NOTICE OF REGULAR MEETING
July 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, July 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
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 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. Presentation of the Municipal Development District monthly report.
8. Discussion and possible action regarding the following:
   a) Excess debt collections for 2019
   b) Certification for debt service collection rate for 2020-2021
9. Discussion regarding the 2020 – 2021 Proposed Budget.
10. Discussion regarding the water/sewer rate study.

11. Discussion and possible action regarding the funding amount for the purchase of a firearms training simulator from asset forfeiture funds.

12. Non-Action Items

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

    Budgeted Purchase Orders over $15,000:

    - Water Plant 2 Booster Pump $30,200.00
    - Unit 20-02 Tahoe Emergency Equipment $14,297.41
    - Desk Improvements $30,000.00
    - Wellman Rd. trunk line $160,000.00

    City Administrator Authorizations:

    - Project Manager Recruiting $11,395.23
    - SSR Meter & Antenna Upgrade $10,750.00

13. Discussion and possible action to approve the accounts payable for June, 2020.

14. 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.

15. City Administrator updates – Monthly Reports.

16. COUNCIL 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.

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.

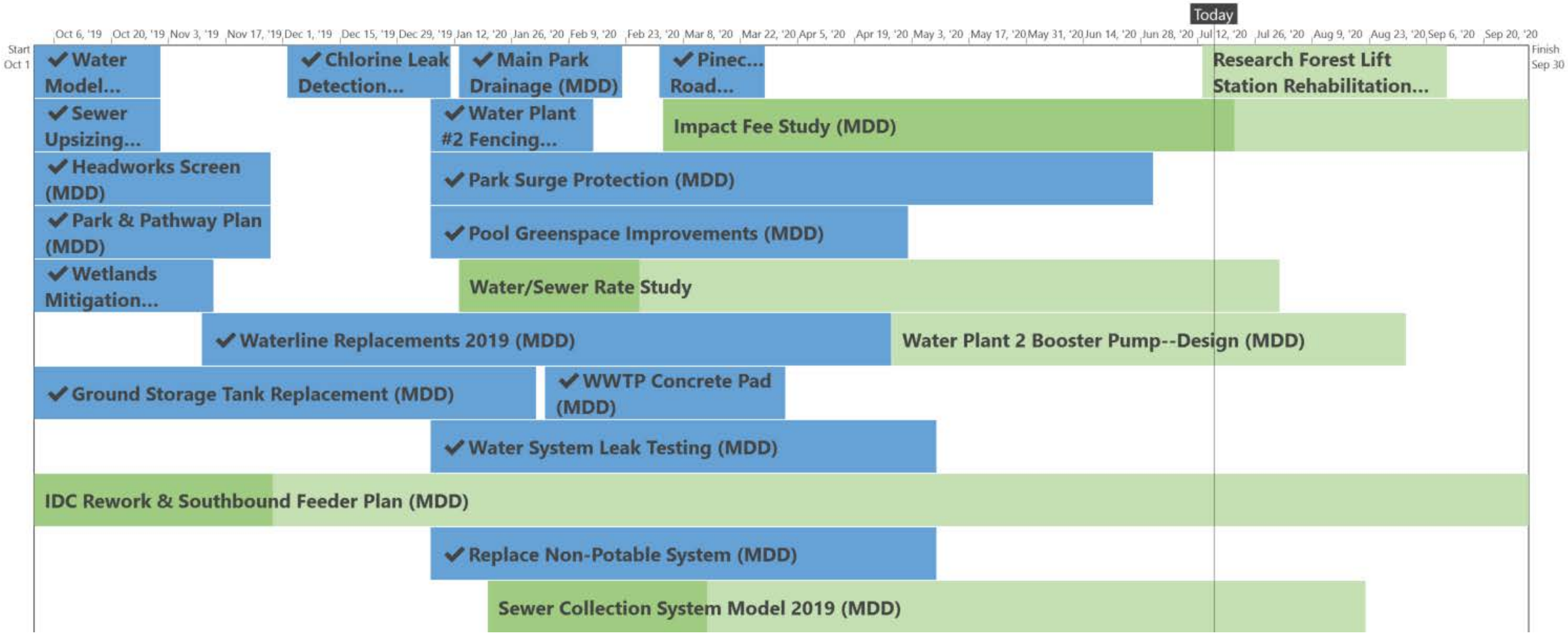
City Hall is wheelchair accessible. A sloped entry is available at the entrance with specially marked parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 281-298-5522 or Fax 281-367-2225 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 of July 2020 at 2:10 o'clock p.m.

Courtney Clary, City Secretary

MDD Capital Projects

June 30, 2020



June Update:

1) MDD Discussed the Capital Improvement Plan (CIP). No action was taken.

MDD Capital Projects (2019-2020)

June 30, 2020

MDD Capital Projects (2019-2020)					June 30, 2020
Project Name	**Budgeted**	**Spent**	**$ Remaining**	**% Remaining**	**Updates**
Research Forest Lift Station	79,100	-	79,100	100%	Planned 3rd QTR.
Impact Study	17,500	5,937	11,563	66%	7/17: In Progress. Preliminary Study is complete. Due to Statutory requirements (Board Appointments, Public Notices & Hearings), anticipated adoption by Council is October 2020. Impact Fee Board has been appointed and had their first meeting on 6/16 and will meet monthly. Next Board Meeting is scheduled for 7/21.
Water & Sewer Rate Study	28,000	26,670	1,330	5%	7/17: In Progress. Evaluate existing Water & Sewer Systems to estimate future costs of Services based on historical usage / growth. Cash flow and expense revenue anaylsis underway. 7/22 presentation to Council, with additional discussion at Budget workshops.
Sewer Collection System Model	33,950	17,844	16,106	47%	7/10: In Progress. Evaluating existing sanitary sewer system & provide recommendations to accommodate future City demand. Pump curves provided for lift stations. Presented to Staff in July; delivery to Council is planned in August.
Main Park Surge Protection	7,500	6,200	1,300	17%	Completed June 2020.
Pinecroft Road Improvements	21,000	20,837	163	1%	Completed Mar 2020.
Replacement of Non-Potable Water System	10,850	10,833	18	0%	Completed Mar 2020.
Water System Leak Detection	10,640	9,975	665	6%	Completed Mar 2020.
Concrete Pad at WWTP	14,000	4,830	9,170	66%	Completed Feb 2020.
Main Park Drainage	26,000	24,500	1,500	6%	Completed Jan 2020.
Pool Greenspace Improvements	23,000	20,700	2,300	10%	Completed Jan 2020.
Water Plant 2 Fencing	2,100	2,100	-	0%	Completed Jan 2020.
Chlorine Leak Detectors	5,250	4,935	315	6%	Completed Dec 2019.
Wetland Mitigation Credit Purchase (Tranche 2)	1,614,000	1,614,000	-	0%	Completed Nov 2019.

MDD Capital Projects (2018-Prior)

June 30, 2020

MDD Capital Projects (2018-Prior)

June 30, 2020

Project Name	Budgeted	Spent	$ Remaining	% Remaining	Updates
					2018 - Prior Projects
Water Plant 2 Booster Pump - Design	42,000	-	42,000	100%	7/10: 500 GPM purchased and awaiting delivery.
IDC Rework & Southbound Feeder Plan	120,000	47,259	100,448	84%	5/21: In progress. New state legislation has increased complexities of both regulating development & maintaining community standards. Cities throughout Texas are assessing options addressing limited City zoning authority. Awaiting review by P&Z in August.
Waterline Replacements (Pinecroft & Savanah)	455,000	193,950	261,050	57%	Completed May 2020.
WWTP Master Plan	35,000	27,017	-	0%	Completed Jan 2020.
Water Model Update 2019	28,000	15,349	-	0%	Completed Oct 2019.
Headworks Screen	77,000	92,575	-	0%	Completed Nov 2019.
Park & Pathway Plan	10,000	1,844	8,156	82%	Completed Nov 2019.
Sewer Upsizing Project	319,673	319,673	-	0%	Completed Sept 2019.

MDD Capital Projects (2018-Prior)

June 30, 2020

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%	7/17: 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. Design nearing completion. Wetland permitting submitted to USACE. Bleyl has provided alternate routes requested from the USACE. **USACE has now assigned a Project Manager for this project.**
East Side Wetlands Permit (Option 1B 1-24-18 MDD Meeting)	108,500	92,048	16,452	15%	7/17: In progress; wetlands permits pending with USACE. Application re-submitted with all responses to comments recieved during public comment period. USACE continuing application review process. Estimated Aprroval 3/21.
East Side Relief Pond (Option 1B 1-24-18 MDD Meeting)	864,900	90,040	774,860	90%	7/10: Staff is seeking a grant through the Texas General Land Office GLO for the full cost of the project. On hold due to 2 pending items: 1) East Side Wetlands permit from USACE. 2) Resolution of downstream drainage issues east of the railroad tracks (outside of City)
Tamina Rd/I45/Research Forest Intersection (2017-2018)	1,173,750	135,626	1,038,124	88%	7/17: Bleyl met with TXDOT area office 1/30/20. TXDOT approved project. ▪ Confirmed feasility of fiber optic utility cabinet relocation. ▪ ROW acquisition will be required from Home Depot, options for acquisition discussed with Home Depot ▪ MDD approved $139,500 for Design work 4/22.
Research / I45 SB Feeder (RT Turn Lane) & Tamina WB Right Turn Lane (Home Depot) (2017-2018)	696,000	43,405	652,595	94%	5/12: Research Forest Lane Extension & Home Depot Driveway projects presented together to MDD for design synergies / economies of scale. ▪ Commissioner Metts confirmed there are no current plans regarding Tamina Road near Home Depot. ▪ Home Depot requests construction during the summer time to affect store sales the least. ▪ Precinct 3 approved Research right turn lane, Entergy needs relocate a pole to continue project. **6/15: Project on hold until Summer of 2021 due to COVID delays & pending easement discussions. Home Depot's building window is only during summer months.**
Vision Park Rear Storm Drainage (2015-2016)	130,000	31,400	98,600	76%	6/15: Project Completed. The City realized savings through relocating excavated soil to Holly Hill Park to improve its drainage. Easments were obtained in February 2020. Bidding & Awarded March-April 2020.
Park Improvements (2019-2020)	50,000	7,474	42,526	85%	5/21: Funding Released to the CIP Plan. Funding had been allocated for Preliminary Design / Construction Oversight of a new park.

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	July 22, 2020	ITEM NUMBER:	**8**
DEPARTMENT:	Finance	PREPARED BY:	Lisa Wasner
PRICING:		EXHIBITS:	Tax Assessor Certification

SUBJECT/PROCEEDING:

Consideration and acceptance of (a) excess debt collections for 2019 and (b) certification for debt service collection rate for 2020-2021

RECOMMENDED ACTION:

Staff recommends that Council accept the excess collection for the 2019 debt service and certification for debt service collection rate for 2020-2021

BACKGROUND/DISCUSSION:

Each year the Tax Assessor/Collector provides the excess collections for the previous year and certifies the debt collection rate for the upcoming year. This is required by the Truth-in-Taxation laws and must be formally accepted by the Council.

(a) For 2019 excess debt collections was $0.00. Per the Tax Assessor, the 2019 amount "is to be used in the 2020 debt tax calculation because the 2019 actual debt calculation rate met the anticipated 2019 debt collection rate, which was equal to 100%". This is pursuant to Sec. 26.04(e)(3)(C) of the Texas Property Code.

(b) The Tax Assessor/Collector estimated the debt service collection rate for 2020 to be 100% "as calculated under Sec. 26.012(2)".

The collection rate is determined by estimating the City's debt collections July 1 through June 30 of the next year. The estimate includes ALL tax dollars collected including delinquent taxes. The exact amount will not be known until the collection period closes; however, the Truth-in-Taxation laws require an estimate be provided to, and approved by, the Council. The collection rate is calculated by dividing the estimated collections by the required debt payments. If the estimated collection rate is less than 100%, the debt levy will be higher. If the collection rate exceeds 100% (caused by delinquent taxes from previous years) the Tax Assessor/Collector uses 100%.

APPROVALS:

DEPARTMENT HEAD		DATE:	July 14, 2020
CITY ADMINISTRATOR		DATE:	July 17, 2020

Tammy J. McRae

Tax Assessor-Collector
Montgomery County

July 13, 2020

TO: All Jurisdictions Levying a 2020 Debt Service

RE: Consent Agenda Item for Governing Body

"CONSIDER AND ACCEPT EXCESS COLLECTIONS FOR 2019 DEBT SERVICE AND CERTIFICATION FOR DEBT SERVICE COLLECTION RATE FOR 2020/2021"

Dear Governing Body;

Enclosed is the above information for your agenda. Please contact me should you have questions.

Best Regards,

Tammy McRae

Tammy McRae, PCAC

Tammy J. McRae

Tax Assessor-Collector
Montgomery County

July 13, 2020

CITY OF SHENANDOAH
2020-2021 ANTICIPATED COLLECTION RATE
2019 EXCESS DEBT TAX COLLECTIONS

In accordance with the certification requirements of Section 26.04(b), Texas Property Tax Code, the following information is provided for use on the Voter Approval Rate Worksheet:

The anticipated collection rate for 2020 is 100%, as calculated under Sec. 26.04(h)(h-1)(h-2).

Excess 2019 debt tax collections are $0.00. This amount is to be used in the 2020 debt tax rate calculation because the 2019 actual debt tax collection rate met the anticipated 2019 debt collection rate which was equal to 100%, pursuant to Sec. 26.04(e)(3)(C), Texas Property Tax Code.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND COMPLIES WITH THE CERTIFICATION REQUIREMENTS OF SECTION 26.04(b), TEXAS PROPERTY TAX CODE.

Tammy McRae
MONTGOMERY COUNTY
TAX ASSESSOR/COLLECTOR

Sworn and subscribed before me this 13th day of July 2020.

Notary Public for the State of Texas

CHARLOTTE E. HATCHLEY
Notary ID #12938619-0
My Commission Expires
April 12, 2021

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	July 22, 2020	ITEM NUMBER:	**9**
DEPARTMENT:	Finance	PREPARED BY:	Lisa Wasner
PRICING:		EXHIBITS:	Condensed Capital Improvement Project List

SUBJECT/PROCEEDING:

Discussion of the 2020 – 2021 Proposed Budget

RECOMMENDED ACTION:

Discussion Only

BACKGROUND/DISCUSSION:

Second Budget Discussion

a. General Questions

b. The individual budgets that will be discussed will be:
   - Police
   - Municipal Court
   - Community Development
   - Technology
   - CVB

c. Capital Projects/Purchases – Capital Improvement Plan

APPROVALS:

DEPARTMENT HEAD		DATE:	July 14, 2020
CITY ADMINISTRATOR		DATE:	July 17, 2020

Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	July 22, 2020	ITEM NUMBER:	**10**
DEPARTMENT:	Administration	PREPARED BY:	Kathie Reyer
PRICING:		EXHIBITS:	Rate Study Report Draft

SUBJECT/PROCEEDING:

Discussion regarding a draft of the water/sewer rate study.

RECOMMENDED ACTION:

Discussion only in preparation for budget workshop.

BACKGROUND/DISCUSSION:

City staff and Bleyl Engineering have worked together on a rate study concerning the water and sewer rates charged to residential and commercial customers. Staff used projections over the next five years when determining new rates. Expense projections included anticipated Operation and Maintenance (O&M) costs, debt service on existing bonds, and the Capital Improvement Plan (CIP). Revenue projections included predicted consumption based on past usage and anticipated growth.

The rate study was conducted using the following guidelines and assumptions:

- The water/sewer enterprise is not a "for profit" business. Ideally revenues will equally match expenses.
- No other funding source was included in the proposed rates, with the exception of a loan or bond.
- Costs will increase over time due to inflation.
- Projected revenues are fluid and can be greatly affected by environmental conditions (i.e. a drought will increase revenue due to increased consumption).
- Projected O&M expenses are estimates, with unplanned repairs quickly reaching into the hundreds of thousands of dollars.

The City's auditor has advised that the water/sewer fund should be self-sustaining and not dependent upon contributions from MDD to make repairs or to construct needed infrastructure expansion or replacement.

APPROVALS:

DEPARTMENT HEAD		DATE:	
CITY ADMINISTRATOR		DATE:	July 17, 2020

CITY OF SHENANDOAH TEXAS

Shenandoah Utility Rate Study

July 2020

Bleyl Project No. 12534

Prepared By:

BLEYL ENGINEERING
PLANNING • DESIGN • MANAGEMENT
100 NUGENT STREET | CONROE, TEXAS 77301
(936) 441-7833 | FIRM NO. 678
WWW.BLEYLENGINEERING.COM

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Attachments

Attachment A Typical Residential Billing at 3,000/7,000 Gallons (Comparison)

Attachment B Typical Commercial Restaurant Bill (Comparison)

Attachment C Typical Commercial Hotel Bill (Comparison)

Attachment D Shenandoah Audit Information

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I. Introduction

The City of Shenandoah authorized Bleyl Engineering to review the existing utility rates in relation to projected expenses over the next 5 years. The City provided billing and expense data for water and sewer usage from October 2018 to September 2019. The billing data was organized to compute monthly usage for each meter size to calculate rates for the projected City expenditures. While rates stay constant over a period of time, water usage and revenue have variability based on season, water conservation, and weather. Therefore, the proposed rates included are based on what is considered fair and equitable for the estimated City expenditures with projected growth. Proposed rates were calculated with no outside revenue sources considered; however, a Texas Water Development Board (TWDB) low interest loan (to fund a portion of the CIP costs) is included as a second option for consideration.

II. City Operations and Maintenance

The City provided annual operations and maintenance (O&M) expenses for the same period as the utility billing. The table below shows the annual expenses from the City with a monthly average.

Annual O&M Expenses		
Personnel Cost	$	757,700.00
Supplies/Equipment Cost	$	110,900.00
Existing Bond/Loan Payments	$	282,000.00
Contract Services	$	264,800.00
Maintenance	$	207,000.00
Lift Station Gas Service	$	1,500.00
Electricity Use	$	177,000.00
Utility Billing	$	33,200.00
O&M Total:	**$**	**1,834,100.00**
O&M Monthly Average:	**$**	**152,841.67**

Depreciation (the costs of capital replacement in the future) is accounted for in the City's balance sheets (see attachment D for fiscal year ending September 30, 2019). The 2019 depreciation expense of $597,225 was not included in this study since Capital Improvement Plan (CIP) project costs are considered in this study.

III. Capital Improvement Plan Projects (No TWDB Loan)

The City provided CIP projects for the next 5 years. These proposed expenses are water and sewer projects only.

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CIP Expenses	
Year	**Total**
2021	$ 1,500,000
2022	$ 3,400,000
2023	$ 2,600,000
2024	$ 1,000,000
2025	$ 500,000
Total:	**$ 9,000,000**
Monthly Average:	**$ 150,000.00**

The projected combined average monthly expenses for O&M and CIP over the next 5 years were calculated to be approximately **$302,841.67**.

IV. Existing and Proposed Billing Rates (No TWDB Loan)

The existing and proposed utility billing rates for residential and commercial accounts are provided below. The proposed water and sewer rates were calculated to gather all projected O&M and CIP expenses without MDD contributions or other revenue sources in order for the utility funds to be sustained. Existing consumption charges are the same for water and sewer for all users except for the residential sewer rate which is $2 per 1,000 gallons, with a 10,000-gallon maximum. The proposed residential sewer rate will be the billing rate for the 3,000 to 5,000-gallon usage range with a maximum at 10,000 gallons. There is no maximum sewer usage rate for commercial accounts.

Residential Utility Rates	Existing	Proposed	
First 3,000 gallons	$ 9.00	$ 9.50	
3,000 to 5,000 gallons	$ 2.00	$ 3.00	(per 1,000 gallons)
5,000 to 10,000 gallons	$ 2.25	$ 3.50	(per 1,000 gallons)
10,000 to 15,000 gallons	$ 2.75	$ 4.50	(per 1,000 gallons)
15,000 to 20,000 gallons	$ 3.25	$ 5.50	(per 1,000 gallons)
20,000 to 30,000 gallons	$ 3.50	$ 6.50	(per 1,000 gallons)
30,000 to 75,000 gallons	$ 4.25	$ 7.50	(per 1,000 gallons)
Greater Than 75,000 gallons	$ 4.50	$ 8.25	(per 1,000 gallons)

Existing Commercial Utility Rates	0.75-Inch	1-Inch	1.5-Inch	2-Inch	3-Inch	4-Inch	6-Inch	
First 1,000 gallons	$ 30.00	$ 50.00	$ 70.00	$ 90.00	$ 110.00	$ 120.00	$ 175.00	
1,000 to 5,000 gallons	2.00	2.00	2.00	2.00	2.00	2.00	2.00	(per 1,000 gallons)
5,000 to 10,000 gallons	2.25	2.25	2.25	2.25	2.25	2.25	2.25	(per 1,000 gallons)
10,000 to 15,000 gallons	2.75	2.75	2.75	2.75	2.75	2.75	2.75	(per 1,000 gallons)
15,000 to 20,000 gallons	3.25	3.25	3.25	3.25	3.25	3.25	3.25	(per 1,000 gallons)
20,000 to 30,000 gallons	3.50	3.50	3.50	3.50	3.50	3.50	3.50	(per 1,000 gallons)
30,000 to 75,000 gallons	4.25	4.25	4.25	4.25	4.25	4.25	4.25	(per 1,000 gallons)
Greater Than 75,000 gallons	4.50	4.50	4.50	4.50	4.50	4.50	4.50	(per 1,000 gallons)

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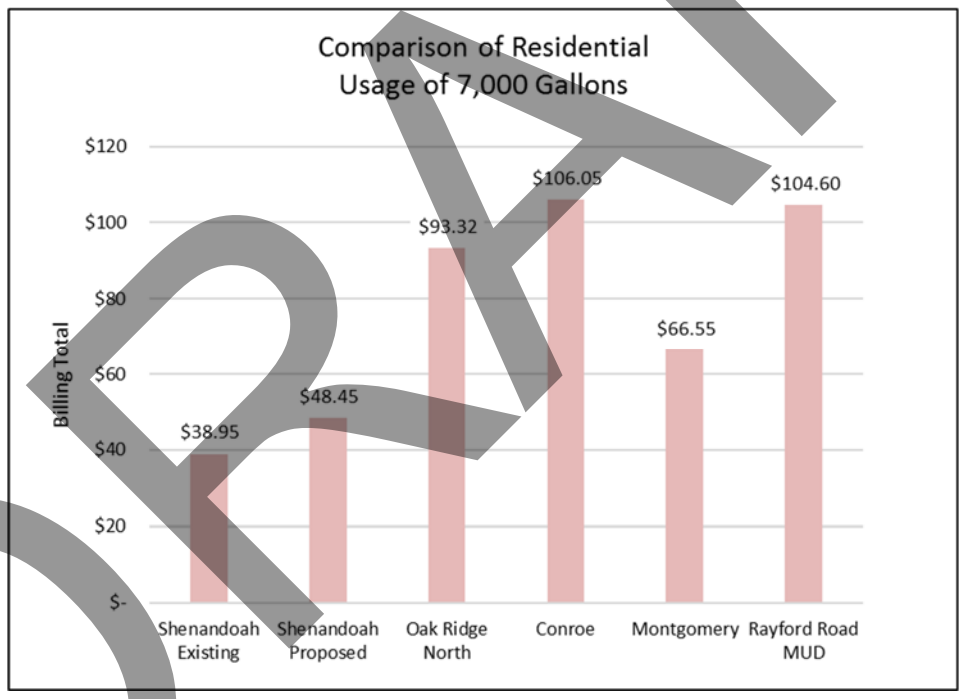
Proposed Commercial Utility Rates	0.75-Inch	1-Inch	1.5-Inch	2-Inch	3-Inch	4-Inch	6-Inch	
First 1,000 gallons	$ 30.00	$ 50.00	$ 70.00	$ 90.00	$ 110.00	$ 120.00	$ 175.00	
1,000 to 5,000 gallons	3.00	3.00	3.00	3.00	3.00	3.00	3.00	(per 1,000 gallons)
5,000 to 10,000 gallons	3.50	3.50	3.50	3.50	3.50	3.50	3.50	(per 1,000 gallons)
10,000 to 15,000 gallons	4.50	4.50	4.50	4.50	4.50	4.50	4.50	(per 1,000 gallons)
15,000 to 20,000 gallons	5.50	5.50	5.50	5.50	5.50	5.50	5.50	(per 1,000 gallons)
20,000 to 30,000 gallons	6.50	6.50	6.50	6.50	6.50	6.50	6.50	(per 1,000 gallons)
30,000 to 75,000 gallons	7.50	7.50	7.50	7.50	7.50	7.50	7.50	(per 1,000 gallons)
Greater Than 75,000 gallons	8.25	8.25	8.25	8.25	8.25	8.25	8.25	(per 1,000 gallons)

V. Neighboring Municipalities Billing Comparison

The following figures show a comparison of neighboring and similar sized cities that includes the total water and sewer bill for both residential (3/4-inch meter) and commercial (2-inch meter). The average monthly residential consumption in the 2020 Texas Municipal League survey of 574 cities in Texas is 5,586 gallons.



*Associated Lone Star GCD and GRP fees totaling $0.635/1000 gallons were included in billing totals for Shenandoah. Appropriate fees were included for each subsequent City.

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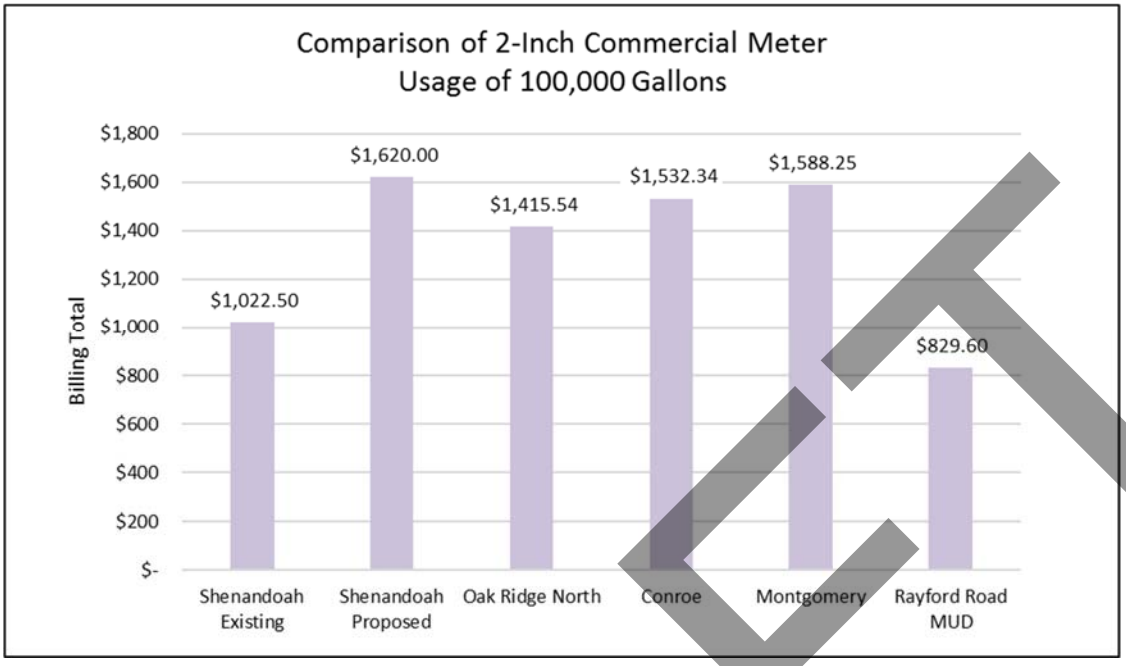
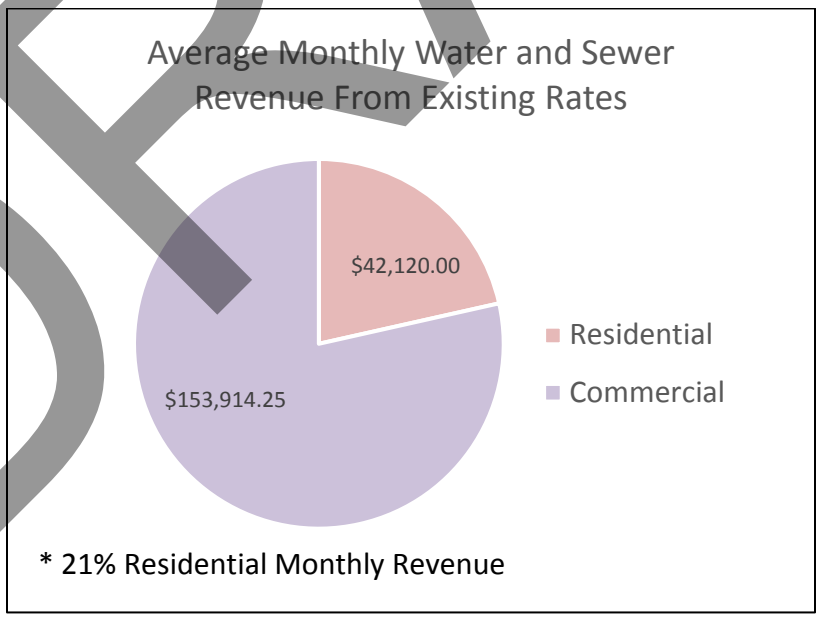


VI. Residential and Commercial Revenue Billing Comparison

A comparison of existing and proposed revenue from residential and commercial meters is shown below. Revenue collected from residential meters with existing rates is approximately 21 percent of the monthly revenue. With the proposed rates, the monthly revenue from residents is approximately 18 percent.



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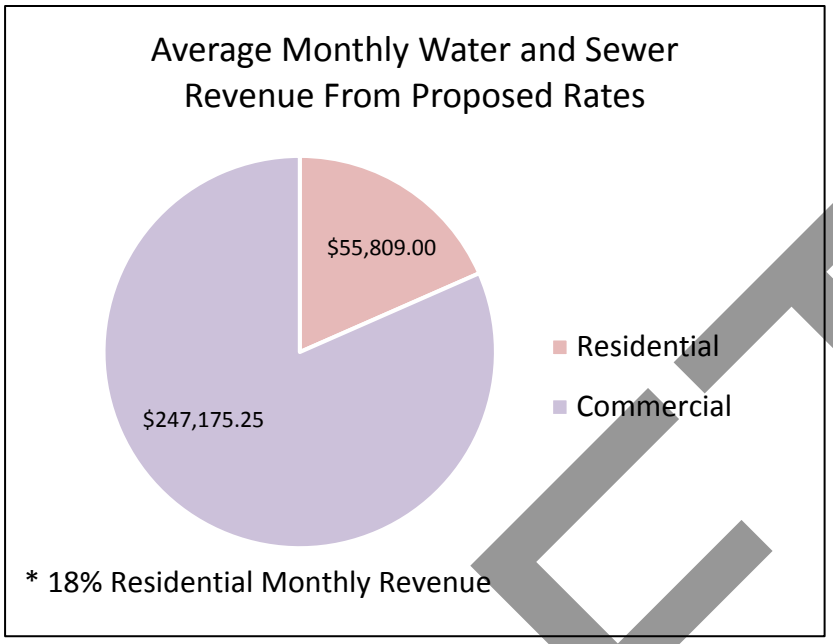

VII. Capital Improvement Plan Projects (With TWDB Loan)

The City is currently considering a loan for an upcoming CIP project. A loan of 6 million dollars would be used to finance Wastewater Treatment Plant (WWTP) upgrades currently included in the City's 5-year CIP. The table below shows the City and CIP Expenses with the loan payments. The table below shows the total expenses for the CIP Projects over the next 5 years when utilizing a low interest loan of $6,000,000 for the WWTP Improvements portion of the plan. The interest rate is estimated to be 1.5 percent and the amortization schedule is 20 years.

CIP Expenses With TWDB Loan	
Year	**CIP Expenses**
2021	$ 900,000
2022	$ 1,200,000
2023	$ 300,000
2024	$ 1,300,000
2025	$ 800,000
Total:	**$ 4,500,000**
Monthly Average:	**$ 75,000.00**

The projected combined average monthly expenses for the City O&M and CIP with the loan payments over the next 5 years were calculated to be approximately **$227,841.67**.

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VIII. Existing and Proposed Billing Rates (With TWDB Loan)

The existing and proposed utility billing rates for residential and commercial accounts with the proposed loan are provided.

