019: Project Complete

- **Vision Park Rear Lot Storm Sewer Improvement Project**

  Oct 2019: Still working on dates all parties are available to meet. Meetings to begin in November.

  Nov. –Working on getting all easement necessary for the project.

  Dec. –Working on getting all easement necessary for the project.

- **Pinecroft/Savanah Waterline Replacement Project**

  Oct 2019: Contractor getting contract documents together and signed. Contract sign by all parties NTP date set for Nov 11, 2019.

  Nov 2019: Notice To Proceed was Nov 11, 2019. Project underway starting at Savanah and I-45. Located all existing pipe after and replaced ACP run. There was already a PVC pipe from I-45 back to the backyard fences for Savanah that was removed from the contract. As-Builts and other city documents have been updated with this information.

  Dec 2019: Savanah water line has been installed and is operational. Work beginning on Pinecroft segment.

- **Developer Meetings**

  Oct 2019: None this month

  Nov 2019: None this month

  Dec 2019: None this month

- **Lone Star Groundwater Conservation District (LSGCD)**

  LSGCD had meetings in Dec. 10, 2019, no news or updates on the new DFCs or rules. Webb Melder resigned from the board.

  Design Projects see updates in Bleyl's report.

SUBMITTED BY: Joseph Peart

BLEYL ENGINEERING
PLANNING • DESIGN • MANAGEMENT

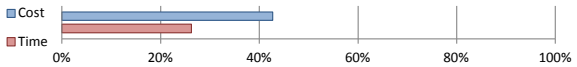
CITY OF SHENANDOAH TEXAS

City of Shenandoah Engineer's Report
December 2019
(December 6, 2019 - January 15, 2020)

Projects Under Construction

Project Name	*Contractor*	*Contract Start Date*	*Contract Time*	*Contract End Date*	*Substantial Completion*	*Days Over Contract Time*	*Percent of Contract Cost*	*Percent of Contract Time Expired*
Savanah and Pinecroft Waterline Improvements (Phase 2 - Pinecroft)	Eastex Utility Construction	12/2/2019	80 Working Days (Phase 2)	3/24/2020			42.68%	26.25%

* Time is at the beginning of the month if there is no date of substantial completion.



Savanah and Pinecroft Waterline Improvements

Project Description	*Update*
Bleyl was authorized on 12/12/18 for Pinecroft and 2/28/18 for Savanah for engineering and management services to design waterline improvements off of Savanah Drive and along Pinecroft Drive.	Phase 1 was substantially completed on 11/29/19. Phase 2 of construction began 12/2/19 and will be completed March 2020.

Projects Under Design

Shenandoah Vision Park Back Lot Storm Drain

Project Description	*Update*
Bleyl Engineering was authorized on 4/27/16 by the City Council to proceed with design on the necessary improvements to the storm drain system that ties into the Vision Park Detention Pond.	The easements have been identified on the revised route. Coordination is underway with the property owners to finalize the easements. Preliminary plans were submitted to the City on 9/25/19 for review. Project should be bid in February 2020 contingent on securing easements.

Shenandoah East Side Wetlands Permitting

Project Description	*Update*
In support of the East Relief Pond Project, Bleyl was authorized on 6/28/17 for wetlands permitting for the City site east of David Memorial Drive. Kimley Horn is a sub consultant for this project.	The permit application was submitted in March 2018 and is under review by the Corps of Engineers. The City has acquired the credits needed for mitigation. A public notice was published in August 2019. Comments were received on 11/4/19 and a response was sent on 12/4/19. Additional information required by the Corps shall be submitted by the end of January 2020.

David Memorial Extension Phase II and III

Project Description	*Update*
Bleyl was authorized on 1/25/17 for design of phase II including approximately 1,500 LF from the end of phase I to the northern City limits. The interlocal agreement between the City and County was approved by all parties.	Bleyl has started preliminary design, and is coordinating with adjacent property owners, the hospital, and the County. The signal at 242 is on hold due to waiting for railroad approval. Bleyl discussed the permit with USACE. A partial transfer of the existing hospital and Sam Moon permit is required. Bleyl met with the hospital and adjacent property owners to discuss alignment options. Bleyl met with Commissioner Metts on 12/4/19. Anticipated construction completion is 2023. Bleyl is planning on meeting with TXDOT on 1/15/20.

City of Shenandoah Engineer's Report
December 2019
(December 6, 2019 - January 15, 2020)

East Relief Pond Option 1B

Project Description	*Update*
Bleyl was authorized on 1/24/18 for engineering and management services to construct a stormwater pump station at the existing east pond.	Project is on hold to explore additional options for draining this area by gravity east of the railroad. Negotiations are continuing with the property owners to the east to secure drainage easement for the project. Schedule is unknown.

Carter's Slough Hydraulic Study

Project Description	*Update*
Bleyl was authorized on 11/14/18 to perform a drainage study on Carter's Slough downstream of the railroad to determine potential impacts of downstream developments.	The hydraulic study is complete. The City is working on an agreement with property owners to provide drainage relief to the East.

MS4 General Permit Renewal

Project Description	*Update*
Bleyl was authorized on 12/12/18 to obtain authorization for stormwater discharge for the City under the renewed General Permit TXR040000.	NOI and updated SWMP were submitted in July 2019 to the TCEQ. Bleyl is awaiting further direction from the TCEQ once they have reviewed the submittal. Bleyl had an annual meeting with City staff on 12/4/19 to discuss the storm water management program for the City.

Tamina West Bound Turn Lane

Project Description	*Update*
Bleyl was authorized on 1/23/19 to prepare a detailed design and submittal to TXDOT of a plan to modify the west bound turn lane on Tamina in front of Home Depot.	Home Depot prefers construction to occur in June and July of 2020. Bleyl provided preliminary drawings to Home Depot on 10/30/19 for approval. Bleyl is preparing updates for the MDD January meeting to obtain approval to proceed with the project.

Research Forest/Tamina Major Intersection Improvements

Project Description	*Update*
Bleyl was authorized on 1/23/19 to prepare a detailed design and submittal to TXDOT of a plan to modify the Research Forest and Tamina Road intersection. (Adding one lane each direction).	The detailed design layout has been completed. Bleyl met with the TXDOT Conroe area office on 10/3/19. Bleyl met with the Houston TXDOT office on 12/12/19. Traffic counts were approved to update the traffic model.

WWTP Master Plan

Project Description	*Update*
Bleyl was authorized on 2/26/19 to evaluate the existing plant capacities and drainage issues and present a final report with a master plan.	The preliminary report was submitted on 10/30/19. The City and Bleyl met on 11/14/19 to review comments. Bleyl submitted the final report on 1/3/20.

City of Shenandoah Engineer's Report
December 2019
(December 6, 2019 - January 15, 2020)

Elevated Storage Tank Rehabilitation

Project Description	*Update*
Bleyl was authorized on 9/25/19 to provide plans and specifications for sand blasting and recoating the existing elevated storage tank.	Final plans were submitted the City Staff in December. Bleyl is currently working on comments from the City. Anticipated bidding for the project will be in February or March.

