

MEETING
Town of Little Elm
100 W Eldorado Parkway
Little Elm, Texas 75068-5060

214-975-0404
<http://www.littleelmtx.us>

WORKSHOP AND REGULAR TOWN COUNCIL

Tuesday, April 17, 2012 - 6:00 PM
Town Council Chambers
100 West Eldorado Parkway
Little Elm, TX 75068

1. Call to Order Council Work Shop at 6:00 p.m.
 - A. Items to be withdrawn from Consent Agenda.
 - B. Emergency Items if posted.
 - C. Request by the Town Council for items to be placed on the next regular council agenda for discussion, and recognition of excused absences.
 - D. Discussion regarding MDD-v-Type A Sales Tax. (EDC Executive Director) 6
 - E. Discussion on Cross Connection Control Program. (Public Works Director) 9
 - F. Discussion on proposed Golf Cart Ordinance. (Police Chief) 48
 - G. Presentation of monthly updates from department heads concerning law enforcement activities, municipal court, customer service, emergency medical services, fire department response, fire prevention activities, emergency management, ongoing economic development projects, building permits, code enforcement activities, library activities, human resources updates, information technology report, revenue and expenditure report, street construction status, sanitation services, highway construction status, utility operations, parks and recreation activities, as well as facility and fleet updates.
 - H. Council to highlight items on the agenda needing further discussion or comments prior to the regular session.
2. Presentations and Announcements: Community Waste Disposal Annual Review. (Robert Medigovich/CWD Municipal Coordinator) 53

3. Roll Call/Call to Order Regular Town Council Immediately Following Council Workshop.
4. Opening Prayer: Pastor Brad Sutton-Point Church.
5. Pledge to the Flags:
 - A. United States Flag
 - B. Texas Flag:

Honor the Texas Flag I pledge allegiance to thee Texas,
one state under God, one and indivisible.
6. Public Comments: Persons may address the Town Council on any issue. This is the appropriate time for citizens to address the Council on any concern whether on this agenda or not. Please observe the time limit of three (3) minutes. In accordance with the State of Texas Open Meeting Act, the council may not comment or deliberate such statements during this period, except as authorized by Section 551.072, Texas Government Code.
7. Consent Agenda: All matters listed under the Consent Agenda are considered to be routine by the Town Council and require little or no deliberation. There will not be a separate discussion of these items and the agenda will be enacted by one vote. If the Council expresses a desire to discuss a matter listed, that item will be removed from the consent agenda and considered separately:
 - A. Minutes of the April 3, 2012 Workshop and Regular Meeting. (Town Secretary) 54
 - B. Authorize Purchase of Front Deck Riding Mower from Professional Turf Products in the amount of \$20,995.36. (Parks Director) 57
8. Reports and requests for Town Council consideration and appropriate action:
 - A. Discussion and Action to authorize the Town Manager to enter into Service Agreement Quote #Q120327MFM2 with Siemens to provide Service Calls and Acid Washes on as need basis for maintenance of Lo/Pro Air Scrubbers at Waste Water Treatment Plant. (Public Works Director) 59
 - B. Discussion and Action to approve the Construction Project Change Order #5 in the amount of \$187,952.15 for the Town's Lobo Lane Improvement Project to Quality Excavation, Ltd. of Aubrey, Texas and authorize the Town Manager to execute the same. (Director of Development Services) 64
 - C. Discussion and Action to accept and approve Cash and Quarterly Investment Report for quarter ending March 31, 2012. (Finance Director) 72
 - D. Discussion and Action on receipt of Quarterly Budget Reports as of quarter ending March 31, 2012. (Finance Director) 84

9. The Town Council will hold a Closed (executive) session meeting pursuant to Chapter 551, Texas Government Code, Vernon's Texas Code Annotated, in accordance with the authority contained in:

A. Section 551.087 Deliberation regarding Economic Development negotiations:

1. To discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or
2. Deliberate the offer of a financial or other incentive to a business prospect described by subsection (1). 151
 - a. Town Center
 1. Tenant Lease Properties
 2. Developer
 3. Estimated Time Frame
 - b. FM 423 at Little Elm Parkway
 1. Rosebriar
 2. UCD Development
 - c. Healthcare Campus & Facilities

B. Section 551.071: Consultation with Town Attorney to receive legal advice concerning legal matters and contemplated litigations.

1. Tri-Dal, LTD v Town of Little Elm.

10. Reconvene into Open Session: Discussion and consideration to take any action necessary as the result of the closed (executive) session.

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2. Deliberate the offer of a financial or other incentive to a business prospect described by subsection (1).

- a. Town Center
 - 1. Tenant Lease Properties
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 - 2. UCD Development
 - c. Healthcare Campus & Facilities
- B. Section 551.071: Consultation with Town Attorney to receive legal advice concerning legal matters and contemplated litigations.
- 1. Tri-Dal, LTD v Town of Little Elm.
11. FYI: (All matters are provided to the Town Council for informational purposes only)
- A. Town Secretary Monthly Report for March 2012. 153
 - B. Development Services Monthly Report for March 2012. 154
 - C. Thank You to Police & Fire Department. 168
 - D. Thank You to Fire Department. 169
 - E. Public Works Monthly Report. 171
12. Adjourn Work Shop and Regular Meeting.

Pursuant to the Texas Open Meeting Act, (Chapter 551, Texas Government Code), one or more of the above items will be taken or conducted in open session following the conclusion of the executive closed session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aide of service such as interpreters for the hearing impaired, reader or large print are requested to contact the secretary at 214-975-0404 two days prior to the meeting so appropriate arrangements can be made. **BRaille IS NOT PROVIDED.**

Respectfully,

Town Secretary

This is to certify that the above notice was posted on the bulletin board at the Town Hall Center this 13th day of April 2012.

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: April 17, 2012

PROJECT: MDD –vs- Type A Sales Tax

DESCRIPTION: Description of a Municipal Development District Versus Type A Sales Tax

COST: N/A

FUNDING:	Acct. Name & No	Original Budget
	N/A	N/A

SCHEDULE: N/A

RECOMMENDED ACTION: Discussion

TOWN CONTACT: Jennette Killingsworth
Executive Director, Little Elm EDC
jkillingsworth@littleelm.org
214-551-6605

ATTACHMENTS: Definition and Acceptable Projects

Type A Sales Tax

1. Area: City limits for the purpose of promotion and development of new and expanded business enterprises to provide and encourage employment in the furtherance of public welfare, and create or retain full time jobs.
2. Projects: Authorized projects include land, buildings, equipment, facilities, and improvements associated with:
 - Manufacturing & industrial facilities
 - Research & development facilities
 - Military facilities
 - Recycling facilities
 - Distribution centers
 - Small warehouse facilities
 - Primary job training facilities
 - Regional or national corporate headquarters facilities
 - Infrastructural improvements

Municipal Development District (MDD)

1. Area: City limits and ETJ for the purpose of financing development projects beneficial to the MDD
2. Projects: Authorized projects include land, buildings, equipment, facilities, and improvements associated with:
 - All Type A projects listed above as well as
 - A variety of recreational or community facilities
 - Affordable housing
 - Water supply facilities and water conservation programs
 - Business enterprises that create or retain primary jobs
 - Business development in certain small municipalities

Per Attorney Jeff Moore:

The first issue is the Type A sales tax would have to continue until all debts are paid. The LEEDC must pay all of its outstanding bonds and obligations before it can dissolve. Section 504.353(a) provides that "when the last of the Type A corporation's obligations are satisfied, any remaining assets of the corporation shall be transferred to the authorizing municipality, and the existence of the corporation is terminated." Therefore, however long it takes to pay off the outstanding debts, bonds and obligations of the LEEDC will dictate how long it will take to dissolve the LEEDC. Once the LEEDC's obligations are satisfied, the remaining assets are then transferred to the Town's general fund.

Additionally, any sales tax change would require a sales tax election held in May or November. It would take voter approval to make any sales tax change. The Type A sales tax could continue if the vote failed, and the ballot proposition was a joint ballot proposition to eliminate the Type A sales tax to adopt the MDD sales tax.

The MDD sales tax is basically a Type B sales tax. Yet, it can be imposed in the Town limits as well as the ETJ. The Town Council appoints the directors. I think those are the highlights.

There are no current rulings by the AG in regards to political subdivisions picking up a non-profit's debt. There are no guidelines that current state Type A debt can be transferred to MDD.

Town of Little Elm

Cross Connection Control Program

Briefing on Purpose, Process & Implementation Timeline

Background: Texas Commission on Environmental Quality requires an active cross connection control policy, as part of their ongoing efforts to provide safe, quality drinking water. As part of the 2010-2011 Fiscal Budget two positions were developed; Water Quality Specialist and Water Quality Technician. Following the hiring of these two positions the work began on developing a Cross Connection Control program and subsequent supporting documents such as; ordinance, customer inspection form, customer service inspection certificate, and Appendix A (Assessment of Hazard and Selection of Assemblies). During completion of ordinance and supporting documents, staff found the need to complete an impact survey/study from a cross-section of both commercial customers and the Town of Little Elm School District. Following is the out-come of the impact survey/study conducted.

Impact Survey Outcome: Based on the Impact Survey conducted the need for a Cross-connection Control Program is very apparent from the findings detailed on the Impact Assessment Worksheet. The findings showed there is a need to require updated annual testing costing \$175 to installation of multiple RPZ's, and assembly testing costing \$3,475. From the data collected and the age of commercial establishments the average needs would only require an updated annual testing to an existing cross connection device.