Residential Utility Rates	Existing	Proposed	
First 3,000 gallons	$ 9.00	$ 9.50	
3,000 to 5,000 gallons	$ 2.00	$ 2.50	(per 1,000 gallons)
5,000 to 10,000 gallons	$ 2.25	$ 2.75	(per 1,000 gallons)
10,000 to 15,000 gallons	$ 2.75	$ 3.00	(per 1,000 gallons)
15,000 to 20,000 gallons	$ 3.25	$ 3.50	(per 1,000 gallons)
20,000 to 30,000 gallons	$ 3.50	$ 4.00	(per 1,000 gallons)
30,000 to 75,000 gallons	$ 4.25	$ 5.00	(per 1,000 gallons)
Greater Than 75,000 gallons	$ 4.50	$ 6.00	(per 1,000 gallons)

Existing Commercial Utility Rates	0.75-Inch	1-Inch	1.5-Inch	2-Inch	3-Inch	4-Inch	6-Inch	
First 1,000 gallons	$ 30.00	$ 50.00	$ 70.00	$ 90.00	$ 110.00	$ 120.00	$ 175.00	
1,000 to 5,000 gallons	2.00	2.00	2.00	2.00	2.00	2.00	2.00	(per 1,000 gallons)
5,000 to 10,000 gallons	2.25	2.25	2.25	2.25	2.25	2.25	2.25	(per 1,000 gallons)
10,000 to 15,000 gallons	2.75	2.75	2.75	2.75	2.75	2.75	2.75	(per 1,000 gallons)
15,000 to 20,000 gallons	3.25	3.25	3.25	3.25	3.25	3.25	3.25	(per 1,000 gallons)
20,000 to 30,000 gallons	3.50	3.50	3.50	3.50	3.50	3.50	3.50	(per 1,000 gallons)
30,000 to 75,000 gallons	4.25	4.25	4.25	4.25	4.25	4.25	4.25	(per 1,000 gallons)
Greater Than 75,000 gallons	4.50	4.50	4.50	4.50	4.50	4.50	4.50	(per 1,000 gallons)

Proposed Commercial Utility Rates	0.75-Inch	1-Inch	1.5-Inch	2-Inch	3-Inch	4-Inch	6-Inch	
First 1,000 gallons	$ 30.00	$ 50.00	$ 70.00	$ 90.00	$ 110.00	$ 120.00	$ 175.00	
1,000 to 5,000 gallons	2.50	2.50	2.50	2.50	2.50	2.50	2.50	(per 1,000 gallons)
5,000 to 10,000 gallons	2.75	2.75	2.75	2.75	2.75	2.75	2.75	(per 1,000 gallons)
10,000 to 15,000 gallons	3.00	3.00	3.00	3.00	3.00	3.00	3.00	(per 1,000 gallons)
15,000 to 20,000 gallons	3.50	3.50	3.50	3.50	3.50	3.50	3.50	(per 1,000 gallons)
20,000 to 30,000 gallons	4.00	4.00	4.00	4.00	4.00	4.00	4.00	(per 1,000 gallons)
30,000 to 75,000 gallons	5.00	5.00	5.00	5.00	5.00	5.00	5.00	(per 1,000 gallons)
Greater Than 75,000 gallons	6.00	6.00	6.00	6.00	6.00	6.00	6.00	(per 1,000 gallons)

IX. Neighboring Municipalities Billing Comparison (With TWDB Loan)

The following figures show a comparison of neighboring and similar sized cities that includes the total water and sewer bill for residential and a 2-inch commercial meter with a 100,000-gallon usage. These comparisons include the utility rates adjusted with the proposed loan.

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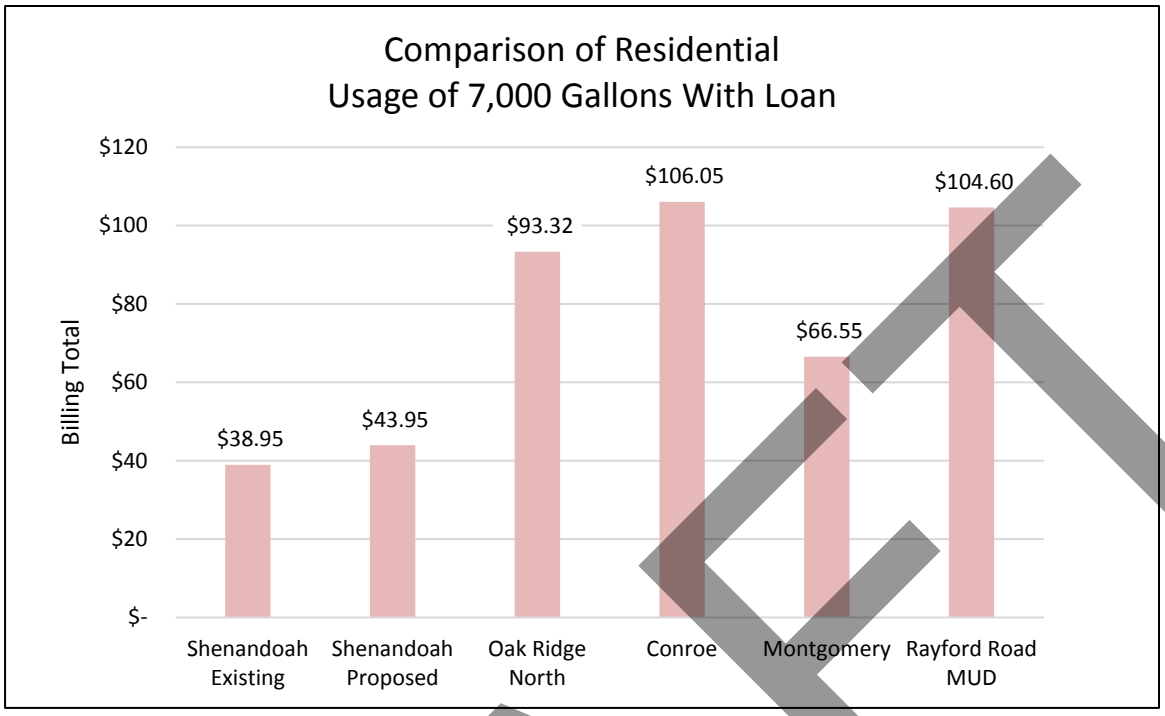
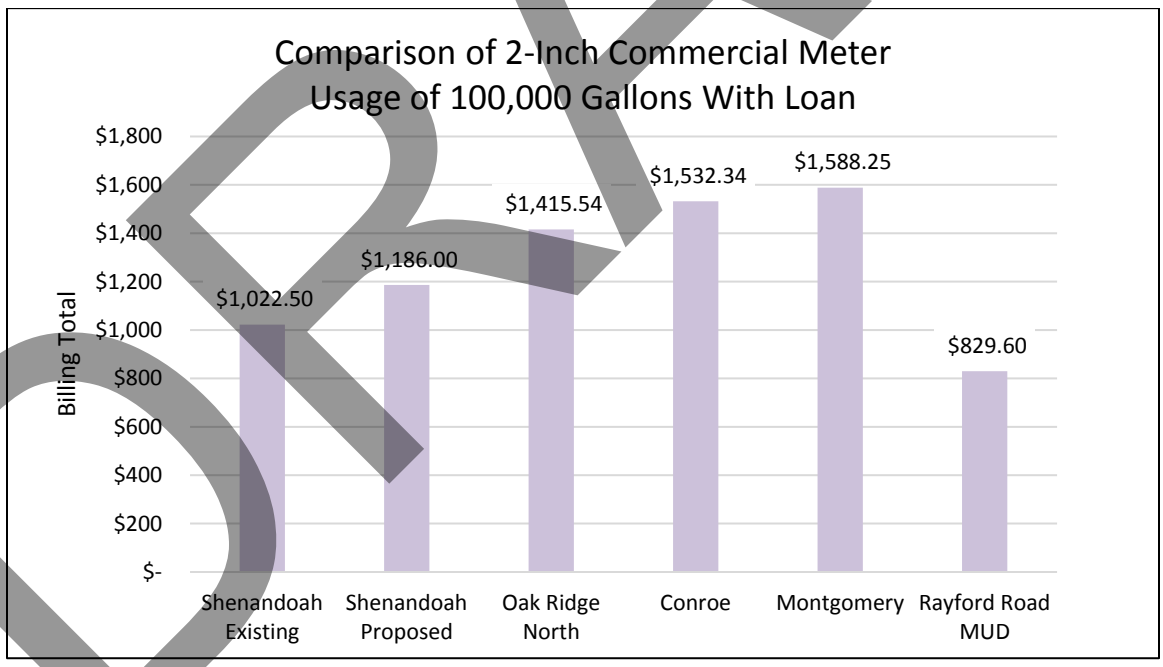


*Associated Lone Star GCD and GRP fees totaling $0.635/1000 gallons were included in billing totals for Shenandoah. Appropriate fees were included for each subsequent City.



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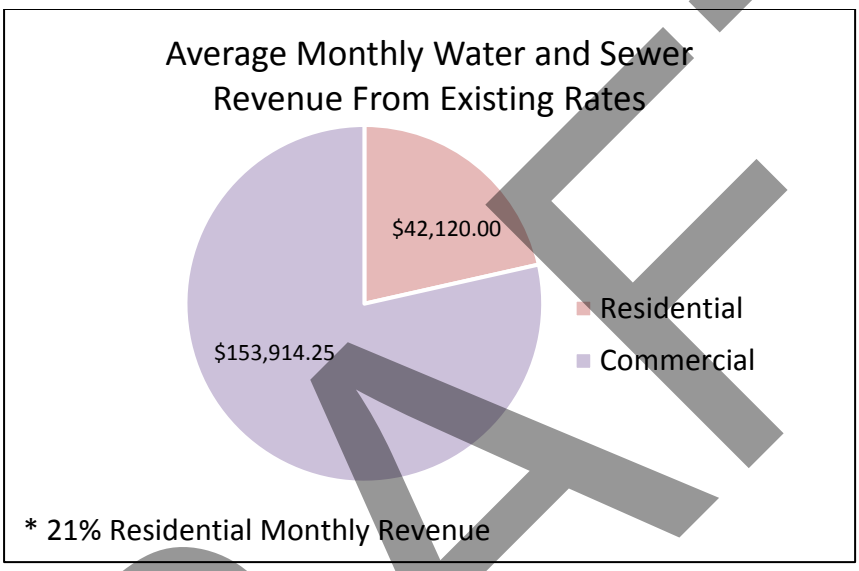
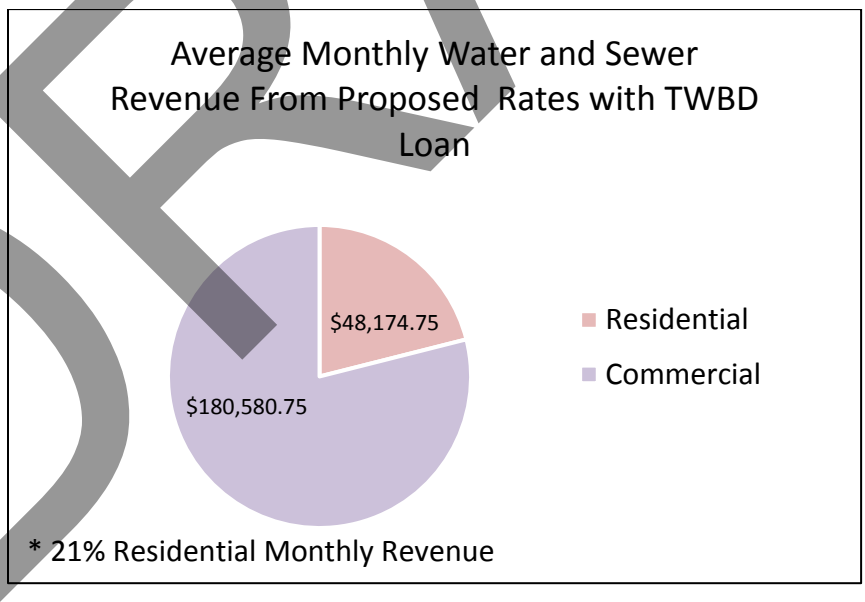
X. Residential and Commercial Revenue Billing Comparison (With TWBD Loan)

A comparison of existing and proposed revenue from residential and commercial meters with the proposed loan is shown below. Revenue collected from residential meters with existing rates is approximately 21 percent of the monthly revenue. With the proposed rates, the monthly revenue percentage from residents is approximately the same.





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XI. Recommendations

The purpose of this study, as directed by City staff, was to analyze necessary water and sewer rates (residential and commercial) that are necessary to fully fund the water and sewer enterprise fund.

Option 1 – Proposed rates to fully fund O&M costs and CIP water and sewer projects.

Option 2 – Proposed rates to fully fund O&M costs and CIP water and sewer projects, with a low interest loan from the TWDB.

Bleyl recommends the City pursue the second option, which includes the $6,000,000 loan for the WWTP Improvements. This option requires a lower rate increase for the residential and commercial accounts while funding the City's water and sewer fund for 5 years.

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Attachment A

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City of Shenandoah
Example Billing - Residential 3,000 Gal/Month Usage
July 13, 2020

EXISTING RATES:

Residential Water:	$	9.00
Water Fees:	$	1.91
Sewer:	$	9.00
Total:	**$**	**19.91**

PROPOSED RATES WITH TWDB FINANCE:

Residential Water:	$	9.50
Water Fees:	$	1.91
Sewer:	$	9.50
Total:	**$**	**20.91**

PROPOSED RATES WITH NO TWDB FINANCE:

Residential Water:	$	9.50
Water Fees:	$	1.91
Sewer:	$	9.50
Total:	**$**	**20.91**

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City of Shenandoah
Example Billing - Residential 7,000 Gal/Month Usage
July 13, 2020

EXISTING RATES:

Residential Water:	$	17.50
Water Fees:	$	4.45
Sewer:	$	17.00
Total:	**$**	**38.95**

PROPOSED RATES WITH TWDB FINANCE:

Residential Water:	$	20.00
Water Fees:	$	4.45
Sewer:	$	19.50
Total:	**$**	**43.95**

PROPOSED RATES WITH NO TWDB FINANCE:

Residential Water:	$	22.50
Water Fees:	$	4.45
Sewer:	$	21.50
Total:	**$**	**48.45**

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Attachment B

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Example Billing - Restaurant (Option 1)

EXISTING RATES:

Low Consumption - March 2019			
Commercial Water:	188 Units	$	874.00
Water Fees:		$	119.38
Irrigation:	29 Units	$	170.75
Irrigation Fees:		$	18.42
Sewer:	188 Units	$	874.00
Total:		$	2,056.55

Average Consumption - May 2019			
Commercial Water:	214 Units	$	991.00
Water Fees:		$	135.89
Irrigation:	44 Units	$	233.75
Irrigation Fees:		$	27.94
Sewer:	214 Units	$	991.00
Total:		$	2,379.58

High Consumption - September 2019			
Commercial Water:	238 Units	$	1,099.00
Water Fees:		$	151.13
Irrigation:	57 Units	$	289.00
Irrigation Fees:		$	36.20
Sewer:	238 Units	$	1,099.00
Total:		$	2,674.33

PROPOSED RATES:

Low Consumption			
Commercial Water:	188 Units	$	1,504.25
Water Fees:		$	119.38
Irrigation:	29 Units	$	262.00
Irrigation Fees:		$	18.42
Sewer:	188 Units	$	1,504.25
Total:		$	3,408.30

Average Consumption			
Commercial Water:	214 Units	$	1,718.75
Water Fees:		$	135.89
Irrigation:	44 Units	$	339.50
Irrigation Fees:		$	27.94
Sewer:	214 Units	$	1,718.75
Total:		$	3,940.83

High Consumption			
Commercial Water:	238 Units	$	1,916.75
Water Fees:		$	151.13
Irrigation:	57 Units	$	437.00
Irrigation Fees:		$	36.20
Sewer:	238 Units	$	1,916.75
Total:		$	4,457.83

Notes:

1) 1 Unit = 1,000 Gallons

2) Water and irrigation fees are $0.635 per 1,000 gallons for Lonestar Groundwater Conservation District and Groundwater Reduction Plan.

3) Rates are for a 2-Inch commercial and irrigation meter connection.

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Example Billing with Loan - Restaurant (Option 2)

EXISTING RATES:

Low Consumption - March 2019			
Commercial Water:	188 Units	$	874.00
Water Fees:		$	119.38
Irrigation:	29 Units	$	170.75
Irrigation Fees:		$	18.42
Sewer:	188 Units	$	874.00
Total:		$	2,056.55

Average Consumption - May 2019			
Commercial Water:	214 Units	$	991.00
Water Fees:		$	135.89
Irrigation:	44 Units	$	233.75
Irrigation Fees:		$	27.94
Sewer:	214 Units	$	991.00
Total:		$	2,379.58

High Consumption - September 2019			
Commercial Water:	238 Units	$	1,099.00
Water Fees:		$	151.13
Irrigation:	57 Units	$	289.00
Irrigation Fees:		$	36.20
Sewer:	238 Units	$	1,099.00
Total:		$	2,674.33

PROPOSED RATES:

Low Consumption			
Commercial Water:	188 Units	$	1,089.25
Water Fees:		$	119.38
Irrigation:	29 Units	$	182.25
Irrigation Fees:		$	18.42
Sewer:	188 Units	$	1,089.25
Total:		$	2,498.55

Average Consumption			
Commercial Water:	214 Units	$	1,245.25
Water Fees:		$	135.89
Irrigation:	44 Units	$	256.25
Irrigation Fees:		$	27.94
Sewer:	214 Units	$	1,245.25
Total:		$	2,910.58

High Consumption			
Commercial Water:	238 Units	$	1,389.25
Water Fees:		$	151.13
Irrigation:	57 Units	$	321.25
Irrigation Fees:		$	36.20
Sewer:	238 Units	$	1,389.25
Total:		$	3,287.08

Notes:

1) 1 Unit = 1,000 Gallons

2) Water and irrigation fees are $0.635 per 1,000 gallons for Lonestar Groundwater Conservation District and Groundwater Reduction Plan.

3) Rates are for a 2-inch commercial and irrigation meter connection.

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Attachment C

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Example Billing - Hotel (Option 1)

EXISTING RATES:

Low Consumption - May 2019			
Commercial Water:	78 Units	$	379.00
Water Fees:		$	49.53
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	78 Units	$	379.00
Total:		$	857.53

Average Consumption - September 2019			
Commercial Water:	88 Units	$	424.00
Water Fees:		$	55.88
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	88 Units	$	424.00
Total:		$	953.88

High Consumption - March 2019			
Commercial Water:	128 Units	$	604.00
Water Fees:		$	81.28
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	128 Units	$	604.00
Total:		$	1,339.28

PROPOSED RATES:

Low Consumption			
Commercial Water:	78 Units	$	596.75
Water Fees:		$	49.53
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	78 Units	$	596.75
Total:		$	1,293.03

Average Consumption			
Commercial Water:	88 Units	$	679.25
Water Fees:		$	55.88
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	88 Units	$	679.25
Total:		$	1,464.38

High Consumption			
Commercial Water:	128 Units	$	1,009.25
Water Fees:		$	81.28
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	128 Units	$	1,009.25
Total:		$	2,149.78

Notes:

1) 1 Unit = 1,000 Gallons

2) Water and irrigation fees are $0.635 per 1,000 gallons for Lonestar Groundwater Conservation District and Groundwater Reduction Plan.

3) Rates are for a 2-inch commercial meter connection and 1-inch irrigation meter.

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Example Billing with Loan - Hotel (Option 2)

EXISTING RATES:

Low Consumption - May 2019			
Commercial Water:	78 Units	$	379.00
Water Fees:		$	49.53
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	78 Units	$	379.00
Total:		$	857.53

Average Consumption - September 2019			
Commercial Water:	88 Units	$	424.00
Water Fees:		$	55.88
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	88 Units	$	424.00
Total:		$	953.88

High Consumption - March 2019			
Commercial Water:	128 Units	$	604.00
Water Fees:		$	81.28
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	128 Units	$	604.00
Total:		$	1,339.28

PROPOSED RATES:

Low Consumption			
Commercial Water:	78 Units	$	429.25
Water Fees:		$	49.53
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	78 Units	$	429.25
Total:		$	958.03

Average Consumption			
Commercial Water:	88 Units	$	489.25
Water Fees:		$	55.88
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	88 Units	$	489.25
Total:		$	1,084.38

High Consumption			
Commercial Water:	128 Units	$	729.25
Water Fees:		$	81.28
Irrigation:	0 Units	$	50.00
Irrigation Fees:		$	-
Sewer:	128 Units	$	729.25
Total:		$	1,589.78

Notes:

1) 1 Unit = 1,000 Gallons

2) Water and irrigation fees are $0.635 per 1,000 gallons for Lonestar Groundwater Conservation District and Groundwater Reduction Plan.

3) Rates are for a 2-inch commercial meter connection and 1-inch Irrigation meter.

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Attachment D

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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.

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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.

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Shenandoah City Council

AGENDA REPORT

AGENDA DATE:	July 22, 2020	ITEM NUMBER:	**11**
DEPARTMENT:	Police Department	PREPARED BY:	Troye Dunlap
PRICING:	$24,997.00	EXHIBITS:	Informational Brochure/Quote

SUBJECT/PROCEEDING:

Approving the amount to purchase a Laser Shot Training Simulator from asset forfeiture funds for $24,997.00.

RECOMMENDED ACTION:

Staff recommends approval of the amount to fund.

BACKGROUND/DISCUSSION:

Due to the increasing critique of law enforcement by the public, it is important now more than ever to continue to train at a high level. Officers are expected to make decisions in a split second with little information regarding the situations they are involved in. The use of training simulators allows Officers to train in-house using an interactive video computer system that offers 853 scenarios for Officers to interact with. The system will allow an officer to be brought in off of the street, presented with an interactive training scenario and return back to the street, providing an opportunity for them to develop street survival skills and a safety first mindset.

This training will challenge decision-making skills and reaction times to potential threats that Officers may encounter while on duty. The training simulator is also equipped to input specific range qualification information into the system so that Officers who have difficulty in qualifying can practice without the need of an actual range or ammunition.

APPROVALS:

DEPARTMENT HEAD		DATE:	July 15, 2020
CITY ADMINISTRATOR		DATE:	July 17, 2020

TRAIN FOR ANY SCENARIO
LASER SHOT
2020 TRAINING SOLUTIONS

SIMRANGE

ULTRA SHORT THROW SIMULATOR

Laser Shot's SIMrange™ enables ultra short throw projectors with integrated hit detection cameras to be installed within 18" of the projection surface reducing the overall footprint required. The SIMrange™ is scalable and can be delivered in multiples of three lanes per screen allowing for expansion to meet throughput requirements.

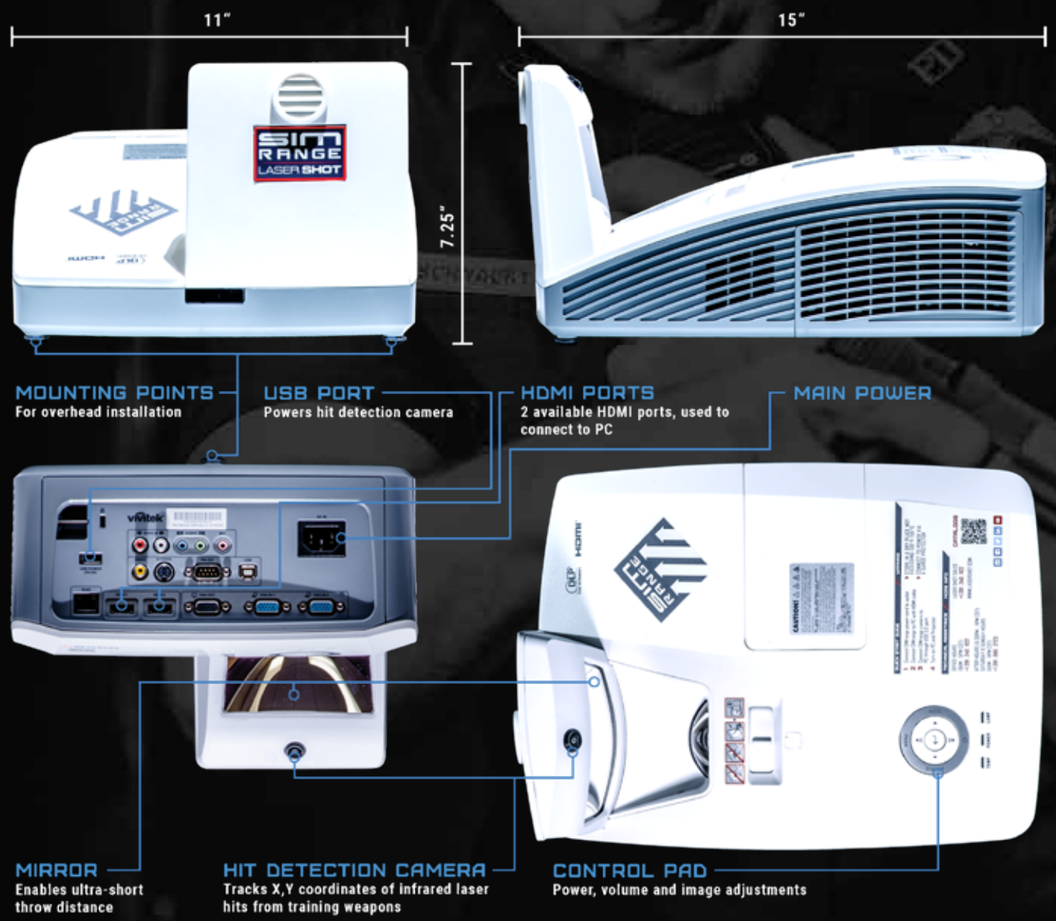
In the past, firearms simulators required installing an independent laser hit detection camera adjacent to the projector, requiring careful positioning and calibration during each setup. The SIMrange™ eliminates this task by integrating the laser hit detection camera inside the projector, ensuring constant alignment and readiness to begin training.

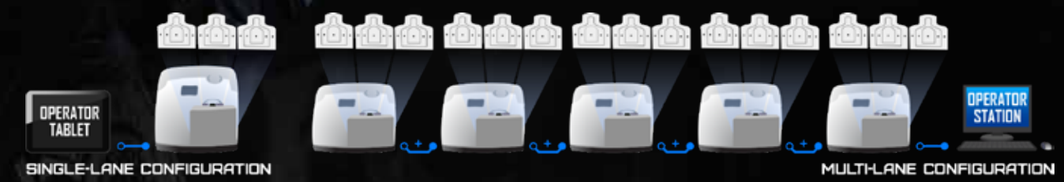
The SIMrange™ can be placed within 18" of the projection surface due to its ultra short throw technology. This enables smaller rooms or spaces to be converted into virtual ranges for safe, effective training without the need for ballistic facilities or live weapons and ammunition.

The SIMrange™ is typically sold in a package with Laser Shot's Judgmental Training Software (JTS) for use-of-force training. These packages include various training devices, such as simulated tasers or other non-lethal weapons.

FEATURES

- Ultra short throw capability within 18" of the projection surface
- Integrated hit detection camera
- Fastest setup time of any simulator in its class
- Ceiling-mounted capability





SETUP IN 10 MINUTES OR LESS

VIRTUAL ADVANTAGE

Simulator training environments are completely independent of live fire range access or weather conditions. Students can maintain aggressive training tempos and instructors can provide better training oversight to beginner, intermediate, and advanced marksmen. Simulators develop key technical skill sets that build proficient and experienced Law Enforcement Officers.

Use-of-force scenarios challenge individuals' decision-making skills and reaction times to potential threats that Law Enforcement Officers may encounter. Through repetitive simulations with instructor-controlled threat escalation or de-escalation, leaders can see how Law Enforcement Officers respond in active shooter situations and train to build confidence in their skill sets. Simulators with use-of-force training capabilities and a user-friendly built-in scenario editor enable instructors with basic computer skills to create or modify complex scenarios that are relevant to training.

Simulation builds upon core marksmanship training fundamentals and significantly challenges Officers' intermediate and advanced skills. Small arms weapon qualification is a fundamental requirement for all Officers, and as firearm proficiency is a perishable skill, it requires repetitive training to maintain and improve. SIMrange™ courseware was written in adherence to the standards set by the US Military and top US Law Enforcement agencies, and builds readiness and skills through repetitive Preliminary Marksmanship Instruction (PMI) training.

SMALLEST FOOTPRINT // FASTEST SETUP TIME

The SIMrange™ features a built-in hit detection camera. This simple innovation significantly reduces the time needed for setup and calibration, compared to other simulators. The operator station and accessories consist of two monitors and keyboards for individual control of instructor station and primary screen. All accessories are packed in a ruggedized wheeled hard case for transport. SIMrange™ is considered a "Plug and Play" solution that is designed specifically for the marksmanship training needs of Law Enforcement.

Setting up the SIMrange™ is an intuitive process that requires very little time or manpower. After one introductory training session, a single operator will be able to complete the setup, which includes camera calibration, and be ready for training in 10 minutes or less. Ultra short throw technology for projection and hit detection capabilities make Laser Shot's SIMrantge™ the smallest footprint in the industry, which can be set up in a 10'x10' room or area, and can operate in most light environments.

SIMRANGE 2.0

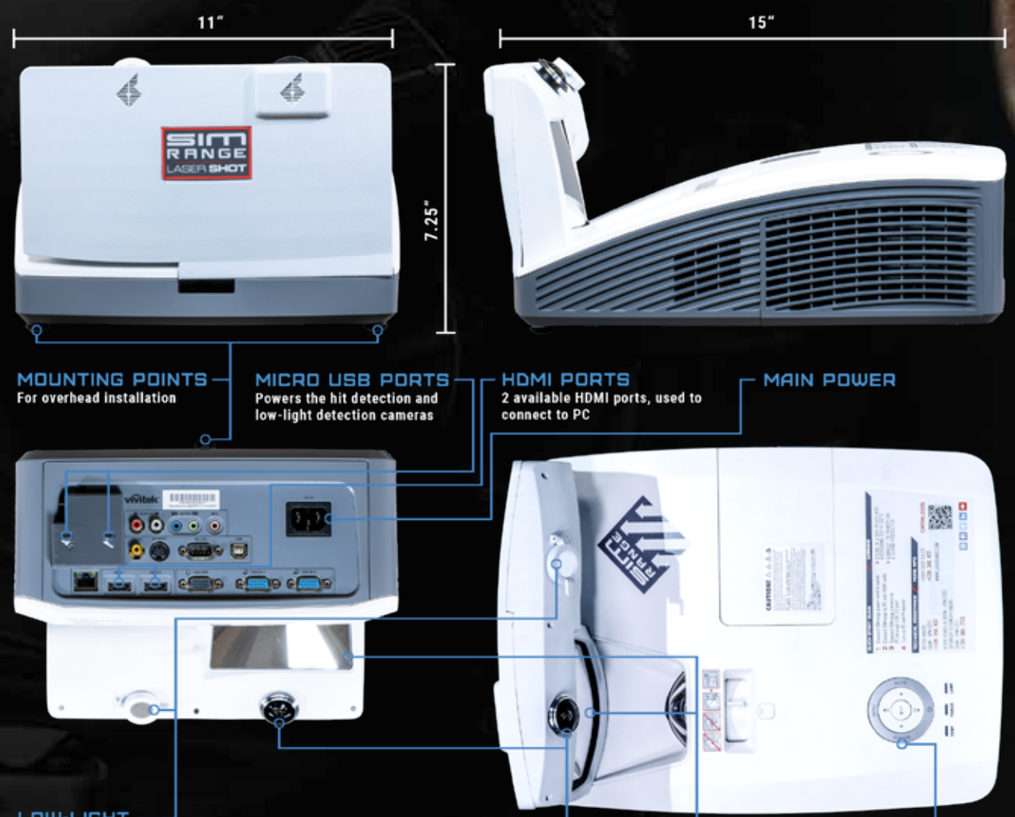
LOW-LIGHT TRAINING SIMULATOR

Laser Shot's SIMrange™ 2.0 features all of the same capabilites of the original SIMrange while also enabling the user to perform low-light training scenarios. This is achieved through the integration of a second hit detection camera that tracks the movement of Laser Shot's IR Flashlight; a simulated flashlight that mimics the real-life feel and function of flashlights used by officers in the field.

Laser Shot's Judgemental Training Courseware features a library of over 900 training scenarios. Every scenario is compatible with the low-light training technology of the SIMrange 2.0. This is accomplished by using infrared technology to cast a life-like illumination upon a scenario that has been artificially dimmed to mimic a low-light environment.

FEATURES

- Ultra short throw capability within 18" of the projection surface
- Integrated hit detection camera & second camera for low-light detection
- Fastest setup time of any simulator in its class
- Ceiling-mounted capability



CURVED SCREEN SYSTEM

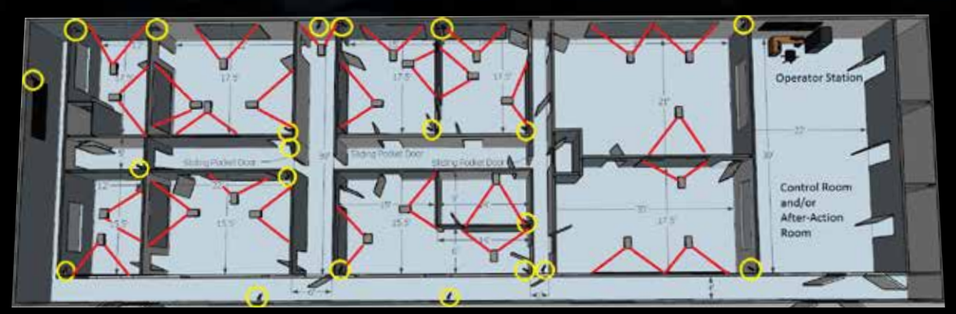
IMMERSIVE ENVIRONMENT

Laser Shot Simulations Curved Screen Simulators have modernized the immersive virtual training industry by utilizing a curved, seamless screen, providing an uninterrupted image, offering the most realistic virtual firearms training experience.

Immersive training replicates the training a warfighter would receive on a traditional shooting range. This offers a large variety of military targets, qualification courses, and skill drills. Warfighters can fine tune their small arms fundamentals with Skill Drills training modules as well as put themselves into realistic battlefield simulations with Virtual Battlespace 3.

FEATURES

- Seamless curved projection screen
- Image warping/blending software
- Structural supports



PROJECTOR DISPLAY DIRECTION CCTV CAMERAS PROJECTOR / HIT DITECTION CAMERA

CLOSE QUARTERS BATTLE SIMULATOR

MODULAR VIRTUAL SHOOT HOUSE

Laser Shot's Close Quarters Battle (CQB) Simulator features realistic, life sized avatars that are projected onto wall surfaces and react as authored by the user friendly editing module within the instructor control station. Animations mimic kneeling, crouching, walking, running, taking cover, escalating hostility, firing, wounding, and death.