Shenandoah Impact Study

Project Description	*Update*
Bleyl was authorized on 9/25/19 to evaluate the City's water and sewer system demands for potential development within the City's ETJ.	The City is collecting existing data. Bleyl is researching other cities to use as a comparison. The impact study is estimated to be complete by June 2020.

Shenandoah Rate Study

Project Description	*Update*
Bleyl was authorized on 9/25/19 to evaluate the existing water and sanitary system to estimate the cost of water and sewer based on historical usage and cost analysis.	The City is collecting existing data. Bleyl is researching other cities to use as a comparison. The rate study is estimated to be complete by June 2020.

Shenandoah Sewer Model

Project Description	*Update*
Bleyl was authorized on 9/25/19 to evaluate the existing sanitary sewer system and provide recommendations for the City.	Bleyl is updating existing GIS data to be used in the sewer model. The sewer study is estimated to be complete by April 2020.

ADA Completion Report

Project Description	*Update*
Bleyl was authorized on 12/11/19 to evaluate ADA compliance for parking lots, City facilities, parks, etc. for the City.	Inspections are underway.

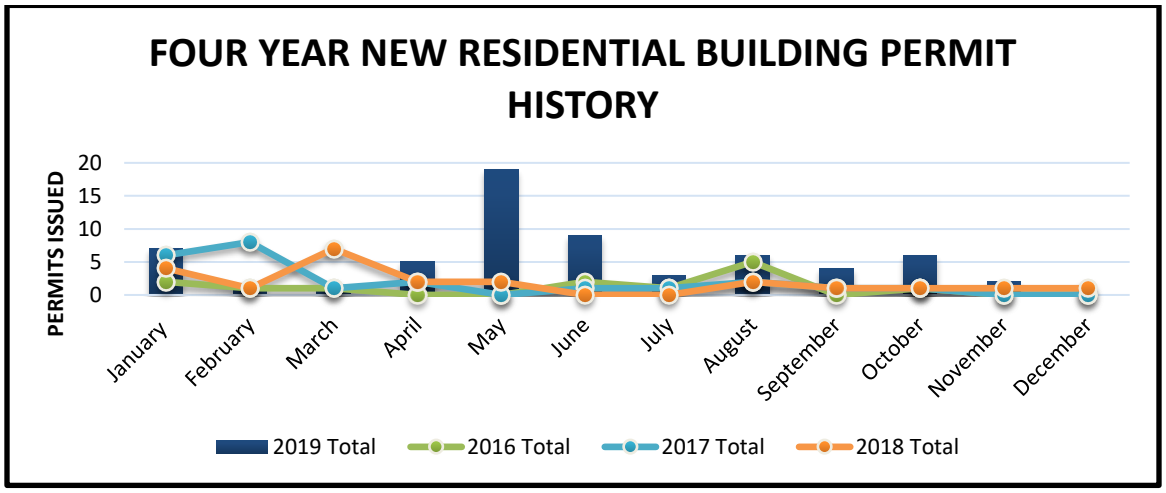
COUNCIL MONTHLY REPORT

DEPARTMENT: COMMUNITY DEVELOPMENT AND MUNICIPAL COURT

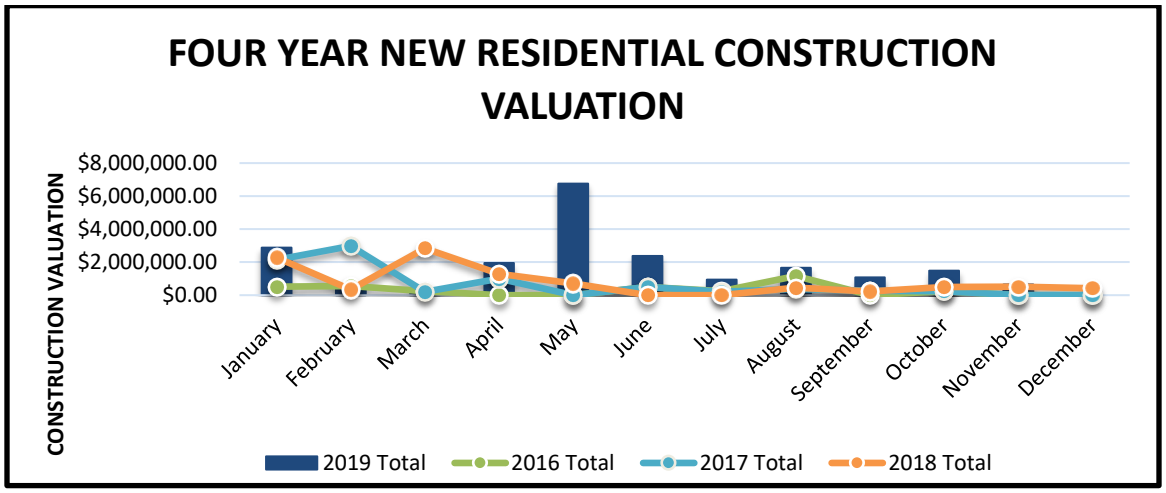
MONTH: DECEMBER 2019

COMMUNITY DEVELOPMENT

During December the City issued zero permits for a new residential home compared to one in December 2018. The chart below compares residential permits issued from 2016 to current year.



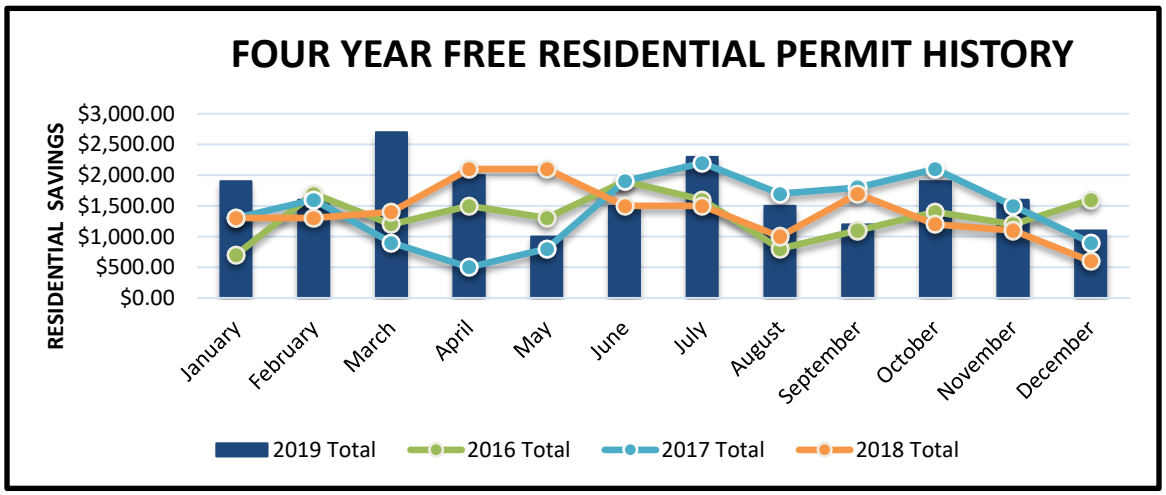
Residential construction value based on the contractors' declared construction cost during the month of December is $0.00. A YTD increase of 114% compared to 2018. The chart compares new residential construction valuation data from 2016 to current year.