Implementation Timeline: A realistic approach allowing phasing would be recommended based on severity of the associated risk posed by the site. Another contributing factor to the timeline is staffing levels and the availability of Water Quality personnel. The Little Elm ISD was determined to show to have the greatest financial impact and required devices will be phased in over a three year timeframe. New commercial sites will be issued requirements and placed on database.

- **Year One 2012-2013:**
 - All Commercial sites will be categorized by need and risk factor (High or 1st year, Medium or 2nd year, and Low or 3rd year.
 - 1st contact letters will be sent to all commercial customers explaining/describing CCC Program and detailing needs.
 - High Risk commercial sites that have been identified will be sent letters detailing requirements and timeline.
 - LEISD - Start Phase One of Three Year Phase Plan
- **Year Two 2013-2014:**
 - Medium risk – send medium risk commercial sites a letter on requirements and timeline.
 - Annual renewal – send letters as a reminder with requirements.
 - LEISD – Phase 2 of Three Year Plan.
- **Year Three 2014-2015:**
 - Low Risk – send low risk commercial sites a letter on requirements and timeline.
 - Annual Renewals - send letters as a reminder with requirements.
 - LEISD – Final Phase of Three Year Plan

TOWN OF LITTLE ELM

**CROSS CONNECTION CONTROL
POLICY**

VERSION: 2012

ADOPTED: MAY 2012

TOWN OF LITTLE ELM

PUBLIC WORKS

100 W. ELDORADO

LITTLE ELM, TEXAS 75068

(972) 377-5556

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Sec. 1. – Introduction.

Pursuant to Title 30, Texas Administrative Code, Section 290.44, it is the responsibility of the Town of Little Elm to protect its drinking water supply by instituting and enforcing a cross connection program. The program includes the installation of backflow prevention assemblies where deemed appropriate or necessary.

It is a logical assumption that because water is always under pressure, it can only flow in one direction. However, it is possible for the flow to be reversed. Water will always flow towards the point of lowest pressure. If a main line in our system should break, or if a fire occurred and the fire department opened several hydrants, the pressure in our water mains could drop dramatically, causing a reversal of flow. The potential for this reversal of flow is why our department is concerned about the possibility of backflow of contaminants into our water system.

Sec. 2. - Purposes.

The purpose of this policy is to:

- (1) Protect the public potable water supply of the Town of Little Elm from the possibilities of contamination or pollution by isolating within the customer's internal distribution system or the customer's private water system such containments or pollutants which could backflow into the public water system.
- (2) Protect the public water supply of the Town of Little Elm from the possibility of contamination or pollution by isolation of the customers distribution system, which includes provisions for backflow prevention devices located at the water meter
- (3) Promote the elimination or control of existing cross connections, actual or potential, between the customers in-plant t potable water system and non-potable water systems, plumbing fixtures and industrial/commercial piping systems
- (4) Provide for the maintenance of a continuing program of cross connection control which will systematically and effectively prevent the contamination or pollution of the Town of Little Elm water system.

Sec. 3. - Cross-connection standards.

Every source of contamination or possible contamination from any contaminant which originates from or is located at a residential or commercial establishment, which is connected to any public water supply or which provides water to the public shall be equipped with the protection required under the provisions of this policy.

Sec. 4. - Definitions.

For the purpose of this policy, the following definitions apply unless the context clearly indicates or requires a different meaning. If a word or term used in this policy is not contained in the following list, its definition, or other technical terms used, shall have the meanings or definitions listed in the most recent adopted edition of the Town of Little Elm Plumbing Code and/or the Manual of Cross Connection Control published by the Foundation for Cross Connection Control and Hydraulic Research, University of Southern California:

Air gap means a physical separation between the free flowing discharge end of a potable water supply piping and/or appurtenance and an open or non-pressure receiving vessel, plumbing fixture or other device. An "approved air-gap separation" shall be at least twice the diameter of the supply pipe measured vertically above the overflow rim of the vessel, plumbing fixture or other device in no case less than one inch.

Atmospheric vacuum breaker backflow prevention device or atmospheric vacuum breaker or AVB means a device used to prevent back siphon in non-health hazard conditions. This device cannot be tested and cannot prevent backpressure backflow.

Auxiliary supply means any water source or system other than the public water system that may be available in the building or on the property, including groundwater or surface water used for industrial, irrigation or any other purpose.

Backflow means the flow in the direction opposite to the normal flow or the introduction of any foreign liquids, gases, or substances into the Town's water system.

Backflow prevention assembly or assembly means an assembly to counteract back pressure or prevent back siphonage.

Backpressure means any elevation of pressure in the downstream piping system (by any means) above the supply pressure at the point of consideration which would cause, or tend to cause, a reversal of the normal direction of flow and the introduction of fluids, mixtures or substances from any source other than the intended source.

Back siphonage means the flow of water or other liquids, mixture or substances into the distribution pipes of a potable water supply system from any source other than its intended source caused by a sudden reduction of pressure in the potable water supply system.

Bore sight or Bore sight to daylight means providing adequate drainage for backflow prevention assemblies installed in vaults through the use of an unobstructed drainpipe.

Commercial establishment means property or location which is used primarily for manufacture, production, storage, wholesaling or retailing of services which is or may be placed in the flow of commerce or any property or location which is used primarily for the provision of any service.

Commission means the Texas Commission on Environmental Quality (“TCEQ”).

Contaminants means: any foreign material, solid or liquid, not common to the potable water supply which makes the water unfit or undesirable for human or animal consumption.

Contamination means: the admission of contaminants into the potable water supply system.

Cross-connection means : any connection, physical or otherwise, between a potable water supply system and any plumbing fixture or any tank, receptacle, equipment or device, through which it is possible for any non-potable, used, unclean, polluted and contaminated water, or other substances, to enter into any part of such potable water system under any condition or set of conditions.

Cross-connection control device means: any nationally approved or recognized device placed upon any connection, physical or otherwise, between a potable water supply system and any plumbing fixture or any tank, receptacle, equipment or device, which is designed to prevent non-potable, used, unclean, polluted and contaminated water, or other substances, from entering into any part of such potable water system under any condition or set of conditions.

Customer service inspection means: an inspection designed to inspect and detect any actual or potential cross-connection hazards and/or excess of the lead action level in solder or flux, pipe or pipe fittings.

Degree of hazard means the low or high hazard classification that shall be attached to all actual or potential cross-connections as follows:

- (1) **Health hazard** means an actual or potential threat of contamination of a physical or toxic nature to the public potable water system or the consumer's potable water system that would be a danger to health.
- (2) **High hazard** means the classification assigned to an actual or potential cross-connection that potentially could allow a substance that may cause illness or death to backflow into the potable water supply.
- (3) **Low hazard** means the classification assigned to an actual or potential cross-connections that potentially could allow a substance that may be objectionable but not hazardous to one's health to backflow into the potable water supply.
- (4) **Pollution hazard** means an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer's potable water system but which would not constitute a health or system hazard, as defined. Maximum degree of intensity of pollution which the potable water system could be degraded under this definition would cause a nuisance or be aesthetically objectionable or could cause damage to the system or its appurtenances.

- (5) **System hazard** means an actual or potential threat of severe danger to the physical properties of the public or consumer's potable water supply or of a pollution or contamination that would have a detrimental effect on the quality of the potable water in the system.

Director means the Town's Director of Public Works.

Double check detector backflow prevention assembly or double check detector or DCDA means an assembly composed of a line-size approved double check assembly with a bypass containing a specific water meter and an approved double check valve assembly. The meter shall register accurately for very low rates of flow.

Double check valve backflow prevention assembly or double check assembly or double check or DC means an assembly which consists of two independently acting, approved check valves, including tightly closing resilient seated shutoff valves attached at each end of the assembly and fitted with properly located resilient seated test cocks.

Fire line tester means a tester who is employed by a state approved fire line contractor and is qualified to test backflow prevention assemblies on fire lines only.

General tester means a tester who is qualified to test backflow prevention assemblies on any domestic, commercial, industrial or irrigation service except fire lines.

Mobile unit means any operation, which may have the potential to introduce contaminants into a potable water system from a mobile source. These include, but are not limited to, carpet-cleaning vehicles, water-hauling vehicles, street-cleaning vehicles, liquid-waste vehicles, power-wash operations, wastewater hydro-vacuum truck, and pest-control vehicles.

Non-residential use means water used by any person other than a residential customer of the water supply and includes, but not limited to, all uses not specifically included in "residential uses" as defined in the Town zoning ordinance, as it currently exists or may be amended.

Person means any individual, partnership, association, corporation, firm, club, trustee, receiver, body politic and corporate, and any other such entity.

Point-of-use isolation means the appropriate backflow prevention within the consumer's water system at the point at which the actual or potential cross-connection exists.

Potable water supply means any water supply intended or used for human consumption or other domestic use.

Premises means any piece of property to which water is provided, including but not limited to, all improvements, mobile structures, and structures located on it.

Premises isolation means the appropriate backflow prevention at the service connection between the public water system and the water user.

Pressure vacuum breaker backflow prevention assembly or pressure vacuum breaker or PVB means an assembly which provides protection against back-siphonage, but does not provide adequate protection against backpressure backflow. The assembly is a combination of a single check valve with an AVB and can be used with downstream resilient seated shutoff valves. In addition, the assembly has suction and discharge gate valves and resilient seated test cocks which allow the full testing of the assembly.

Public water system or system means any publicly or privately owned water system, which supplies water for public domestic use. The system will include all services, reservoirs, facilities, and any equipment used in the process of producing, treating, storing, or conveying water for public consumption.