Another important factor in CQB training is the ability to enter and clear rooms without interfering with the projection or hit detection. Laser Shot solved this issue by implementing SIMrange™ ultra short throw projection technology. The SIMrange™ is installed overhead to allow for freedom of movement without obstacles or trip hazards, and to enable warfighters to approach virtual targets within 3' without interrupting the projection. Hit detection cameras are embedded in each SIMrange™ unit to capture the impact location of the training weapon. Laser Shot's Virtual Shoot House is easily expandable and re-configurable to meet the customer's requirements should they ever change in the future.

Laser Shot provides virtual targetry solutions in existing CQB facilities, both ballistic and non-ballistic, or classroom environments. Likewise, Laser Shot offers a variety of ballistic or non-ballistic structures that provide customers with a turn-key solution. Laser Shot's virtual targetry operates with simulated weapons that emit lasers for a more controlled, safety conscious training or fitted with thermal cameras that allow for the usage of the warfighter's own service weapons and ammunition. Providing the ballistic construction of the facility, Laser Shot can accommodate either or both technologies.

FEATURES

- Accurate target sizing ratio
- Monolithic instructor control station

LVS

LASER SHOT VIRTUAL SHOOT HOUSE

Laser Shot Virtual Shoot House (LVS) courseware simulates realistic close quarter engagement scenarios with life-sized 3D character models to mimic the movements and reactions of real humans. LVS incorporates an easy to use and intuitive user interface allowing the instructor to quickly manipulate and configure the training system from the operator station. The LVS courseware allows for the authoring of scenarios and offers an extensive after action review capability which provides detailed data on shot placement.

COURSEWARE

16 **JTS** // JUDGMENTAL TRAINING SOFTWARE
17 **JTS EDITOR**
18 **KDR** // KNOWN DISTANCE RANGE
19 **PMI LE** // PRELIMINARY MARKSMANSHIP INSTRUCTION
20 **CDF** // COURSE OF FIRE
SKILL DRILLS

Laser Shot recognizes that the key to successful training comes from a combination of both hardware and software. To that end, Laser Shot continually updates a library of realistic, effective, and doctrine-based courseware with our in-house team of software engineers in conjunction with law enforcement subject matter experts.

By writing our courseware straight from law enforcement and federal qualification manuals, officers are able to train for live-fire events that they may encounter in the future.

Laser Shot understands that organizations may have different training needs and works with end users to develop specific courseware that meets their requirements.

JTS

JUDGMENTAL TRAINING SOFTWARE

Judgmental Training Software (JTS) is designed to challenge cognition through the use of real life interactive simulated scenarios. The scenarios were designed based on real life exposure to emergent threats in the law enforcement and military communities. As the student reacts to the scenarios presented to them, the instructor has the ability to manipulate the scenario based on the student's presentation of their organizations force continuum. The instructor also has the ability to save progress and conduct after action reviews (AAR's) which aid in continued coaching, mentoring, and reinforcing organizational standard operating procedures.

With over 900 training scenarios to choose from in the JTS library, from responding to a domestic disturbance or burglary to more complex branching scenarios such as active shooter and concealed carry scenarios, the instructor has the ability to challenge the student all while reinforcing the force continuum.

In a controlled environment the instructor can provide an atmosphere indicative of situations where the student may be required to take cover, move towards or away from a perceived threat, and to draw and fire from behind cover, all while verbally working through the threat as if their life was truly in danger. Included in this package is a remote tablet used as the instructor station, which does not restrict this instructor to a static position. This allows for the instructor to give personal critique and display a shot by shot after action review to the student.

While training, the instructor can manually direct the scenario to create multiple outcomes based on the student's interaction, reinforcing communication and deeper understanding of the use-of-force continuum.

JTS EDITOR

An optional add-on is a user-friendly built-in scenario editor, which enables instructors with basic computer skills an opportunity to effortlessly create or modify complex scenarios to their specifications.

Easy to use tools such as advanced zoning options, and simple drag-and-drop controls support the act of importing scenarios into the design canvas. This creates a simple platform for generating new simulations and branches that are automatically generated and displayed in a top-down, real-time 3D, hierarchal view.

KDR

KNOWN DISTANCE RANGE

Featuring milspec targetry in vivid 1080P virtual immersion, Known Distance (KD) Range is a fundamental element of Laser Shot's comprehensive marksmanship instruction curriculum, adhering to the doctrinal standards of military field manuals with targets 5 - 500 meters. This virtual version of real-world marksmanship instruction includes functions designed to enhance the officer's training experience and provide instant feedback to the instructor, such as a responsive LOMAH indicator (Location of Misses and Hits) in the peripheral view of the officer, which displays instant shot placement without the need to interrupt the sight picture.

Additionally, this powerful courseware visualizes both POA and POI (point-of-aim and point-of-impact) to the warfighter to clearly conceptualize the relationship between where the weapon is aimed and the impact location of the virtual bullet based on the type of firearm / round type ballistics and distance in the virtual environment. These added features greatly reduce the amount of time required for an officer to become proficient with their weapon system at varied distances.

CURRICULUM

A KD range has three primary objectives: fire tight shot groups at a known distance, make sight adjustments at range while experiencing the effects of wind and gravity, and marksmanship testing. The firing task on a KD range is an intermediate step toward the firing task of an officer. Information concerning the precise hit-or-miss location of every bullet fired is provided. KD firing is conducted with a single, clearly visible target at a known distance, and the officer can establish a position that provides a natural point of aim on that single target.

PMI LE

PRELIMINARY MARKSMANSHIP INSTRUCTION

A self-paced interactive courseware designed specifically for small arms development, sustainment and qualification, that adheres strictly to the doctrines of all services. When the officer achieves an optimum shot group, the zeroing process will walk them through adjusting physical sights on simulated weapons. Upon successful zeroing, the shooter will transition to a qualification course and qualify using all tables and appropriate rounds.

An AAR will illustrate each shot location and differentiate tables by color. Final scores will post for review and results can be printed or exported to a spreadsheet for training records. PMI features a comprehensive library of training courses, such as standard popup ranges, pistol qualification ranges, courses of fire, and Military Police qualification ranges. With a 14' portable screen, four lanes can be simulated simultaneously. Laser Shot maintains accurate perspective calculated for exact target size to distance ratio.

CoF

COURSE OF FIRE

Laser Shot's Course of Fire™ supports qualification requirements for Basic Marksmanship Instruction by enabling instructors at any level of computer knowledge, skill, or ability, to replicate any physical firing range and target condition. Course of Fire provides up to 4 individual qualification lanes per Virtual Range set, all operated through a single dedicated IOS or remote tablet. The user-friendly GUI features include a simple menu interface for selecting and inputting shooters, selecting courses, course editing, and developing and exporting training reports to reflect student performance and progress. Course of Fire has unique and user-friendly course editor options to create virtually any qualification course.

Laser Shot's Course of Fire supports qualification requirements for Basic Marksmanship Instruction by enabling instructors at any level of computer knowledge, skill, or ability, to replicate any physical firing range and target condition. Course of Fire provides up to 4 individual qualification lanes per Virtual Range set, all operated through a single dedicated IOS or remotew tablet. The user-friendly GUI features include a simple menu interface for selecting and inputting shooters, selecting courses, course editing, and developing and exporting training reports to reflect student performance and progress. Additional lanes can be added by networking more systems, as seen with the 72 lane system at FLETC - the Federal Law Enforcement Training Centers.

SKILL DRILLS

ADVANCED MARKSMANSHIP PROFICIENCY

Skill Drills are advanced drills that significantly increase marksmanship proficiency. Laser Shot Simulations skill building exercises develop strong transferable skills that carry over in to live-fire applications. Included are various training drills that focus on the improvement of Officers' speed, accuracy, and reaction times. Designed by subject matter experts in advanced firearms training, drills are designed

to focus on critical eye and hand coordination while introducing stressors like timers, no shoot targets, reflexive fire, and head-to-head competition with other officers to reinforce urgency in speed and accuracy. Each drill has adjustable settings to allow for the progression of training and determining degree of difficulty requtired to challenge all skill levels to perform better. Drills can be used with any simulated weapon types.

WEAPONS & ACCESSORIES

24 SIMULATED SMALL ARMS
26 SIMULATED NON-LETHAL WEAPONS
COUNTING MAGAZINES
28 C/CAT // COVER/CONCEALMENT ANGLE TRAINER
30 CROSSHAIR // MAGNIFIED OPTICS SIMULATOR

In order to fully immerse trainees and provide unforgettable muscle memory, a comprehensive virtual training system should include realistic simulated weapons or recoil kits for real firearms.

Laser Shot designs, manufactures and assembles a variety of simulated firearms solutions ranging from sidearms to crew-served weapons at our state-of-the-art engineering facility in Sugar Land, Texas.

SIM WEAPONS

SIMULATED INERT & RECOIL FIREARMS

Laser Shot's in-house team of firearm engineers has created simulated versions of countless small arms and are constantly adding more models to the available collection.

M4 RECOIL

A training weapon is only as realistic as its trigger pull weight, take-up, and reset. Laser Shot is the first simulator company to design our pneumatic recoil to be filled inside barrel reservoirs instead of the magazines. The barrel reservoirs can be filled with a CO_2 adapter on a CO_2 tank with siphon tube. Since magazine changes are required more frequently during normal training, the seals are commonly worn out and cause increase air leaks. Laser Shot improved this feature by leaving the magazines inert and constructed air reservoirs inside the barrels.

No additional accessories to the weapon are required that would not normally be standard issue. This design allows for a higher fidelity simulated weapon. Synthetic audio is not necessary because the mechanical action is sufficient to replicate the cracking of the weapon begin fired. All assist in working towards mitigating flinching or anticipation of recoil.

SIM4

Laser Shot's team of firearm engineers built the SIM4 around a true-to-life trigger mechanism and equipped it with realistic form, fit, and function to that of the M4/M16 series of rifles. Available in dry-fire or recoil configurations, this training weapon is currently used by elite military and law enforcement units worldwide to instill unforgettable muscle memory during virtual phases of their training regimens.

SIM870

Featuring functional pump action and true-to-life form, fit, and function, the SIM870 is modeled after the iconic police shotgun and is ideal for virtual qualifications and drills.

870 RECOIL

Featuring functional pump action and true-to-life form, fit, and function, the SIM870 is modeled after the iconic police shotgun and is ideal for virtual qualifications and drills.

SIM7

Designed by firearm engineers to replicate the form, fit, and function of prolific polymer-framed sidearms, the SIM7 instills unforgettable muscle memory into the user with its true-to-life trigger weight, take-up, and reset. This simulated firearm can be outfitted with the user's choice of a visible laser for standard dry-fire training or an 850nm infrared laser for integration with Laser Shot virtual firearm training simulators.

SIM M17

Designed by firearm engineers to replicate the form, fit, and function of prolific polymer-framed sidearms, the SIM7 instills unforgettable muscle memory into the user with its true-to-life trigger weight, take-up, and reset. This simulated firearm can be outfitted with the user's choice of a visible laser for standard dry-fire training or an 850nm infrared laser for integration with Laser Shot virtual firearm training simulators.

SIMULATED NON-LETHAL WEAPONS & ACCESSORIES

OVERVIEW

Laser Shot's training systems are centered around marksmanship and the use-of-force continuum. To that end, a line of realistic non-lethal simulated weapons is available for officers to train on every step of de-escalation to ensure that threats in the virtual environment are met with the correct tier of force.

X2 TASER

When the simulated X2's trigger is pressed during JTS scenarios, the suspect in the simulation will react as though a taser has been deployed. This shot is then recorded in the software for AAR purposes.

X26p TASER

Constructed from a standard ASP model baton, a kinetic switch is activated when swung by an officer that elicits a corresponding response from suspects in JTS scenarios.

SIM BATON

Constructed from a standard ASP model baton, a kinetic switch is activated when swung by an officer that elicits a corresponding response from suspects in JTS scenarios.

OC SPRAY

Designed to match the dimensions of standard-issued OC Spray devices, when the trigger is pressed, characters in select HD scenarios will react as if OC Spray has been deployed.

IR FLASHLIGHT

The IR Flashlight Trainer is an infrared laser based training device that upon activation triggers illumination of the screen in low light scenarios.

COUNTING MAGAZINES

Laser Shot has developed simulated magazines capable of adjustable round counts. When the number of shots fired equals the round count setting, a follower is actuated to lock the bolt or slide to the rear, replicating the physical characteristics of an empty weapon.

Officers must physically eject the magazine and press down on the actuator to reset/reload and re-insert in to the magazine well to resume firing. Each magazine replicates the weight and feel of a real magazine and feature true-to-life dimensions for seamless carrying in tactical gear or duty belts for reload drills.

FEATURE

- Micro USB charging port
- Adjustable round counts

C/CAT

COVER/CONCEALMENT ANGLE TRAINER

Laser Shot's C/CAT is a portable, modular barrier system that enables shooters to utilize cover and concealment, enhancing simulated and force-on-force training scenarios.

Barricades measure 4'x6' and are built with modularity in mind. A C/CAT can be configured to replicate obstacles found in the field, such as doorways, hallways, corners, and other architectural layouts. Barriers also incorporate 2'x2' removable panels to create apertures and windows.

Each C/CAT system is comprised of two barricades which can be set up and torn down in minutes. The entire system packs easily into a single case measuring 13'x39' and weighs only 46 lbs.

CROSSHAIR

MAGNIFIED OPTICS SIMULATOR

Crosshair™ Magnified Optics Simulator is a unique, high-fidelity training simulator for distance shooting and the use of long-range optics. By utilizing micro-displays embedded in a variety of optic housings, Laser Shot is able to offer snipers, marksmen, and observers the ability to use virtual magnified optics to execute tactical scenarios incorporating observation, cover, and engagement.

Crosshair simulated weapons or optic devices contain an always-on infrared laser that the detection camera tracks for aim data. This aim data is used to produce the magnified image that is displayed in the virtual scope. In the case of weapons, when a trigger pull is sensed, a shot will be created at the aim point. Crosshair's simulated rifle scope has functioning elevation and windage turrets along with adjustable focus and zoom rings.

FEATURES

- Realistic ballistics engine
- Conduct mission rehearsal
- Can replicate long range engagement inside a classroom
- Train for windage, elevation and distance factors without the need for live-fire
- Multiple weapon and optic platforms can be networked together within the same scenario for collective training
- Multiple optic models available

CROSSHAIR SIMULATED WEAPONS & OPTICS

Crosshair™ technology can be adapted to any physical optic. Our team of firearm engineers are standing by to create custom training devices to meet specialized training requirements. Below are some of the most commonly used simulated optics and weapons.

SIM4 RECOIL

When paired with the SIM RCO, this simulated weapon offers a tetherless option to train designated marksmen.

SIM RCO

Magnified view is achieved using specialized lenses within the mock optic body, allowing the shooter to focus on the projection surface.

M24

This simulated weapon features a real M24/Remington 700 action and Harris bipod for realistic precision marksmanship training.

RIFLE SCOPE

Features functional windage and elevation turrets, as well as standard eye relief for a long range optic of its size.

M110

Modified from a real weapon system, this training device mimics special purpose rifles found in all services and elite law enforcement units.

M22 Binoculars

Ideal for sniper / spotter team training and CFF (Call For Fire). Features realistic zoom and focus adjustments.

LIVE-FIRE RANGES

34 **CONTAINER RANGE** // COMPACT LIVE-FIRE FACILITY
35 **MOBILE RANGE** // TOWABLE SHOOTING SOLUTION
36 **MODULAR SMALL ARMS RANGE** // MODULAR SHOOTING SOLUTION
37 **THERMAL SHOT** // LIVE-FIRE VIRTUAL TARGETRY SYSTEM
SVALIN BULLET TRAP

Shooting Range Technologies™ is a leading authority on live-fire range design, fabrication and equipment. With more than seventy combined years of industry experience, SRT personnel are uniquely qualified to take on your range project and complete it on time and within budget. We use the very latest in computer aided design technology, and operate some of the largest computer driven dual-head water jet cutting machines in North America. As the live-fire division of Laser Shot, Inc., and previously operating solely under the Laser Shot name, SRT has been designing, fabricating and equipping specialized, 360° containment / zero SDZ live-fire shooting range facilities since 2005.

RANGES TO FIT ANY NEED // Products include SRT's Modular Small Arms Ranges (MSAR), Mobile Ranges, Container Ranges, and Shoot Houses. We'll even help you with your custom conventional style range if you like. We have built and supplied range facilities for every branch of the U.S. military, including SOCOM; foreign militaries, including the Canadian Special Forces; DHS/ ICE / Border Patrol; and The Federal Reserve; as well as Law Enforcement Agencies and Civilian/Commercial customers, worldwide. Even Sturm, Ruger & Co., one of the world's largest firearms manufacturers, after exhaustive research, chose SRT to design, build and outfit their new, modular live-fire testing facilities in two of their manufacturing plants.

CONTAINER RANGE

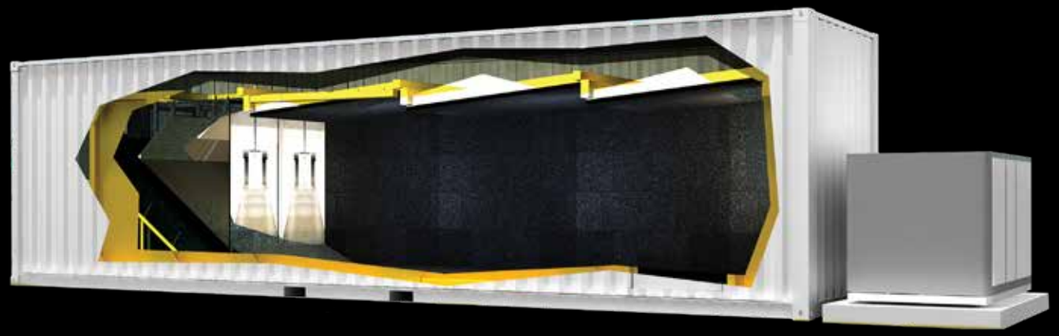
COMPACT LIVE-FIRE FACILITY

SRT installs the latest shooting range technologies in a compact self-contained unit through the use of modified 40' shipping containers, which can be connected end-to-end for a maximum shooting distance of 100 meters. These ranges are in use by firearm manufacturers who need a testing range, police and military units who have frequent training and qualification needs.

Optionally, Laser Shot's powerful Thermal Shot technology can transform each Container Range into a virtual training center featuring challenging software with moving targets at simulated distances.

FEATURES

- Bullet trap options (granulated rubber, snail, Svalin, etc)
- HVAC system
- Soundproofing
- Exterior / interior paint
- Virtual targetry with Thermal Shot technology
- Interior lighting
- Instructor control station



MOBILE RANGE

TOWABLE SHOOTING SOLUTION

SRT's Mobile Range is a completely self-contained live-fire training facility, transportable by standard over-the-road methods, without special permitting. Available in several target distances including 7, 10, and a 25 yards/meters. A 'drive-up' solution providing on-site, live-fire training. The Mobile Range can be customized to include monorail targets, shooting booths and/or Laser Shot's Thermal Shot ™ live-fire simulator. Other custom options available.

FEATURES

- Bullet trap options (granulated rubber, snail, Svalin, etc.)
- HVAC system
- Soundproofing
- Exterior / interior paint
- Virtual targetry with Thermal Shot technology
- Interior lighting
- Instructor control station
- Simulated Weapons
- Software
- Screen

MODULAR SMALL ARMS RANGE

MODULAR SHOOTING SOLUTION

The Modular Small Arms Range (MSAR) provides a zero-surface-danger-zone alternative solution to the standard constructed indoor firing range. The completed MSAR includes a weathertight enclosure, and all range systems such as OSHA/NIOSH/EPA/ASHRAE compliant HEPA-filtered ventilation, ballistic containment, sound isolation, target, lighting, communication, touchscreen controls and safety/emergency systems. Storage space and classrooms, as well as a choice in bullet trap and target styles; including patented Thermal Shot™ Live-fire Virtual Targetry are available. MSAR is a turnkey small arms training solution--Just provide a solid, level foundation/support for anchorage and utility connections and we do the rest! Modular prefabrication drastically shortens acquisition time and simplifies procurement requirements. Weapons cleaning and storage, as well as restroom/washing module options are also available.

Available with fixed or dynamic (tactical) firing lines; with full ballistic and splatter protection and NO interior dividing walls, columns or supports within the shooting area, MSAR offers a safe and affordable and small arms range solution which is superior to ranges constructed from shipping containers and to conventional indoor ranges constructed as permanent 'brick and mortar' buildings.

FEATURES

- 360° enclosed AR-500 armored shooting bay - No-Surface-Danger-Zone required
- 99.97% HEPA-filtered ventilation/HVAC available in Purge or Recirculating style
- Meets all applicable NIOSH, ASHRAE, OSHA & EPA requirements
- Only indoor range certified for use with new 7.62mm and 5.56mm EPR (M80A1 and M855A1) ammunition
- Modular assembly and training device classification simplify and shorten procurement
- "Green" Range with complete particulate and fragmented lead containment & management
- Noise pollution controls minimize the impact on neighbors and sound exposure to users
- Steel or rubber bullet trap choices using proven designs
- Multiple target options, including Thermal Shot™ Live-fire virtual targetry/video wall
- Built-in Range Control Office with touch-screen automation controls

THERMAL SHOT

LIVE-FIRE VIRTUAL TARGETRY SYSTEM

Thermal Shot™ technology is the exclusive live-fire solution that ensures the entire target wall is tracked. This implies that all areas of the screen will accurately track and register projectiles, resulting in zero blind spots and rogue shots. As a projectile passes through or strikes the Thermal Shot™

COMPATIBLE W/

- Live rounds
- Training munitions (UTM®/Simunition®)
- Soft Air
- Rubber Projectiles

SVALIN BULLET TRAP

The Svalin Bullet Trap is the latest addition to the options offered by Shooting Range Technologies in partnership with Odin Target. Designed to maximize shooting distance and contain bullets first from varying angles, the Svalin is virtually maintenance-free while withstanding high loads (Approx. 950,000 per square meter before maintenance is required).

The Svalin is covered with a self-healing rubber later that eliminates ricochets and provides a surface for virtual targetry to be projected upon. These bullet traps can be installed in 360°, creating an immersive shooting experience.

UTILIZED BY THE
FEDERAL LAW ENFORCEMENT TRAINING CENTERS

SINCE 2009

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www.lasershot.com

Quote

Date:	6/8/2020
Quote #:	33111
Expiration Date:	7/8/2020

To: Shenandoah Police Department
Jeremy Thompson
29955 I-45
Shenandoah, TX 77381

Salesperson	Email	Telephone	Shipping	Payment Terms
Scott Goodhart	sgoodhart@lasershot.cm	281-240-1122	Our Truck	Check

Qty	Description	Unit Price	Line Total
1	**CUSTOM SYSTEM, LE SIM RANGE**	24,997.00	$ **24,997.00**
	System includes the following items:		
	Hardware:		
1	*Sim Range Projector w/Integrated Camera*		
1	*Laser Detection Tracking Software*		
1	*LS Series III Speakers*		
1	*LS Mini Gaming PC*		
1	*Wireless Keyboard & Touchpad*		
1	*JTS Wireless Control Tablet*		
1	*JTS Router*		
1	*1650 Pelican Case*		
	Software:		
1	*Software, Course of Fire*		
1	*Software, CQC*		
1	*Software, JTS Player w/Standard Library*		
1	*Software, JTS Remote Viewer*		
1	*Software, Practical Shooting: Alpha, Bravo, Charlie, Delta, Echo, Foxtrot, Golf, Hotel, India & Juliet*		
1	*Software, Preliminary Marksmanship Instruction LE (PMI LE) w/Custom Course Creation*		
1	*Software, Skill Drills I*		
1	*Software, Skill Drills II*		
1	*Software, Steel Challenge*		
	Training Weapons:		
2	*SIM 7, IR*		
1	*1911, IR*		
1	*Sig M17, IR*		
	Installation, Training & Warranty:		
1	*One Day System Training* ***Local - Scott Goodhart***		
1	*12 Month Warranty*		

"Confidentiality Notice: This Quote is confidential and is intended only for the review of the party to whom it is addressed, This Quote is subject to Laser Shot's Standard Terms and Conditions of Sales. "The BUYER must obtain at his own risk and expense any export and/or import license or other official authorization and carry out, where applicable, all customs formalities necessary for the export and/or import of the goods. Laser Shot, Inc. shall under no circumstances be responsible for any failure to fill an order due to: 1) failure of buyer to obtain export licenses, 2) export controls or authorizations, or 3) any existing or future laws or acts of Government (including specifically, but not exclusively, any orders, rules, or regulations issued by any official of any such government)." All prices quoted are US Dollars. " Laser Shot is responsible for collecting sales tax in the following states: AZ, CA, FL, GA, IN, IL, KS, KY, ME, MN, NJ, NY, NC, PA, SC, TX, VA, WA, WI, WV. Purchase order (s) issued as a result of this proposal in any of these states, applicable sales tax will be added to the final invoice. If your organization is federal or state tax exempt, provide a copy of the tax exemption certificate.

Subtotal	$ 24,997.00
Freight	Delivered
Total	$ **24,997.00**

Expense Approval Report
City of Shenandoah
By Fund
Payment Dates 06/01/2020- 06/30/2020

Vendor Name	Payment Date	Payment Number	Description (Item)		Amount
Fund: 100 - GENERAL FUND					
Function: 11 - Administration					
NEOFUNDS / TOTALFUNDS	06/03/2020	11231	APR 2020 DEPARTMENT POSTAGE	$	28.10
DANIEL OFFICE PRODUCTS	06/03/2020	11215	CHAMBER/CONF. ROOM OFFICE SUPPLIES	$	30.77
SLS LITIGATION SERVICES, LLC	06/09/2020	11261	LEGAL SERVICES- JACOBSON HOTEL	$	145.00
STEPTOE & JOHNSON PLLC	06/09/2020	11262	MAY 2020 CITY LEGAL FEES	$	10,000.00
STEPTOE & JOHNSON PLLC	06/09/2020	11262	LEGAL FEES - DENTON/MUD 95	$	246.00
STEPTOE & JOHNSON PLLC	06/09/2020	11262	LEGAL FEES - OHAH	$	11,927.37
THE MERIWEATHER GROUP	06/17/2020	11283	COMPENSATION REVIEW & UPDATE	$	2,850.00
THE MERIWEATHER GROUP	06/17/2020	11283	MANAGEMENT ANALYSIS	$	562.50
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	STAFF PROVISIONS-COUNCIL MEETINGS -05.13.2020	$	144.90
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	C. CLARY TEXTBOOK RENTAL EXTENSION	$	17.74
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	STAFF PROVISIONS-COUNCIL MEETINGS 05.27.2020	$	130.00
			Function 11 - Administration Total:	**$**	**26,082.38**
Function: 12 - Finance					
NEOFUNDS / TOTALFUNDS	06/03/2020	11231	APR 2020 DEPARTMENT POSTAGE	$	178.35
MONTGOMERY CENTRAL APPRAISAL DIST	06/09/2020	11260	APR-JUN 2020 APPRAISAL SHARE	$	4,200.50
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	GAAFR 2020 EDITION	$	159.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	GFOA BUDGETING SERIES CLASSICS	$	75.00
			Function 12 - Finance Total:	**$**	**4,612.85**
Function: 14 - Community Outreach					
FIVE STAR ENTERTAINERS	06/24/2020	11312	2020 INDEPENDENCE CELEBRATION - ENTERTAINMENT	$	2,350.00
			Function 14 - Community Outreach Total:	**$**	**2,350.00**
Function: 17 - Non-Department					
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MAY 2020 CITY HALL SUPPLIES	$	180.66
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MAY 2020 CITY HALL SUPPLIES	$	38.76
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MAY 2020 CITY HALL SUPPLIES	$	16.80
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MAY 2020 LOCAL PROMO AD-HOUSTON CHRON/HEARST MEDIA	$	3,688.00
			Function 17 - Non-Department Total:	**$**	**3,924.22**
Function: 21 - Emergency Management					
CLEANSAFE SOLUTIONS, LLC	06/24/2020	11304	2020 COVID-19 PRECAUTIONARY DISINFECTING	$	1,350.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HAND SANITIZER UNAVAILBLE	$	(123.55)
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HAND SANITIZER UNAVAILBLE	$	(123.55)
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HAND SANITIZER UNAVAILBLE	$	(123.55)
			Function 21 - Emergency Management Total:	**$**	**979.35**
Function: 22 - Police					
NEOFUNDS / TOTALFUNDS	06/03/2020	11231	APR 2020 DEPARTMENT POSTAGE	$	25.85
SIRCHIE FINGER PRINT LABS	06/03/2020	11235	MAR 2020 EVIDENCE ROOM SUPPLIES	$	232.47
OFFICE DEPOT CREDIT PLAN	06/03/2020	11233	MAY 2020 EVIDENCE ROOM SUPPLIES - CDS	$	38.48
TOUCAN PRINTING INC	06/03/2020	11239	T. DUNLAP BUSINESS CARDS - CHIEF	$	69.50
TOUCAN PRINTING INC	06/03/2020	11239	J. REUVERS BUSINESS CARDS - LIEUTENANT	$	69.50
TIRE PLUS	06/03/2020	11238	UNIT 18-03 TIRE REPAIR/PATCH	$	10.00
DANIEL OFFICE PRODUCTS	06/03/2020	11215	MAY 2020 PD OFFICE SUPPLIES	$	129.05
OSS-ACADEMY	06/03/2020	11234	D. SWETNAM REG FEE - ADVANCED HUMAN TRAFFICKING	$	40.00
TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	06/03/2020	11240	MAY 2020 SUBSCRIPTION TO TLO INVEST. PROGRAM	$	158.00
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 15-01 AUXILLARY BATTERY REPLACED (WARRANTY)	$	44.86
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 15-02 AIR CONDITIONER REPAIR	$	638.70
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 15-02 ENGINE MOUNT REPAIR	$	755.75

CITY OF CONROE FLEET	06/03/2020	11211	UNIT 15-03 BACK-UP BATTERY REPLACED	$	273.23
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 15-03 AUXILLARY BATTERY REPLACED (WARRANTY)	$	52.75
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 15-03 STATE INSPECTION / EMISSIONS	$	32.75
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 16-05 AUXILLARY BATTERY REPLACED (WARRANTY)	$	100.29
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 17-03 BACK-UP BATTERY REPLACED	$	183.19
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 18-02 TIRE ROTATION/REPLACEMENT	$	173.69
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 18-02 BRAKE REPLACEMENT	$	368.17
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 18-02 BRAKE CHECK	$	33.85
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 18-02 PMC FULL	$	106.33
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 19-01 BATTERY REPLACMENT (WARRANTY)	$	29.96
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 16-04 BATTERY DIAGNOSIS	$	39.24
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 17-01 POST-WARRANTY INSPECTION	$	31.75
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 17-01 BRAKE CHECK	$	33.85
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 17-01 PMC FULL	$	106.33
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 17-02 BACK-UP BATTERY REPLACED	$	189.54
LONE STAR PRODUCTS/EQUIPMENT LLC	06/09/2020	11259	UNIT 20-02 EMERGENCY EQUIPMENT	$	14,297.41
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - MAGAZINE HOLDER	$	53.00
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - LONG SLEEVE SHIRT	$	52.99
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - BELT	$	49.99
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - BATON HOLDER	$	29.00
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - OC HOLDER	$	28.00
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - UNDER BELT	$	18.99
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - CUFF CASE	$	59.98
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - NAMEPLATE	$	6.99
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - HOLSTER	$	150.00
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - BELT KEEPERS	$	17.00
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	S. TURNER (NEW HIRE) UNIFORM - PANTS	$	54.99
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	J. REUVERS UNIFORM - INTERNAL VEST BODY ARMOR	$	830.00
LAWMAN'S UNIFORM/EQUIPMENT	06/09/2020	11258	L. COLLINS UNIFORM - INTERNAL VEST BODY ARMOR	$	830.00
RION N. HART, PH.D	06/17/2020	11279	S. TURNER (NEW HIRE) - PSYCH SCREENING	$	250.00
TIRE PLUS	06/17/2020	11284	UNIT 20-20 STATE INSPECTION / EMISSION	$	25.50
ENTERGY	06/17/2020	11269	MAY 2020 LPR ELECTRICAL USAGE	$	23.92
WEX INC	06/17/2020	11288	MAY 2020 PD FUEL	$	3,521.79
RAINBOW EXPRESS OIL & LUBE	06/17/2020	11277	JUN 2020 PD CAR WASHES/WAXES	$	683.33
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MAY 2020 EVIDENCE ROOM SUPPLIES - DVD-R	$	39.94
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	J. LEDESMA REG FEE - CIT TRAINING	$	150.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	K. FRANTZ REG FEE - CIT TRAINING	$	150.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	UNIT 17-01 ADDT'L STATE INSPECTION FEES	$	8.43
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	PD REPLACEMENT KEYS	$	43.67
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	UNIT 14-01 STATE INSPECTION TAXES	$	8.43
NEW BART PRODUCTS	06/24/2020	11324	ID PRINTER INK & CLEANING KIT	$	237.98
HULA SIGNWORKS	06/24/2020	11316	PD RANGE RULES - SIGNS	$	131.00
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	M. BLEDSOE UNIFORM - SHORT SLEEVE SHIRTS W/ NAME	$	139.98
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	M. BLEDSOE UNIFORM - PANTS	$	123.98
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	S. TURNER (NEW HIRE) - NAMETAPES	$	30.00
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	S. TURNER (NEW HIRE) - SHORT SLEEVE SHIRTS	$	149.97
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	S. TURNER (NEW HIRE) - PANTS	$	185.97
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	PD UNIFORMS - GOLD EMBROID VELCRO NAME STRIPS	$	37.50
LAWMAN'S UNIFORM/EQUIPMENT	06/24/2020	11320	PD UNIFORMS - SILVER EMBROID VELCRO NAME STRIP.	$	127.50
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - ADVANCED HUMAN TRAFFICKING	$	40.00
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - CHILD SAFETY CHECK LIST	$	12.50
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - CHILD ABUSE PREVENTION	$	50.00
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - ARREST, SEARCH & SEIZURE	$	50.00
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - MISSING & EXPLOITED CHILDREN	$	25.00
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - USE OF FORCE	$	50.00
OSS-ACADEMY	06/24/2020	11325	S. TURNER REG FEE - SPANISH FOR LAW ENFORCEMENT	$	50.00
TAPEIT	06/24/2020	11329	R. PICONE REG FEE - 2020 T.A.P.E.I.T. CONFERENCE	$	350.00
TAPEIT	06/24/2020	11329	J. FERRAND REG FEE - 2020 T.A.P.E.I.T. CONFERENCE	$	350.00
KUSTOM WERX AUTOBODY	06/24/2020	11319	UNIT 15-04 BUMPER REPAIR	$	513.40
ECOATM, LLC	06/24/2020	11308	RETURN OF EVIDENCE MONEY #19M009832	$	25.00
			Function 22 - Police Total:	**$**	**28,030.21**