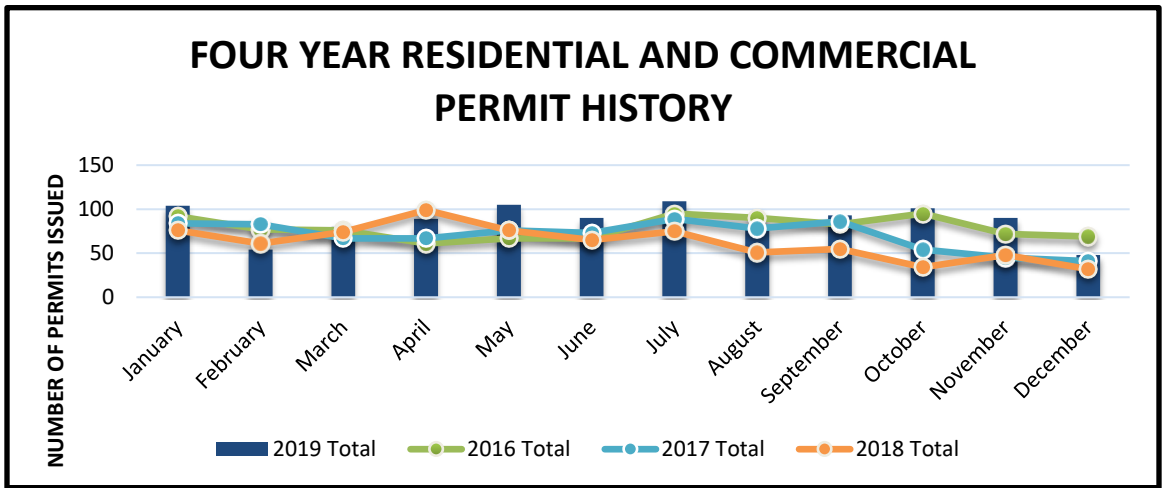
The table below shows the residential development and each subdivisions overall completion rate. Shenandoah has a total of 1,293 lots in the residential subdivisions and is currently at 80% built out. Vacant lots also include lots which residents have fenced in as part of their yard but a house could be built on those lots in the future.

Residential Subdivision Development					
	Total Lots	**Open permits**	**Vacant Lots**	**Completed**	**Percentage Completed**
Parkgate Reserve	58	0	1	57	98%
Tuscany Woods	101	1	0	100	99%
Malaga Forest	36	0	5	31	86%
Reserve at Grogan's Mill	42	0	1	41	98%
Marion	44	0	0	44	100%
Silverwood Ranch	80	0	0	80	100%
Grogans Forest	128	0	0	128	100%
Shenandoah Valley	506	0	3	503	99%
Lily	62	20	9	29	47%
Wellman Manor	32	5	23	4	13%
Boulevard Green	90	21	47	22	24%
The Centro	114	18	96	0	0%
CITY TOTAL	**1293**	**65**	**185**	**1039**	**80%**

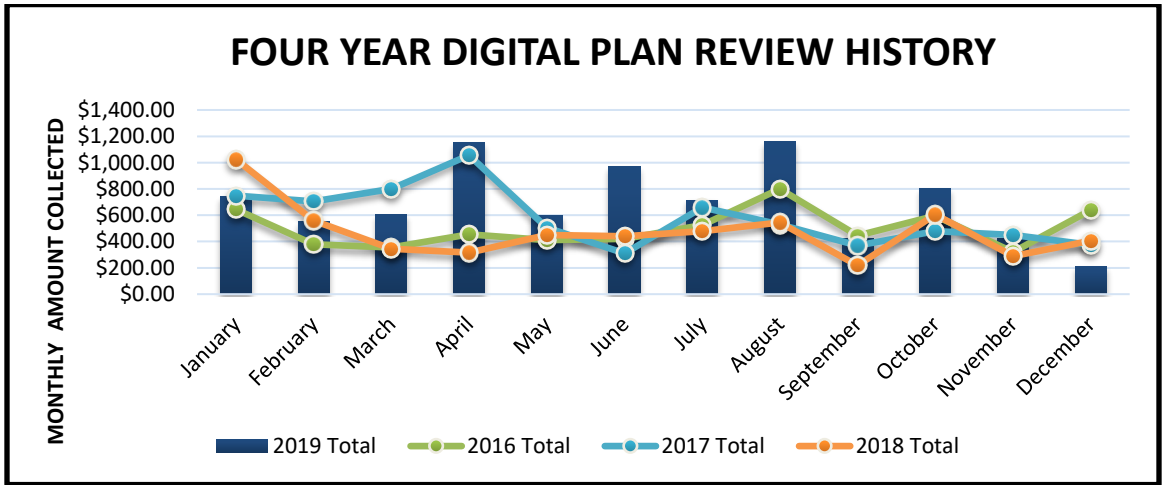
Currently the City issues permits for residential remodels, roofs, irrigation systems and pools for no charge. In December the City issued 11 free permits for residential improvements. Total savings to residents is $110,700.00. The chart below compares free residential improvement permit data from 2016 to current year.



During December the City issued 48 residential and commercial permits compared to 32 in 2018. The chart below compares all residential and commercial permits issued from 2016 to current year.



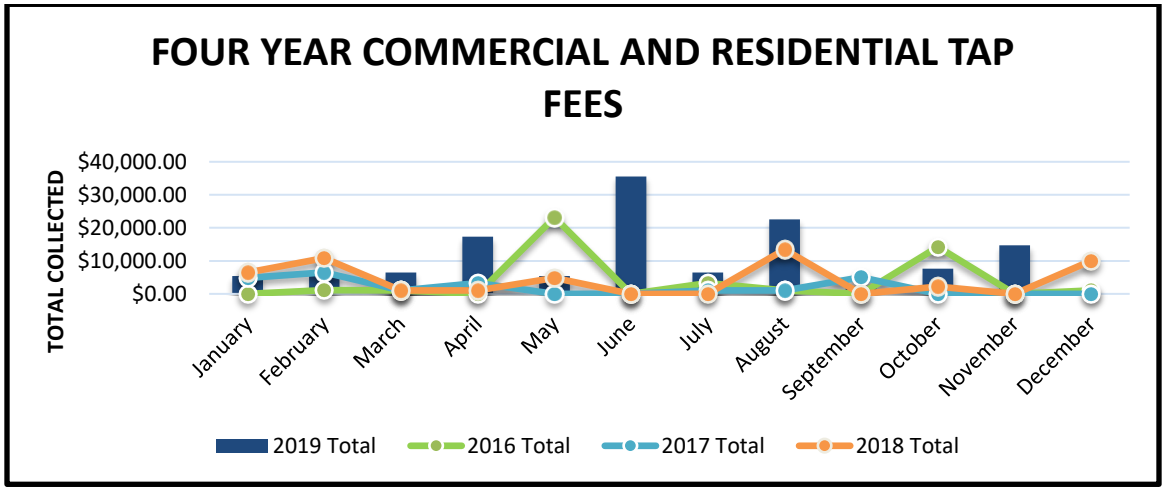
In 2014 the City implemented a digital plan review process to provide better service for the contractors and to accept plans digitally, charging a nominal fee depending on the number of pages submitted for review. During December the City collected $210.00 for digital plan review fees. The revenue collected since implementation in 2014 is $37,769.99. The chart below outlines the fees collected for the digital plan review from 2016 to current year.