Reduced pressure principle backflow prevention assembly or reduced pressure principle assembly or RP assembly or RP means an assembly containing two independently acting approved check valves together with a hydraulically-operated, mechanically independent pressure differential relief valve located between the check valves and at the same time below the first check valve. The assembly shall include properly located resilient seated test cocks and a tightly closing resilient seated shutoff valve at the end of the assembly.

Reduced pressure principle detector backflow prevention assembly or reduced pressure detector or RPDA means an assembly composed of a line-size approved reduced pressure principle assembly with a bypass containing a specific water meter and an approved reduced pressure principle backflow prevention assembly. The meter shall register accurately for very low rates of flow.

Representative of the water system means a person designated by the Town to perform cross-connection control duties that shall include, but are not limited to, cross-connection inspections and water use surveys.

Residential use means water used by any residential customer of the water supply and includes, but not limited to, single-family dwellings, duplexes, multiplex, housing and apartments where the individual units are each on a separate meter; or, in cases where two or more units are served by one meter, the units are full-time dwellings.

Service connection means the point of delivery which the water purveyor loses control of the water.

Spill-resistant pressure vacuum breaker or SVB means an assembly containing an independently operating, internally loaded check valve and independently operating, loaded air inlet valve located on the discharge side of the check valve. This assembly is to be equipped with

a properly located resilient seated test cock and tightly closing resilient seated shutoff valves attached at each end of the assembly.

TCEQ means the Texas Commission on Environmental Quality.

Tester means a person that is a certified backflow prevention assembly technician approved by and registered with the Town and the TCEQ.

Thermal expansion means heated water that does not have the space to expand.

Town means the Town of Little Elm, through the Town Manager or Town Manager's designee, such as the Town Inspector or other Town employee designated by the Town Manager.

Used water means water supplied by a public water system to a water user's system after it has passed through the service connection.

Water use survey means a survey conducted or caused to be conducted by the local authority designed to identify any possible sources of contamination to the potable water supply.

Sec. 5. - Right-of-way encroachment.

No person shall install or maintain a backflow prevention assembly upon or within any Town right-of-way except as provided in this section.

- (1) A backflow prevention assembly required by the Town may be installed upon or within any Town right-of-way only if:
 - a. The Town determines, in its sole discretion, that there is no other feasible location for installing the assembly;
 - b. Installing the assembly in the right-of-way will not interfere with traffic or utilities; and
 - c. A permit is obtained from the Town. The Town retains the right to approve the location, height, depth, enclosure, and other requisites of the assembly prior to its installation.
- (2) All permits and inspections required by the Town Code to perform work in the right-of-way shall be obtained.
- (3) The assembly shall be installed below or flush with the surrounding grade, except when, in the Town's sole discretion, it is not practicable to install it in this manner. Any assembly or portion of an assembly, which extends aboveground, shall be located no closer than 18 inches to the face of the curb.

- (4) The Town shall not be liable for any damage done to and/or caused by an assembly installed in a right-of-way.
- (5) For purposes of public safety, a property owner shall, at the request of the Town and at the owner's expense, relocate a backflow prevention assembly which encroaches upon any Town right-of-way when such relocation is necessary for street and/or utility construction and/or repairs.
- (6) A person commits an offense of this policy if he fails to relocate a backflow prevention assembly located in or upon any Town right-of-way after receiving a written order from the Town requiring the same.

Sec. 6. - Multiple connections.

Any premises requiring multiple service connections for adequacy of supply and/or fire protection shall also contain a backflow assembly on each of the additional service lines to the premises. The type of assembly will be determined by the degree of hazard that could occur in the event of an interconnect between any of the buildings on the premises.

Sec. 7. - Protection required; installation.

- (a) The backflow prevention assembly protection which is required under this policy shall be any of the duly nationally recognized and authorized backflow prevention assemblies listed in a State of Texas approved plumbing code, or as determined by the Town. Each backflow prevention assembly must have been approved by the Town prior to installation. Failure to obtain such approval prior to installation of the backflow prevention assembly may result in the backflow prevention assembly failing to meet final approval by the Town. The Town shall determine the type and location of backflow assembly to be installed within the area served by the Town. The assembly will be required in each of the following circumstances, but is in no way limited to the following circumstances:
 - (1) The nature and extent of any activity on the premises, or the materials used in connection with any activity on the premises, or materials stored on the premises, could contaminate or pollute the potable water supply.
 - (2) Premises having any one or more cross-connections and the cross-connections are protected by an atmospheric vacuum breaker device (AVB).
 - (3) Internal cross-connections are present that are not correctable.
 - (4) Intricate plumbing arrangements that are present which make it impractical to ascertain whether cross-connections exist.

- (5) There is unduly restricted entry so that inspections for cross-connections cannot be made with sufficient frequency to assure that cross-connections do not exist.
 - (6) Installation of an approved backflow prevention assembly is deemed, in the Town's sole discretion, to be necessary to accomplish the purpose of these regulations.
 - (7) An appropriate cross-connection survey report form has not been filed with the public works/water utilities department of the Town upon request of the Town.
 - (8) A fire suppression system that is connected to the Town's water system.
 - (9) All new construction, if deemed necessary by the Town during the customer service inspection. The type of assembly required will be determined by the degree of hazard.
 - (10) When a building is constructed on commercial premises, and the end use of such building is not determined or could change, a reduced pressure principle backflow prevention assembly may be installed at the service connection that supplies water for public domestic use.
 - (11) Any used water return system.
 - (12) In the event a point-of-use assembly has not had the testing or repair done as required by this policy, a premises isolation assembly will be required.
 - (13) If it is determined by the Town that additions or alterations have been made to the plumbing system without obtaining proper permits, premises isolation may, in the Town's sole discretion, be required.
 - (14) All multi-story buildings or any building with a booster pump or elevated storage tank.
 - (15) Retrofitting will be required on all high hazard connections and wherever else the Town, in its sole discretion, deems necessary to retrofit.
- (b) All backflow prevention assemblies installed after the effective date of this ordinance shall be installed in a manner designed to facilitate ease of inspection by the Town. Any currently installed backflow prevention assemblies, which are located in inaccessible locations or where the tester is subject to physical danger, shall be relocated to approved locations following current national guideline standards.

Sec. 8. - Testing of assemblies.

- (a) All backflow prevention assemblies shall be inspected and tested or caused to be inspected and tested at the expense of the property or building owner in each of the following circumstances:
 - (1) Immediately after installations;
 - (2) Whenever the assembly is moved;
 - (3) A minimum of once a year;
 - (4) Premises that have been vacated and unoccupied for one year, prior to re-occupancy;
 - (5) Immediately after repairs.
- (b) All assembly testing shall be performed by a state certified backflow prevention assembly tester, approved by the Town.
- (c) Duly authorized employees of the Town bearing proper credentials and identification are entitled to enter any public or private property at any reasonable time for the purpose of enforcing this policy. Persons and occupants of premises which are provided water service by the Town, either directly or indirectly, shall allow the Town or its representatives access at all reasonable times to all parts of the premises for the purposes of, among others, inspection, testing, records examination and/or to facilitate the performance of any of their duties. Where persons or occupants of premises have security measures in force which would require proper identification and clearance before entry into their premises, the persons and occupants of the premises shall make necessary arrangements with their security guards so that upon presentation of identification, personnel from the Town will be permitted to enter, without delay, for the purposes of performing their specific responsibilities.
- (d) The Town is not liable for damage to a backflow prevention assembly, which may occur during testing, inspection and/or examination.
- (e) A water use survey may be conducted at any establishment located in the Town which is served by a public water supply or which provides water to the public. Upon determination that the establishment falls under the provisions of this article and requires a backflow prevention assembly, a notice to abate the condition or to install the proper backflow prevention assembly shall be issued by the Town.

- (f) It is the responsibility of the person, who owns or controls property, to have all assemblies tested in accordance with this policy. Assemblies may be required to be tested more frequently if the Town, in its sole discretion, regulatory authority deems necessary.
- (g) All results from assembly testing by a certified backflow prevention assembly tester shall be placed on a form that is supplied by the Town.

Sec. 9. - Thermal expansion.

It is the responsibility of any person, who owns or controls property, to eliminate the possibility of thermal expansion if a closed system has been created by the installation of a backflow assembly.

Sec. 10. - Pressure loss.

Any reduction in water pressure caused by the installation of a backflow assembly shall not be the responsibility of the Town.

Sec. 11. - Residential service connections.

Any person who owns or controls any residential property, which has been determined to have an actual or potential cross-connection, shall eliminate the actual or potential cross-connection or have an approved backflow assembly installed in accordance with this policy.

Sec. 12. - Rental properties.

Any person who owns or controls property is responsible for the installation, testing and repair of all backflow assemblies on their property.

Sec. 13. - Customer service inspection.

- (a) Pursuant to TCEQ Water System Regulations, a customer service inspection for cross-connection control shall be completed by the Town prior to providing continuous water service in each of the following circumstances:
 - (1) Water service to a newly constructed facility or previously non-existing premises.
 - (2) After any material improvement to buildings or premises.
 - (3) Any correction or addition to the plumbing of any facility or premises.
 - (4) The Town, in its sole discretion, deems it necessary.

- (b) Permanent water service shall not be supplied to a new construction facility until after the customer service inspection is completed as provided herein.
- (c) Temporary water service, which poses a potential cross-connection threat to the potable water supply, shall be protected by an approved backflow prevention assembly.

Sec. 14. - Installation guidelines and requirements for backflow prevention assemblies.