Function: 30 - Public Works

LANDCARE USA LLC	06/03/2020	11226	MAY 2020 CITY LANDSCAPING & IRRIGATION SERV.	$	25,638.16
BLEYL AND ASSOCIATES	06/03/2020	11208	MAY 2020 CITY ENGINEER RETAINER	$	1,250.00
BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 INTERIM CAPITAL PROJECT DIRECTOR	$	1,470.00
ANY LAB TEST NOW SHENANDOAH	06/09/2020	11246	M.SWANNER 2020 DRUG SCREENS	$	42.00
ANY LAB TEST NOW SHENANDOAH	06/09/2020	11246	B.SEAY MAY 2020 DRUG SCREENS	$	42.00
ANY LAB TEST NOW SHENANDOAH	06/09/2020	11246	J.LAMBERTI MAY 2020 DRUG SCREENS	$	42.00
CITY OF CONROE FLEET	06/09/2020	11249	UNIT 10-11 TIRE REPAIR	$	86.00
ABC HOME AND COMMERCIAL SERVICES	06/09/2020	11245	MAY 2020 PEST CONTROL	$	206.83
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 PW NATURAL GAS USAGE	$	24.36
ENTERGY	06/17/2020	11269	MAY 2020 CITY HALL ELECTRIC USAGE	$	3,362.23
ENTERGY	06/17/2020	11269	MAY 2020 PW BLDG ELECTRIC USAGE	$	1,087.72
ENTERGY	06/17/2020	11269	MAY 2020 R.O.W. ELECTRIC USAGE	$	2,771.85
HOUSTON BARRICADE AND SUPPLY, LLC.	06/17/2020	11272	T3B PNL 08' HIP7 O/W 2-WAY L/R	$	468.00
G J BORING & CONSTRUCTION SRVS INC	06/17/2020	11270	ROSEWOOD RESERVE	$	2,250.00
G J BORING & CONSTRUCTION SRVS INC	06/17/2020	11270	CEDARWOOD RESERVE	$	1,950.00
WEX INC	06/17/2020	11288	MAY 2020 P/W VEHICLE FUEL-DIESEL	$	75.46
WEX INC	06/17/2020	11288	MAY 2020 P/W VEHICLE FUEL-UNLEADED	$	142.61
GRAINGER, INC.	06/17/2020	11271	SURFACE MOUNT ADA WARNING PADS	$	455.60
GRAINGER, INC.	06/17/2020	11271	RESERVED PARKING, VAN ACCESSIBLE SIGNS	$	46.06
GRAINGER, INC.	06/17/2020	11271	6' X 4" X 8", YELLOW, PARKING CURB STOP, 2465 PSI	$	63.32
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	250 WATT OUTDOOR WHITE LED 5000K - WALL PACK	$	140.48
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1-1/2" X 10' PVC DWV PE PIPE	$	5.73
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1-1/2" PVC COMPRESSION COUPLING	$	19.52
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MASONRY SPIRAL SET - 14PC	$	19.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	3/8" HEX NUTS	$	0.30
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	3/8-16" X 1*-1/2" CARRIAGE BOLT	$	0.78
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	GORILLA CLEAR MOUNTING TAPE	$	5.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HEAVY DUTY UTILITY BLADES - 100 PK	$	9.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	RAYOVAC D BATTERIES - 8 PK	$	10.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	ENERGIZER D BATTERIES - 8 PK	$	13.98
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	PAYOVAC 9V BATTERIES - 12 PK	$	21.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	2019-2020 PW REGISTRATION TAGS	$	8.43
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1-1/2" X 1" PVC BUSHING	$	4.32
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1-1/2" X 3/4" PVC BUSHINGS	$	3.42
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1" X 3/4" PVC BUSHINGS	$	0.85
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1-1/4" PVC TEE	$	2.58
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1-1/4" X 1" PVC BUSHING	$	1.44
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	FIRM GRIP GLOVES - XXL	$	9.99
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1/2" ANGLE SASH OIL PAINT BRUSH	$	7.47
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	BEHR OIL BASE 3830 SG DEEP - BLUE - 116 OZ	$	29.98
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	AA BATTERIES - 36 PK	$	16.98
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	9MM METAL SNAP OFF KNIFE	$	4.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	32 OZ SPRAY BOTTLES	$	13.68
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	9MM SNAP BLADES	$	6.81
TOTAL AIR SERVICE	06/24/2020	11330	NORTH & SOUTH CHILLER CIRCUIT ALARM REPAIRS	$	748.58
TOTAL AIR SERVICE	06/24/2020	11330	NORTH & SOUTH CHILLER CONDENSOR COILS DIRTY	$	380.00
TOTAL AIR SERVICE	06/24/2020	11330	AHU #7 VFD REPLACEMENT	$	3,780.00
TOTAL AIR SERVICE	06/24/2020	11330	AHU # 3 VFD REPLACEMENT	$	3,195.00
SIGMA CONSULTING & TRAINING, INC.	06/24/2020	11328	M.COOLEY - CHEMICAL SPILL RESPONES REG. FEE	$	125.00
SIGMA CONSULTING & TRAINING, INC.	06/24/2020	11328	R.PALACIOS - CHEMICAL SPILL RESPONES REG. FEE	$	125.00
EXER-TECH INC	06/24/2020	11310	CONTROLLER & POWER SUPPLY REPLACEMENT	$	1,667.44
GRAINGER, INC.	06/24/2020	11314	HANDICAP PARKING SIGN	$	23.03
GRAINGER, INC.	06/24/2020	11314	GOJO FOAM SOAP REFILLS (2PK)	$	98.20
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	RAIN BIRD ESP CONTROLLER - 1 STA W/SOLENOID BATT	$	217.85
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HUNTER X-CORE HYBRID IN/OUTDOOR CONTROLLER - 6 STA	$	122.21
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1" VALVE	$	47.52
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	17MM INSERT ELBOW	$	8.53

BRANCH BANKING AND TRUST CO.	06/24/2020	11301	17MM INSERT COUPLINGS	$	12.85
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HUNTER NODE OUTDOOR 1 STATION CONTROLLER	$	304.56
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	HUNTER NODE OUTDOOR 1 STATION CONTROLLER	$	101.51
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1/4" RAIN BIRD XB CONNECTOR BARB	$	0.38
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	JOHN DEERE MOWER BLADES	$	84.96
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	9V BATTERIES (CONTROLLERS & TIMERS)	$	21.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	WHITE LITHUM GREASE - 11 OZ	$	4.97
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	3/16" COBALT BIT	$	4.97
			Function 30 - Public Works Total:	**$**	**52,909.29**
Function: 31 - Swimming Pool					
LESLIES POOL MART	06/03/2020	11227	THERM SURFIN SHARK	$	14.49
KAREN J. PENEWITT	06/09/2020	11257	LIFEGUARD CERTIFICATION	$	325.00
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 POOL - NATURAL GAS - CITY USAGE	$	19.85
ENTERGY	06/17/2020	11269	MAY 2020 POOL ELECTRIC USAGE	$	591.18
LESLIES POOL MART	06/24/2020	11321	FRESH N CLEAR	$	389.97
SIGMA CONSULTING & TRAINING, INC.	06/24/2020	11328	M.CROSBY - CHEMICAL SPILL RESPONES REG. FEE	$	125.00
			Function 31 - Swimming Pool Total:	**$**	**1,465.49**
Function: 32 - Parks					
BSN SPORTS, LLC.	06/03/2020	11210	EDWARDS 30LS TENNIS NET - TNET30LS	$	209.94
ENTERGY	06/17/2020	11269	MAY 2020 TODDLER PARK ELECTRIC USAGE	$	25.85
ENTERGY	06/17/2020	11269	MAY 2020 MAIN PARK ELECTRIC USAGE	$	206.44
JEC ENERGY SOLUTIONS	06/17/2020	11274	SOLAR LED LIGHT INSTALLATION	$	1,380.00
JEC ENERGY SOLUTIONS	06/17/2020	11274	ALL-IN-ONE SOLAR LED W/MOTION CONTROLS-40W	$	2,883.00
JEC ENERGY SOLUTIONS	06/17/2020	11274	16' DIRECT BURIAL FLUTED ALUMINUM POLE	$	956.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	WEIMAN SS CLEANER & POLISH - 17 OZ	$	10.98
			Function 32 - Parks Total:	**$**	**5,672.21**
Function: 43 - Community Development					
CITY OF CONROE FLEET	06/03/2020	11211	UNIT 16-03 RPM AND STATE INSPECTION	$	69.34
NEOFUNDS / TOTALFUNDS	06/03/2020	11231	APR 2020 DEPARTMENT POSTAGE	$	152.40
HONOR TROPHIES & AWARDS	06/03/2020	11222	DUNLAP INTERIM CHIEF NAME PLATE	$	10.00
BLEYL AND ASSOCIATES	06/03/2020	11208	PLAN REVIEW AND INSPECTIONS	$	1,610.00
MONTGOMERY COUNTY FIRE MARSHAL'S OFFICE	06/03/2020	11230	MAY 2020 FIRE MARSHAL PLAN REVIEW AND INSPECTION	$	1,050.00
MONTGOMERY COUNTY FIRE MARSHAL'S OFFICE	06/03/2020	11230	APR 2020 FIRE MARSHAL PLAN REVIEW AND INSPECTION	$	30,200.00
WEX INC	06/17/2020	11288	MAY 2020 BUILDING INSPECTOR FUEL	$	26.67
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	UNIT 16-03 REGISTRATION	$	8.43
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	BUILDING OFFICIAL FIELD SUPPLY - TAPE	$	4.97
JOHN G. ESCOTO	06/24/2020	11318	JUNE 2020 REGULAR PLANNING & ZONING COMMISSION MTG	$	150.00
ROBERT M. CLONINGER	06/24/2020	11327	JUNE 2020 REGULAR PLANNING & ZONING COMMISSION MTG	$	150.00
WES STEPHENS	06/24/2020	11332	JUNE 2020 REGULAR PLANNING & ZONING COMMISSION MTG	$	150.00
JAMES POLLARD	06/24/2020	11317	JUNE 2020 REGULAR PLANNING & ZONING COMMISSION MTG	$	150.00
			Function 43 - Community Development Total:	**$**	**33,731.81**
Function: 55 - Technology					
AT&T CORP.	06/03/2020	11207	PHONE SERVICE THORNWOOD L/S #2812924329909	$	39.88
AT&T CORP.	06/03/2020	11207	PHONE SERVICES P/W BLDG #2812922492828	$	73.74
AT&T CORP.	06/03/2020	11207	PHONE SERVICES POOL #2812927607754	$	73.74
AT&T CORP.	06/03/2020	11207	PHONE SERVICE PARKGATE L/S #2812922543898	$	33.73
GREATAMERICA FINANCIAL SERVICES CORPORATION	06/03/2020	11220	MAY 2020 COPIER LEASE PAYMENTS - CVB	$	159.13
GREATAMERICA FINANCIAL SERVICES CORPORATION	06/03/2020	11220	MAY 2020 COPIER LEASE PAYMENTS	$	546.00
ECONET.COM INC.	06/03/2020	11218	JUL-SEP 2020 IPS SITEMINDER SERVICE	$	1,047.00
SKELTON BUSINESS EQUIPMENT	06/03/2020	11236	MAY 2020 COPIER MAINTENANCE AGREEMENT -FD/PW	$	106.45
WAVEMEDIA, INC.	06/03/2020	11244	JUN 2020 INTERNET SERVICES	$	975.00
ITERSOURCE CORPORATION	06/03/2020	11225	JUN 2020 CITY HALL TELEPHONE SUPPORT	$	125.00
VERIZON WIRELESS	06/03/2020	11243	MAY 2020 CELL PHONE USAGE & DATA	$	3,648.38
NETWORKFLEET INC.	06/03/2020	11232	MAY 2020 GPS NETWORK FLEET TRACKING	$	501.15
COMCAST	06/09/2020	11250	JUN 2020 ALARM MONITORING-WELLS & L/S	$	245.91
CONSOLIDATED COMMUNICATIONS	06/17/2020	11266	JUN 2020 PHONE SERVICE	$	221.72

CONSOLIDATED COMMUNICATIONS	06/17/2020	11266	JUN 2020 PHONE SERVICE	$	680.00
SKELTON BUSINESS EQUIPMENT	06/17/2020	11280	MAY 2020 COPIER MAINTENANCE AGREEMENT - PD	$	48.46
SKELTON BUSINESS EQUIPMENT	06/17/2020	11280	MAY 2020 COPIER MAINTENANCE AGREEMENT - CVB	$	11.71
VERIZON WIRELESS	06/17/2020	11287	MAY 2020 L/S DATA LINES	$	195.99
CONSOLIDATED COMMUNICATIONS	06/17/2020	11266	JUN 2020 WWTP PHONE & INTERNET SERVICE	$	131.94
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	CAT5 CABLE AND AUDIO AMPLIFIER	$	204.90
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	QVS 6FT 3.5MM STEREO CABLE	$	3.99
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	2-1/2" DRYWALL SCREWS AND 2'X2' PLYWOOD	$	13.82
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	ACRONIS REVIVE 2019, 1 COMPUTER LICENSE	$	54.11
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	12 GALLON TOUGH TOTE	$	23.91
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	7 GALLON TOUGH TOTE	$	15.88
AT&T CORP.	06/24/2020	11300	PHONE SERVICES PARK #2812988910451	$	86.05
GREATAMERICA FINANCIAL SERVICES CORPORATION	06/24/2020	11315	JUN 2020 COPIER LEASE PAYMENTS - CVB	$	159.13
LINGO COMMUNICATIONS, LLC	06/24/2020	11322	JUN 2020 FIRE ALARM @ CITY HALL	$	101.11
			Function 55 - Technology Total:	**$**	**9,527.83**
			Fund 100 - GENERAL FUND Total:	**$**	**169,285.64**

Fund: 140 - TRASH AND RECYCLING

Function: 33 - Trash & Recycling

REPUBLIC WASTE SERVICES #852	06/17/2020	11278	MAY 2020 RECYCLING SERVICE	$	3,461.04
REPUBLIC WASTE SERVICES #852	06/17/2020	11278	MAY 2020 TRASH SERVICE	$	21,882.14
			Function 33 - Trash & Recycling Total:	**$**	**25,343.18**
			Fund 140 - TRASH AND RECYCLING Total:	**$**	**25,343.18**

Fund: 200 - SPECIAL REVENUE

Function: 45 - Hotel / Motel

SKELTON BUSINESS EQUIPMENT	06/03/2020	11236	CVB COPIER MOVE	$	135.00
TRAVELCLICK, INC	06/17/2020	11285	MAY 2020 TRAVELCLICK GDS ADVERTISING	$	9,741.17
TRAVELCLICK, INC	06/17/2020	11285	MAY 2020 DIGITAL MEDIA ADVERTISING	$	2,290.18
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	CVB MAILING CHANGE	$	10.55
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	CVB MOVING SERVICES	$	55.29
TOURTEXAS.COM	06/24/2020	11331	TOUR TEXAS CONTENT PLAN AUTO RENEW (AJR)	$	3,145.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	CVB MOVING SERVICES	$	122.17
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	CVB MOVING SERVICES	$	1,044.71
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	CVB MAIL FORWARD	$	1.05
			Function 45 - Hotel / Motel Total:	**$**	**16,545.12**
			Fund 200 - SPECIAL REVENUE Total:	**$**	**16,545.12**

Fund: 300 - DEBT SERVICE

Function: 80 - Debt Service

US BANK	06/09/2020	11265	ADMIN FEES FOR 2013 GO REFUNDING BOND	$	350.00
			Function 80 - Debt Service Total:	**$**	**350.00**
			Fund 300 - DEBT SERVICE Total:	**$**	**350.00**

Fund: 400 - CAPITAL PROJECTS GENERAL FUND

Function: 60 - Capital Purchases/Projects General Fund

BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 VISION PARK REAR STORM SEWER	$	2,250.00
BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 ADA REPORT	$	4,150.00
ENTERGY TEXAS	06/24/2020	11309	OVERHEAD CONVERSION ELECTRICAL LINES	$	160,000.00
NELSON WELDING & FABRICATION	06/24/2020	11323	STEEL PLATES - DESK IMPROVEMENTS PAYTMENT 1	$	1,597.11
A STATUS CONSTRUCTION, LLC	06/24/2020	11299	VISION PARK DRAINAGE IMPROVEMENTS PAYAPP 1	$	79,552.30
A STATUS CONSTRUCTION, LLC	06/24/2020	11299	VISION PARK DRAINAGE IMPROVEMENTS RETAINAGE PAYAPP	$	8,839.15
			Function 60 - Capital Purchases/Projects General Fund Total:	**$**	**256,388.56**

Function: 61 - Capital Purchases/Projects Water & Sewer

BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 PROFESSIONAL SERVICES RATE STUDY	$	17,700.00
BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 PROFESSIONAL SERVICES IMPACT FEE STUDY	$	105.00
BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 PROFESSIONAL SERVICES SEWER MODEL	$	7,835.00
BLEYL AND ASSOCIATES	06/03/2020	11208	APR 2020 PROFESSIONAL SERVICES STORAGE TANK REHAB	$	5,703.48
EASTEX UTILITY CONSTRUCTION	06/03/2020	11217	WATERLINE IMPROVEMENTS PINECROFT/SAVANAH FINAL PAY	$	51,103.36
EASTEX UTILITY CONSTRUCTION	06/03/2020	11217	WATERLINE IMPROVEMENT RETAINAGE	$	25,790.77
TANK PRO, INC.	06/09/2020	11263	HYDROPILLAR REHAB PAYAPP 3	$	127,609.20
			Function 61 - Capital Purchases/Projects Water & Sewer Total:	**$**	**235,846.81**
			Fund 400 - CAPITAL PROJECTS GENERAL FUND Total:	**$**	**492,235.37**

Fund: 600 - WATER / SEWER

KEYSTONE SITEWORK	06/02/2020	11205	TEMP METER DEPOSIT REFUND (9250 PINECROFT)	$	1,655.00
FERGUSON WATERWORKS	06/24/2020	11311	3/4" STD LL BRZ IB MTR SSR 5' NIC	$	3,700.00
FERGUSON WATERWORKS	06/24/2020	11311	MINODE M WTR MIU 1 PORT 5' NCR *X	$	2,080.00
				$	**7,435.00**

Function: 50 - Water & Sewer

LESLIES POOL MART	06/03/2020	11227	100# POWER POWDER GRANULAR	$	712.47
NEOFUNDS / TOTALFUNDS	06/03/2020	11231	APR 2020 DEPARTMENT POSTAGE	$	15.30
DXI INDUSTRIES, INC.	06/03/2020	11216	CHLORINE, 2000# - WWTP	$	948.00
HACH COMPANY	06/03/2020	11221	MAY 2020 WWTP CHEMICAL SUPPLIES	$	240.31
HACH COMPANY	06/03/2020	11221	MAY 2020 WWTP CHEMICAL SUPPLIES	$	257.07
CSA TECHNICAL LLC	06/03/2020	11214	PINECROFT L/S - SCADA TROUBLESHOOTING	$	395.00
ERA - A WATERS COMPANY	06/03/2020	11219	RESIDUAL CHLORINE TESTING - DMRQA-40	$	197.32
THE WOODLANDS JOINT POWERS AGENCY	06/03/2020	11237	MAY 2020 WATER/SEWER USAGE @ GUADALAJARA	$	629.24
THE WOODLANDS JOINT POWERS AGENCY	06/03/2020	11237	MAY 2020 SPRINKLER USAGE @ GUADALAJARA	$	80.42
FERGUSON WATERWORKS	06/09/2020	11254	MI.NODE M WTR MIU 1 PORT 5' NCR *X	$	104.00
ANY LAB TEST NOW SHENANDOAH	06/09/2020	11246	R. PALACIOS DRUG SCREENING	$	42.00
TEXAS811	06/09/2020	11264	MAY 2020 LINE LOCATES	$	76.95
CSA TECHNICAL LLC	06/09/2020	11251	PINECROFT L/S REPAIR	$	500.00
G J BORING & CONSTRUCTION SRVS INC	06/09/2020	11255	16" VALVE MAIN LINE RPL-VISION PARK @ WATER TOWER	$	18,500.00
G J BORING & CONSTRUCTION SRVS INC	06/09/2020	11255	LEAK REPAIR @ BLVD GREEN	$	3,850.00
GRAINGER, INC.	06/09/2020	11256	RUBBER BOOTS, MEN'S 9, KNEE, STEEL TOE, BLACK	$	29.07
GRAINGER, INC.	06/09/2020	11256	PAPER TOWEL ROLL W/INSERTS - 6 PER CASE	$	154.42
EASTEX ENVIRONMENTAL LAB INC	06/09/2020	11253	MAY 2020 WATER TESTING	$	1,559.00
DSHS CENTRAL LAB MC2004	06/09/2020	11252	APR 2020 WATER LAB TESTING	$	547.54
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 PARKGATE L/S-NAT GAS SERVICE	$	21.55
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 RESEARCH FOREST L/S-NAT GAS SERVICE	$	23.80
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 PINECROFT L/S-NAT GAS SERVICE	$	23.80
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 DAVID MEMORIAL L/S-NAT GAS SERVICE	$	24.36
CENTERPOINT ENERGY	06/09/2020	11248	MAY 2020 THORNWOOD L/S-NAT GAS SERVICE	$	31.69
BATTERIES PLUS LLC	06/09/2020	11247	UNIT 14-03 - NEW BATTERY	$	80.41
ENTERGY	06/17/2020	11269	MAY 2020 W/S ELECTRIC USAGE	$	16,044.56
CSA TECHNICAL LLC	06/17/2020	11267	NEW FLYGT 3153 PUMP & INSTALLATION	$	16,785.50
USA BLUEBOOK CUST NO.919735	06/17/2020	11286	HOLDFAST GRADUATED CYLINDER - 1000 ML	$	114.09
HULA SIGNWORKS	06/17/2020	11273	DETENTION POND LIFT STATION SIGN - OAK HAVEN	$	126.75
G J BORING & CONSTRUCTION SRVS INC	06/17/2020	11270	HAMPTON INN METER ASSEMBLY REPLACEMENT	$	2,100.00
G J BORING & CONSTRUCTION SRVS INC	06/17/2020	11270	LUPE TORILLAS LEAK INVESTIGATION	$	2,500.00
SUNDANCE FUELS, LTD	06/17/2020	11282	#2 DYED DIESEL FOR GENERATORS - 1500 GALS	$	1,545.00
WEX INC	06/17/2020	11288	MAY 2020 W/S VEHICLE FUEL-UNLEADED	$	325.15
PINNACLE PUMPING SERVICES, LLC	06/17/2020	11275	DAMAGED SANITARY SEWER LINE - CEDARWOOD/WELLMAN	$	1,022.50
SPRINT WASTE SERVICES	06/17/2020	11281	MAY 2020 SLUDGE HAULS	$	1,500.00
DXI INDUSTRIES, INC.	06/17/2020	11268	MAY 2020 CONTAINER RENTALS-CHEMICALS	$	487.50
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	MAY 2020 WS REGISTRATION TAGS	$	16.85
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	TIER II PUBLIC EMPLOYER FEE	$	50.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	1/2" X 4" GAL NIPPLE	$	4.30
DXI INDUSTRIES, INC.	06/24/2020	11307	CHLORINE 150# - WP #2	$	122.05
DXI INDUSTRIES, INC.	06/24/2020	11307	CHLORINE 150# - WP #4	$	610.23
DXI INDUSTRIES, INC.	06/24/2020	11307	SULFUR DIOXIDE 2000# - WWTP	$	753.75

DXI INDUSTRIES, INC.	06/24/2020	11307	CHLORINE 2000# - WWTP	$	948.00
FERGUSON WATERWORKS	06/24/2020	11311	1-1/2" NYL DI SSR 5' W/MINODE *X	$	1,160.00
FERGUSON WATERWORKS	06/24/2020	11311	2" NYL DI SSR 5' W/MINODE M *X	$	645.00
TOTAL AIR SERVICE	06/24/2020	11330	WP #4 A/C TROUBLESHOOTING	$	3,253.93
CSA TECHNICAL LLC	06/24/2020	11305	ELECTRICAL CONTACTORS & WIRING REPAIRS	$	1,755.00
G J BORING & CONSTRUCTION SRVS INC	06/24/2020	11313	SANITARY SEWER LINE REPAIRS-CEDARWOOD/WELLMAN	$	4,858.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	SIEMENS USB IRDA ADAPTER	$	175.00
BRANCH BANKING AND TRUST CO.	06/24/2020	11301	14" C900 PVC WATER PIPE	$	432.00
SIGMA CONSULTING & TRAINING, INC.	06/24/2020	11328	L. ROLAND - CHEMICAL SPILL RESPONES REG. FEE	$	125.00
SIGMA CONSULTING & TRAINING, INC.	06/24/2020	11328	S. EARLY - CHEMICAL SPILL RESPONES REG. FEE	$	125.00
DSHS CENTRAL LAB MC2004	06/24/2020	11306	MAY 2020 WATER LAB TESTING	$	856.87
			Function 50 - Water & Sewer Total:	**$**	**87,485.75**

Function: 51 - Utility Billing

PRINTING PLUS	06/17/2020	11276	MAY 2020 FOLDING AND STUFFING INSERTS	$	41.92
PRINTING PLUS	06/24/2020	11326	JUL 2020 UTILITY BILLING PROCESS	$	1,030.00
PRINTING PLUS	06/24/2020	11326	AUG 2020 UTILITY BILLING PROCESS	$	1,030.00
PRINTING PLUS	06/24/2020	11326	SEP 2020 UTILITY BILLING PROCESS	$	1,101.43
			Function 51 - Utility Billing Total:	**$**	**3,203.35**

			Fund 600 - WATER / SEWER Total:	**$**	**98,124.10**

Fund: 990 - PAYROLL FUND

METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	(49.68)
BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	(779.12)
UNITED HEALTHCARE	06/03/2020	11242	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	(6.68)
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	(3.40)
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	(20.85)
BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	(359.01)
BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	JUN 2020 BCBS ADJ.	$	(810.91)
AFLAC	06/03/2020	11206	JUNE 2020 AFLAC ADJ.	$	(0.02)
AFLAC	06/03/2020	11206	AFLAC AFTER TAX PAYROLL DEDUCTION	$	83.25
AFLAC	06/03/2020	11206	AFLAC PRETAX PAYROLL DEDUCTION	$	88.12
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	168.81
CLEAT	06/03/2020	11212	CLEAT PAYROLL DEDUCTION	$	45.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	518.07
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	COLONIAL PRETAX PAYROLL DEDUCTION	$	108.46
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	2,660.54
ICMA-RC	06/03/2020	11224	ICMA PAYROLL DEDUCTION	$	390.00
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	374.73
BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	39,131.41
TEXAS MUNICIPAL RETIREMENT SYSTEM	06/03/2020	2	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	36,952.72
TX POLICE CHIEF'S ASSOC. FNDTN	06/03/2020	11241	TPCA FOUNDATION PAYROLL DEDUCTION	$	16.00
UNITED HEALTHCARE	06/03/2020	11242	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	314.39
TEXAS MUNICIPAL RETIREMENT SYSTEM	06/03/2020	2	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	1,028.06
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	DENTAL INSURANCE PAYROLL DEDUCTION	$	157.69
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	COUNCIL BASE LIFE INSURANCE PAYROLL DEDUCTION	$	13.60
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	12.60
BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	COUNCIL MEDICAL INSURANCE PAYROLL DEDUCTION	$	3,025.75
UNITED HEALTHCARE	06/03/2020	11242	COUNCIL VISION INSURANCE PAYROLL DEDUCTION	$	22.98
ICMA-RC	06/03/2020	11224	ICMA PAYROLL DEDUCTION	$	100.00
TEXAS MUNICIPAL RETIREMENT SYSTEM	06/03/2020	2	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	5,643.00
AFLAC	06/03/2020	11206	AFLAC AFTER TAX PAYROLL DEDUCTION	$	83.25
AFLAC	06/03/2020	11206	AFLAC PRETAX PAYROLL DEDUCTION	$	51.07
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	165.41
CLEAT	06/03/2020	11212	CLEAT PAYROLL DEDUCTION	$	45.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	479.07
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	COLONIAL PRETAX PAYROLL DEDUCTION	$	77.00
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	2,523.69
ICMA-RC	06/03/2020	11224	ICMA PAYROLL DEDUCTION	$	300.00
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	344.23

BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	37,993.28
TEXAS MUNICIPAL RETIREMENT SYSTEM	06/03/2020	2	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	32,221.06
TX POLICE CHIEF'S ASSOC. FNDTN	06/03/2020	11241	TPCA FOUNDATION PAYROLL DEDUCTION	$	11.00
UNITED HEALTHCARE	06/03/2020	11242	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	295.92
AFLAC	06/03/2020	11206	AFLAC PRETAX PAYROLL DEDUCTION	$	37.05
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	6.80
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	COLONIAL AFTERTAX PAYROLL DEDUCTION	$	39.00
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	COLONIAL PRETAX PAYROLL DEDUCTION	$	31.46
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE DENTAL INSURANCE PAYROLL DEDUCTION	$	157.70
ICMA-RC	06/03/2020	11224	ICMA PAYROLL DEDUCTION	$	90.00
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	EMPLOYEE LIFE, AD&D, BUY UP PAYROLL DEDUCTION	$	30.50
BLUE CROSS/BLUE SHIELD OF TEXAS	06/03/2020	11209	EMPLOYEE MEDICAL INSURANCE PAYROLL DEDUCTION	$	2,307.74
TEXAS MUNICIPAL RETIREMENT SYSTEM	06/03/2020	2	RETIREMENT (TMRS) PAYROLL DEDUCTION	$	1,969.25
TX POLICE CHIEF'S ASSOC. FNDTN	06/03/2020	11241	TPCA FOUNDATION PAYROLL DEDUCTION	$	5.00
UNITED HEALTHCARE	06/03/2020	11242	EMPLOYEE VISION INSURANCE PAYROLL DEDUCTION	$	18.47
UNITED HEALTHCARE	06/03/2020	11242	JUN 2020 VISION ADJ.	$	22.88
COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	06/03/2020	11213	MAY 2020 COLONIAL LIFE ADJ.	$	62.60
METLIFE SMALL BUSINESS CENTER	06/03/2020	11228	JUN 2020 DENTAL & LIFE ADJ.	$	159.60
INTERNAL REVENUE SERVICE	06/10/2020	DFT0011482	MEDICARE	$	1.44
INTERNAL REVENUE SERVICE	06/10/2020	DFT0011483	SOCIAL SECURITY	$	6.20
INTERNAL REVENUE SERVICE	06/10/2020	DFT0011484	FEDERAL W/H	$	10.23
TEXAS CHILD SUPPORT	06/11/2020	DFT0011463	CHILD SUPPORT PAYROLL DEDUCTION	$	308.31
TEXAS CHILD SUPPORT	06/11/2020	DFT0011464	CHILD SUPPORT PAYROLL DEDUCTION	$	253.85
TEXAS CHILD SUPPORT	06/11/2020	DFT0011465	CHILD SUPPORT PAYROLL DEDUCTION	$	710.77
TEXAS CHILD SUPPORT	06/11/2020	DFT0011466	CHILD SUPPORT PAYROLL DEDUCTION	$	576.92
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011467	FIREARM REIMBURSEMENT-READE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011468	FIREARM REIMBURSEMENT-COLLINS	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011469	FIREARM REIMBURSEMENT-DUNLAP	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011470	FIREARM REIMBURSEMENT-BLEDSOE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011471	FIREARM REIMBURSEMENT-REUVERS	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011472	FIREARM REIMBURSEMENT-THOMPSON	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/11/2020	DFT0011473	FIREARM REIMBURSEMENT- BAUER	$	50.00
INTERNAL REVENUE SERVICE	06/11/2020	DFT0011474	MEDICARE	$	4,077.20
INTERNAL REVENUE SERVICE	06/11/2020	DFT0011475	SOCIAL SECURITY	$	17,433.24
INTERNAL REVENUE SERVICE	06/11/2020	DFT0011476	FEDERAL W/H	$	13,978.97
INTERNAL REVENUE SERVICE	06/11/2020	DFT0011478	MEDICARE	$	58.00
INTERNAL REVENUE SERVICE	06/11/2020	DFT0011479	SOCIAL SECURITY	$	248.00
INTERNAL REVENUE SERVICE	06/11/2020	DFT0011480	FEDERAL W/H	$	153.09
INTERNAL REVENUE SERVICE	06/15/2020	DFT0011486	MEDICARE	$	121.32
INTERNAL REVENUE SERVICE	06/15/2020	DFT0011487	SOCIAL SECURITY	$	518.86
INTERNAL REVENUE SERVICE	06/15/2020	DFT0011488	FEDERAL W/H	$	127.57
INTERNAL REVENUE SERVICE	06/19/2020	DFT0011490	MEDICARE	$	130.04
INTERNAL REVENUE SERVICE	06/19/2020	DFT0011491	SOCIAL SECURITY	$	556.04
INTERNAL REVENUE SERVICE	06/19/2020	DFT0011492	FEDERAL W/H	$	420.16
INTERNAL REVENUE SERVICE	06/24/2020	DFT0011520	MEDICARE	$	(68.30)
INTERNAL REVENUE SERVICE	06/24/2020	DFT0011521	SOCIAL SECURITY	$	(292.10)
INTERNAL REVENUE SERVICE	06/24/2020	DFT0011522	FEDERAL W/H	$	(298.31)
INTERNAL REVENUE SERVICE	06/24/2020	DFT0011513	MEDICARE	$	61.22
INTERNAL REVENUE SERVICE	06/24/2020	DFT0011514	SOCIAL SECURITY	$	261.76
INTERNAL REVENUE SERVICE	06/24/2020	DFT0011515	FEDERAL W/H	$	201.38
TEXAS CHILD SUPPORT	06/25/2020	DFT0011494	CHILD SUPPORT PAYROLL DEDUCTION	$	308.31
TEXAS CHILD SUPPORT	06/25/2020	DFT0011495	CHILD SUPPORT PAYROLL DEDUCTION	$	253.85
TEXAS CHILD SUPPORT	06/25/2020	DFT0011496	CHILD SUPPORT PAYROLL DEDUCTION	$	710.77
TEXAS CHILD SUPPORT	06/25/2020	DFT0011497	CHILD SUPPORT PAYROLL DEDUCTION	$	576.92
CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011498	FIREARM REIMBURSEMENT-READE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011499	FIREARM REIMBURSEMENT-COLLINS	$	41.00
CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011500	FIREARM REIMBURSEMENT-DUNLAP	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011501	FIREARM REIMBURSEMENT-BLEDSOE	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011502	FIREARM REIMBURSEMENT-REUVERS	$	50.00
CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011503	FIREARM REIMBURSEMENT-THOMPSON	$	50.00