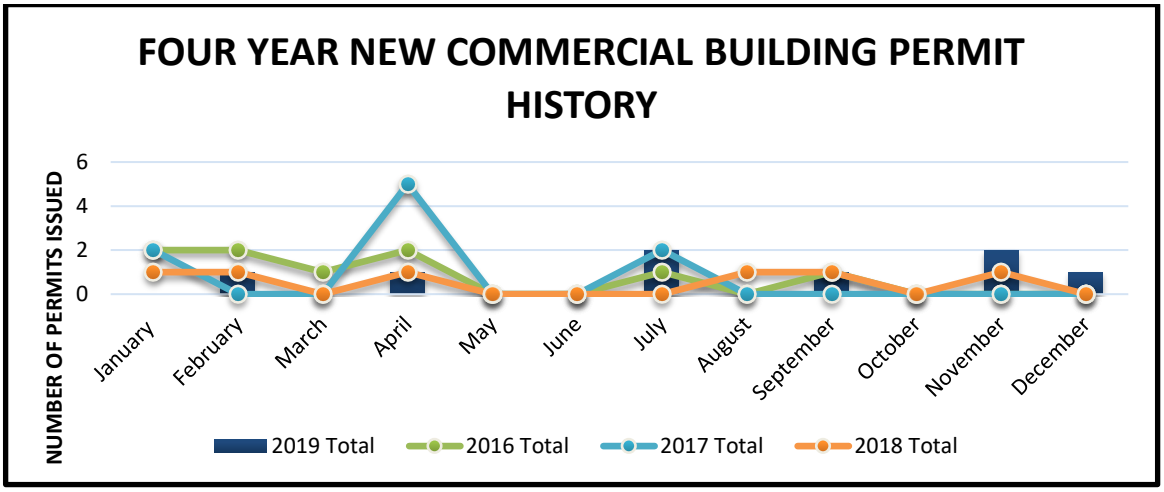
The digital plan review fee is used to purchase equipment and enhance the digital plan review process. In December there was one purchases from the digital plan review account. The digital plan review fee balance is $22,378.93. The chart below outlines the digital plan review revenue and the expenses based on each fiscal year.

Digital Plan Review History							
	FY 2014-2015	**FY 2015-2016**	**FY 2016-2017**	**FY 2017-2018**	**FY 2018-2019**	**FY 2019-2020**	**Balance**
Total Revenue	$7,047.00	$6,095.84	$7,226.15	$5,680.00	$8,215.00	$1,430.00	
Total Expenses	$3,344.25	$5,029.99	$795.00	$475.22	$0.00	$440.18	
Total	**$3,702.75**	**$1,065.85**	**$6,431.15**	**$5,204.78**	**$8,215.00**	**$989.82**	**$22,378.93**

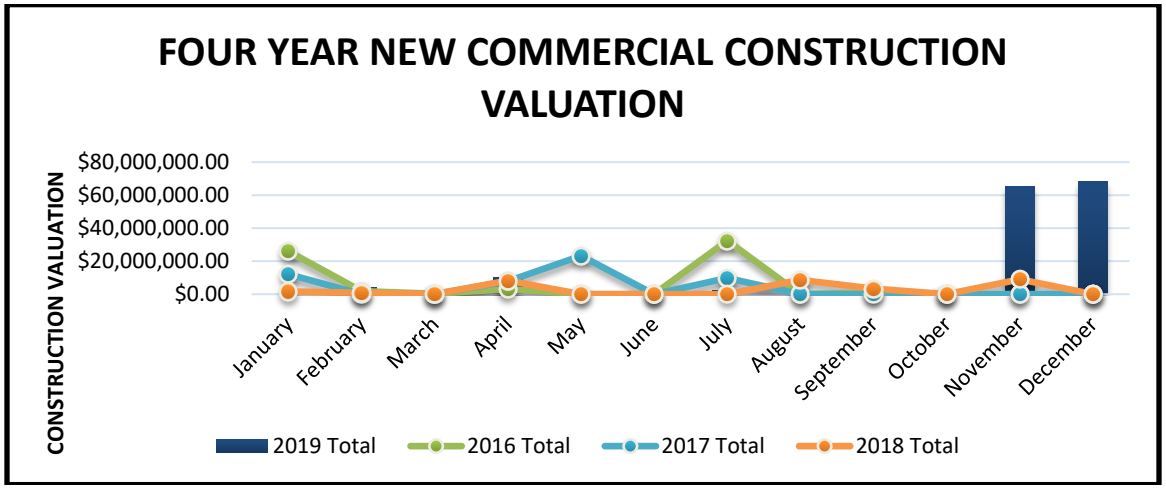
During December the City collected $0.00 for commercial and residential tap fees. The chart below compares commercial and residential tap fees collected from 2016 to current.



During December the City issued one new commercial permit comparable to zero in 2018. The chart below compares commercial building permits issued from 2016 to current year.



The commercial construction value based on the contractors' declared construction cost during the month of December is $68,381,914.00. An increase of 373% compared to 2018. The chart below compares new commercial valuation data from 2016 to current year



The table below provides a snapshot of new commercial development and the date the permit was issued.