- (a) *General.* To ensure proper operation and accessibility of all backflow prevention assemblies, the following national guideline requirements shall apply to the installation of these assemblies:
 - (1) Backflow prevention assemblies shall be installed in accordance with the current TCEQ rule and these regulations. The assembly installer must obtain the required plumbing permits and have the installation inspected by the Town.
 - (2) At facilities which require a backflow prevention assembly to be installed at the point of delivery of the water supply, such installation of the assembly must be before any branch in the line and on private property located just inside the boundary between the Town right-of-way and the landowner's property. The Town may specify other areas for installation of the assembly. Assemblies that must be installed or are located on Town rights-of-way are the responsibilities of the business or entity that the water line is serving.
 - (3) The assembly must be protected from freezing and other severe weather conditions.
 - (4) All backflow prevention assemblies shall be of a type and model approved by the Town.
 - (5) All vertical installations of backflow assemblies must have prior written approval by the Town.
 - (6) Assemblies that are larger than four inches and installed more than five feet above floor level must have a suitable platform for use by testing or maintenance personnel.
 - (7) Bypass lines are prohibited. Pipe fittings are prohibited which could be used for connecting a bypass line.

- (8) Premises where an uninterrupted water supply is critical should be provided with two assemblies installed in parallel. The assemblies should be sized in such a manner that either assembly will provide the maximum flow required.
 - (9) Lines should be thoroughly flushed prior to installation. A strainer with blowout tapping may be required ahead of the assembly.
 - (10) All facilities that require continuous, uninterrupted water service and are required to have a backflow assembly must make provisions for the parallel installation of assemblies of the same type so that testing, repair and maintenance can be performed.
 - (11) The property owner and/or lessee assume all responsibility for any damage resulting from, among other, installation, operation, and/or maintenance of a backflow assembly. The owner and/or lessee shall be responsible for keeping all backflow prevention assembly vaults reasonably free of silt and debris.
 - (12) Upon completion of installation, the Town shall be notified and all assemblies must be inspected at the expense of the property owner and/or lessee. All assemblies must be registered with the Town and shall provide the date of installation, manufacturer, model, type, size, serial number of the backflow assembly, and initial test report.
- (b) *Reduced pressure principle backflow prevention assemblies (RPs).* May be utilized at premises where a substance is handled that would be hazardous to health if introduced into the potable water system. The RP is normally used in locations where an air gap is impractical. The RP shall be effective against both back siphonage and backpressure.
- (1) RPs shall be sized to provide an adequate supply of water and pressure for the premises being served. Flow characteristics are not standard. Consult manufacturer's specifications for specific performance data.
 - (2) The assembly shall be readily accessible for testing and/or maintenance and shall be located in an area where water damage to building or furnishing would not occur from relief valve discharge. The property owner and/or lessee assume all responsibility for any damage caused by water discharge from an RP assembly. A Town approved air gap shall be located at the relief valve orifice of RP assemblies.
 - (3) No part of a reduced pressure principle backflow prevention assembly shall be submerged in water or installed in a location subject to flooding. RPs are typically installed above grade in well drained areas, but may be installed below grade (ground level) if a bore sight drain to daylight, is provided. The drain shall be of

adequate capacity to carry the full rated flow of the assembly and shall be screened on both ends.

- (4) Enclosures shall be designed for ready access and sized to allow for the minimum clearances established below. Removable protective enclosures are typically installed on the smaller assemblies. Daylight drain ports must be provided to accommodate full pressure discharge from the assembly.
 - (5) Assemblies two inches and smaller shall have at least six inch clearance on both sides and on top of the assembly, and 12 inches below and behind the assembly. All assemblies larger than two inches shall have a minimum of 12 inches on the backside, 24 inches on the test cock side, and the relief valve opening shall be at least 12 inches plus nominal size of assembly above the floor or highest possible water level. Headroom of six feet is required in vaults without a fully removable top. A minimum access opening of 36 inches is required on all vault lids.
 - (6) All RP assemblies must be tested in accordance with this policy. Tests are the responsibility of the assembly owner. The owner must notify the Town upon installation of any backflow prevention assembly.
 - (7) Variances from these specifications will be evaluated by the Town on a case-by-case basis. Any deviations must have prior written approval of the Town.
- (c) *Reduced pressure principle detector backflow prevention assemblies (RPDA)*. May be utilized in all installations requiring a reduced pressure principle backflow prevention assembly and detector metering.
- (1) RPDAs shall comply with the installation requirements applicable for reduced pressure principle backflow assemblies (RP).
 - (2) The line-size RP assembly and the bypass RP assembly must each be tested. A separate test report for each assembly must be completed by the certified tester.
- (d) *Double check valve backflow prevention assemblies (DC)*. May be utilized at premises where a substance is handled that would be objectionable, but not hazardous to health if introduced into the potable water system.
- (1) DCs must be sized to provide an adequate supply of water and pressure for premises being served. Consult manufacturer's specifications for specific performance data.
 - (2) Premises where an uninterrupted water supply is critical should be provided with two assemblies installed in parallel. Assemblies should be sized in such a manner

that either assembly will provide the minimum water requirements while the two together will provide the maximum flow required.

- (3) The assembly shall be readily accessible with adequate room for testing and maintenance. DCs may be installed below grade, providing all test cocks are fitted with brass pipe plus. All vaults shall be well drained, constructed of suitable materials, and sized to allow for the minimum clearances established below.
- (4) Assemblies two inches and smaller shall have at least six inch clearance below and on both sides of the assembly, and if located in a vault, the bottom of the assembly shall be not more than 24 inches below grade. All assemblies larger than two inches shall have a minimum clearance of 12 inches on the backside, 24 inches on the test cock side, and 12 inches below the assembly. Headroom of six feet is required in vaults without a fully removable top. A minimum access opening of 36 inches is required on all vault lids. "Y" pattern double check valve assemblies shall be installed so that the checks are horizontal and the test cocks face upward. These clearance standards apply to all assemblies installed in vaults, enclosures, and meter boxes.
- (5) Vertical installations of DCs are allowed only on sizes up to and including four inches that meet the following requirements:
 - a. Internally spring-loaded check valves;
 - b. Flow is upward through assembly;
 - c. Manufacturer states their assembly can be used in a vertical position;
 - d. Approved by Director.
- (6) All DCs must be tested in accordance with this policy. Tests are the responsibility of the assembly owner. The owner must notify the Town upon installation of any backflow prevention assembly.
- (7) Variances from these specifications will be evaluated by the Town on a case-by-case basis. Any deviations must have prior written approval of the Town.
- (e) *Double check detector backflow prevention assemblies (DCDA)*. May be utilized in all installations requiring a double check valve assembly and detector metering.
 - (1) DCDA's shall comply with the installation requirements applicable for double check valve assemblies (DCs).

- (2) The line-size DC assembly and the bypass DC assembly must each be tested. A separate test report for each assembly must be completed by the certified tester.
- (f) *Pressure vacuum breaker backflow prevention assemblies (PVB)*. May be utilized at point-of-use protection only and where a substance is handled that would be objectionable but not hazardous to health if introduced into the potable water system. PVBs protect against back siphonage only and shall not be installed where there is potential for backpressure.
 - (1) Assembly shall be installed a minimum of 12 inches above highest downstream piping.
 - (2) PVBs shall not be installed in an area subject to flooding or where damage would occur from water discharge.
 - (3) The assembly shall be readily accessible for testing and maintenance, with a minimum clearance of 12 inches all around the assembly.
 - (4) All PVBs must be tested in compliance with this policy. Tests are the responsibility of the assembly owner. The owner must notify the Town upon installation of any backflow prevention assembly.
 - (5) Variances from these specifications will be evaluated by the Town on a case-by-case basis. Any deviations must have prior written approval of the Town.
- (g) *Spill resistant pressure vacuum breaker backflow prevention assemblies (SVB)* may be utilized in all installations requiring a pressure vacuum breaker. SVBs shall comply with the installation requirements applicable for pressure vacuum breaker backflow prevention assemblies.

Sec. 15. - Air gap separation.

Air gaps provide maximum protection from backflow hazards and should be utilized at all locations where "high" hazardous substances are at risk of entering the potable water system:

- (1) An air gap separation shall be at least twice the diameter of the supply pipeline measured vertically above the top rim of the receiving vessel and in no case less than one inch. If splashing is a problem, tubular screens may be attached or the supply line may be cut at a 45-degree angle. The air gap distance is measured from the bottom of the angle. Hoses are not allowed.
- (2) Air gap separations shall not be altered in any way without prior approval from the Town and must be available for inspection at all reasonable times.

- (3) Side walls, ribs or similar obstructions do not affect air gaps when spaced from the inside edge of the spout opening a distance greater than three times the diameter of the effective opening for a single, or a distance greater than four times the effective opening for two intersecting walls.

Sec. 16. - Fire suppression systems.

- (a) All new installations of fire suppression systems which utilize the Town's potable water supply shall have an approved reduced pressure detector assemblies (RPDA) installed.
- (b) An approved double check detector assemblies (DCDA) may be utilized for fire sprinkler systems that provide for periodic flow-through of water throughout the system during each 24-hour period and where all piping is approved for potable water use by the plumbing code:
 - (1) It is the responsibility of all property owners and persons in charge of any premises to abide by the conditions of this policy. In the event of any changes to the plumbing system, it is the responsibility of the property owners to notify the Town. All costs associated with this policy and the purchase, installation, testing and/or repair of a RPDA device or a DCDA device is the responsibility of the property owner and persons in charge of any premises.
 - (2) Upon the approved installation of the RPDA device or a DCDA device, a cross-connection test report completed by a licensed fire line tester must be sent to the attention of the Town and include the information required by this policy.

Sec. 17. - Fire hydrant protection.