CITY OF SHENANDOAH GENERAL FUND	06/25/2020	DFT0011504	FIREARM REIMBURSEMENT- BAUER	$	50.00
INTERNAL REVENUE SERVICE	06/25/2020	DFT0011505	MEDICARE	$	3,876.96
INTERNAL REVENUE SERVICE	06/25/2020	DFT0011506	SOCIAL SECURITY	$	16,577.12
INTERNAL REVENUE SERVICE	06/25/2020	DFT0011507	FEDERAL W/H	$	12,837.21
INTERNAL REVENUE SERVICE	06/25/2020	DFT0011509	MEDICARE	$	82.66
INTERNAL REVENUE SERVICE	06/25/2020	DFT0011510	SOCIAL SECURITY	$	353.40
INTERNAL REVENUE SERVICE	06/25/2020	DFT0011511	FEDERAL W/H	$	190.22
INTERNAL REVENUE SERVICE	06/26/2020	DFT0011517	MEDICARE	$	12.72
INTERNAL REVENUE SERVICE	06/26/2020	DFT0011518	SOCIAL SECURITY	$	54.38
INTERNAL REVENUE SERVICE	06/26/2020	DFT0011519	FEDERAL W/H	$	50.00
				$	**244,484.92**

Fund 990 - PAYROLL FUND Total: $ 244,484.92

TOTAL: $ 1,046,368.33

COUNCIL MONTHLY REPORT

DEPARTMENT: ADMINISTRATION

MONTH: June 2020

SOCIAL MEDIA/COMMUNICATIONS

FACEBOOK

City @ShenandoahTx

Followers in June	7143
Followers in May	7009
Change	**Up 34 (+0.49 %)**

DATE	SUBJECT	REACH
6/1	City Council Update	385
6/1	MDD Update	440
6/1	Updated: slated a graduate powerpoint scheduled	643
6/2	June Yard of the Month	1189
6/3	Demonstrations at Northshore Park	12563
6/5	Municipal Complex to reopen Monday	792
6/5	Weekly police blotter	483
6/5	Entergy crews to work on Wellman next two months	692
6/5	SHPD responds to burglary call	709
6/5	Demonstration at Woodlands Mall this evening	3961
6/5	City Council packet	429
6/8	Heat advisory issued	1691
6/9	Traffic change near Memorial Hermann	1044
6/9	Update for the graduate PowerPoints	575
6/9	Latest census report shows 3rd in county	567
6/9	9 days into Hurricane Season and are you ready?	263
6/10	I45 reopens from earlier traffic accident	840
6/10	Calling blood donors!	520
6/11	City Council update	440
6/12	Weekly police blotter	448
6/12	New Community Rom available July 1	1661
6/12	Blood donation spots still available	485
6/12	SHPD investigates burglary of a habitation	743
6/16	Motel robbery suspect arrested	850
6/16	Home burglary story on the Courier	829
6/16	Trash collection times delayed today	723
6/17	Splash pad at City Park reopens	1698
6/17	Updated Senior powerpoint	490
6/17	Organized demonstration at Town Green Park today	3745

6/19	Weekly police blotter	293
6/19	Thank you, blood donors	796
6/19	Urban Air reopens Saturday	697
6/19	Another update of our graduates	95
6/19	MDD packet	316
6/19	City Council packet	296
6/23	Holiday Inn car burglar nabbed	338
6/23	Flash flood watch issued	579
6/24	SHSD seeking help in ID	430
6/25	Shenandoah Resident Scholarship provides help	214
6/25	MDD update	227
6/25	City Council update	315
6/26	Weekly police blotter	315
6/26	Vote early	336
	TOTAL REACH	**45,145**

IMPORTANT POINTS: Anything above 500 for Shenandoah can be considered a "viral" posting. This month, we had 23 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 June	220
Followers in May	218
Change	**Up 2(-+1.1%)**

DATE	SUBJECT	REACH
6/1	City Council Update	23
6/1	MDD updates	18
6/1	Updated Shenandoah graduate powerpoint	20
6/2	Civic Club Yard of the Month	34
6/3	Demonstrations at Northshore Park	21
6/5	Shenandoah Municipal Complex reopens to the public on Monday	13
6/5	Weekly police blotter	32
6/5	Entergy crews working on Wellman for next 2 months	21
6/5	SHOF responds to burglary call	29
6/5	Demonstration scheduled at The Woodlands Mall this afternoon	17
6/8	Heat advisory issued	16
6/9	Traffic changes near Memorial Hermann	9
6/9	More graduates to our powerpoint	20
6/9	Census reports shows we have fallen to 3rd place in area	38

6/10	Accident on IH45 now cleared	9
6/10	Calling all blood donors	20
6/11	City Council update	25
6/12	Weekly police blotter	30
6/12	Community Room available July 1	26
6/12	Still openings on the blood donation schedule	12
6/12	SHPD talks burglary of a habitation	25
6/16	Motel robbery suspect arrested	24
6/16	Home burglary story on the Courier	35
6/16	Collection time running slow on trash; recycling fine	5
6/17	Splash pad opens	9
6/17	Updated- graduate powerpoint	22
6/18	Demonstration planned for Town Green Park	11
6/19	Weekly police blotter	22
6/19	Thanks to all the blood donors	13
6/19	Urban Air opens Saturday	7
6/19	Another update to our graduates	15
6/23	Holiday Inn car burglar arrested	23
6/23	Flash Flood Watch	8
6/24	SHPD seeking ID help	17
6/25	Shenandoah Resident Scholarship possible with donor help	24
6/25	MDD update	19
6/25	City Council update	16
6/26	SHOD Weekly Blotter	18
6/30	Vote Early!	28
TOTAL		**774**

IMPORTANT POINTS: Anything above 100 for the Civic Club can be considered a "viral" posting. This month, we had no viral postings.

TWITTER @ShenandoahTx

Followers in June	1633
Followers in May	1619
Change	**Up 14 (+0.8%)**

DATE	SUBJECT	REACH
6/1	Council update	179
6/1	MDD update	241
6/2	Civic Club Yard of the Month	419
6/5	Weekly police blotter	153
6/5	SHPD respond to burglary call	231
6/5	Demonstrations at the Woodlands Mall	1063
6/5	Council agenda	204
6/8	Heat advisory	251

6/9	Changes in traffic flow near Memorial Hermann	169
6/9	Have you been counted?	177
6/10	MVA nb on IH45	125
6/10	Blood Drive this Thursday	119
6/10	Accident cleared	126
6/11	Council update	155
6/12	SHPD talks burglary	141
6/18	Demonstration at Town Green	245
6/19	Police blotter	133
6/19	Thank you blood donors	214
6/19	Urban Air opens tomorrow	454
6/19	MDD agenda	162
6/19	Council agenda	116
6/23	Holiday Inn car burglar nabbed	186
6/23	Flash flood watch	155
6/24	SHPD seeks ID help	163
6/25	Resident Scholarship depends on donations	134
6/25	MDD update	127
6/25	Council update	126
6/27	SHPD police blotter	157
6/30	Early voting is going on	132
TOTAL		**6257**

NEXTDOOR, agency account (information only)

Postings are only as agency; we cannot monitor citizen postings.

Subscribers in June (by area)	**922**
Change	**Up 14 (+1.5%)**
Subscribers in June (by neighborhoods)	
Northline Oaks	**45(+0)**
Grogan's Forest	**722(+12)**
The Woodlands	**5 (+0)**
Shenandoah	**150 (+2)**

DATE	SUBJECT	VIEWS
6/1	Council update	81
6/1	MDD update	98
6/2	Yard of the Month	60
6/5	Police blotter	60
6/5	SHPD responds to burglary	83
6/5	Demonstrations at Woodlands Mall parking lot	106

6/8	Heat advisory issued	81
6/9	Traffic change near Memorial Hermann	77
6/9	Are you counted?	58
6/10	Blood donors needed	330
6/11	Council update	58
6/12	Police blotter	64
6/12	SHPD talks burglary of a habitation	96
6/16	Shenandoah sees few burglaries6/16	187
6/16	Motel burglary suspect nabbed	88
6/18	Demonstration at town Green today	184
6/19	Police blotter	164
6/19	Thank you blood donors	101
6/19	Urban Air opens Saturday	68
6/23	Holiday Inn car burglary nabbed	147
6/23	Flash flood watch	153
6/24	SHPD seeks ID help	188
6/25	Donations accepted for scholarship	101
6/25	MDD update	133
6/25	Council update	70
6/26	Police update	40
6/29	Early voting!	66
	TOTAL	**2951**

PRESS RELEASES

DATE	SUBJECT
6/2	Civic Club names Yard of the Month
6/5	Burglary of a Habitation
6/11	Council update
6/12	Community Room available July 1
6/12	Facts about burglary of habitation calls
6/16	Motel car burglary nabbed
6/16	Congrats to our Graduates
6/23	Holiday Inn car burglar arrested
6/25	Scholarship thanks donors
6/24	SHPD seeks unsuccessful ATM burglars
6/24	MDD update
6/24	Council update

WEBSITE

1. Carousel banners:
   - Open Records Request
   - Subscribe to Notify Me
   - Watch Us on YouTube
   - Election Information (replaced with COVID-19)
   - Next Current Event-
   - 2020-2021 Proposed Budget
   - COVID-19 Information

2. Subscribers
   - News Flash
     - City of Shenandoah News 134(+5)
     - CVB News 91(+2)
     - SPD Police Blotters 127 (+5
     - Town Hall 109 (+2)
   - Agenda Center
     - City Council 85(+1)
     - MDD 53 (+0)
     - P & Z 61 (+0)
     - Civic Club 15 (+2)
   - Alert Center 126 (+11)
   - Calendars
     - CVB 59 (+2)
     - Event 85(+4)
     - Pool Season 29 (+0)
     - Meetings 66 (+2)

3. Visitors (June) Total to Date
   - 1,027 visits 189,183 visits
   - 2 min 32 sec avg. visit 2 min 37 sec avg. visit
   - 43% left after one page (bounced) 59 % left after one. page (bounced)
   - 1,300 page views 294,388 page views
   - 50 searches 10,264 total searches
   - 1,685 downloads 180,628 downloads

YouTube City Council Meetings and Other

Subscribers in June	88
Subscribers in May	87
Change	**+1**
DATE	**VIEWS**
June 10	146
June 24	65
TOTAL VIEWS to date	10,847
TOTAL VIEWING HOURS to date	1,584.3 hours
AVG. VIEW DURATION to date	8:45 minutes

Fun Facts ----

- For June, watch time was 50.8 hrs.
- For June, average view duration was 8 minutes 42 seconds
- For June, top devices used: computer (30.3 %), mobile (46.0 %), tablet (18.3%), TV (4.9%)
- For June, on demand (36.7 hrs.) vs. live (14.1 hrs.)

OPEN RECORD REQUESTS

The City received 21 record requests during the month of June as shown below.

DATE	REQUESTOR	INFORMATION REQUESTED	COMPLETE
6/1/2020	Terry Woodson	Current waste contract, pricing, and correspondence	Yes
6/1/2020	Michele Mandell	PID petitions, svc, submissions, SAP updates	Yes
6/1/2020	Julia Hepburn	Loan reimbursements 2014-2017	Yes
6/1/2020	Julia Hepburn	expense report 2016 TD, RS, JG, BG	Yes
6/1/2020	Julia Hepburn	expense report 2015 TD, RS, JG, BG	Yes
6/1/2020	Julia Hepburn	expense report 2014 TD, RS, JG, BG	Yes

6/1/2020	Carole Bartholomew	May 2020 permits	Yes
6/2/2020	Suma Sureshchrandra	May 2020 permits	Yes
6/2/2020	Leah Overall	May 2020 permits	Yes
6/2/2020	Paul Vigushin	150 Pine Forest Dr	Yes
6/2/2020	Nikki Crawford	Police document case number 20M003949	Yes
6/2/2020	Marcus Bilbrew	Police document case number 20M003949	Yes
6/7/2020	Joshua Garcia	Waste collection contract	Yes
6/8/2020	Jean Teague	Inspection reports for water tank(s)/wells 2017-2019	Yes
6/10/2020	Milly Smithson	Background check for Emma Brady-Miller	Yes
6/11/2020	Dawn Diamond	Signage vendors pulled permits within the past year	Yes
6/17/2020	Christine Ostrowski	Building Permits June 1, 2020 thru June 15, 2020	Yes
6/19/2020	James Sadd	Crime Grids/Police Call Logs	Yes
6/19/2020	Delfino Estrada	Plumbing final suites at 129 Vision Park	Yes
6/24/2020	Jeff Forward	COVID-19 procedures and testing	Yes
6/25/2020	Dan Elkins	Civil plans for hotel development	Yes

INFORMATIONAL TECHNOLOGY (IT)

General Support

There were 18 IT requests for service in the month of June.

Category/Service	Service Calls Completed
Application/Software	0
Computer/Hardware	1
Desk Phone / Mobile Phone	2
Door Access / Security Cameras	3

Email Issue	1
Employee Entry / Exit Form	1
General IT Requests	0
Internet/Network	1
Police MDT/Mobile Data	3
In-Car Video/Watchguard	4
Printer / Copier / Scanner	0
User Login/Password	2
Total	**18**

SUBMITTED BY:

COUNCIL MONTHLY REPORT

DEPARTMENT: FINANCE

MONTH: JUNE 2020

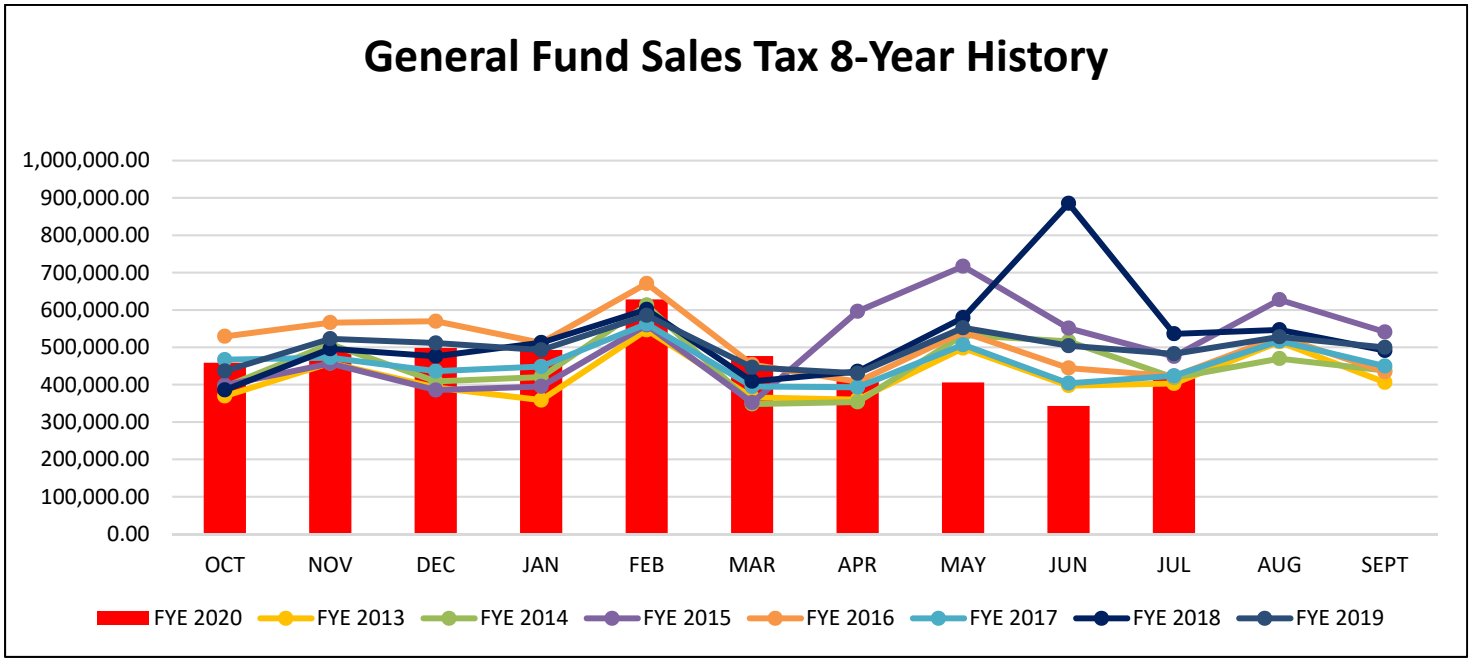
REVENUE

General Fund sales tax receipts received in May, reported in July are down 11.59% over the same month in 2019. 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 and reduction in operation due to COVID-19.

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	628,282.84
MAR	366,007.27	348,002.56	351,977.96	453,860.55	394,952.57	408,862.33	446,044.49	476,413.62
APR	360,029.06	353,675.15	596,287.50	407,769.31	393,008.04	435,325.51	430,535.67	412,912.09
MAY	497,834.09	532,982.48	716,952.48	540,870.98	506,830.45	579,460.26	552,084.98	405,559.96
JUN	397,331.40	515,915.97	551,161.85	444,484.92	403,627.18	885,399.08	504,229.58	342,944.67
JUL	403,084.53	418,467.34	475,396.14	422,558.02	423,618.29	536,123.76	482,478.25	426,559.80
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**	**4,631,826.32**

The chart below plots a history of sales tax revenue from the 2012-2013 fiscal year to the current fiscal year.

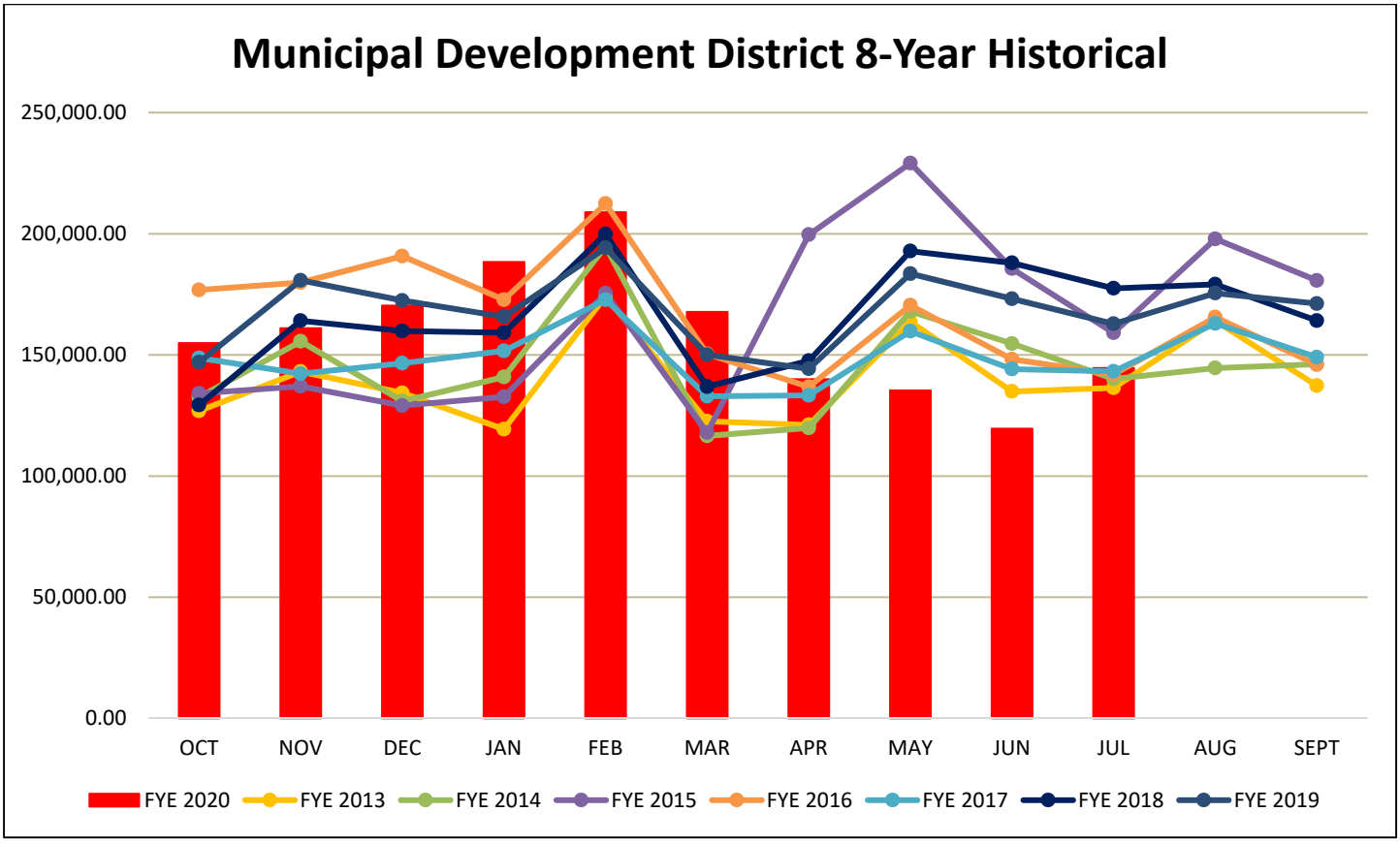


Finance Department

Shenandoah Municipal Development District (MDD) sales tax receipts received in May, reported in July are down 11.21% over the same month in 2019. 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 and reduction in operation due to COVID-19.

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	208,869.55
MAR	122,620.90	116,577.23	117,910.59	150,369.51	132,930.14	136,863.98	150,051.70	167,745.33
APR	121,105.17	119,859.74	199,614.21	136,812.78	133,298.06	147,610.07	144,266.74	139,963.48
MAY	163,670.43	167,939.73	229,109.08	170,507.99	159,755.34	192,839.04	183,504.67	135,379.02
JUN	134,934.74	154,665.14	185,611.00	148,191.12	144,141.89	187,959.08	173,157.86	119,548.64
JUL	136,413.94	140,109.37	159,123.20	141,933.67	143,212.27	177,469.43	162,828.18	144,576.27
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**	**1,590,703.15**

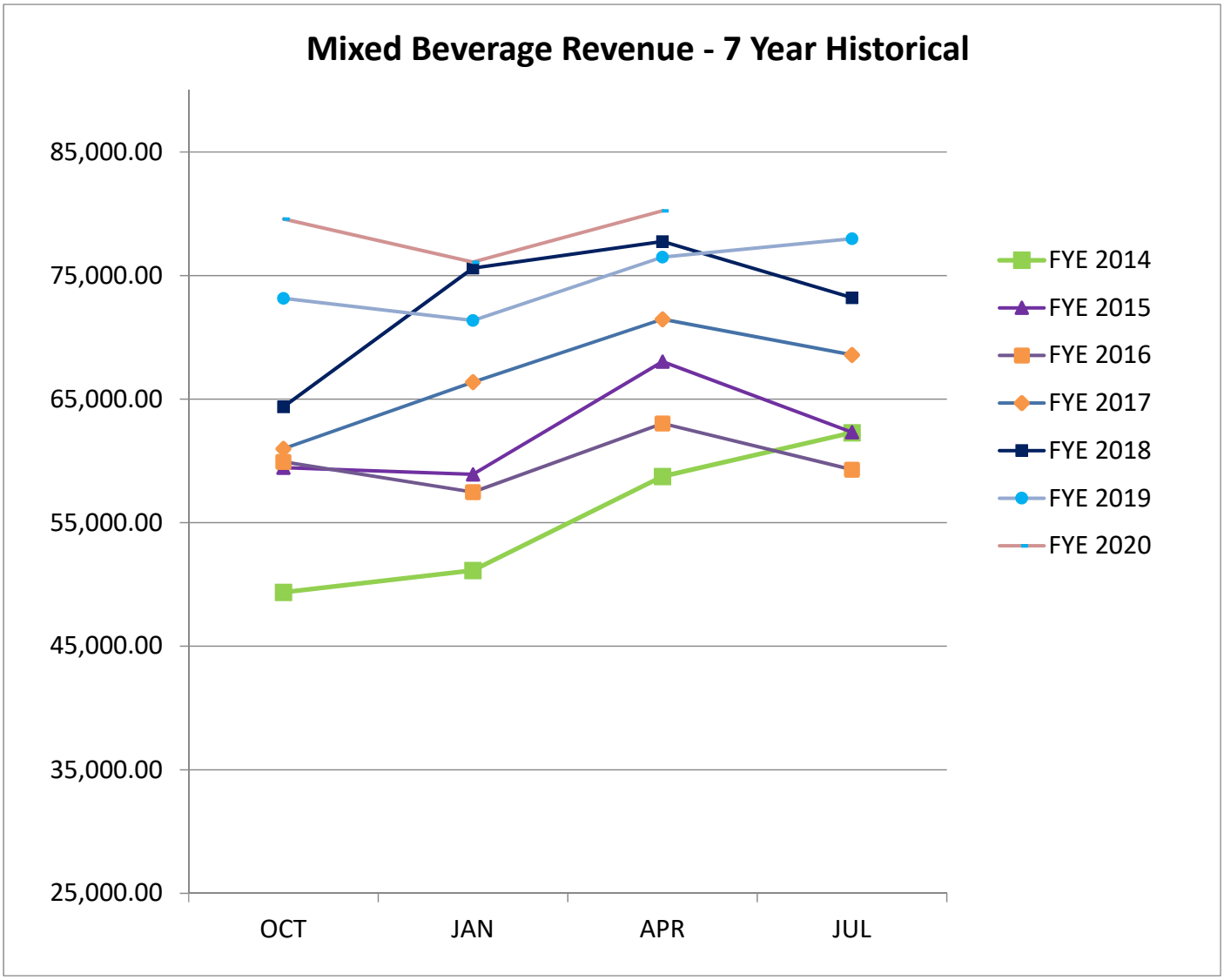
The chart below plots a history of MDD sales tax revenue from the 2012-2013 fiscal year to the current fiscal year.



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	76,091.42
APR	58,740.02	68,036.47	63,028.71	71,467.72	77,758.68	76,494.83	80,244.81
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**	**235,920.76**



The City currently has 31 businesses that hold a mixed beverage permit.
Below is a gross receipt listing from this May as compared to the same month in the previous year.

Mixed Beverage Monthly Gross Receipts by Vendor									
	May 2019				May 2020				DIFFERENCE
	Liquor Receipts	Wine Receipts	Beer Receipts	**Total Receipts**	Liquor Receipts	Wine Receipts	Beer Receipts	**Total Receipts**	
TWIN PEAKS	$85,381.00	$2,739.00	$171,008.00	**$259,128.00**	$102,327.00	$2,116.00	$143,432.00	**$247,875.00**	**($11,253.00)**
PAPPASITOS	$146,470.00	$5,099.00	$28,875.00	**$180,444.00**	$45,995.00	$362.00	$3,284.00	**$49,641.00**	**($130,803.00)**
PAPPADEAUX	$88,180.00	$40,987.00	$23,259.00	**$152,426.00**	$23,152.00	$5,702.00	$2,785.00	**$31,639.00**	**($120,787.00)**
GOODE COMPANY	$86,298.00	$8,570.00	$17,428.00	**$112,296.00**	$47,564.00	$1,963.00	$4,831.00	**$54,358.00**	**($57,938.00)**
BJ'S	$29,850.00	$11,142.00	$33,647.00	**$74,639.00**	$16,348.00	$5,713.00	$16,623.00	**$38,684.00**	**($35,955.00)**
CHUY'S	$58,044.00	$1,013.00	$9,879.00	**$68,936.00**	$14,848.00	$233.00	$2,367.00	**$17,448.00**	**($51,488.00)**
GUADALAJARA	$81,515.00	$3,560.00	$15,952.00	**$101,027.00**	$45,782.00	$880.00	$3,789.00	**$50,451.00**	**($50,576.00)**
LUPE TORTILLA	$82,719.00	$3,902.00	$21,198.00	**$107,819.00**	$64,369.00	$1,539.00	$7,783.00	**$73,691.00**	**($34,128.00)**
BUFFALO WILD WINGS	$17,305.00	$879.00	$38,165.00	**$56,349.00**	$10,374.00	$263.00	$19,577.00	**$30,214.00**	**($26,135.00)**
FIELDING'S WOOD GRILL	$31,485.00	$21,453.00	$15,678.00	**$68,616.00**	$26,442.00	$7,955.00	$5,446.00	**$39,843.00**	**($28,773.00)**
MAIN EVENT	$27,788.00	$1,951.00	$22,809.00	**$52,548.00**	$0.00	$0.00	$0.00	**$0.00**	**($52,548.00)**
SALTGRASS STEAKHOUSE	$35,687.00	$15,651.00	$12,176.00	**$63,514.00**	$20,356.00	$7,091.00	$6,199.00	**$33,646.00**	**($29,868.00)**
MI RANCHO	$59,270.00	$1,063.00	$13,294.00	**$73,627.00**	$59,009.00	$618.00	$9,109.00	**$68,736.00**	**($4,891.00)**
BUCA DE BEPPO	$6,040.00	$11,926.00	$3,079.00	**$21,045.00**	$2,069.00	$3,219.00	$719.00	**$6,007.00**	**($15,038.00)**
HOOTERS	$5,149.00	$195.00	$14,740.00	**$20,084.00**					**($20,084.00)**
BABIN'S SEAFOOD HOUSE	$21,904.00	$10,748.00	$7,146.00	**$39,798.00**	$16,799.00	$7,482.00	$4,012.00	**$28,293.00**	**($11,505.00)**
EL BOSQUE	$16,384.00	$227.00	$3,922.00	**$20,533.00**	$14,349.00	$211.00	$5,262.00	**$19,822.00**	**($711.00)**
JOHNNY'S ITALIAN STEAK HOUSE	$12,317.00	$8,250.00	$8,426.00	**$28,993.00**	$3,391.00	$1,580.00	$1,479.00	**$6,450.00**	**($22,543.00)**
RED LOBSTER	$8,230.00	$3,523.00	$2,765.00	**$14,518.00**	$3,184.00	$1,416.00	$784.00	**$5,384.00**	**($9,134.00)**
RED ROBIN	$4,161.00	$666.00	$5,659.00	**$10,486.00**	$815.00	$52.00	$635.00	**$1,502.00**	**($8,984.00)**
CASA MEDINA	$10,020.00	$156.00	$3,136.00	**$13,312.00**	$4,310.00	$0.00	$228.00	**$4,538.00**	**($8,774.00)**
OUTBACK STEAKHOUSE	$8,026.00	$5,181.00	$4,615.00	**$17,822.00**	$3,123.00	$2,068.00	$2,125.00	**$7,316.00**	**($10,506.00)**
ANOTHER BROKEN EGG	$6,224.00	$11,116.00	$0.00	**$17,340.00**	$4,497.00	$10,025.00	$0.00	**$14,522.00**	**($2,818.00)**
COURTYARD	$2,617.00	$1,842.00	$2,037.00	**$6,496.00**	$0.00	$0.00	$0.00	**$0.00**	**($6,496.00)**
MIA'S TABLE	$4,287.00	$2,799.00	$4,113.00	**$11,199.00**	$1,064.00	$1,144.00	$943.00	**$3,151.00**	**($8,048.00)**
AVENIDA BRAZIL CHURRASCARIA	$8,216.00	$7,935.00	$1,271.00	**$17,422.00**	$3,386.00	$1,907.00	$211.00	**$5,504.00**	**($11,918.00)**
AMC METROPARK 10	$8,819.00	$1,991.00	$5,955.00	**$16,765.00**	$0.00	$0.00	$0.00	**$0.00**	**($16,765.00)**
KILLEN'S STEAKHOUSE	$36,954.00	$84,782.00	$2,836.00	**$124,572.00**	$10,495.00	$16,288.00	$324.00	**$27,107.00**	**($97,465.00)**
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**
BURGERIM	$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	**$0.00**	**$0.00**
TOTALS	**$989,340.00**	**$269,346.00**	**$493,068.00**	**$1,751,754.00**	**$544,048.00**	**$79,827.00**	**$241,947.00**	**$865,822.00**	**($885,932.00)**

As of June 30, 2020 the City's outstanding property taxes totaled $47,824.73. Of this amount, $47,637.02 is from 2009 to 2019 and $187.71 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	484,529.68	-912,818.78	195.32	0.00	484,725.00	-912,818.78
FEB	194,182.90	-290,346.78	187.71	0.00	194,370.61	-290,346.78
MAR	68,113.87	-126,069.03	187.71	0.00	68,301.58	-126,069.03
APR	62,439.35	-5,674.52	187.71	0.00	62,627.06	-5,674.52
MAY	54,800.72	-7,638.63	187.71	0.00	54,988.43	-7,638.63
JUN	47,637.02	-7,163.70	187.71	0.00	47,824.73	-7,163.70
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 June. Most franchise fees are received on a quarterly basis but may not follow the quarters of the calendar year.