Active New Commercial Projects		
Address	**Description**	**Date permit issued**
19391 David Memorial	Aloft Hotel	August 15, 2018
18850 David Memorial Drive	Even Hotel	November 21, 2018
8950 Metropark Dr.	Parking Garage	February 19, 2019
17645 Residence Drive	Hyatt House Hotel	April 26, 2019
8920 Metropark Dr.	Building K	July 16, 2019
8980 Metropark Dr.	Building L	July 16, 2019
The Centro, 301 N Centro Circle	Pool Cover	September 18, 2019
9000 Six Pines Drive	LifeTime Fitness	November 6, 2019
9002 Six Pines Drive	Lifetime Fitness Parking	November 6, 2019
8900 Six Pines Drive	Mill Creek Multifamily	December 3, 2019

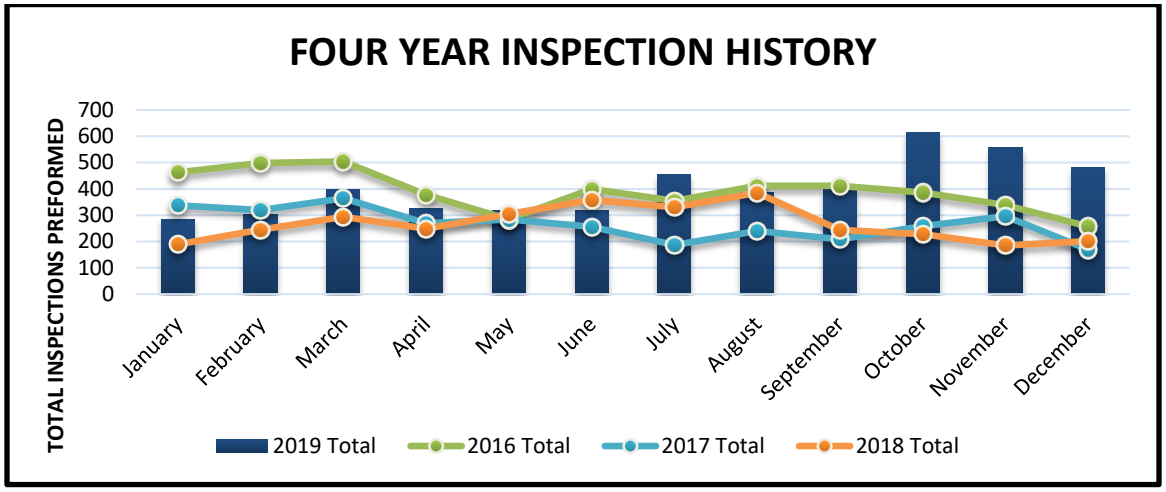
The table below provides a snapshot of commercial remodels/buildouts and the date the permit was issued.

Active Commercial Remodel/Buildout Projects		
Address	**Description**	**Date permit issued**
109 Honey Berry Street	Communication Antenna	March 26, 2019
8915 Metropark Drive	Dave & Busters Buildout	June 24, 2019
8851 Metropark Drive, Suite 100	Top Sushi	August 16, 2019
8821 Metropark Drive, Suite 500	Martinis and Manicures	September 5, 2019
19053 IH 45	Paradise Grills	September 18, 2019
8821 Metropark Drive, Suite 100	Black Bear Diner	September 30, 2019
8821 Metropark Drive, Suite 1600	Burger IM	October 2, 2019
18456 IH 45	Shenandoah Inn, Exterior Stone work	October 7, 2019
128 Vision Park Blvd., suite 100	Reception Area Remodel	October 11, 2019
1620 Research Forest Drive, Suite 100	First Watch, Bar Area	October 18, 2019
9250 Pinecroft Drive	Pharmacy Remodel	October 22, 2019
19103 IH 45N	Home Depot Tool Rental	November 12, 2019
9250 Pinecroft Drive	Replacement CT Unit	November 14, 2019
129 Vision Park Blvd. Suite 201	Dr. Laura Bonds	November 15, 2019
18550 IH 45	Encompass Health	November 21, 2019
117 Vision Park Blvd	Encompass Health, Infill Pool	December 17, 2019

During December the Building Official had two scheduled development meeting.

Development Meetings	
Meeting Date	**Topic for Discussion**
December4, 2019	Field meeting with contractor and home owner to discuss driveway extension.
December 18, 2019	On-site meeting with contractor regarding stop work order.

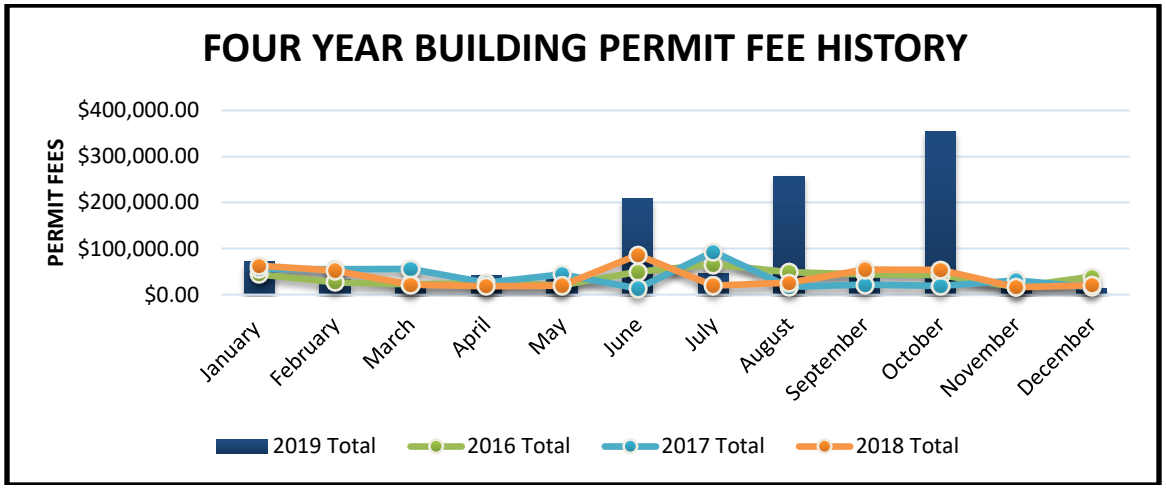
During December the City performed 481 inspections. A YTD increase by 51% compared to 2018. The chart below compares the total number of inspections performed from 2016 to current year.



Inspections performed include:

- Building Department – 391
- Fire Inspector – 25
- Third Party Inspector – 65

During December the City collected $12,207.00 for building permit fees. Permit fees have increase by 158% YTD compared to 2018. The chart below compares building permit fees collected from 2016 to current year.



There were eight Certificates of Occupancy/completion issued in December including the following:

Owner	Address	Project	Date Issued
SAM MOON CENTER	17943 I-45	20181226	12.11.2019
GRACE LILY LP	199 BONNIE RIDGE CIR.	20190332	12.13.2019
GRACE LILY LP	131 BONNIE RIDGE CIRCLE	20190333	12.19.2019
MEMORIAL HERMAN	9250 PINECROFT DR. NICU	20181273	12.20.2019
CC METROSQUARE LDT	8915 METROPARK DR	20181158	12.20.2019
** METROPARK SQUARE LTD	8915 METROPARK DR	20181428	12.20.2019
**PHSH CONSTRUCTION	18704 CENTRO MAIN ST.	20190242	12.23.2019
**PHSH CONSTRUCTION	18708 CENTRO MAIN ST.	20190241	12.23.2019

** Indicate a Temporary Certificate of Occupancy was issued

During December three sign permits were issued.