An approved reduced pressure detector assemblies (RPDA) shall be the minimum protection for fire hydrant water meters which are being used for a temporary water supply during any construction or other uses which would pose a potential hazard to the public water supply:

- (1) It is the responsibility of all persons engaging in the use and rental of a fire hydrant water meter to abide by the conditions of this policy. All fire hydrant water meter rentals shall meet the current requirements as provided for by the Town.
- (2) Only Town approved and authorized fire hydrant water meters with approved backflow prevention assemblies are allowed to be used within the Town limits.
- (3) All non-approved fire hydrant meters which are found to be in use in the Town will be confiscated and enforcement action taken against the responsible party, as allowed for in the enforcement section of this policy.

Sec. 18. - Responsibilities of property owner/person in charge of premises.

- (a) It is the responsibility of all property owners and/or persons in charge of any premises to abide by the conditions of this policy and to comply with the following:
 - (1) Payment of all costs associated with this policy and the purchase, installation, testing and repair of backflow prevention assemblies.
 - (2) Install and maintain all backflow prevention assemblies in accordance with this policy and acceptable industry practice.
 - (3) All backflow prevention assemblies on each premises must be tested at least annually. Such testing must be conducted by a certified cross-connection tester who is registered with the Town. Results of the test must be sent to the Town, upon the form provided by the Town, immediately after the test is complete.
 - (4) Maintain all backflow prevention assemblies in proper working order at all times, including repair as required.
 - (5) Maintain all backflow prevention assemblies in a manner, which allows them to be tested by a method that has been approved by the Town.
 - (6) All records related to backflow prevention assembly installation, testing and repair shall be maintained on the premises for a minimum of three years from the date of any given record.
- (b) Certified backflow prevention assembly tester shall comply with the following requirements:
 - (1) Annually register with the Town and pay the required fee per year of \$35.00
 - (2) Maintain testing equipment in proper working condition/calibration. Test gages must be calibrated at least once each year.
 - (3) Maintain the design and/or operation characteristics of an assembly.
 - (4) Ensure that devices are tested according to accepted industry practice and TCEQ regulations.
 - (5) Enter required testing data, including without limitation, test gauge serial numbers, on cross-connection test forms obtained from the Town.
 - (6) Report test results to the Town within 15 days of testing.
 - (7) Provide a copy of the completed test report to the property owners and/or persons in charge of any premises.

- (8) Maintain testing and/or repair records for a minimum of three years from the date of any given record.

Sec. 19. - Backflow prevention assembly tester certification; registration required.

Only approved TCEQ licensed backflow prevention assembly testers can test backflow prevention assemblies in the Town. Testers must register annually with the Town, provide proof of TCEQ certification, and provide proof that testing equipment is able to maintain a calibration of plus or minus 0.2 psid accuracy and pay an annual, nonrefundable, tester registration fee as required.

Sec. 20. - Fees.

There shall be an annual nonrefundable registration fee of \$25.00 for each nonresidential backflow prevention assembly device. This fee may appear on the monthly Town water/sewer bill and relates solely to the matters covered in this policy and are separate from other fees chargeable by the Town.

Sec. 21. - Compliance for lawn irrigation.

A permit must be obtained from the Town, for all lawn irrigation system installations. Such permit shall be issued by the Town's building inspection department. Installation requirements must comply with the current Town plumbing code and/or guidelines for the appropriate device found in this policy. Interconnections of the potable water supply with an alternate water source are prohibited unless appropriate backflow protection is installed. High hazard backflow protection devices must be installed if any mechanical injection stations are used with the irrigation system.

Sec. 22. - Mobile units.

The connection of a mobile unit to any potable water system is prohibited unless such connection is protected by an air gap or an approved backflow prevention assembly. Prior approval and annual device testing of any backflow prevention assembly must be received from the Town before connecting to any potable water system.

Sec. 23. - Enforcement.

- (a) This policy shall be enforced by the Town Manager, or his designee.
- (b) The Town shall require the inspection and or cause to be tested, all backflow prevention assemblies installed pursuant to the requirements of this policy. For new facilities, permanent water service shall not be provided until all backflow prevention assemblies have been tested, approved and are operational. Except in cases where the testing of

backflow prevention assemblies must be delayed until the installation of internal production or auxiliary equipment, the regulatory authority shall not approve a certificate of occupancy until all backflow prevention assemblies have been tested, approved and are operational. The Town shall not be liable for damage caused to any backflow prevention assembly as a result of the inspection, testing and/or examination.

(c) Violations:

- (1)** A person commits an offense if there is failure to maintain backflow prevention assemblies in compliance with this policy.
- (2)** A person commits an offense if there is failure to comply with a repair order issued by the Town.
- (3)** A person commits an offense if backflow from premises owned, operated or managed by the person enters the public water supply system.
- (4)** A person commits an offense if there is a failure to pay any fees required by this policy.
- (5)** A person commits an offense by violating any section of this policy.
- (6)** A person commits an offense if discontinued or disconnected water service to premises under this policy is reinstated, except as directed in writing by the Town.
- (7)** A person in charge of any facility commits an offense by allowing an unregistered tester to perform testing work on their property.
- (8)** A person commits an offense by testing backflow prevention assembly within the Town without being registered with the Town.
- (9)** A person commits an offense by testing backflow prevention assembly within the Town without being certified by the TCEQ.

(d) Penalty: The water service may be discontinued for any premises and/or property where:

- (1)** The property owner or occupant fails to test an installed backflow prevention assembly.
- (2)** The backflow prevention assembly does not pass the test, and the property owner or occupant fails to make the necessary repairs to the device within the time period specified by the Town, but in no case more than ten days after the test indicates that the backflow prevention assembly is not working properly.

- (3) The Town discovers that a cross connection exists on the property that represents an immediate health hazard if the water service remains connected.
 - (4) The Town discovers that a cross connection exists on the property and the property owner or occupant fails to install the proper backflow prevention device within the time period specified by the Town.
- (e) A certified tester's registration may be reviewed and revoked by the Town if it is determined that the tester has:
- (1) Falsely, incompletely, or inaccurately reported assembly reports;
 - (2) Used inaccurate gauges;
 - (3) Used improper testing procedures; or
 - (4) Created a threat to public health or the environment.

Sec. 24. - Penalty.

Any person, firm, corporation or business entity violating this policy shall be deemed guilty of a misdemeanor, and upon conviction thereof shall be subject to a fine not to exceed the sum of \$2000.00, unless the violation relates to fire safety, zoning or public health and sanitation, including dumping and refuse, in which the fine shall not exceed the sum of \$5,000.00. Each continuing day's violation under this policy shall constitute a separate offense. The penal provisions imposed under this policy shall not preclude the Town from filing suit to enjoin the violation. The Town retains all legal rights and remedies available to it pursuant to local, state and federal law.

Sec. 25. – Existing Facilities.

Any existing residential or non-residential property within the Town of Little Elm's jurisdictional boundaries must comply with this document in its entirety and the Town adopted plumbing code whichever is more stringent

Sec.26.-Right of Entry.

The Town of Little Elm will have the right of entry on to private property for the purpose of conducting the inspection of premises, inside and out, as well as inspection of backflow devices. Prior to the Town of Little Elm establishing water service with any customer a Right of Entry application must be completed. Without the Right of Entry application completed no water service will be allowed. The Right of Entry is to assure that all customers are in compliance with this document and so that the Town can determine possible health risk and eliminate them with appropriate backflow measures.

TOWN OF LITTLE ELM, TEXAS

ORDINANCE NO. 1098

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LITTLE ELM, TEXAS, ADOPTING A CROSS CONNECTION CONTROL POLICY TO REQUIRE THE INSTALLATION OF BACKFLOW PREVENTION ASSEMBLIES WHERE DEEMED APPROPRIATE AND NECESSARY; FOR THE INSTITUTION OF PENALTIES AND/OR THE DISCONNECTION OF WATER SERVICE FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE CROSS CONNECTION CONTROL POLICY; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Little Elm, Texas ("Town"), is a home-rule city possessing the full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of the Texas Local Government Code, and the Home Rule Charter for the Town of Little Elm, Texas; and

WHEREAS, the Town is required by the Texas Commission on Environmental Quality ("TCEQ") in Title 30, Chapter 290 of the Texas Administrative Code, governing Rules and Regulations for Public Water Systems, to protect the Town's potable drinking water system and is authorized to adopt regulations for water distribution and backflow prevention and testing including, but not limited to, the adoption and institution of a backflow/cross connection control program; and,

WHEREAS, pursuant to Chapter 54 of the Texas Local Government Code and the Town's Home Rule Charter, the Town is authorized to adopt such ordinances necessary to preserve and ensure that the Town's potable water resources are maintained at the highest quality standards and in full compliance with TCEQ standards of acceptable water resources; and

WHEREAS, the Town desires to implement such a backflow/cross connection control program, setting out restrictions with which each water customer must comply to avoid unacceptable practices that are prohibited by State regulation and Town standards; and

WHEREAS, as all users of the Town's water system, in order to connect their private plumbing systems to the Town's water system, must have their private plumbing systems inspected by the Town, the Town desires to adopt a Customer Service Inspection Certification to be utilized by Town inspector's as part of the Town's Customer Service Inspection process; and

WHEREAS, a Customer Service Inspection will be performed on all water service connections in order to determine the appropriate type of Backflow Prevention Assembly required to eliminate cross-connections or prevent backflow; and

WHEREAS, as there will be no "grandfathering" of existing buildings and residences, an Inspection Survey Report will be filled out for all existing facilities that will be kept on file with

the Town in the appropriate forms contained in Appendix A in the Cross Connection Control Policy; and

WHEREAS, the Town recognizes the importance of protecting the Town's public water supply from the possibilities of contamination or pollution within the Town's water customer's internal distribution systems or customer's private water systems, as such systems can contain pollutants and other unacceptable contaminants that could backflow in the Town's public water system, which could affect the overall water integrity of the Town's potable drinking water; and

WHEREAS, the Town has determined that there exists an urgent need to adopt a Cross Connection Control Policy; and

WHEREAS, the Town desires to adopt the Cross Connection Control Policy, which is attached hereto as ***Exhibit A***, as official Town policy for the protection of the Town's drinking water supply; and

WHEREAS, the Town has investigated and determined that the adoption, implementation and enforcement of a Cross Connection Control Policy will be advantageous and beneficial to the Town's residents, and will protect the public health, safety, and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LITTLE ELM, TEXAS, THAT:

Section 1. Incorporation of Premises. All of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

Section 2. Adoption. The Town hereby approves and adopts the Town of Little Elm Cross Connection Control Policy (hereinafter referred to as the "Policy"), which is attached hereto and incorporated herein for all purposes as ***Exhibit A***. The Town commits to implement the requirements and procedures set forth in the adopted Policy.