Other Revenue Ending June 30, 2020			
	Monthly Activity	YTD	Budgeted Amount
Development Fees:	12,000.00	29,600.00	10,000.00
Property Taxes:	7,841.39	1,174,000.06	903,040.00
Mixed Beverage Tax:	0.00	235,920.76	320,994.00
Building Permit:	19,634.90	871,638.80	450,000.00
Other Permits:	2,045.00	12,213.00	15,000.00
Gas Franchise:	0.00	37,615.74	35,000.00
Electric Franchise:	0.00	0.00	282,000.00
Cable Franchise:	0.00	26,856.02	20,000.00
Telephone Franchise:	33.00	80,891.17	70,000.00
Trash Collection:	2,534.32	27,751.47	39,398.00
Recycling:	3,474.51	30,022.60	27,044.00
Code Enforcement Violation	0.00	0.00	800.00
Pool Use Fees:	3,042.00	4,242.00	9,964.00
Court Fines:	713.00	4,715.00	10,000.00
Court Fees:	279.00	1,931.82	5,000.00
Interest:	0.00	22,078.79	8,000.00
Leases:	1,250.00	11,250.00	15,000.00
Undesignated Revenue:	243.94	9,933.55	20,000.00
Payment in Lieu of Taxes:	7,867.50	63,602.50	71,468.00
Proceeds/Sale of Cap. Assets:	0.00	15,000.00	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: 2020-2021 Period Ending: June 30, 2020				
	Current Total Budget	Period Activity	Fiscal Activity	Percent Remaining
Fund: 100 - GENERAL FUND				
00 - Revenue	9,755,603.00	387,785.40	6,815,227.60	-30.14%
11 - Administration	761,929.00	69,555.50	604,759.01	20.63%
12 - Finance	304,796.00	20,819.56	211,284.24	30.68%
14 - Community Outreach	33,885.00	2,695.00	21,709.02	35.93%
17 - Non-Department	2,545,354.00	253,599.22	1,169,897.44	54.04%
18 - Fire Department	649,041.00	0.00	416,783.00	35.78%
21 - Emergency Management	2,180.00	979.35	6,678.90	-206.37%
22 - Police	3,101,170.00	232,831.50	2,370,335.99	23.57%
23 - Municipal Court	4,329.00	0.00	1,627.90	62.40%
30 - Public Works	1,025,431.00	81,797.26	606,702.50	40.83%
31 - Swimming Pool	116,258.00	15,568.28	68,885.16	40.75%
32 - Parks	34,680.00	5,672.21	23,877.05	31.15%
43 - Community Development	485,675.00	61,347.12	408,798.07	15.83%
55 - Technology	380,115.00	17,617.74	284,943.63	25.04%
Fund: 101 - TREE FUND				
00 - Revenue	0.00	0.00	0.00	0.00%
30 - Public Works	0.00	0.00	900.00	0.00%
Fund: 102 - PARK BEAUTIFICATION FUND				
00 - Revenue	3,900.00	25.00	1,385.00	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	104,117.00	25.00%
55 - Technology	0.00	0.00	65,479.49	0.00%
Fund: 130 - BUILDING PERMITS TECHNOLOGY FUND				
00 - Revenue	0.00	345.00	12,725.00	0.00%
30 - Public Works	0.00	0.00	810.99	0.00%
Fund: 140 - TRASH AND RECYCLING				
00 - Revenue	320,016.00	6,008.83	57,920.68	-81.90%
33 - Trash & Recycling	294,222.00	25,343.18	201,119.30	31.64%
Fund: 200 - SPECIAL REVENUE				
00 - Revenue	1,714,467.00	36,370.04	793,469.83	-53.72%
45 - Hotel / Motel	1,338,308.00	32,709.90	628,974.78	53.00%
Fund: 300 - DEBT SERVICE				
00 - Revenue	2,320,150.00	4,416.30	844,719.98	-63.59%
80 - Debt Service	2,320,150.00	350.00	310,192.00	86.63%
Fund: 400 - CAPITAL PROJECTS GENERAL FUND				
00 - Revenue	799,622.00	512,929.23	936,016.93	17.06%
45 - Capital Purchases/Projects Hotel/Motel	0.00	0.00	0.00	0.00%
60 - Capital Purchases/Projects General Fund	411,922.00	264,348.56	471,896.91	-14.56%
61 - Capital Purchases/Projects Water & Sewer	387,700.00	420,166.25	1,255,261.04	-223.77%
Fund: 500 - DESIGNATED COURT FUNDS				
00 - Revenue	0.00	350.00	676.18	0.00%
23 - Court-Tech. Fund	0.00	0.00	0.00	0.00%
Fund: 600 - WATER / SEWER				
00 - Revenue	2,772,574.00	202,926.44	1,850,995.82	-33.24%
50 - Water & Sewer	2,606,315.00	489,801.10	1,666,317.93	36.07%

Finance Department

FINANCIAL

Bank Balances

The table below shows the account balances for all city bank accounts as of June 30, 2020.

City of Shenandoah Bank Accounts				
Ending Balances as of June 30, 2020				
Wells Fargo			Texpool	
Pooled Cash	13,573,016.51		General Fund	205,371.24
MDD	3,372,575.78		Hotel/Motel	217,349.67
Metro PID	45.33		Debt Service	35,093.18
Land Trust Fund			Water/Sewer	34,535.80
Woodforest	3,493.75		MDD	1,155,837.65

As of June 30, 2020, the City has $ 17,561,086.79 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
6/30/2020	100 - General Fund	6,821,247.38	310.06
6/30/2020	200- Special Revenue (CVB)	3,726,012.98	266.14
6/30/2020	600- Water & Sewer**	235,767.67	23.58
6/30/2020	801- Municial Development District	929,968.20	-

***Note: These numbers are subject to change with year-end journal entries and transfers.**

****Note: Water & Sewer Reserve subject to change with current revenues affected by COVID.**

UTILITY BILLING

Revenue

Utility Billing Revenue Ending June 30, 2020			
	Monthly Activity	YTD	Budgeted Amount
Water	108,397.25	925,598.28	1,499,820.00
Sewer	73,781.00	699,816.20	1,026,827.00
Penalty	0.00	6,834.74	24,000.00
Tap Fees	2,170.00	64,857.90	35,000.00
Temporary Water Meters	0.00	3,205.00	8,000.00
Groundwater Reduction Plan Fees	13,882.15	111,624.99	152,327.00
Lonestar Groundwater Conservation District	2,478.71	20,223.65	23,276.00

SUBMITTED BY: Lisa Wasner, Finance Director

COUNCIL QUARTERLY INVESTMENT REPORT

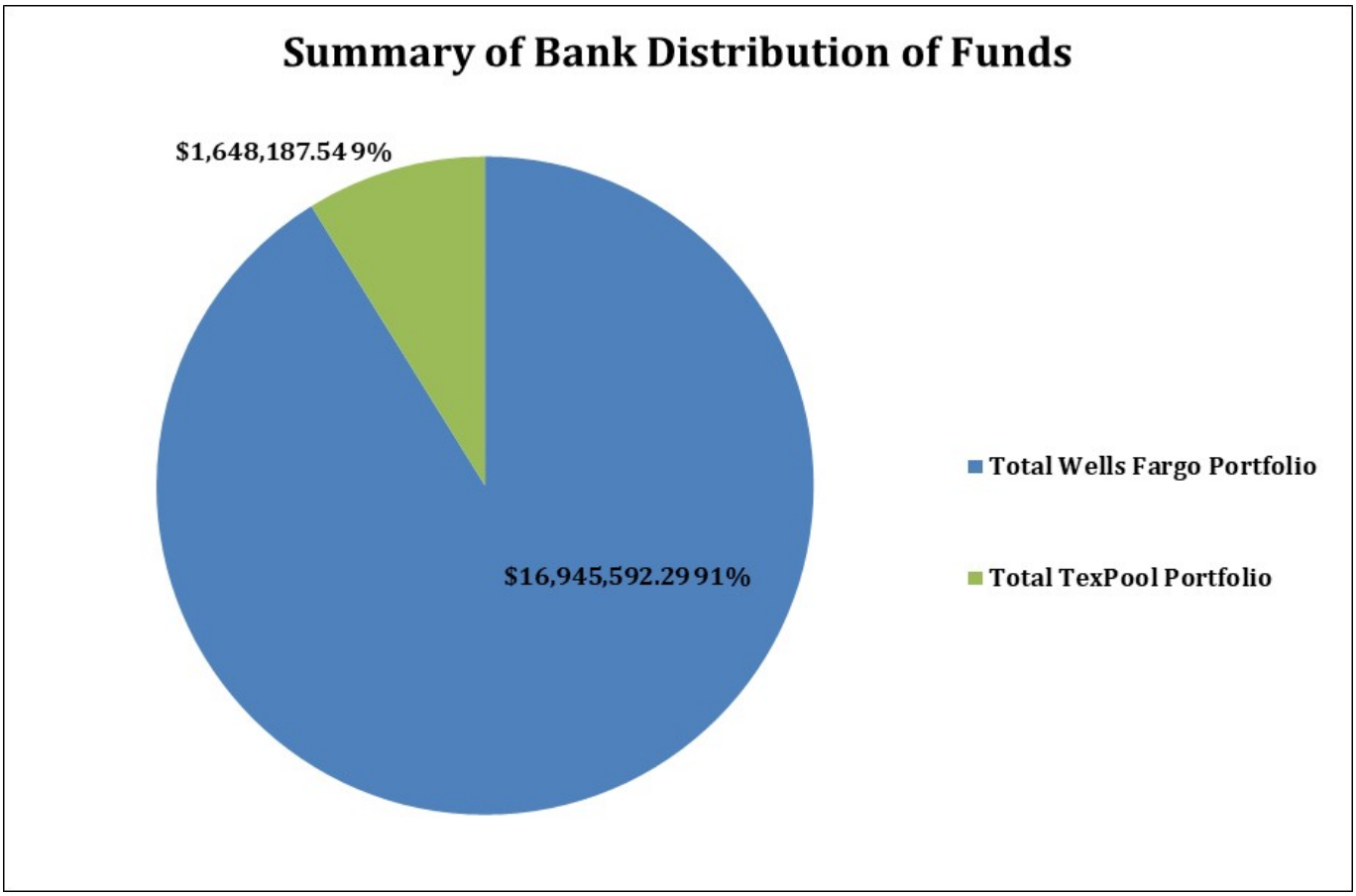
QUARTER ENDING JUNE 30, 2020

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	$14,611,266.49	$13,573,016.51	$1,488.48	$28,155.66
Municipal Development District	$3,057,301.63	$3,372,575.78	$388.37	$3,343.41
MetroPark Square PID	$80,030.22	$38.33	$0.00	$0.00
Total Wells Fargo Portfolio	**$17,668,568.12**	**$16,945,592.29**	**$1,876.85**	**$31,499.07**

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	$205,208.88	$205,371.24	$162.36	$1,768.08
Hotel/Motel Fund	$217,178.90	$217,349.67	$170.77	$1,868.91
Debt Service Fund	$35,064.43	$35,093.18	$28.75	$317.32
Water & Sewer Fund	$34,507.63	$34,535.80	$28.17	$299.05
Municipal Development District	$1,154,936.59	$1,155,837.65	$901.06	$9,924.31
Total TexPool Portfolio	**$1,646,896.43**	**$1,648,187.54**	**$1,291.11**	**$14,177.67**

Total City Portfolio	**$19,315,464.55**	**$18,593,779.83**	**$3,167.96**	**$45,676.74**



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 2018 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: July 15, 2020

Lisa Wasner
Finance Director

SUBMITTED BY: Lisa Wasner

CITY COUNCIL MONTHLY REPORT

POLICE DEPARTMENT

June 2020

PATROL OPERATIONS

Shenandoah PD's largest function and operation is patrol in terms of staffing, time utilization, and response. The patrol division spends a great deal of time responding to calls for service and making proactive contacts and arrests. The tables below provide indicators of patrol activity for the month of **June 2020.**

CALLS FOR SERVICE

CALL NATURE	June 2020
911 Call	31
ATL/BOLO	16
Alarm	52
Animal Call	5
Assault	1
Assault Family Violence	2
Attempted Suicide	2
Auto Theft	2
Burglary of a Vehicle	8
Burglary of a Building	1
Burglary of a Habitation	1
Child Discipline	1
Civil Call	0
Criminal Mischief	4
Death Investigation	3
Disturbance	7
Disturbance (Noise)	6

Duty on Striking Unattended Vehicle	1
Found Property	5
Fraud	2
Harassment	2
Lost Property	1
Motor Vehicle Accident – Non-reportable	11
Motor Vehicle Accident – No Injury	14
Motor Vehicle Accident with Injury	5
Medical Call	26
Missing Person	0
Motorist Assist	14
Open Door	3
Public Service (Information call handled by phone)	12
Reckless Driving	0
Recovered Stolen Vehicle	1
Robbery	1
Shots Fired	0
Suspicious Person	41
Suspicious Vehicle	46
Theft (Felony - $2,500+ Value)	3
Theft (Misdemeanor – under $2,500 Value)	7
Towed Vehicle	18
Traffic Hazard	20
Welfare Concern	75

PROACTIVE CONTACTS/ARRESTS

Driving While Intoxicated	6
Public Intoxication	5
Narcotics	14
Warrant Service	12
Arrest Felony	18
Arrest Misdemeanor	26

PROBLEM SOLVING EFFORTS

The police department encounters and addresses a wide assortment of criminal trends, nuisances, and quality of life issues that vary at any given time. Below are some issues encountered and addressed for **June 2020.**

- Increased traffic enforcement throughout the city to reduce the amount of traffic accidents that are increasing throughout the county. The increase in traffic stops also produced more arrests of criminal activity.
- A focus for traffic enforcement was also made in the residential areas due to ongoing complaints. The result was 27 residential traffic stops in the residential area.
- Ten (22) identified instances of nearby jurisdiction (The Woodlands, Oak Ridge North, South Montgomery County) car burglaries where officers saturated similar areas/parking lots, resulting in no further vehicle burglaries in Shenandoah.
- (12) Robberies occurred within Montgomery County from Conroe, The Woodlands, Oak Ridge North, and South Montgomery County. One incident occurred in Shenandoah, however; the suspect was apprehended.

TRAFFIC ENFORCEMENT OPERATIONS

In **June 2020**, Shenandoah officers made 220 traffic stops. The following table indicates general locations and number of traffic stops in conducted in each area.

TRAFFIC ENFORCEMENT AREA	June 2020	May 2020	April 2020
North Bound Service Road and Eastern Commercial Areas	130	96	24
South Bound Service Road	29	14	9
Residential Areas	27	18	2
Interstate 45 Main Lanes	16	7	1
Woodlands Township Area	18	15	0
Total	**220**	**150**	**36**

CRIMINAL INVESTIGATIONS

There were approximately 52 patrol dispatched complaints for the month of **June, 2020** with complaints that required the initiation of a criminal offense report or an incident report.

There are currently 27 open cases, assigned to the criminal investigations section. 1 case has been submitted to the D.A.'s office for review, and 3 active arrests warrants are pending service.

Cases of note

Burglary of a Habitation – Residential - An unknown male suspect forced entry into a home and an attached garage, in Shenandoah Valley. Nothing was taken from the home but items were staged, as if it was an attempted burglary. Detectives responded to the scene and attempted to locate latent fingerprints, with negative results. A photograph, of a potential suspect, was obtained but to this date the suspect has not been identified.

Robbery – 19300 block of David Memorial – A male suspect robbed a local motel. **The suspect was located and arrested**. No weapons were used during the commission of this offense. The same suspect was linked to a separated theft case, at another motel in the city, and that case had been cleared as well.

Burglary of a Building – 200 block of Ed English – Unknown suspect forced entry into a business and stole computers.

Attempted Theft from an ATM – 1400 block of Research Forest – Three unknown suspects attempted to break into the vault of an ATM. Suspects were unsuccessful but the ATM was heavily damaged.

Burglary of Vehicle – 19300 block of David Memorial – Four cars were burglarized. **Officers located the suspect and made an arrest.** All property was recovered and a link has been established between the suspect a multiple burglaries that occurred in Galveston. Local detectives are working with detectives in Galveston, and other jurisdictions, and this arrest will likely clear over 20 burglaries in the region.

Motor Vehicle Thefts – Two motor vehicles were stolen, by unknown suspects, from commercial parking lots. Both vehicles were quickly recovered but were unoccupied and abandoned at the time of recovery.

CODE ENFORCEMENT ACTIVITIES

The following is a list of quality of life issues that were submitted during **June** 2020 either by residents, Administrative Code Enforcement or police officers in the course of maintaining assigned Areas of Responsibility.

21 GoGov action items submitted to the Shenandoah Police Department in **June** 2020:

TYPE OF ACTION LINE REQUEST	NUMBER OF ACTION LINE REQUESTS	NUMBER OF REQUESTS RESOLVED	NUMBER OF REQUESTS UNRESOLVED
Animal Control	2	2	0
Grass Complaint	1	1	0
Code Enforcement	6	6	0
Vacation Watch	2	2	0

Graffiti	0	0	0
Non-Conforming Signs	6	6	0
Other	0	0	0
Junk Motor vehicle	4	4	0

The action items submitted revealed **19** by Shenandoah PD officers, **0** by city employees and **2** by citizens. In **June No** property liens were recorded for city ordinance violations (high weeds and grass). **0** Citations were issued for city ordinance violations. No yards were force mowed.

Submitted by

COUNCIL MONTHLY REPORT

DEPARTMENT: PUBLIC WORKS

MONTH: JUNE 2020

PUBLIC WORKS

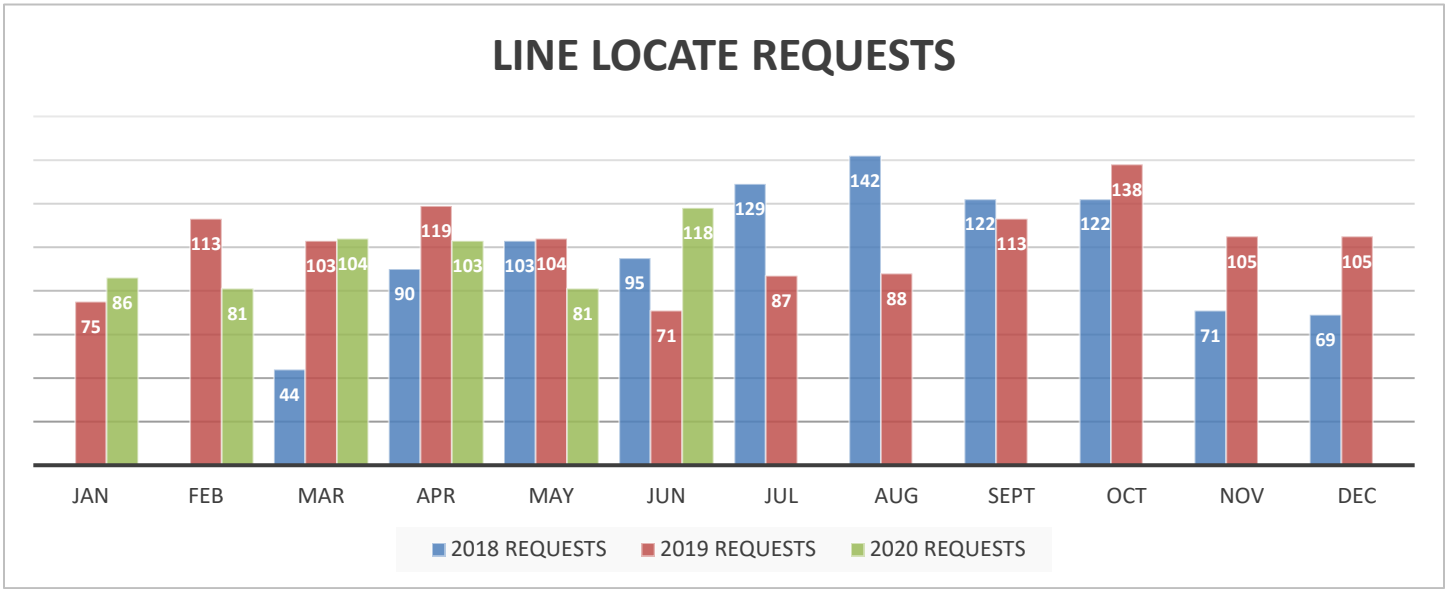
During this month, Public Works staff responded to 36 requests for service submitted through the City's E-Gov software. Of those requests for service 9% were generated from outside City Hall.

Public Works staff ran the street sweeper four times this month. The table below records the debris recovered, diesel used, hours swept, and the volume of water used.

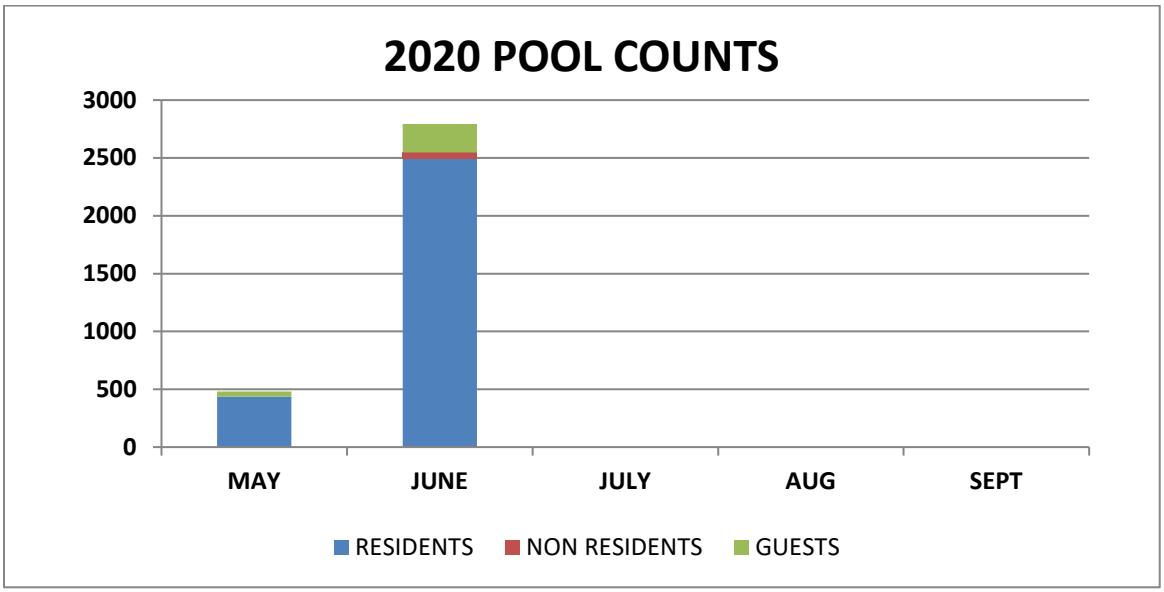
Date Swept	Diesel Used (gallons)	Hours Swept	Collected Amount (cubic yards)	Water Used (gallons)
6/04/2020	8	4	4	300
6/11/2020	9	4	4	300
6/18/2020	9	4	4	300
6/26/2020	7	4	4	150
JUNE	**33**	**16**	**16**	**1050**

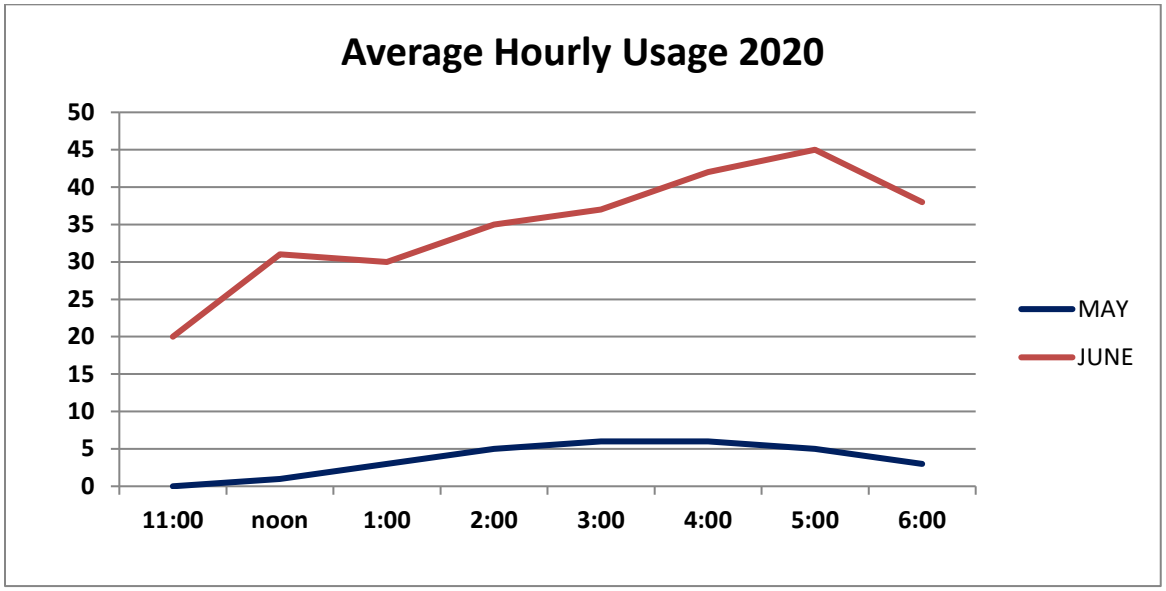
In June, there was four cuts of the irrigated areas (those areas of the City with sprinkler systems), and four cuts of the non-irrigated areas. Once a week LandCare's staff checks these areas and picks up any debris.

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.



Pool data is recorded in the following charts.

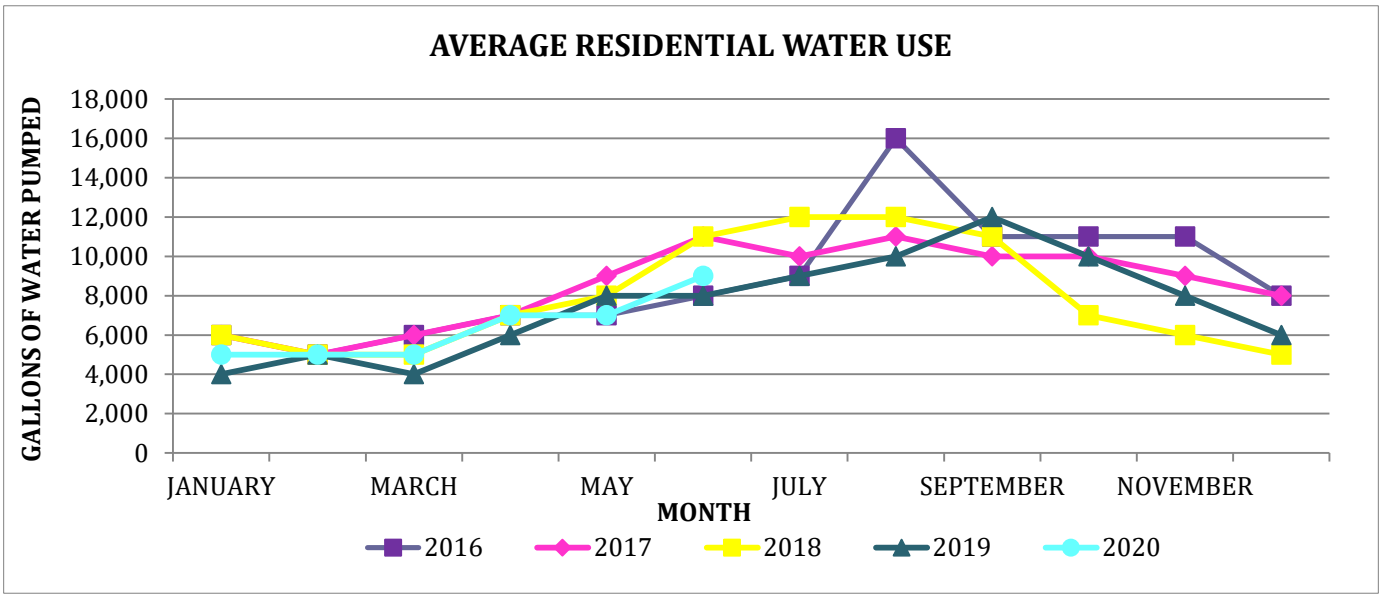




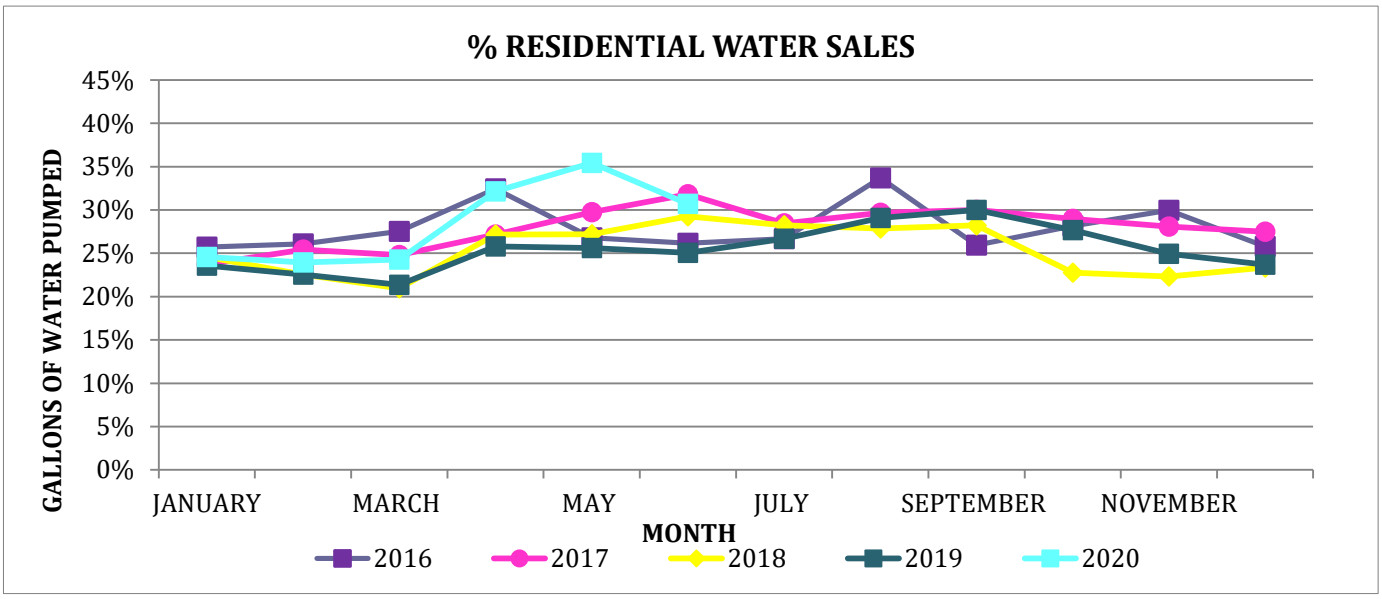
WATER & SEWER

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.

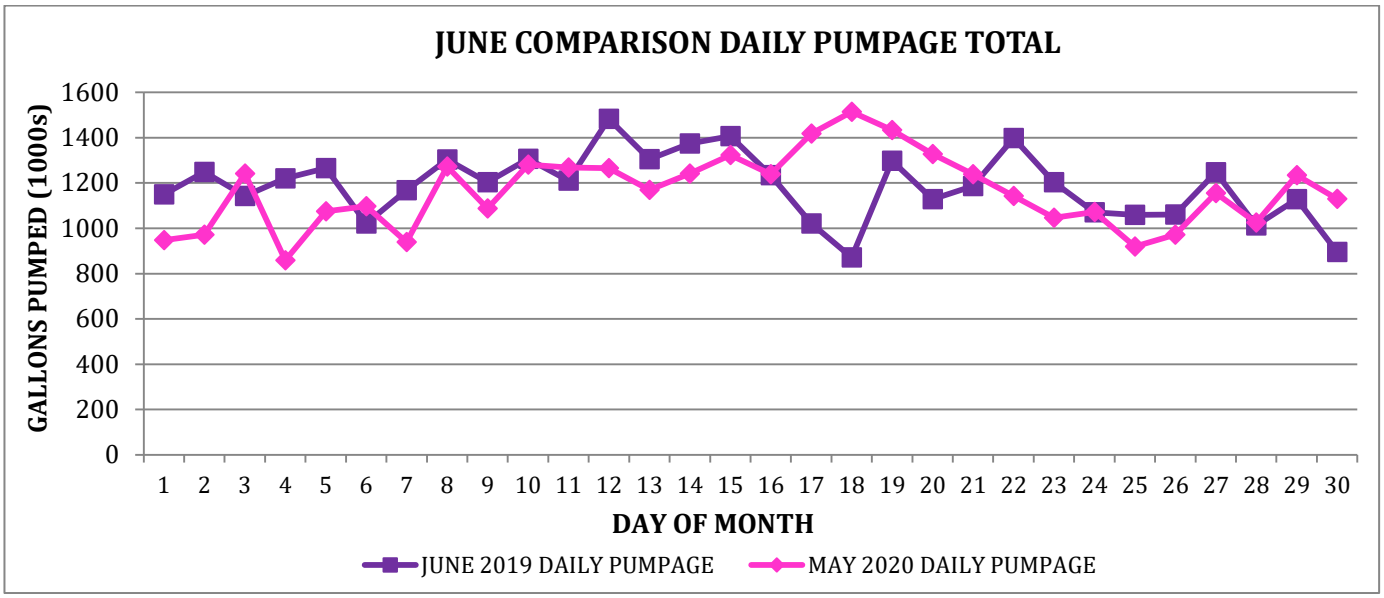
Groundwater production for the calendar month of June was approximately 34.9 million gallons with an average daily use of 1,164,000 gallons. The average residential water use for the billing month was 9,000 gallons. The next chart shows the average residential water use for each month compared to previous months.