- 19053 IH 45, Suite H – Wall sign (X2), Panel Sign

PLANNING/DEVELOPMENT ACTIVITY

During the month of December the Planning and Zoning Commission met once the regular scheduled meeting.

AGENDA DATE	MEETING TYPE
January 15, 2019	**Regular Scheduled Meeting**
January 30, 2019	**Joint Workshop with City Council**
February 19, 2019	**Regular Scheduled Meeting**
February 26, 2019	**Special Meeting**
April 2, 2019	**Special Meeting**
April 16, 2019	**Regular Scheduled Meeting**
April 23, 2019	**Special Meeting**
May 21, 2019	**Regular Scheduled Meeting**
June 18, 2019	**Regular Schedule Meeting**
July 16, 2019	**Regular Scheduled Meeting**
August 6, 2019	**Special Meeting**
August 20, 2019	**Regular Scheduled Meeting**
September 19, 2019	**Regular Scheduled Meeting**
October 15, 2019	**Regular Scheduled Meeting**
November 19, 2019	**Regular Scheduled Meeting**
November 25, 2019	**Special Meeting**
December 17, 2019	**Regular Scheduled Meeting**

During the month of December one application pertaining to property development were filed with the City.

A yearly breakdown of approved development applications is outline below.

DEVELOPMENT APPLICATIONS				
APPLICATION	PROPERTY ADDRESS/PARCEL IDENTIFICATION	PROJECT/APPLICANT	APPROVAL/ISSUED DATE	EXPIRATION DATE
Extension of a Mixed Beverage Sales Permit with Late Hours	8915 Metropark Drive	Dave & Busters	January 23,2019	February 28, 2020
Extension of a Use Permit to allow minimum square footage of retail space and parking structure	Restricted Reserve "A" of the Eastwood Village Replat No. 1	The Woodlofts	January 23,2019	August 14, 2019
Minor Replat of Lot 11 Metropark Square Phase 1A	Cabinet Z, Sheet 4586	MetroPark	February 21, 2019	_
Special Use Permit to allow Mixed Beverage Restaurant Permit with Food and Beverage Certificate	1700 Research Forest Drive	Killen's Steakhouse	February 27, 2019	February 27, 2020
Special Use Permit to allow minimum square footage, parking garage, increased FAR and building height	11.323 acres of land under Clerk's File No. 2010087585 Montgomery County Official Public Records	LifeTime Fitness/Mill Creek Multifamily	February 27, 2019	February 27, 2020
Application for a Zoning Regulation Amendment for Planned Development District #11 (PDD #11) to allow an alternate building material	PDD #11 The Centro	The Centro	_	_
Special Use Permit to allow for a Beer Retail Dealer's Permit Off-Premise and a Wine Only Package Store Permit	19091 IH 45, Shenandoah Texas	Sam's Club	May 22, 2019	May 22, 2020
Final Plat for 11.323 acres of land	11.323 acres of land under Clerk's File No. 2010087585 Montgomery County Official Public Records	LifeTime Fitness/Mill Creek Multifamily	May 22, 2019	_
Special Use Permit to allow for a Mixed Beverage On-Premise Permit	1620 Research Forest Drive, Suite 100	First Watch	June 26, 2019	June 26, 2019
Special Use Permit to allow for a Mixed Beverage On-Premise Permit	8851 MetroPark Drive, Suite 100	Top Sushi	August 14, 2019	August 14, 2020
Final Plat for 2.203 acres of land	Being 2.203 acres of land under Clerk's File No. 2016117550 Montgomery County Official Public Records	Metro Development, Office Building		
Variance to the minimum lot depth for property located within the Commercial Corridor "CC" Zoning District	Being 2.203 acres of land under Clerk's File No. 2016117550 Montgomery County Official Public Records	Metro Development, Office Building		
Application for Sign Exception to allow for signage on an accessory structure (X3)	28727 IH45 S, Shenandoah, Texas 77381	Skipper Beverage Company/Valero	August 25, 2019	_
Application for Sign Exception to allow for a single-family residential development use of a construction sign.	Wellman Manor/David Weekley Homes, LLC	Wellman Manor	September 19, 2019	_
Special Use Permit to allow for a Mixed Beverage On-Premise Permit	8821 MetroPark Drive, Suite 1600	BurgerIM	December 11, 2019	December 11, 2020
Administrative Appeal to exterior elevations	The Centro	PHSH, LLC	_	_
Variance to the maximum building height to allow for construction of two additional parking levels on an existing parking garage	910 Medical Plaza, Parking Garage	Memorial Hermann	December 11, 2019	
Application for Sign Exception to allow for signage the north and west elevation to which exceed the allowable color requirements.	19053 IH 45, Suite H, Shenandoah, Texas	Paradise Grills	November 25, 2019	
Application for Sign Exception to allow for and additional wall sign and existing wall signs (above the allowed number of signs) to remain on the front elevation.	19103 IH 45, Shenandoah, Texas 77385	Home Depot	December 17, 2019	
Application for Sign Exception to allow panel sign to exceed the allowable color requirements.	8821 Metropark Drive	Dave & Busters	December 17, 2019	
Special Use Permit to allow for Medical Services: General	1500 Research Forest Drive, Suite 120, Shenandoah, Texas	IV Bars of The Woodlands		

MUNICIPAL COURT

In December code enforcement issued no citation and warning filed with the court. A monthly breakdown of outstanding cases and value is shown below.

Status of Outstanding Cases										
	Cases 2007 to Present	Dollar Value		Cases Prior to 2007	Dollar Value		Total Cases	Case Count Change	Total Dollar Value	Total Dollar Value Change
OCT	1,850	516,702.76		3,797	956,510.78		5,647	2	$ 1,473,213.54	571.00
NOV	1,849	516,373.76		3,796	956,215.78		5,645	2	$ 1,472,589.54	624.00
DEC	1,847	515,760.56		3,796	956,215.78		5,643	2	$ 1,471,976.34	613.20

In December the Court closed 2 outstanding cases reducing the value of outstanding cases by $613.20. A breakdown of the dispositions of the outstanding closed cases is shown below.