Section 3. Penalty Provision. Any customer, defined pursuant to 30 Texas Administrative Code Chapter 290.44, failing to comply with the provisions of the Policy shall be subject to a fine not to exceed Two Thousand Dollars (\$2,000) and/or discontinuance of water service by the Town. Proof of a culpable mental state is not required for a conviction of an offense under this ordinance. Each day a customer fails to comply with the Policy is an offense. The Town's authority to seek injunctive or civil relief available under the law is not limited by this section.

Section 4. Enforcement. Mandatory water use restrictions may be enforced by any combination of warnings, reconnection fees, suspension of service, citations, monetary penalties and other fees. An escalation of warnings may be used to warn, educate and then enforce restriction if warnings are not heeded. Penalties mentioned in Section 3 of this ordinance in addition to reconnections fees may be given to those that violate the Policy. The Town maintains the right, at any level of violation, to disconnect irrigation system(s) and/or total water service to a customer with reconnection fees and possible monetary penalties. The Town's Code

Enforcement Officer or other Town Staff as designated by the Town Manager may implement any provision of the enforcement process of the Policy.

Section 5. Filing Ordinance and Policy with TCEQ. The Town Manager or his designee is hereby directed to file a copy of the Policy and this ordinance with the Texas Commission on Environmental Quality in accordance with Title 30, Chapter 288 of the Texas Administrative Code.

Section 6. Repealer Clause. Any provision of any prior Town ordinance, whether codified or un-codified, which are in conflict with any provision of the ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the Town's ordinances, whether codified or un-codified, which are not in conflict with the provision of this ordinance, shall remain in full force and effect.

Section 7. Savings. This ordinance shall be cumulative of all other ordinances of the Town, and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this ordinance; provided, however, that any complaint, notice, action, cause of action, or claim which prior to the effective date of this ordinance has been initiated or has arisen under or pursuant to such other ordinance(s) shall continue to be governed by the provisions of that ordinance or those ordinances, and for that purpose that ordinance or those ordinances shall be deemed to remain and shall continue in full force and effect.

Section 8. Severability. The sections, paragraphs, sentences, phrases, clauses and words of this ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance, and the Town Council hereby declares that it would have passed such remaining portions of this ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 9. Effective Date. This ordinance shall take effect immediately upon its adoption and publication in accordance with and as provided by law and the Town Charter.

PASSED, APPROVED AND ADOPTED by the Town Council of the Town of Little Elm, Texas, on this the ____ day of 2012.

Charles Platt, Mayor

ATTEST:

Kathy Phillips, Town Secretary

APPROVED AS TO FORM:

Robert F. Brown, Town Attorney

Appendix B : Assessment of Hazards and Selection of Assemblies

The following table lists many common hazards. It is not an all-inclusive list of the hazards which may be found connected to public water systems.

Premises Isolation: Description of Premises	Assessment of Hazard	Required Assembly
Aircraft and missile plants	Health	RPBA or AG
Animal feedlots	Health	RPBA or AG
Automotive plants	Health	RPBA or AG
Breweries	Health	RPBA or AG
Canneries, packing houses and rendering plants	Health	RPBA or AG
Commercial car wash facilities	Health	RPBA or AG
Commercial laundries	Health	RPBA or AG
Cold storage facilities	Health	RPBA or AG
Connection to sewer pipe	Health	RPBA or AG
Dairies	Health	RPBA or AG
Docks and dockside facilities	Health	RPBA or AG
Dye works	Health	RPBA or AG
Food and beverage processing plants	Health	RPBA or AG
Hospitals, morgues, mortuaries, medical clinics, dental clinics, veterinary clinics, autopsy facilities, sanitariums, and medical labs	Health	RPBA or AG
Metal manufacturing, cleaning, processing, and fabrication plants	Health	RPBA or AG
Microchip fabrication facilities	Health	RPBA or AG
Paper and paper products plants	Health	RPBA or AG

Appendix A: Hazard Assessment and Assembly Selection

Petroleum processing or storage facilities	Health	RPBA or AG
Photo and film processing labs	Health	RPBA or AG
Plants using radioactive material	Health	RPBA or AG
Plating or chemical plants	Health	RPBA or AG
Pleasure-boat marinas	Health	RPBA or AG
Private/Individual/Unmonitored wells	Health	RPBA or AG
Rainwater harvesting system	Health	RPBA or AG
Reclaimed water systems	Health	RPBA or AG
Restricted, classified or other closed facilities	Health	RPBA or AG
Rubber plants	Health	RPBA or AG
Sewage lift stations	Health	RPBA or AG
Sewage treatment plants	Health	RPBA or AG
Slaughter houses	Health	RPBA or AG
Steam plants	Health	RPBA or AG
Tall buildings or elevation differences where the highest outlet is 80 feet or more above the meter	Nonhealth	DCVA

Internal Protection - Description of Cross-Connection	Assessment of Hazard	Required Assembly
Aspirators	Nonhealth†	AVB
Aspirator (medical)	Health	AVB or PVB
Autoclaves	Health	RPBA
Autopsy and mortuary equipment	Health	AVB or PVB
Bedpan washers	Health	AVB or PVB
Connection to industrial fluid systems	Health	RPBA

Appendix A: Hazard Assessment and Assembly Selection

Connection to plating tanks	Health	RPBA
Connection to salt-water cooling systems	Health	RPBA
Connection to sewer pipe	Health	AG
Cooling towers with chemical additives	Health	AG
Cuspidors	Health	AVB or PVB
Degreasing equipment	Nonhealth†	DCVA
Domestic space-heating boiler	Nonhealth†	RPBA
Dye vats or machines	Health	RPBA
Fire-fighting system (toxic liquid foam concentrates)	Health	RPBA
Flexible shower heads	Nonhealth†	AVB or PVB
Heating equipment		
Commercial	Nonhealth†	RPBA
Domestic	Nonhealth†	DCVA
Hose bibs	Nonhealth†	AVB
Irrigation systems		
with chemical additives	Health	RPBA
without chemical additives	Nonhealth†	DCVA, AVB, or PVB
Kitchen equipment - Commercial	Nonhealth†	AVB
Lab bench equipment	Health or Nonhealth†	AVB or PVB
Ornamental fountains	Health	AVB or PVB
Swimming pools		
Private	Nonhealth†	PVB or AG
Public	Nonhealth†	RPBA or AG
Sewage pump	Health	AG
Sewage ejectors	Health	AG
Shampoo basins	Nonhealth†	AVB
Specimen tanks	Health	AVB or PVB

Appendix A: Hazard Assessment and Assembly Selection

Steam generators	Nonhealth†	RPBA
Steam tables	Nonhealth†	AVB
Sterilizers	Health	RPBA
Tank vats or other vessels containing toxic substances	Health	RPBA
Trap primers	Health	AG
Vending machines	Nonhealth†	RPBA or PVB
Watering troughs	Health	AG or PVB

NOTE: AG = air gap; AVB = atmospheric vacuum breaker; DCVA = double check valve backflow prevention assembly; PVB = pressure vacuum breaker; RPBA = reduced-pressure principle backflow prevention assembly.

*AVBs and PVBs may be used to isolate health hazards under certain conditions, that is, backsiphonage situations. Additional area of premises isolation may be required.

†Where a greater hazard exists (due to toxicity or other potential health impact) additional area protection with RPBA is required.



TOWN OF LITTLE ELM

Public Works Department
100 W. Eldorado Pkwy.
Little Elm, Texas 75068
972-377-5556

Friday, April 06, 2012

(Customer Name)
(Customer Mailing Address)

Re: Cross-Connection Control Program Premises Inspection Results — Backflow
Prevention Device Installed

Dear (Customer Name),

The results of our (Date of Inspection) inspection of your premise indicates that the backflow prevention devices currently installed are adequate for the degree of hazard categorization of your service. You must continue to maintain these devices in working order and have each device tested for proper operation on an annual basis. Annual testing, and any associated repairs resulting from the testing, must be performed by an individual approved by the City. A list of approved individuals who install and test these devices is enclosed for your use.

A fee of (Monthly fee) per month will be added to your water bill to cover the cost of maintaining records and sending out testing notifications. You will be notified as to when the next annual testing of your backflow prevention device is required.

Should you have any questions or need additional information please contact the Cross-Connection Control Program Administrator at (phone number). Thank you for your cooperation.