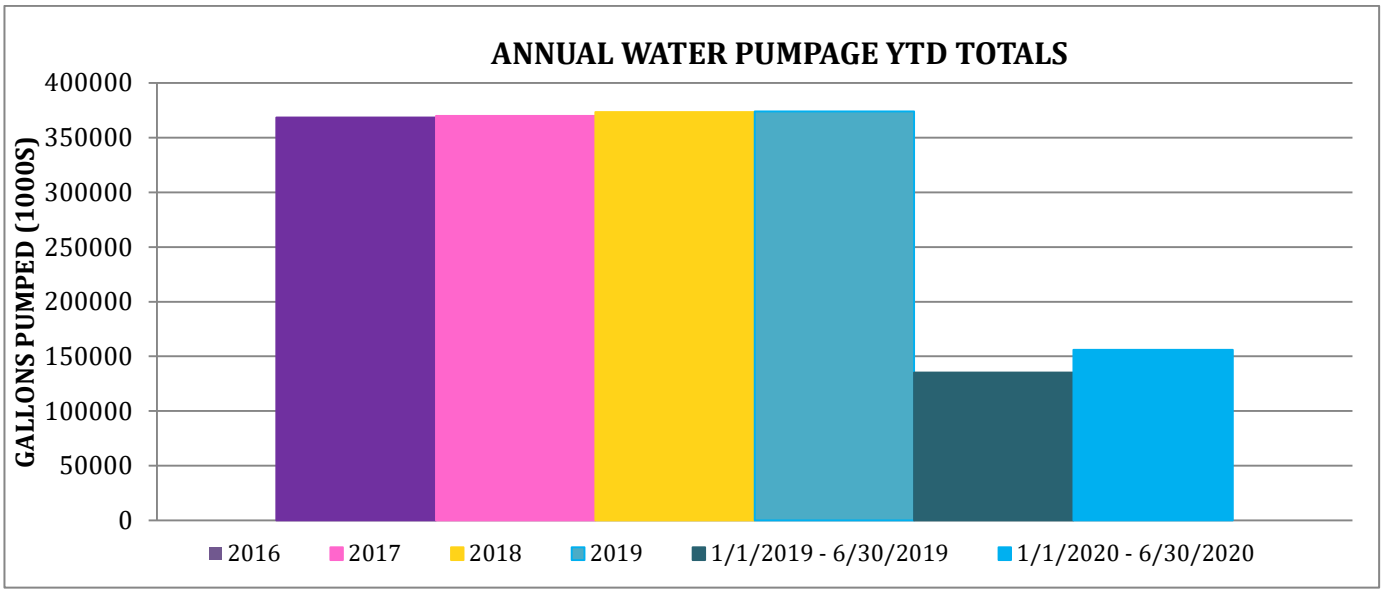


The next chart shows how much residential water sales have accounted for. In June 2019 residential water sales accounted for 25.07% of all water sales compared to 30.69% for the current month.

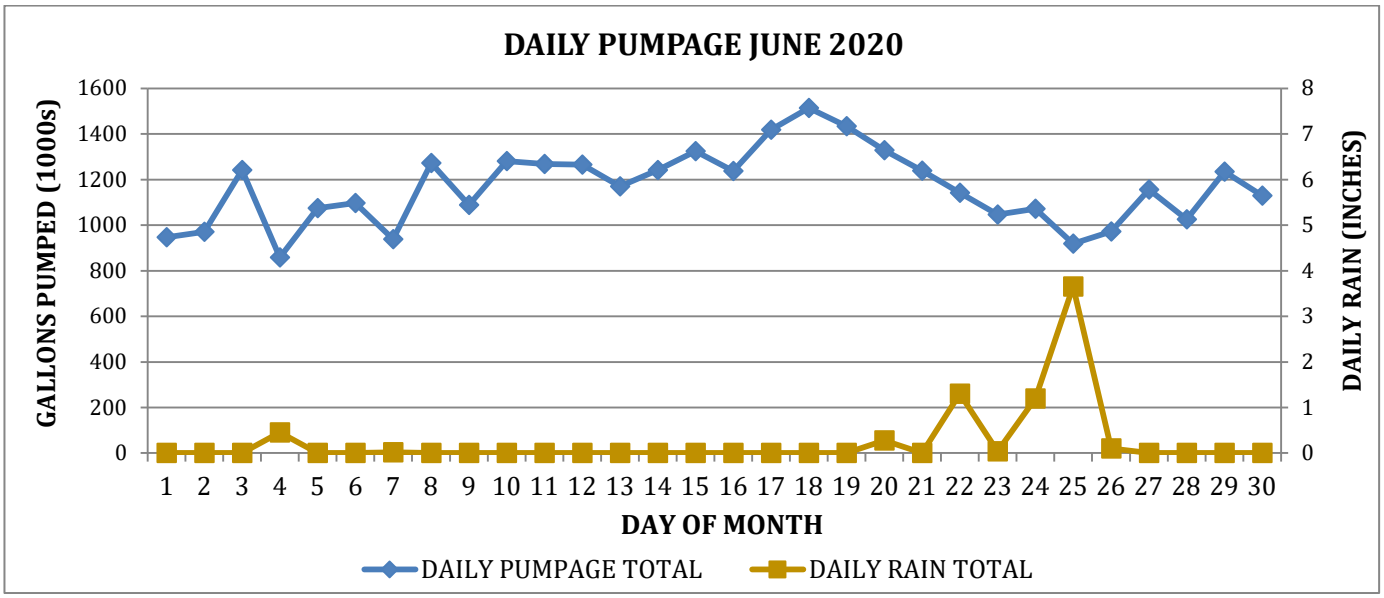


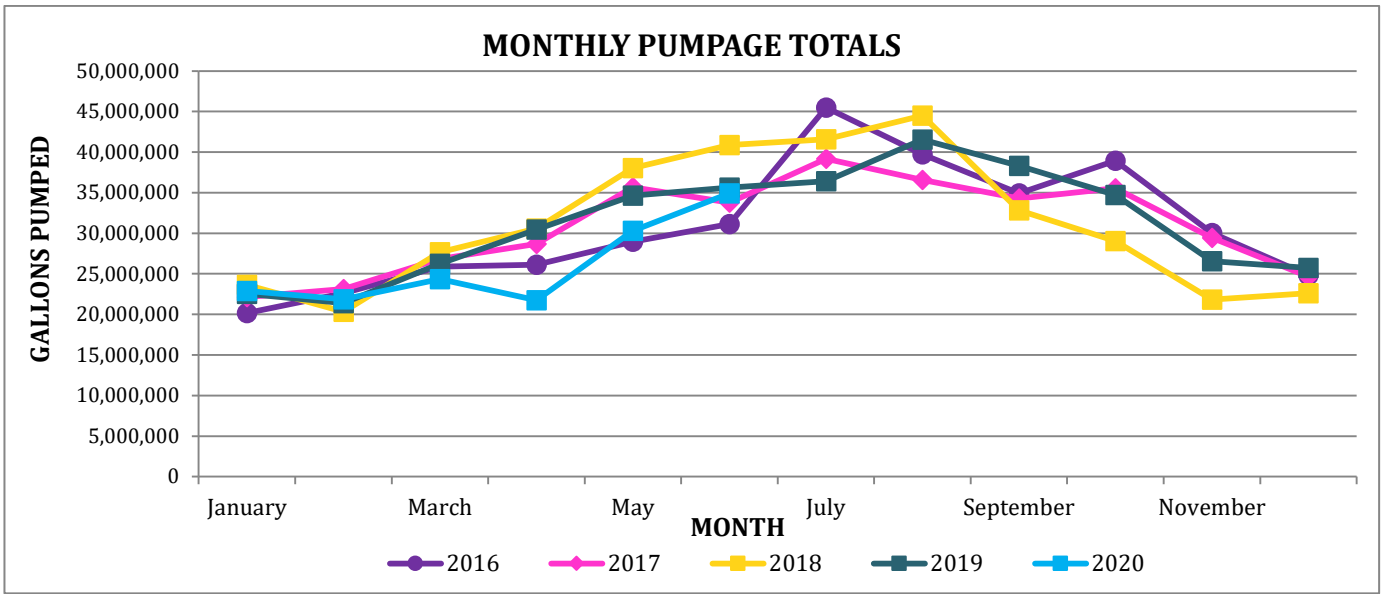
The next two charts show the daily pumpage data compared to previous years. Through June the City has pumped 156 million gallons of water this year. Last year during the same period the City pumped 170.9 million gallons.



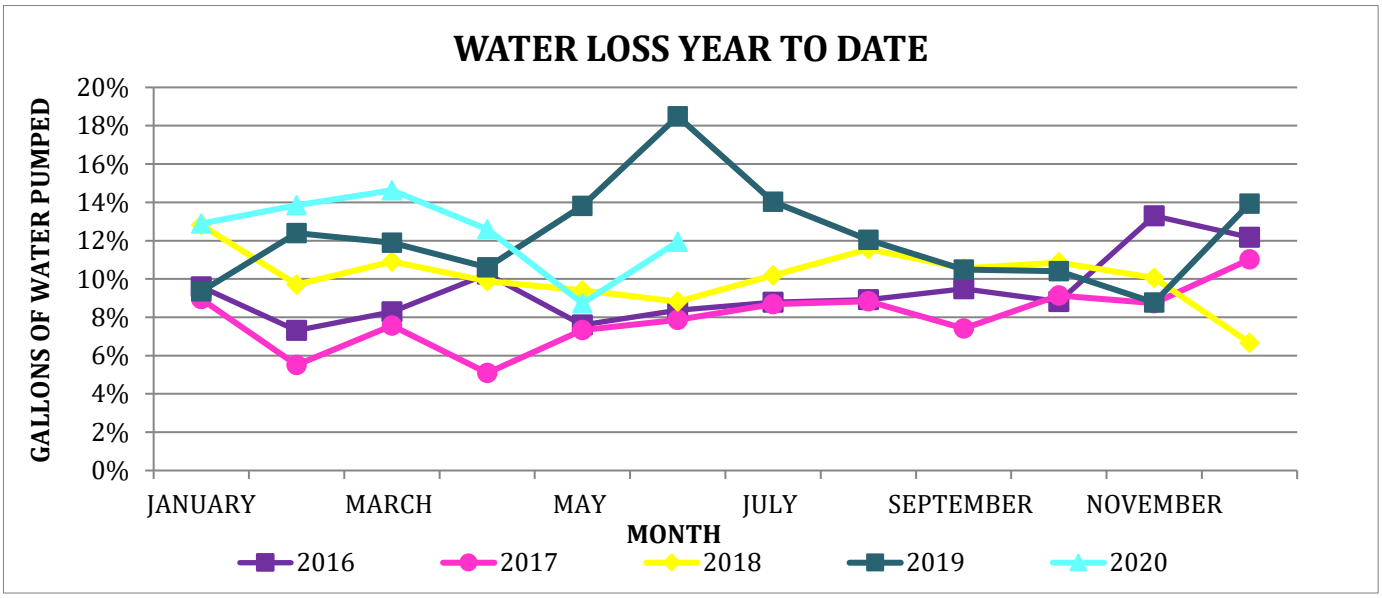


The next charts show the daily pumpage compared with rain and monthly pumpage totals.

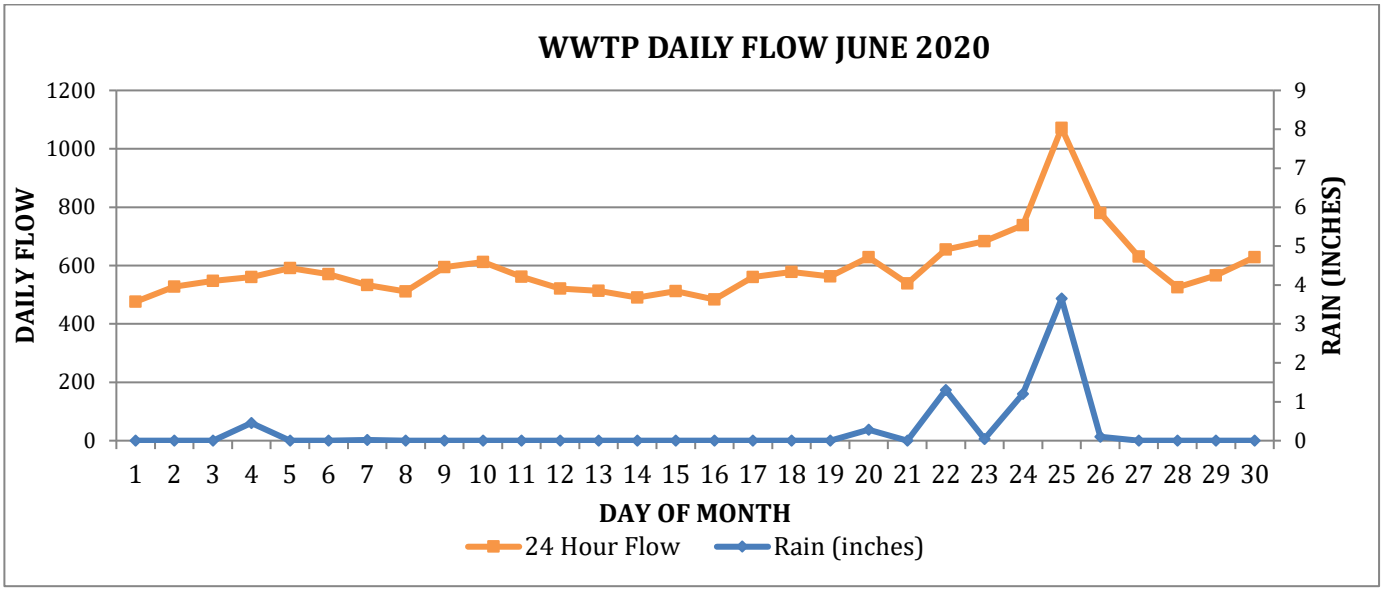




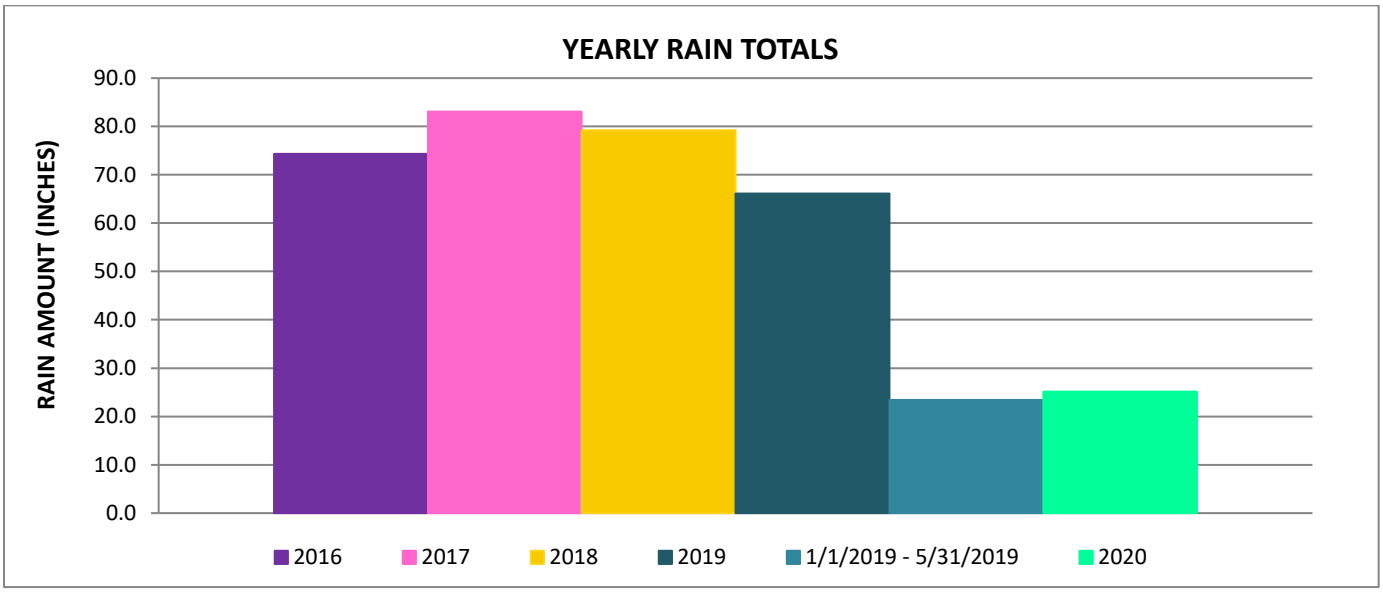
The water loss for the month of June was 11.95%. The next chart compares the loss rate to previous years.



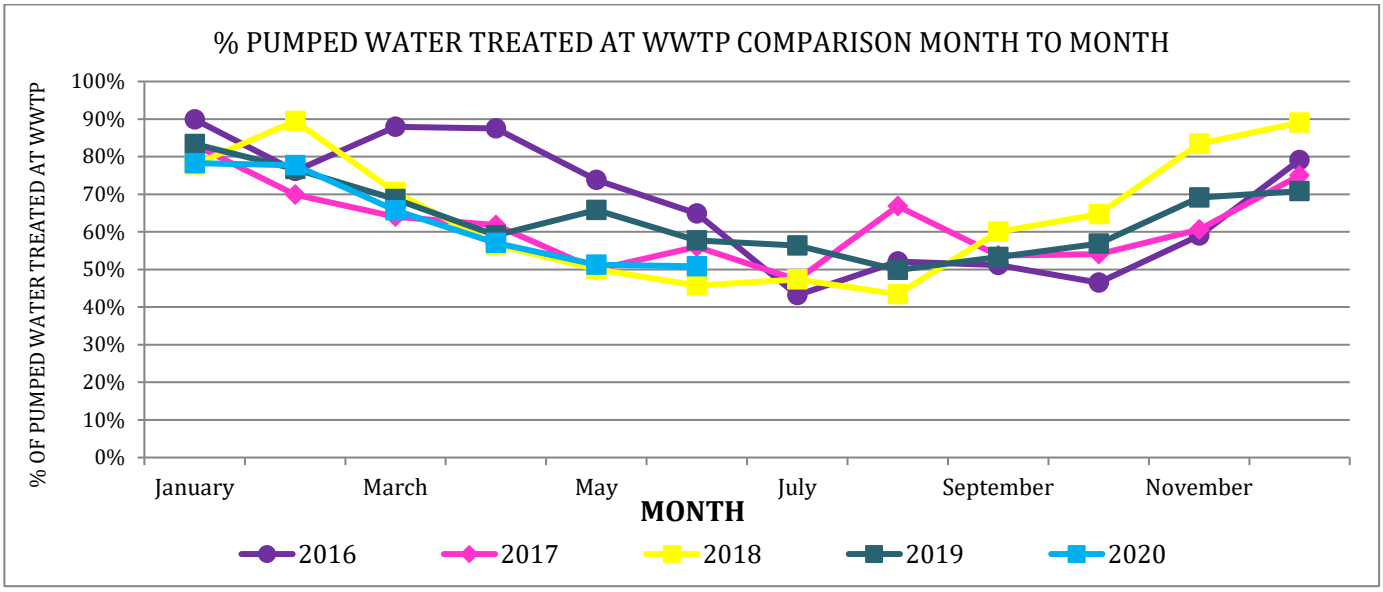
The City's wastewater treatment plant flowed 34.9 million gallons this month for an average of 591.7 gallons per day. Through the year, the City has treated 76.6 million gallons of drinking water. The next chart shows the daily flow at the treatment plant and daily.



Through June 30th the City has registered 25.11 inches of rain at the treatment plant compared to 34.67 and 31.67 inches in previous years. The next chart summarizes rainfall from previous years.



The City "recovered" over 50.85 % 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

PROJECTS UNDER DESIGN

- **East Relief Pond (Eastside Regional Detention Pond)**

  April – Ongoing discussions with property owners to obtain drainage easements.

  May – Easement acquisition discussions still underway.

  June – Easement acquisition discussions still underway. Wetlands permit under review. Staff has commenced work on a Texas General Land Office (GLO) grant application for full funding of the project.

- **David Memorial Extension Phase II and III**

  April – ROW deeds in preparation.

  May – Revised USACE application submitted for the section in the county and city of Conroe limits.

  June – Project design is being funded through a County grant program. ROW deeds in preparation.

- **Impact Fee Study 2019**

  April – Impact Fee advisory committee meetings delayed by COVID-19.

  May – Impact Fee advisory committee meetings delayed by COVID-19.

  June – Impact Fee committee has 1st meeting on June 16th. Land use discussed.

- **Water/Sewer Rate Study 2019**

  April – Rate study nearly completed, presentation of findings to city council anticipated in May.

  May – Rate study presentation completed. Modifications underway based on council comment. Additional financials are being organized for presentation. A second presentation likely to occur in July with additional data.

  June – Work commences in preparation for budgeting. Rates to be adjusted dependent on outside funding sources.

- **Sewer Collection System Model 2019**

  April – Several locations across the city are lacking sizing data and invert elevations. Subcontractor considered by Bleyl to collect remaining missing data.

  May – Additional data (lift station pump sizing, pump curves, etc.) being collected for final report.

June – Staff met to review draft final report. Additional surveying needed for two locations.

- **Transportation Coordination (Tamina, David Memorial, I-45, Research, and Grogan's Mill at Research)**

  April – Design of Research Forest right turn lane extension and Home Depot driveway swap is nearing completion. ROW discussions are in progress with Home Depot to complete IH-45 Intersection improvements at Tamina/Research Forest. Grogan's Mill improvements on hold while Entergy moves an existing pole out of proposed lane.

  May – ROW discussions still underway with Home Depot.

  June – ROW discussions still underway with Home Depot.

- **Research Forest Lift Station Rehabilitation**

  June – Request for proposal (RFP) draft started.

PROJECTS UNDER CONSTRUCTION

- **Elevated Storage Tank Rehabilitation 2019**

  April – Construction ongoing. Several items not listed in original bid in need of repair are being combined in Change Order #1.

  May – Exterior sandblasting nearing completion. Repairs of interior tank nearly completed and ready to be put back in service.

  June – Exterior and interior blasting completed. Water storage tank coating applied.

- **Vision Park Rear Lot Storm Sewer Improvement Project**

  April – Project bid and approved for construction by city council.

  May – Project underway and projected completion in June.

  June – Project completed.

- **Park Surge Protector**

  April – COVID-19 delays to rebuilding of surge protector.

  May – COVID-19 delays to rebuilding of surge protector.

  June – Project completed.

SUBMITTED BY: Joseph Peart

BLEYL ENGINEERING
PLANNING • DESIGN • MANAGEMENT

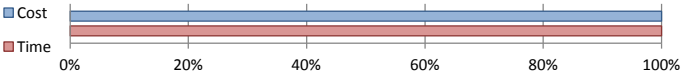
CITY OF SHENANDOAH TEXAS

City of Shenandoah Engineer's Report
June 2020
(June 10, 2020 through July 8, 2020)

Projects Under Construction

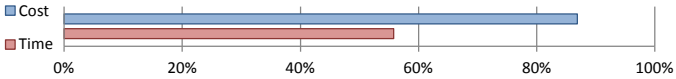
Project Name	*Contractor*	*Contract Start Date*	*Contract Time*	*Contract End Date*	*Substantial Completion*	*Days Over Contract Time*	*Percent of Contract Cost*	*Percent of Contract Time Expired*
Savanah and Pinecroft Waterline Improvements (Phase 2 - Pinecroft)	Eastex Utility Construction	12/2/2019	90 Working Days (Phase 2)	4/3/2020	4/23/2020		100.00%	100.00%
Elevated Storage Tank Rehabilitation	Tank Pro, Inc.	3/27/2020	160 Working Days	9/9/2020			86.90%	55.81%
Vision Park Storm Drain	A-Status Construction	5/12/2020	60 Days	7/11/2020	6/11/2020		100.00%	100.00%

* Time is at the beginning of the month if there is no date of substantial completion.



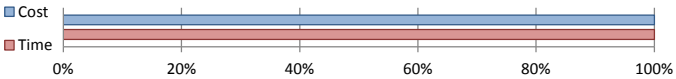
Savanah and Pinecroft Waterline Improvements - 12243

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.	The project is complete and placed into the one-year warranty period (April 23, 2020).



Elevated Storage Tank Rehabilitation - 12531

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.	The project is in construction and completion is scheduled for September 2020. **The painting and logos are 90% complete and the tank has been refilled.**



Shenandoah Vision Park Storm Drain - 11824

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 project was awarded to A-Status Construction and began on 5/12/20. The construction is substantially complete and a final inspection was held on 6/11/20. **The project is complete and placed into the one year warranty period (June 11, 2020).**

City of Shenandoah Engineer's Report
June 2020
(June 10, 2020 through July 8, 2020)

Projects Under Design

Shenandoah East Side Wetlands Permitting - 12101

Project Description	*Update*
Bleyl was authorized on 6/28/17 to obtain a Corps of Engineers Permit for working in a wetlands area. The current estimated approval date is March 2021.	Application was submitted in March 2018. Public Notice was given in August 2019. COE comments have been received and addressed, most recently in March 2020. **The permit application is being reviewed.**

David Memorial Extension Phase II and III - 12473

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. Phase III (Montgomery County and City of Conroe) has been authorized. Design Completion - 12/31/20 Wetlands Permits - 12/31/22 Construction - 2023	A revised USACE application was submitted in May. Additional information was submitted on 7/1/20. The hospital will provide the metes and bounds description for the right-of-way. Right-of-way deeds are being prepared. The 60% design was submitted in June 2020. A proposal from Sam Moon regarding expedited construction was presented to Council on 6/10/20. **This proposal is in negotiation.**

East Relief Pond Option 1B - 12203

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. **The following is for the east drainage solution:** **Design Completion - 8/31/20** **Permits - 11/30/20** **Construction - 2/1/20**	The project is on hold for funding and to explore additional options for draining this area by gravity east of the railroad. A proposed plan, schedule and budget was presented at the May 27 Council meeting. An update was given to Council on 6/10/20. **The acquisition of a drainage strip is underway. (to drain a portion of the area to the east.)**

Carter's Slough Hydraulic Study - 12370

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. An update was given to Council on 6/10/20. **The acquisition of a drainage strip is underway. (to drain a portion of the area to the east.)**

City of Shenandoah Engineer's Report
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MS4 General Permit Renewal - 12391

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/Research Forest East Bound Right Turn Lane - 12402

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, along with the Research Forest right turn lane. A Home Depot driveway relocation was added to the scope of work. **Design - Complete** **Construction - June 2021**	The project schedule has changed to June 2021 construction.

Research Forest/Tamina Major Intersection Improvements - 12403

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). Design Completion/Approval - December 2020 Bidding and Construction - February 2021	TxDOT has approved the project for final design. The proposal for final design was approved at the 4/22/20 MDD and Council meetings. Final design is underway.

Shenandoah Impact Fee Study - 12535

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. **Study Completion - October 2020** **Impact Fee Adopted - October 2021**	The Impact Fee Study is estimated to be completed by October 2020. The first committee meeting for the study was cancelled. **A committee meeting was held on June 16, 2020. A second meeting is scheduled for July 21, 2020.**

City of Shenandoah Engineer's Report
June 2020
(June 10, 2020 through July 8, 2020)

Shenandoah Utility Rate Study - 12534

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. **Final Draft - 7/22/20**	The draft Rate Study was presented at the May 13th Council Meeting. Bleyl is working with staff to complete the final draft. **The final draft study will be discussed at the July 22, 2020 Council meeting and the July 31, 2020, Budget Workshop.**

Shenandoah Sewer Model - 12536

Project Description	*Update*
Bleyl was authorized on 9/25/19 to evaluate the existing sanitary sewer system and provide recommendations for the City. **Final Report - 8/12/20**	The model was submitted to the City in June 2020, along with recommendations for infrastructure improvements. **Additional surveying and line televising is underway.**

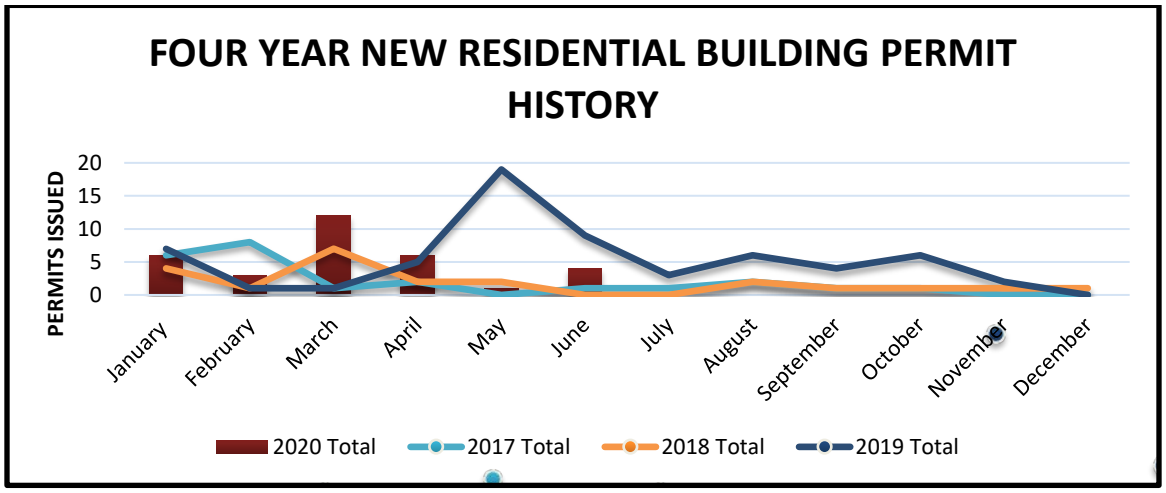
COUNCIL MONTHLY REPORT

DEPARTMENT: COMMUNITY DEVELOPMENT AND MUNICIPAL COURT

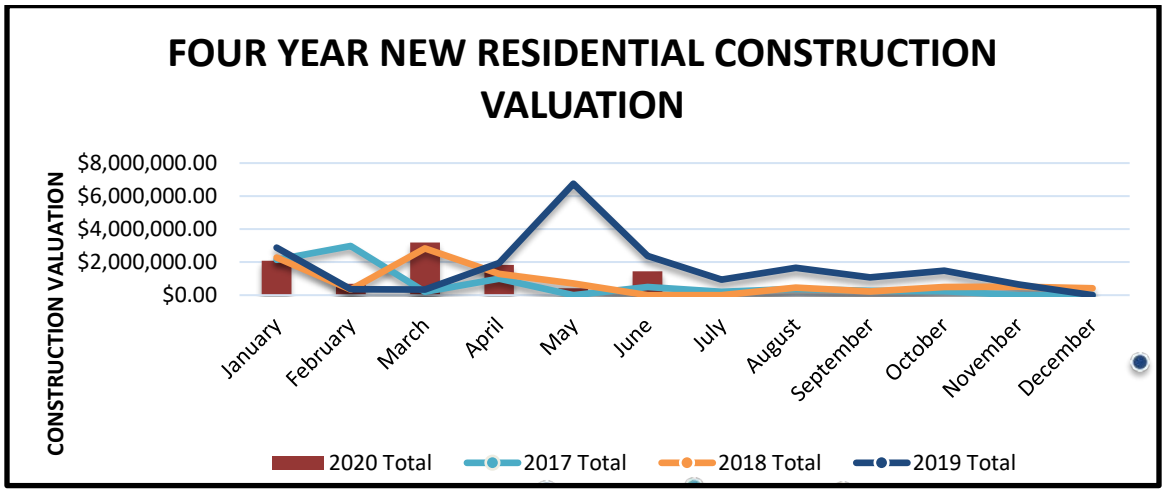
MONTH: JUNE 2020

COMMUNITY DEVELOPMENT

During June the City issued four permits for a new residential home compared to nine in June 2019. The chart below compares residential permits issued from 2017 to current year.



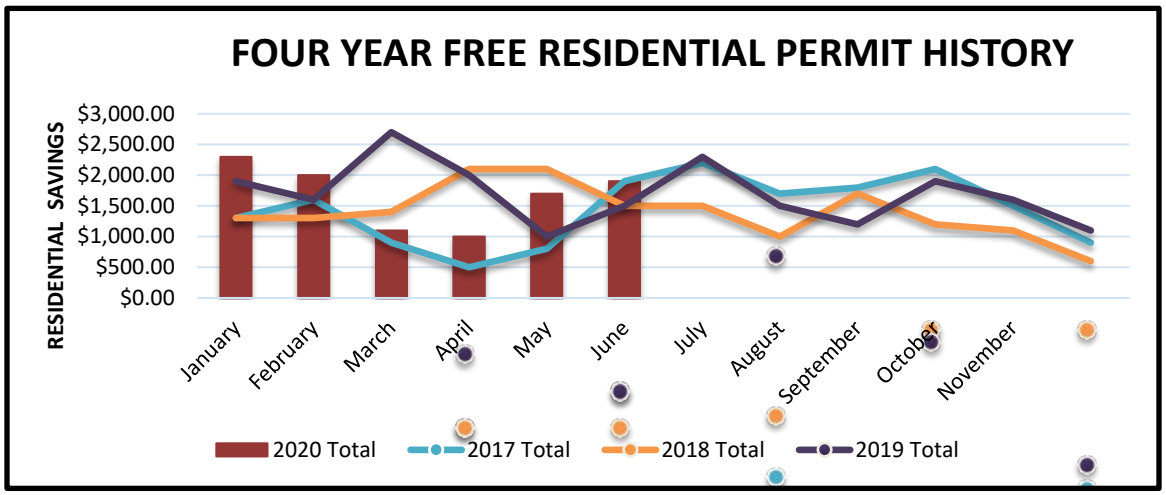
Residential construction value based on the contractors' declared construction cost during the month of June is $1,437,470.00, which represents a YTD decrease of 34% compared to 2019. The chart compares new residential construction valuation data from 2017 to current year.