- Cases Paid In Full – 2 ($553.20)
- Cases Paid Partial Payment – 2 ($60.00)

MISC. REPORTED ACTIVITY

Development Activity													
	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	**DEC**
Plans Processed	40	73	46	44	53	62	64	63	85	81	68	57	25
Additional Municipal Court Activity													
Warrants Issued	0	0	0	0	0	1	0	0	0	0	0	0	0
Court Cases Set	0	0	0	0	4	1	2	1	0	0	0	0	2
General Activity													
Payments Processed	459	546	435	444	637	513	512	536	532	390	560	474	486

SUBMITTED BY: Jackie Thompson

COUNCIL MONTHLY REPORT

DEPARTMENT: CVB

MONTH: DECEMBER 2019

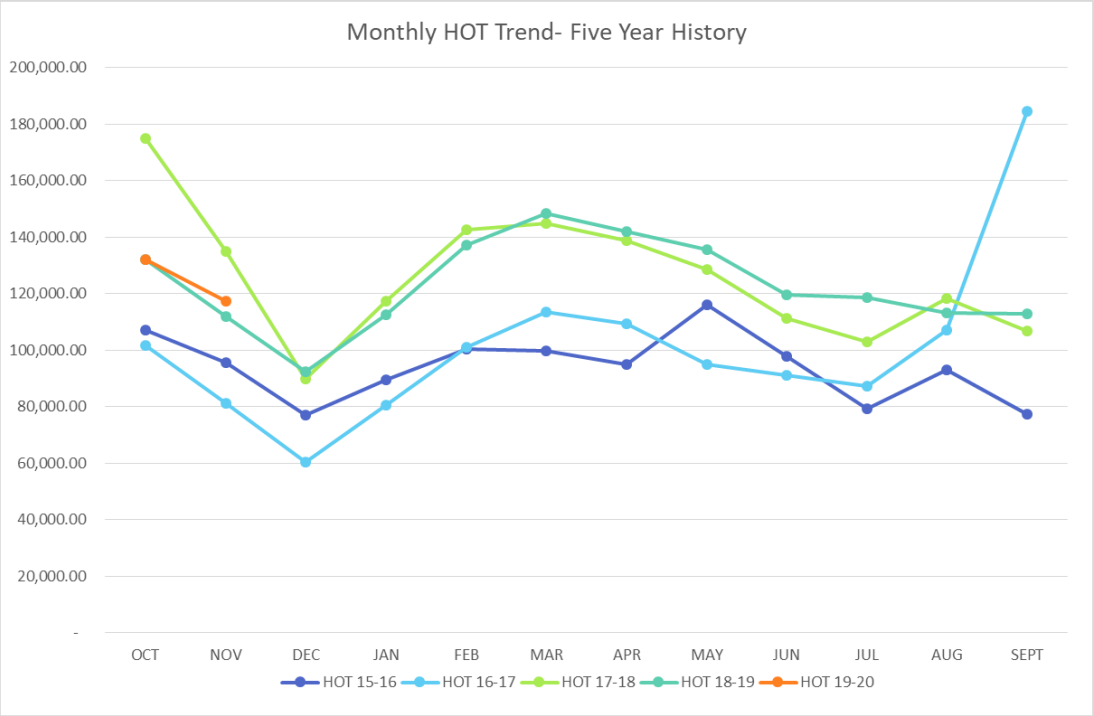
VISITOR CENTER

For the month of December, CVB staff was able to capture 12 visits and 16 visitors to the visitor's center.

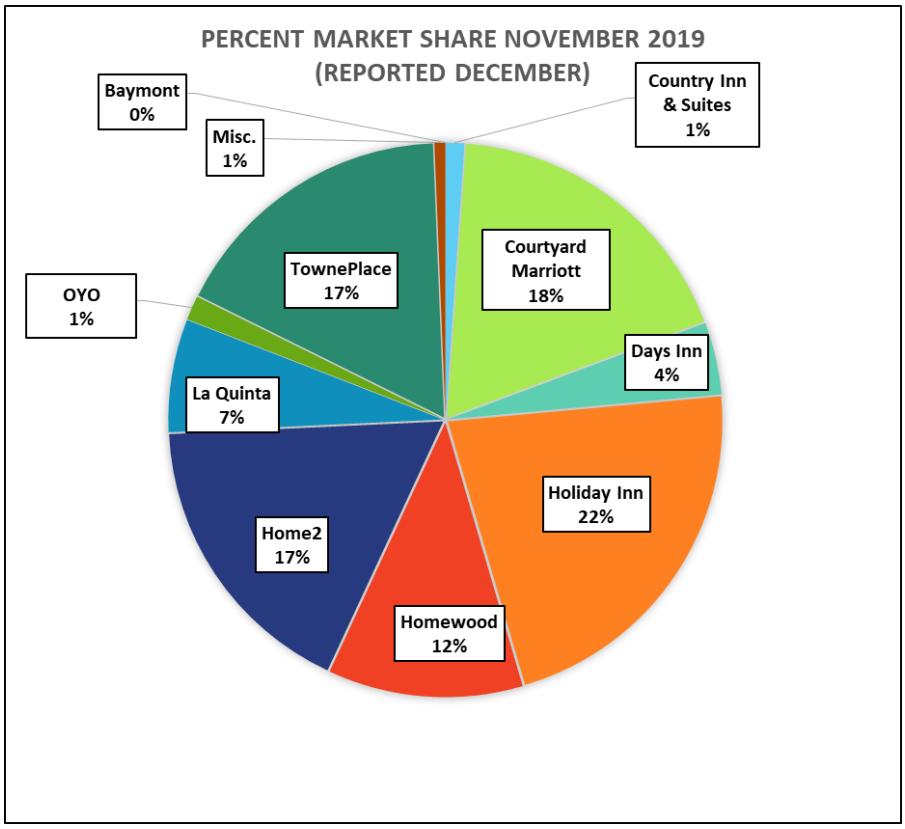
HOTEL OCCUPANCY TAX

The tables below show hotel occupancy tax receipt trends over the past five fiscal years. All decreases from the prior year are highlighted in red. Occupancy tax received in December is for hotel stays in November.

Hotel Occupancy Tax Revenue - Five Year Comparison					
	HOT 15-16	**HOT 16-17**	**HOT 17-18**	**HOT 18-19**	**HOT 19-20**
OCT	107,316.66	101,567.28	175,090.83	132,006.78	132,121.00
NOV	95,637.35	81,222.24	134,841.48	111,923.97	117,269.67
DEC	76,939.84	60,413.59	89,775.76	92,456.12	
JAN	89,514.69	80,722.70	117,308.07	112,506.44	
FEB	100,594.30	101,060.82	142,637.52	137,124.53	
MAR	99,833.41	113,472.00	144,851.34	148,563.47	
APR	95,071.78	109,344.66	138,900.23	141,999.06	
MAY	116,269.63	95,131.35	128,682.39	135,771.76	
JUN	97,725.93	91,319.31	111,248.88	119,591.55	
JUL	79,301.81	87,254.82	103,005.12	118,614.77	
AUG	92,999.88	107,252.20	118,355.96	113,192.04	
SEPT	77,493.65	184,439.12	106,834.03	113,013.72	
TOTAL	**1,128,698.93**	**1,213,200.09**	**1,511,531.61**	**1,476,764.21**	**249,390.67**



The graphic below explains the percentage of market share each property claims for the month, based on occupancy tax receipts received. Holiday Inn and Suites has claimed the largest portion of market share, followed by Courtyard by Marriott, then by Home2 Suites.



The table below shows hotel occupancy tax revenue collected from each property during FY 2019-2020. Any stays that extend past 30 days are exempt of any taxes.