Sincerely,

Kevin C. Mattingly
Director of Public Works

Enclosed
(copy of approved backflow prevention devices)
(copy of approved backflow prevention device testers list)



TOWN OF LITTLE ELM

Public Works Department
100 W. Eldorado Pkwy.
Little Elm, Texas 75068
972-377-5556

Friday, April 06, 2012

(Customer Name)
(Customer Mailing Address)

Re: Cross-Connection Control Program Premises Inspection Results — Backflow
Prevention Device Required

Dear (Customer Name),

The results of our (Inspection Date) inspection of your premises indicates that a backflow prevention device is required based on the hazard categorization of your service connection. You must have installed and test for proper operation a (type of backflow prevention device) backflow prevention device not later than (Today's Date + 30 Days). The backflow prevention device must be installed and tested by an individual approved by the Town. A list of approved individuals who install and test these devices and a Backflow Prevention Device Inspection Report are enclosed for your use. Please have an approved inspector complete the form and then return the original to the Public Works Department, keeping any copies for your records.

Should you have any questions or need additional information please contact the Public Works Department at (972-377-5556). Thank you for your cooperation.

Sincerely,

Kevin C. Mattingly
Director of Public Works

Enclosed
(copy of approved backflow prevention devices)
(copy of approved backflow prevention device testers list)
(Backflow Prevention Device Inspection Report)



TOWN OF LITTLE ELM

Public Works Department
100 W. Eldorado Pkwy.
Little Elm, Texas 75068
972-377-5556

Friday, April 06, 2012

-

(Customer Name)

(Customer Mailing Address)

Re: Cross-Connection Control Program Preliminary Notice

Dear (Customer),

The Town of Little is instituting a program for the protection of the public water supply from the hazards associated with cross-connections. The program is being implemented as a result of Federal and State regulations regarding cross-connection and backflow control. The end result of these changes will be a safer water supply system for everyone.

In accordance with the Town's Cross Connection Control Ordinance #1098 and provisions contained in the Cross-Connection Control Program, authorized representatives of the Town to inspect the potable water system on your premises. These inspections will be carried out during normal business hours.

Should you have any questions or need additional information please contact the Public Works Department at (972-377-5556). Your cooperation in this matter is greatly appreciated.

Sincerely,

Kevin C. Mattingly
Director of Public Works



TOWN OF LITTLE ELM

Public Works Department
100 W. Eldorado Pkwy.
Little Elm, Texas 75068
972-377-5556

Friday, April 06, 2012

(Customer Name)
(Customer Mailing Address)

Re: Cross-Connection Control Program Final Notice

Dear (Customer Name),

Our records indicate that your deadline for compliance with the City's Cross-Connection Control Program expired on (Expiration Date). Please contact an approved, licensed cross connection inspector to set up to have an inspection completed. Failure to supply the Town with a copy of completed inspection by (Today's Date +14 Days) will result in the termination of your water service. Water service will not be re-established until your service is brought into compliance with the Cross-Connection Control Program. Your cooperation in this matter is appreciated.

Sincerely,

Kevin C. Mattingly
Director of Public Works



TOWN OF LITTLE ELM

Public Works Department
100 W. Eldorado Pkwy.
Little Elm, Texas 75068
972-377-5556

Friday, April 06, 2012

(Customer Name)
(Customer Mailing Address)

Re: Cross-Connection Control Program Testing of Backflow Prevention Devices

Dear (Customer Name),

Our records indicate that your backflow prevention device was last tested for proper operation on (Last Inspection Date). The City's Cross-Connection Control Program requires that backflow prevention devices be tested on an annual basis by a person approved by the Town. Accordingly, you are required to have your backflow prevention device tested and the attached inspection form filled out and returned to this office no later than (Today's Date + 30 Days). A list of approved individuals who install and test these devices and a Backflow Prevention Device Inspection Report are enclosed for your use. Please have an approved inspector complete the form and then return the original to the Public Works Department, keeping any copies for your records.

Should you have any questions or need additional information please contact the Cross-Connection Control Program Administrator at (phone number). Thank you for your cooperation.

Sincerely,

Kevin C. Mattingly
Director of Public Works

Enclosed.
(copy of approved backflow prevention devices)
(copy of approved backflow prevention device testers list)
(Backflow Prevention Device Inspection Report)

Figure: 30 TAC §290.47(d)

Customer Service Inspection Certificate

Name of PWS _____

PWS I.D.# _____

Location of Service _____

Reason for Inspection: New construction ☐
 Existing service where contaminant hazards are suspected ☐
 Major renovation or expansion of distribution facilities ☐

I _____, upon inspection of the private water distribution facilities connected to the aforementioned public water supply do hereby certify that, to the best of my knowledge:

Compliance	Non-Compliance		
<input type="checkbox"/>	<input type="checkbox"/>	(1)	No direct connection between the public drinking water supply and a potential source of contamination exists. Potential sources of contamination are isolated from the public water system by an air gap or an appropriate backflow prevention assembly in accordance with Commission regulations.
<input type="checkbox"/>	<input type="checkbox"/>	(2)	No cross-connection between the public drinking water supply and a private water system exists. Where an actual air gap is not maintained between the public water supply and a private water supply, an approved reduced pressure-zone backflow prevention assembly is properly installed and a service agreement exists for annual inspection and testing by a certified backflow prevention assembly tester.
<input type="checkbox"/>	<input type="checkbox"/>	(3)	No connection exists which would allow the return of water used for condensing, cooling or industrial processes back to the public water supply.
<input type="checkbox"/>	<input type="checkbox"/>	(4)	No pipe or pipe fitting which contains more than 8.0% lead exists in private water distribution facilities installed on or after July 1, 1988.
<input type="checkbox"/>	<input type="checkbox"/>	(5)	No solder or flux which contains more than 0.2% lead exists in private water distribution facilities installed on or after July 1, 1988.

I further certify that the following materials were used in the installation of the private water distribution facilities:

Service lines Lead ☐ Copper ☐ PVC ☐ Other ☐
 Solder Lead ☐ Lead Free ☐ Solvent Weld ☐ Other ☐

I recognize that this document shall become a permanent record of the aforementioned Public Water System and that I am legally responsible for the validity of the information I have provided.

Remarks _____

Signature of Inspector

Title

Date

Registration Number

Type of Registration

2012 Preliminary Impact Assessment
Cross Connection Program

COMMERCIAL						LEISD	
<u>PLANET TAN</u>	<u>LITTLE ELM PET CLINIC</u>	<u>HEALTHY PAWS VET CLINIC</u>	<u>RETRACTABLE INC.</u>	<u>Burger King / Popeye's</u>	<u>Los Jalapenos</u>	<u>Lakeview Elementary</u>	<u>Collin Powell</u>
Rpz needs to be tested. <u>Cross connection control policy. Sec 8.A.1-5</u>	Existing double check valve is a 3/4" in parking lot, needs to trace water line into building and install RPZ. <u>Appendix B: Assessment of Hazards and selection of assemblies.</u>	Domestic line double check valve assembly needs changed to a 1 1/2" RPZ. <u>Appendix B: Assessment of Hazards and selection of assemblies.</u>	Lobo irrigation 2" double check valve assembly needs to be tested. <u>Cross connection control policy. Sec 8.A.1-5</u>	3/4" Double Check Valve Assembly needs tested. <u>Cross connection control policy. Sec 8.A.1-5</u>	3/4" double check valve assembly needed for the domestic line. Also needs to be tested. <u>Cross connection control policy. Sec 8.A.1-5. Sec.14. (A)(2)</u>	4" Double check valve assembly on domestic line needs to be tested. The vault needs to be well drained as well. <u>Cross connection control policy. Sec 8.A.1-5, Sec.14.- Installation guidelines and requirements- (d)(3)</u>	2" Double check valve assembly needed on the domestic line for the school. The double check will also need to be tested. <u>Cross connection control policy. Sec 8.(A)(1-5) Sec.14. (A)(2)</u>
\$175.00 To test the Rpz	\$400.00 To install Rpz inside or outside.	\$1075.00 To install Rpz outside with a cover box.	\$175.00 To test the assembly.	\$125.00 to test the double check and to bring it to regulation	\$425.00 to install the 3/4" double check valve and to have it tested.	\$175.00 to test the 4" double check in the vault.	\$1500.00 to install the double check and also to have it tested.
	The existing double check in the parking lot needs to be taken out and replaced with a strait piece of pipe.	Double check for irrigation needs uncovered and tested. Also have addequate space for testing. <u>Sec.14.- Installation guidelines and requirements- (d)(3)</u>	Domestic main line to front building off Lobo Ln has a single check and should be changed to a 2" Rpz and needs to be tested. Also needs cover box for insulation. <u>Appendix B: Assessment of Hazards and selection of assemblies.</u>	1 1/2" Rpz needs tested and have a wrap jacked installed. <u>Cross connection control policy. Sec 8.A.1-5</u>	1/2" Rpz for the soda machine needs to be tested. <u>Cross connection control policy. Sec 8.A.1-5</u>	The two double check valve assemblies on the irrigation needs uncovered and also tested. <u>Sec.14.- Installation guidelines and requirements- (d)(3) . Cross connection control policy. Sec. 8.A.1-5</u>	
	\$200.00 To take the double check out of the parking lot and fill hole in.	\$350.00 To meet the requirements.	\$1150 For the replacement of single check, cover box, and testing the device.	\$125.00 to test the Rpz and install the wrap jacket.	\$125.00 to test the Rpz.	\$350.00 for both test on the double checks including the clearing of the dirt for adequate testing room.	
	1/2" Rpz under X-Ray machine needs to be tested. <u>Sec.8. (A)(1-5) of the cross connection control policy.</u>		The front chill room has a double check up near the ceiling and needs to be replaced with a 1" Rpz and also tested. <u>Appendix B: Assessment of Hazards and selection of assemblies.</u>	Rpz's on soda machines need to be tested. <u>Cross connection control policy. Sec 8.A.1-5</u>			
	\$175.00 To test the Rpz		\$750.00 To meet the requirements needed.	\$250.00 for both test on the Rpz's to bring it to regulation.			
			2" Double check for irrigation in back of property on 2nd building needs adequate space for testing and needs to be tested. <u>Sec.14.- Installation guidelines and requirements- (d)(3) . Cross connection control policy. Sec. 8.A.1-5</u>				
			\$350.00 To meet the requirements needed				
			1" Domestic line for add on needs 1" Rpz and needs to be tested. <u>Cross connection control policy. Sec 8.A.1-5</u>				
			\$875.00 To meet the requirements needed.				
			In the add on chill room there is a 3/4" Rpz that needs to be tested. <u>Cross connection control policy. Sec 8.A.1-5</u>				
			\$175.00 To meet the requirements needed.				
<u>Total Impact Price</u>	<u>Total Impact Price</u>	<u>Total Impact Price</u>	<u>Total Impact Price</u>	<u>Total Impact Price</u>	<u>Total Impact Price</u>	<u>Total Impact Price</u>	<u>Total Impact Price</u>
<u>\$175.00</u>	<u>\$775.00</u>	<u>\$1,425.00</u>	<u>\$3,475.00</u>	<u>\$500.00</u>	<u>\$550.00</u>	<u>\$525.00</u>	<u>\$1,500.00</u>