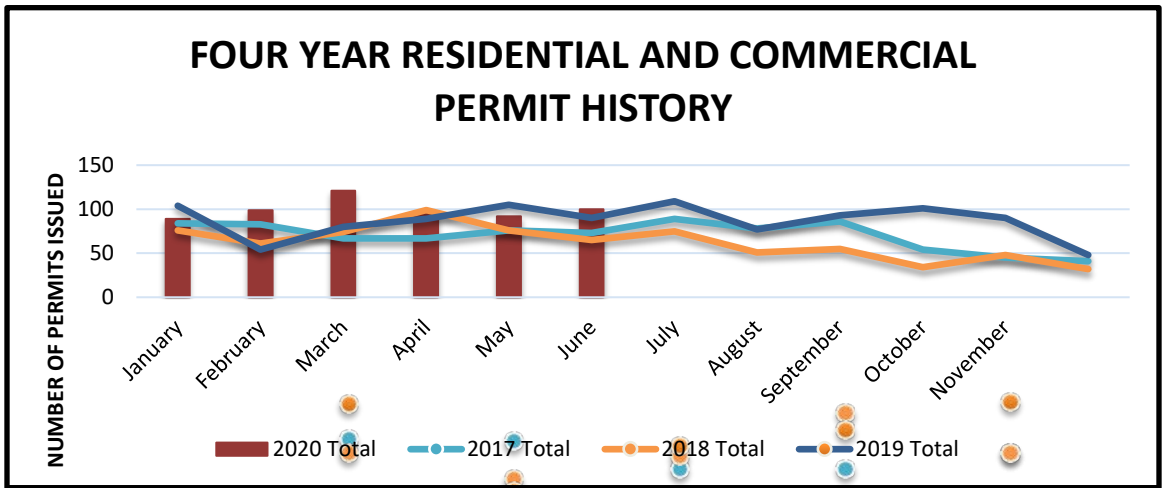
The table below shows the residential development and each subdivisions overall completion rate. Shenandoah has a total of 1,292 lots in the residential subdivisions and is currently at 85% built out. Vacant lots also include lots which residents have fenced in as part of their yard but a house could 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	1	4	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	15	0	47	76%
Wellman Manor	32	9	14	9	28%
Boulevard Green	89	4	50	35	39%
The Centro	114	10	86	18	16%
CITY TOTAL	**1292**	**40**	**159**	**1093**	**85%**

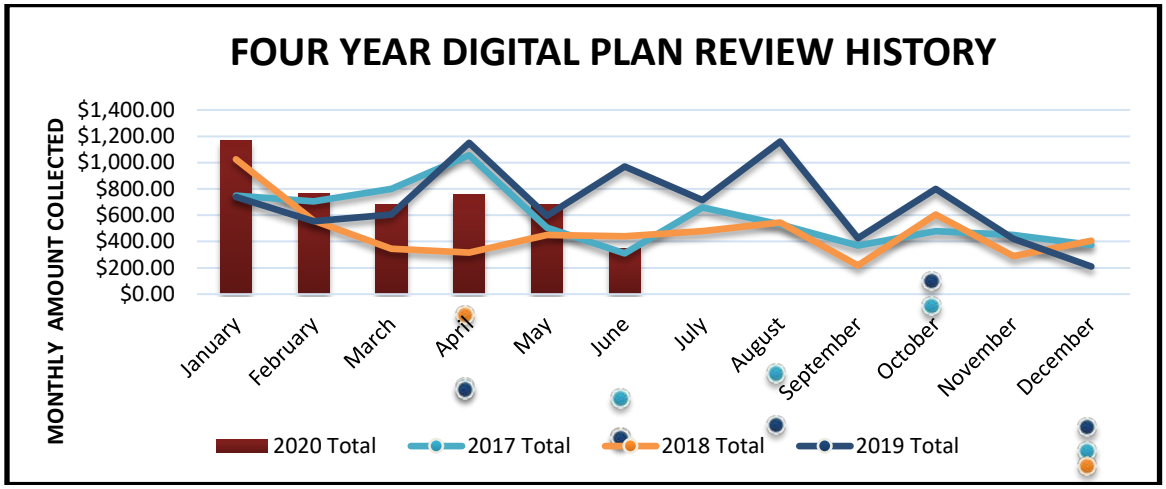
Currently the City issues permits for residential remodels, roofs, irrigation systems and pools for no charge. In June the City issued 19 free permits for residential improvements. Total savings to residents is $120,700.00. The chart below compares free residential improvement permit data from 2017 to current year.



During June the City issued 100 residential and commercial permits compared to 90 in 2019. The chart below compares all residential and commercial permits issued from 2017 to current year.



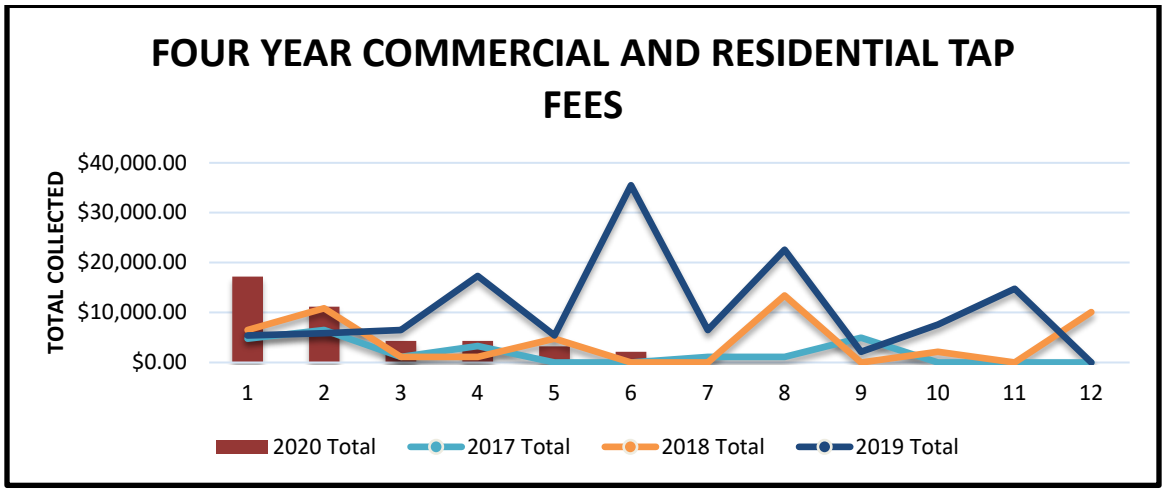
In 2014 the City implemented a digital plan review process to provide better service for the contractors and to accept plans digitally, charging a nominal fee depending on the number of pages submitted for review. During June the City collected $345.00 for digital plan review fees. The revenue collected since implementation in 2014 is $41,179.99. The chart below outlines the fees collected for the digital plan review from 2017 to current year.



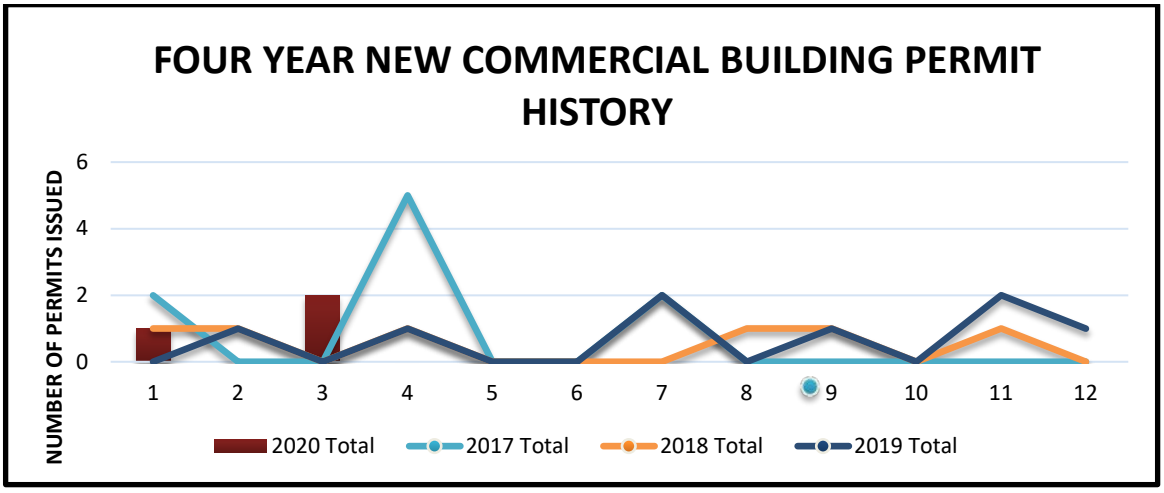
The digital plan review fee is used to purchase equipment and enhance the digital plan review process. In June there was one purchases from the digital plan review account. The digital plan review fee balance is $26,418.12. The chart below outlines the digital plan review revenue and the expenses based 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	$5,840.00	
Total Expenses	$3,344.25	$5,029.99	$795.00	$475.22	$0.00	$810.99	
Total	**$3,702.75**	**$1,065.85**	**$6,431.15**	**$5,204.78**	**$8,215.00**	**$5,029.01**	**$26,418.12**

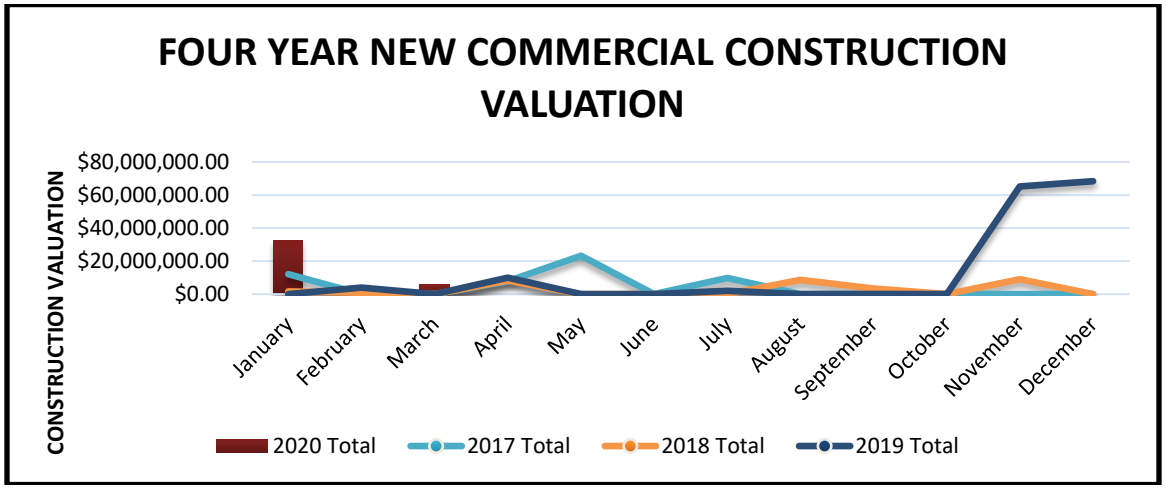
During June the City collected $2,170.00 for commercial and residential tap fees. The chart below compares commercial and residential tap fees collected from 2017 to current.



During June the City issued zero new commercial permit comparable to none in 2019. The chart below compares commercial building permits issued from 2017 to current year.



The commercial construction value based on the contractors' declared construction cost during the month of June is $0.00. The chart below compares new commercial valuation data from 2017 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
17645 Residence Drive	Hyatt House Hotel	June 26, 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
201 David Vetter Blvd.	The Woodlofts	January 10, 2020
The Centro, 18346 W Centro Circle	Dog Park	Mach 3, 2020
18200 IH 45	Hampton Inn & Suites	March 9, 2020

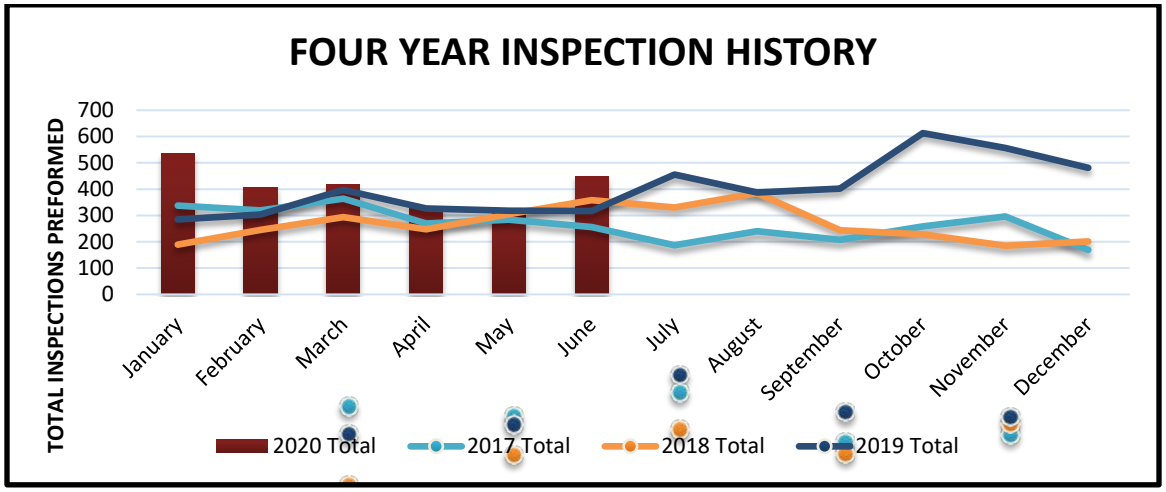
The table below provides a snapshot of commercial remodels/buildouts and the date the permit was issued.

Active Commercial Remodel/Buildout Projects		
Address	**Description**	**Date permit issued**
109 Honey Berry Street	Communication Antenna	March 26, 2019
8851 Metropark Drive, Suite 100	Top Sushi	August 16, 2019
19103 IH 45N	Home Depot Tool Rental	November 12, 2019
8821 Metropark Drive, Suite 1500	Aesthetics Smiles Dentistry	February 24, 2020
1120 Medical Plaza Drive, Suite 230	Memorial Hermann Tenant Space	February 26, 2020
9250 Pinecroft Drive	Memorial Hermann Transformer Update	March 24, 2020
8880 Metropark Drive, Suite 100	Sharetea	March 25, 2020
8851 Metropark Drive, Suite 900	Jordans Sweet Shoppe	March 25, 2020
9305 Pinecroft, Suite 200	Memorial Hermann Surgery Center	March 30, 2020
910 Medical Plaza Drive	Memorial Hermann Parking Garage Expansion	April 16, 2020
9180 Pinecroft Drive, Suite 405	Memorial Hermann Cardio Expansion	April 24, 2020
121 Vision Park Blvd., Suite 300	Orbis Education	May 8, 2020
19333 David Memorial Drive	Crowne Plaza	May 21, 2020
19265 David Memorial Drive	Floors for Living	May 28, 2020
9303 Pinecroft Drive, Suite 320	Texas Regional Urology	June 10, 2020

During June the Building Official had five scheduled development meeting.

Meeting Date	Topic for Discussion
June 4, 2020	19391 David Memorial Drive - Courtesy walk with GC and Owners representative.
June 15, 2020	18635 Residence - Courtesy walk with superintendents and plumber to discuss areas not meeting code and possible alternative solutions
June 18, 2020	18635 Residence - Courtesy walk with superintendents and plumber to discuss areas not meeting code and possible alternative solutions
June 19, 2020	9200 Pinecroft - Meeting with regional vice president, building maintenance, mechanical contractor, head nurse and fire marshal to discuss deficiencies with mechanical equipment and required repairs
Junst 19, 2020	18850 David Memorial - Courtesy walk with superintendent and trades

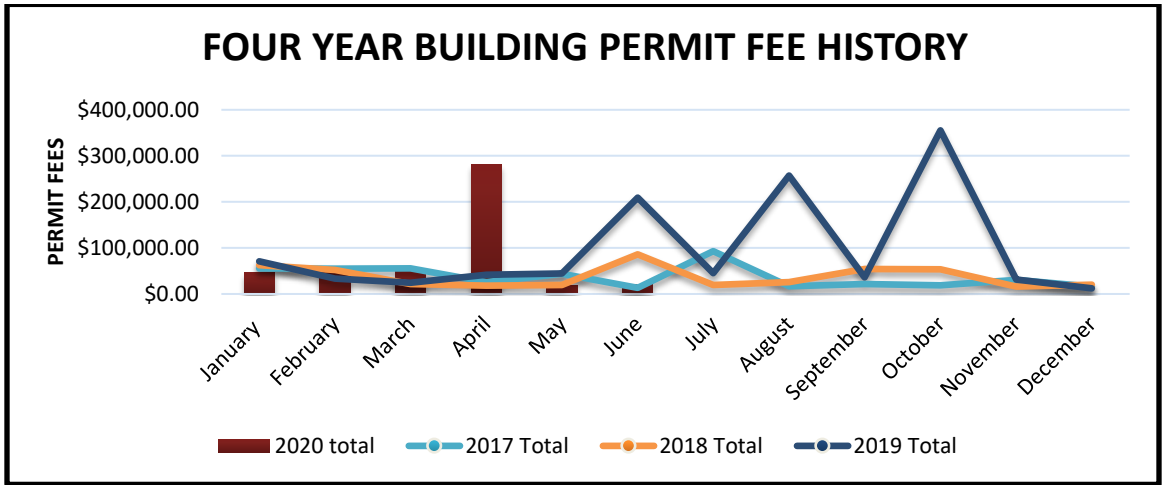
During June the City performed 450 inspections. A YTD increase by 26% compared to 2019. The chart below compares the total number of inspections performed from 2017 to current year.



Inspections performed include:

- Building Department – 418
- Fire Inspector – 32
- Third Party Inspector – 0

During June the City collected $19,634.90 for building permit fees. Permit fees have increase by 11% YTD compared to 2019. The chart below compares building permit fees collected from 2017 to current year.



There were ten Certificates of Occupancy/completion issued in June including the following:

Owner	Address	Project	Date Issued
REVITA RETREAT LLC	260 ED ENGLISH BLDG 5 SUITE B	20201285	06.03.2020
GRACE LILY LP	174 BONNIE RIDGE CIRCLE	20190505	06.05.2020
DAVID WOODY	410 TWISTED OAK CT	20190569	06.16.2020
GRACE LILY LP	179 BONNIE RIDGE CIRCLE	20190418	06.19.2020
MILLENNIUM PHYSICIANS	129 VISION PARK #206	20201144	06.19.2020
HOPE FOR HEALING	121 VISION PARK SUITE 200	20201039	06.23.2020
(CC) VP2 PARTNERS, LP	121 VISION PARK 2ND FLOOR CORRIDOOR	20201191	06.25.2020
THA BODY SPECIALIST	118 SHENANDOAH DR. SUITE E	20201054	06.30.2020

** Indicate a Temporary Certificate of Occupancy was issued

During June 13 sign permits were issued.

- 19075 IH45, Suite 116B – Wall Sign
- 1625 Research Forest Drive – Wall Sign
- 19265 David Memorial Drive – Wall Sign (X2)
- 19265 David Memorial Drive – Panel Sign
- 397 N Centro Circle – Wall Sign
- 19333 David Memorial Drive – Monument Sign
- 19333 David Memorial Drive – Wall Sign (X2)
- 19445 IH 45 - Real Estate Sign
- 19645 Residence Drive – Wall Sign (X3)

PLANNING/DEVELOPMENT ACTIVITY

During the month of June the Planning and Zoning Commission had two scheuduled meetings.

AGENDA DATE	MEETING TYPE
January 7, 2020	**Special Meeting**
January 21, 2020	**Regular Scheduled Meeting**
June 5, 2020	**Special Meeting**
May 19, 2020	**Regular Scheduled Meeting**
June 16, 2020	**Regular Scheduled Meeting**

During the month of June two applications pertaining to property development were filed with the City.

A 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	Withdrawn	
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	Withdrawn	
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	January 22, 2020	January 22, 2021
Special Use Permit to allow Beer and Wine Retailers Permit with Food and Beverage Certificate	1500 Research Forest Drive, Suite 240, Shenandoah, Texas	Ploy Thai Cuisine	June 24, 2020	June 24, 2021
Special Use Permit to allow Mixed Beverage Restaurant Permit with Food and Beverage Certificate	1644 Research Forest Drive, Suite 100, Shenandoah, Texas	Lama Mediterranean	May 27, 2020	May 27, 2021
Application to amend a Special Use Permit allowing minimum square footage of retail space and parking structure	Restricted Reserve "A" of the Eastwood Village Replat No. 1	The Woodlofts	Withdrawn	
Application for zoning amendment from Retail Commercial Zoning District to Planned Development District	Restricted Reserve "A" of the Eastwood Village Replat No. 1	The Woodlofts		
Special Use Permit to allow Beer and Wine Retailers Permit with Food and Beverage Certificate	8890 Six Pines Drive	Killen's Barbeque		

MUNICIPAL COURT

In June code enforcement issued zero 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
JAN	1,844	514,686.46		3,796	956,215.78		5,640	3	$ 1,470,902.24	1,074.10
FEB	1,841	514,015.26		3,796	956,215.78		5,637	3	$ 1,470,231.04	671.20
MAR	1,841	514,015.26		3,793	955,295.78		5634	3	$ 1,469,311.04	920.00
APR	1,839	513,474.06		3,787	953,600.78		5626	8	$ 1,467,074.84	2,236.20
MAY	1,832	511,661.06		3,787	953,600.78		5619	7	$ 1,465,261.84	1,813.00
JUN	1,832	511,661.06		3,782	952,153.78		5614	5	$ 1,463,814.84	1,447.00

In June the Court closed five outstanding cases reducing the value of outstanding cases by $2,236.20. A breakdown of the dispositions of the outstanding closed cases is shown below.

- Cases Paid In Full – 5 ($1,447.00)

MISC. REPORTED ACTIVITY

Development Activity													
	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Plans Processed	64	63	85	81	68	57	25	67	58	55	36	63	44
Additional Municipal Court Activity													
Warrants Issued	0	0	0	0	0	0	0	0	0	0	0	0	0
Court Cases Set	2	1	0	0	0	0	2	0	1	0	3	0	3
General Activity													
Payments Processed	512	536	532	390	560	474	486	503	547	499	427	436	545

SUBMITTED BY: Jackie Thompson

COUNCIL MONTHLY REPORT

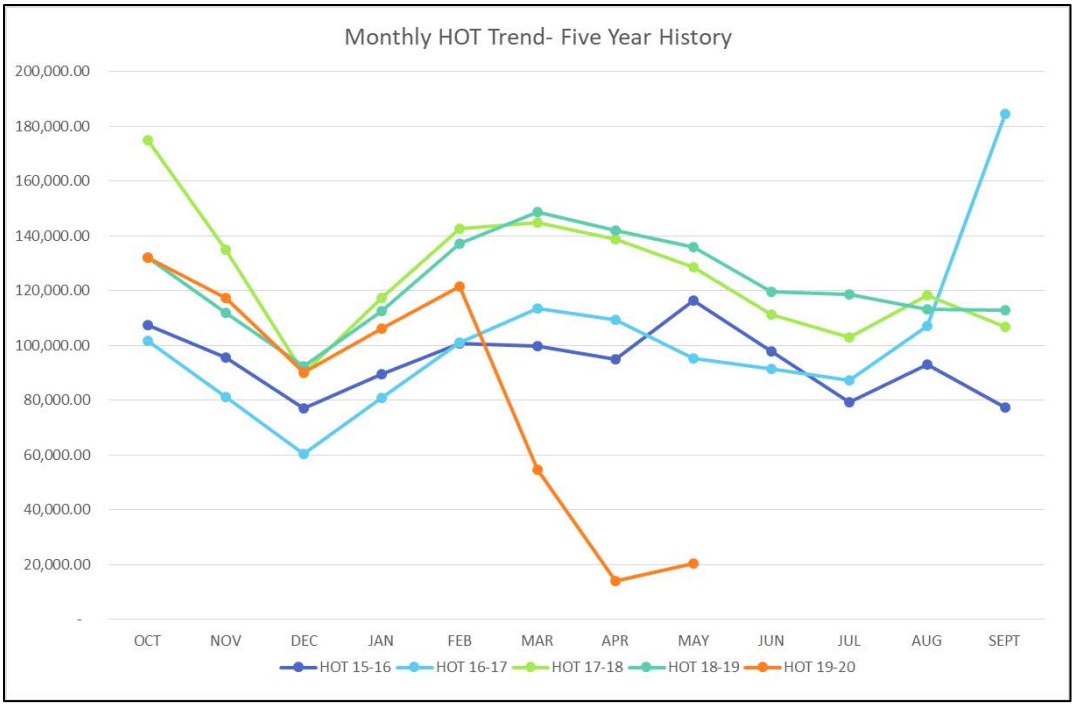
DEPARTMENT: CVB

MONTH: JUNE 2020

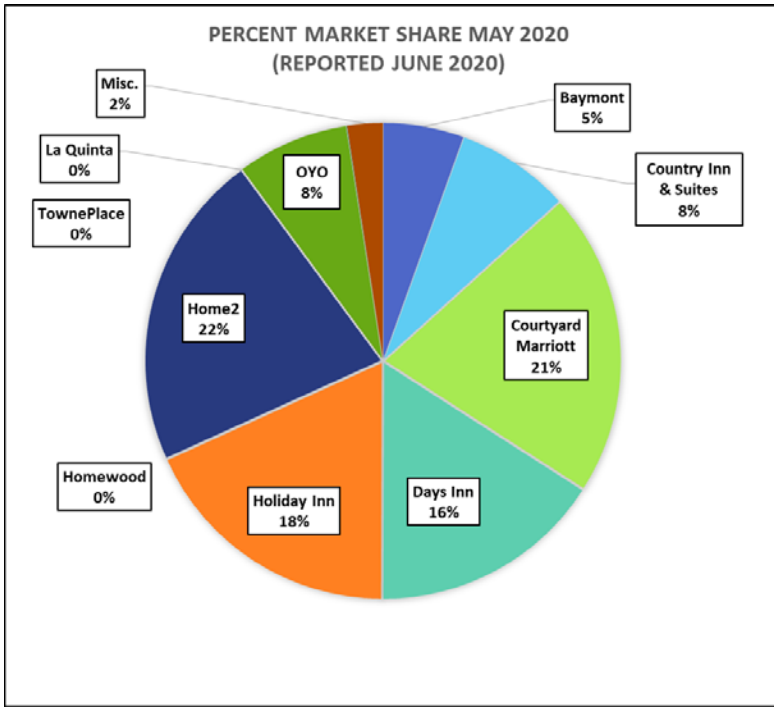
HOTEL OCCUPANCY TAX

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 June is for hotel stays in May.

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	90,033.53
JAN	89,514.69	80,722.70	117,308.07	112,506.44	106,155.18
FEB	100,594.30	101,060.82	142,637.52	137,124.53	121,375.69
MAR	99,833.41	113,472.00	144,851.34	148,563.47	54,692.77
APR	95,071.78	109,344.66	138,900.23	141,999.06	13,875.69
MAY	116,269.63	95,131.35	128,682.39	135,771.76	20,262.27
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**	**655,785.80**



The graphic below explains the percentage of market share each property claims for the month, based on occupancy tax receipts received. Home2 Suites has claimed the largest portion of market share, followed by Courtyard by Marriott.



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	$1,326.86	$21,093.27	$4,822.51	$20,657.50	$9,186.20	$14,543.31	$4,417.19	$1,267.38	$12,029.62	$689.69	**$90,033.53**
JAN	$0.00	$2,887.83	$22,657.38	$4,759.15	$24,085.57	$10,991.57	$19,537.47	$5,993.93	$1,119.32	$13,472.22	$650.74	**$106,155.18**
FEB	$1,690.27	$3,473.79	$23,899.12	$5,211.65	$24,950.15	$13,630.47	$20,304.04	$8,449.33	$1,270.46	$18,349.38	$147.03	**$121,375.69**
MAR	$1,068.33	$2,538.62	$9,668.49	$4,648.63	$10,283.49	$0.00	$9,706.61	$4,399.94	$1,210.44	$10,728.90	$439.32	**$54,692.77**
APR	$216.88	$808.95	$1,536.19	$2,783.20	$1,720.18	$0.00	$3,412.57	$1,478.69	$970.18	$752.22	$196.63	**$13,875.69**
MAY	$1,117.20	$1,579.32	$4,208.86	$3,236.17	$3,683.44	$0.00	$4,386.19	$0.00	$1,551.42	$7.34	$492.33	**$20,262.27**
JUN												**$0.00**
JUL												**$0.00**
AUG												**$0.00**
SEP												**$0.00**
Tot.	**$4,819.33**	**$15,150.18**	**$129,892.94**	**$36,396.45**	**$140,097.16**	**$61,143.05**	**$114,947.55**	**$41,990.81**	**$11,129.68**	**$96,303.44**	**$3,915.21**	**$655,785.80**

The following chart shows occupancy tax data by property for both May 2019 and May 2020, reported June 2019 and June 2020, 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
May-19	$ 2,396.88	$ 1,326.17	$ 25,817.80	$ 6,628.14	$ 30,889.83	$ 16,544.22	$ 20,539.30	$ 9,782.98	$ 1,751.14	$ 19,803.43	$ 291.87	**135,771.76**
May-20	$ 1,117.20	$ 1,579.32	$ 4,208.86	$ 3,236.17	$ 3,683.44	$ -	$ 4,386.19	$ -	$ 1,551.42	$ 7.34	$ 492.33	**20,262.27**

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	$110.80	$123.78	$126.18	$117.92	$102.36	$87.08				
DAYS INN	$ 55.00	$ 55.00	$ 55.00	$ 53.00	$ 59.41	$ 52.00	$ 49.78	$51.32				
HOLIDAY INN	$117.00	$112.00	$116.00	$118.00	$123.00			$90.52				
HOMEWOOD	$106.13	$ 97.82	$ 96.58	$ 99.01	$ 96.14	$ 88.27	$ 88.57					
HOME 2 SUITES	$125.08	$122.73	$115.17	$122.20	$125.18	$110.69	$ 80.90	$75.30				
LA QUINTA												
OYO		$ 34.00										
TOWNEPLACE	$107.20	$103.35	$ 92.67	$ 98.36	$108.59	$ 95.19	$ 63.59					

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%	72%	69%	77%	36%	13%	19%				
DAYS INN	59%	51%	45%	46%	55%	46%	30%	34%				
HOLIDAY INN	75%	72%	54%	62%	66%			13%				
HOMEWOOD	52%	60%	36%	95%	44%	23%	26%					
HOME 2 SUITES	79%	74%	53%	67%	75%	38%	21%	31%				
LA QUINTA												
OYO		63%										
TOWNEPLACE	90%	86%	59%	67%	86%	49%	12%					

EXPEDIA ADVERTISING

Below is a recap of May 2020 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.

Shenandoah CVB
Account with 10 properties

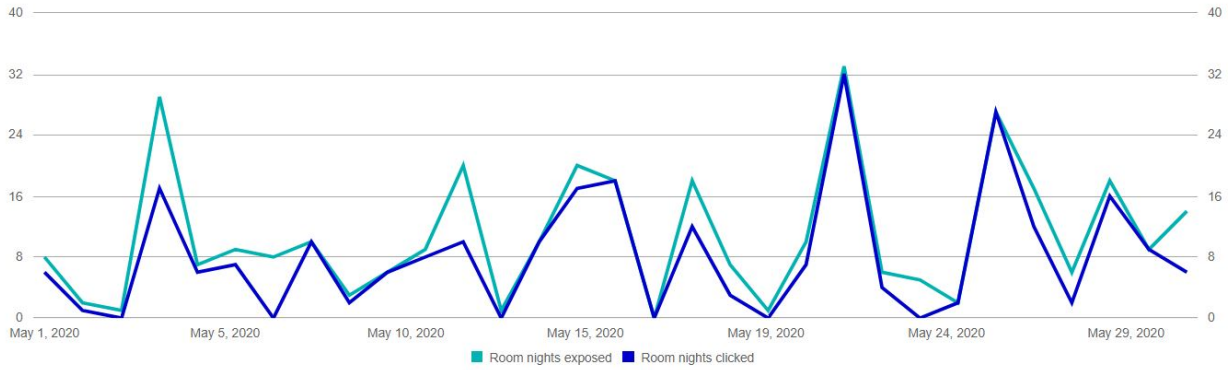
May 1, 2020 - May 31, 2020, Hotel path Customize

Ad delivery

Spend (USD)	Clicks	Avg CPC (USD)	Impressions	Avg rank	CTR
1,050.29	1,568	0.67	72,669	3.2	2.16%

Attribution

Revenue clicked (USD)	Room nights clicked	ROAS clicked	Revenue exposed (USD)	Room nights exposed	ROAS exposed
15,666.65	250	15:1	22,280.36	334	21:1



SUBMITTED BY:

John R. Mayner, III