Monthly Hotel Occupancy Tax Receipt Comparison by Property FY 2019-2020												
	Baymont	Country Inn & Suites	Courtyard	Days Inn	Holiday Inn	Homewood	Home2	La Quinta	OYO	TownePlace	Misc.	Total
OCT	$726.65	$1,249.26	$25,478.36	$5,960.03	$29,027.88	$13,877.03	$22,732.49	$9,457.44	$2,062.23	$21,004.55	$545.08	**$132,121.00**
NOV	$0.00	$1,285.55	$21,351.27	$4,975.11	$25,688.95	$13,457.78	$20,324.87	$7,794.29	$1,678.25	$19,959.21	$754.39	**$117,269.67**
DEC												**$0.00**
JAN												**$0.00**
FEB												**$0.00**
MAR												**$0.00**
APR												**$0.00**
MAY												**$0.00**
JUN												**$0.00**
JUL												**$0.00**
AUG												**$0.00**
SEP												**$0.00**
Tot.	**$726.65**	**$2,534.81**	**$46,829.63**	**$10,935.14**	**$54,716.83**	**$27,334.81**	**$43,057.36**	**$17,251.73**	**$3,740.48**	**$40,963.76**	**$1,299.47**	**$249,390.67**

The following chart shows occupancy tax data by property for both November 2018 and November 2019, reported December 2018 and December 2019, respectively. Year-over-year decrease in amount of occupancy tax collected is notated in light red.

Year Over Year Occupancy Tax Comparison												
	Baymont	Country Inn & Suites	Courtyard	Days Inn	Holiday Inn	Homewood	Home2	La Quinta	OYO	TownePlace	Misc.	Total
Nov-18	$ 1,768.25	$ 563.99	$ 21,640.17	$ 5,697.61	$ 22,548.01	$ 14,226.71	$ 17,596.53	$ 9,329.61	$ 1,427.78	$ 17,125.31	$ -	**$ 111,923.97**
Nov-19	$ -	$ 1,285.55	$ 21,351.27	$ 4,975.11	$ 25,688.95	$ 13,457.78	$ 20,324.87	$ 7,794.29	$ 1,678.25	$ 19,959.21	$ 754.39	**$ 117,269.67**

The following tables report the individual Shenandoah hotels' self-reported Average Daily Rate (ADR) and Occupancy information, respectively, for Fiscal Year 2019-2020. All data is provided where available. Data is collected with Hotel Occupancy Tax Reporting Forms. Not all properties choose to self-report this data.

SELF REPORTED AVERAGE DAILY RATE FY 2019-2020												
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT
BAYMONT												
COUNTRY INN & SUITES												
COURTYARD	$125.65	$116.93										
DAYS INN	$ 55.00	$ 55.00										
HOLIDAY INN	$117.00	$112.00										
HOMEWOOD	$106.13	$ 97.82										
HOME 2 SUITES	$125.08	$122.73										
LA QUINTA												
OYO		$ 34.00										
TOWNEPLACE	$107.20	$103.35										

SELF REPORTED OCCUPANCY RATE FY 2019-2020												
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT
BAYMONT												
COUNTRY INN & SUITES												
COURTYARD	76%	71%										
DAYS INN	59%	51%										
HOLIDAY INN	75%	72%										
HOMEWOOD	52%	60%										
HOME 2 SUITES	79%	74%										
LA QUINTA												
OYO		63%										
TOWNEPLACE	90%	86%										

EXPEDIA ADVERTISING

Below is a recap of November 2019 performance on Expedia TravelAds. Current reporting lag time is running one month behind in order to coincide with occupancy tax and self-reported occupancy data.

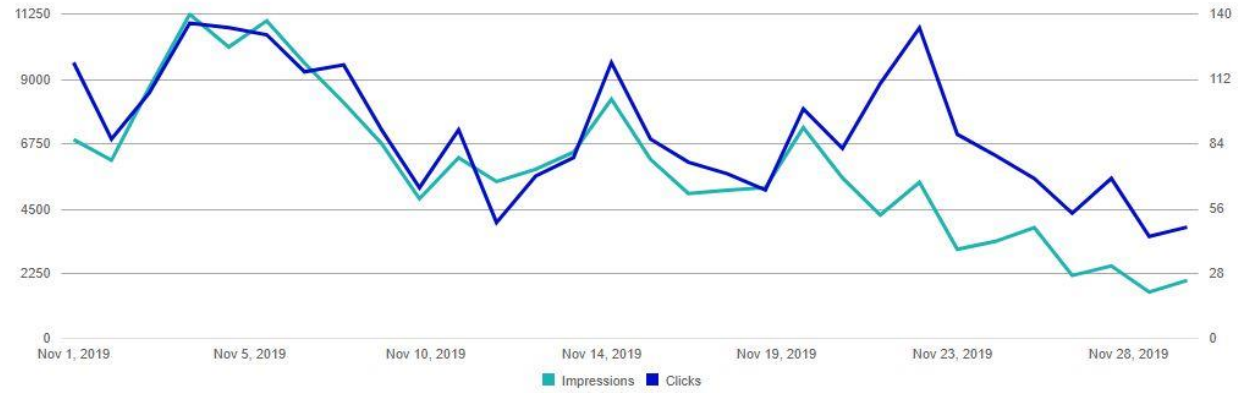
November 1, 2019 - November 30, 2019, Hotel path Customize

Ad delivery

Spend (USD)	Clicks	Avg CPC (USD)	Impressions	Avg rank	CTR
3,855.01	2,680	1.44	178,487	3.0	1.50%

Attribution

Revenue clicked (USD)	Room nights clicked	ROAS clicked	Revenue exposed (USD)	Room nights exposed	ROAS exposed
16,066.62	164	4:1	42,113.35	462	11:1



OTHER ITEMS OF NOTE

The property that was previously the Clarion Hotel completed its months-long renovation, and officially opened as the Country Inn & Suites by Radisson in late November. This was a top-to-bottom renovation, and the newly renovated property is now a 64 all-suite property, and helps our city improve its offerings. New amenities include a free self-serve breakfast, complimentary coffee/tea service in public area, and a new business center and laundry facility for guest convenience. The property also includes a 231 s.f. meeting room with 55" TV Monitor that can accommodate meetings of up to 20 people.

City hosted its second NCAA Stagg Bowl football championship at Woodforest Bank Stadium on Dec. 20, 2019. Once again, this was an all-staff effort, and initial feedback has been very positive, and our city certainly showcased itself very well, and provided NCAA staff, committee, officials and student/athletes with an elevated experience that should put us in very good stead should we pursue any other championships in the coming years. More analysis and feedback will be provided at a later date.

Finally, we did get out our RFP for a firm to assist us with the development of a strategic destination plan, and hope to have a recommendation for your consideration at our February 12, 2020 meeting.

SUBMITTED BY:

John R. Maynes, III