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET

COUNCIL WORKSHOP

DATE: April 17, 2012

PROJECT: Proposed Golf Cart Ordinance

DESCRIPTION: Discussion to consider a golf cart ordinance that will reflect the Town's philosophy to maintain a quality of life that is in the best interest of the public health, safety and welfare of the citizens of Little Elm.

COST: None

FUNDING SOURCE: N/A

(Note: If funding is not included in the current budget, a Fiscal Note signed by the Finance Director will be attached)

SCHEDULE: Upon approval by Town Council

**RECOMMENDED
ACTION:** N/A

TOWN CONTACT: Waylan Rhodes, Chief of Police 214-975-0465

ATTACHMENTS: Copy of proposed Golf Cart Ordinance

ORDINANCE _____

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LITTLE ELM, TEXAS, AMENDING CHAPTER 98, "TRAFFIC AND VEHICLES," OF THE CODE OF ORDINANCES OF THE TOWN OF LITTLE ELM BY ADDING A NEW ARTICLE VIII, "OPERATION OF GOLF CARTS ON PUBLIC STREETS"; ESTABLISHING DEFINITIONS; ESTABLISHING REGULATIONS FOR THE OPERATION OF GOLF CARTS ON PUBLIC STREETS; ESTABLISHING EXCEPTIONS; ESTABLISHING A PENALTY; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING A SAVINGS AND A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in 2009, the Legislature of the State of Texas adopted HB 2253 which amended the Transportation Code, Chapter 551, to allow for the operation of golf carts within municipalities under certain conditions; and

WHEREAS, Chapter 551 of the Texas Transportation Code also provides municipalities with the authority to control the operations of motor vehicles using its streets and to prescribe reasonable and safe restrictions related to the stopping, standing and parking of vehicles; and

WHEREAS, under Texas Transportation Code Chapter 551, municipalities may prohibit the operation of golf carts on a public highway, if the governing body of the municipality determines that the prohibition is necessary in the interest of safety; and

WHEREAS, the Town Council of the Town of Little Elm, Texas ("Town Council"), has investigated and determined that the prohibitions set forth in this Ordinance are necessary in the interest of safety; and

WHEREAS, the Town Council has further investigated and determined that it would be advantageous and beneficial to the citizens of the Town of Little Elm, Texas ("Town"), and in the best interest of the public health, safety and welfare of the citizens and the public to establish regulations for the operation of golf carts as set forth below.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LITTLE ELM, TEXAS, THAT:

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

Section 2. Adoption. Chapter 98, of the Code of Ordinances of the Town of Little Elm is hereby amended by adding a new Article VIII, "Operation of Golf Carts on Public Streets," to read as follows:

"ARTICLE VIII. OPERATION OF GOLF CARTS ON PUBLIC STREETS

Sec. 98-200 - Definitions

The following words, terms, and phrases, when used in this article shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Daytime means the hours during a day after dawn and before dusk.

Golf Cart means a motor vehicle designed by the manufacturer primarily for transporting persons on a golf course, as defined in Texas Transportation Code, § 502.001, as amended. A golf cart shall include a motor vehicle which must have a minimum of four (4) wheels and have an attainable top speed not greater than 25 miles per hour on a paved level surface, which is manufactured primarily for transporting persons on a golf course in compliance with federal motor vehicle safety standards for low-speed vehicles.

Public Safety Personnel means any employee or officer of a governmental law enforcement agency or the Little Elm Fire Department.

Public Street means a publicly-owned or dedicated road, street, drive, or other right-of-way for the use of vehicles within the corporate boundaries of the Town of Little Elm.

Sec. 98-201 - Golf Carts Permitted and Restricted.

A person may operate a golf cart on a public street, if:

- (a) the public street has a maximum posted speed limit of not more than thirty-five (35) miles per hour and the golf cart is operated during the daytime;
- (b) the person possesses a valid drivers license;
- (c) the person maintains current financial responsibility for the golf cart, as required of other passenger vehicles in the Texas Transportation Code Section 601.051;
- (d) the person complies with all applicable federal, state, and local laws and ordinances;
- (e) the golf cart has the following equipment:
 - (1) headlamps;
 - (2) tail lamps;
 - (3) reflectors;
 - (4) parking brake;
 - (5) mirrors; and

- (6) a slow-moving vehicle emblem; and
- (f) while the golf cart is in motion, the driver and each passenger in the golf cart is seated in a seat designed to hold a passenger. No person may stand on a golf cart or ride in the lap of the driver and/or other passenger of a golf cart while it is moving.

Sec. 98-202 – Prohibition

- (a) No person may operate a golf cart in violation of the provisions of this Article.
- (b) No person may operate a golf cart in a negligent manner. For purposes of this Article, “operate a golf cart in a negligent manner” shall mean the operation of a golf cart in such a way as to endanger any person or property, to obstruct, hinder or impeded the lawful course of travel of any motor vehicle or the use of a golf cart on a sidewalk, path, trail, walkway or park.

Sec. 98-203 – Exceptions.

- (a) Public Safety Personnel may operate a golf cart on any public street without any further restrictions when the golf cart is used in the performance of his/her duties.
- (b) A golf cart operated solely on private property is not subject to the regulations set forth in this Article.
- (c) A golf cart operated by Town-authorized personnel on Town property is not subject to the regulations set forth in this Article. Town-authorized personnel shall mean any person who is employed by or volunteering for the Town and instructed by a Town official, or designee, to operate the golf cart on Town property. This exception does not include public rights-of-way.”

Section 3. Penalty. A person commits an offense, if he or she knowingly performs an act prohibited by this Ordinance or knowingly fails to perform an act required by this Ordinance. Any person or business establishment who violates any provision of this Ordinance shall be subject to a fine of not more than \$500 for each offense.

Section 4. Savings. This Ordinance shall be cumulative of all other ordinances of the Town, and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance; provided, however, that any complaint, notice, action, cause of action, or claim which prior to the effective date of this Ordinance has been initiated or has arisen under or pursuant to such other ordinance(s) shall continue to be governed by the provisions of that ordinance or those ordinances, and for that purpose that ordinance or those ordinances shall be deemed to remain and shall continue in full force and effect.

Section 5. Severability. The sections, paragraphs, sentences, phrases, clauses and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the Town Council hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 6. Effective Date. This Ordinance shall take effect immediately upon its adoption and publication in accordance with and as provided by law and the Town Charter.

PASSED, APPROVED AND ADOPTED by the Town Council of the Town of Little Elm, Texas, on this the ____ day of January, 2011.

Charles Platt, Mayor

ATTEST:

Kathy Phillips, Town Secretary

APPROVED AS TO FORM:

Robert F. Brown, Town Attorney

ROBERT MEDIGOVICH
MUNICIPAL COORDINATOR FOR CWD
TO GIVE CWD's ANNUAL REVIEW

MINUTES
Town of Little Elm
214-975-0404
<http://www.littleelm.org>

WORKSHOP AND REGULAR TOWN COUNCIL MEETING
Tuesday April 3, 2012

Present: Charles Platt Mayor, Curtis Cornelious Mayor Pro-tem, Council members Richard Stevens, Stephanie Shoemaker, Brandon Gerard, and Bill Roebken. **Staff:** Doug Peach, Robert Brown, Kathy Phillips, Alan Dickerson, Dianne Lawson, Jason Laumer, Dusty McAfee, Dee Dee Hale, Tony Chrisman, Scott Westenhoeffer, Spencer Smith, Rodney Harrison, and Leslie Smith.

1. Called to Order Council Work Shop **at 6:00 p.m.**

- a. Items to be withdrawn from Consent Agenda. **NONE**
- b. Emergency Items if posted. **NONE**
- c. Request by the Town Council for items to be placed on the next regular council agenda for discussion, and recognition of excused absences. **NONE**
- d. Update and review on Town's external collection agency regarding collection methods and warrant collection data. **Finance Director Alan Dickerson** stated that the Town contracted with McCreary, Veselka, Bragg & Allen P.C., Attorneys at Law in June 2010 to perform accounts receivable collections. They are currently collecting for ambulance, court and utility billing. The primary focus of this briefing is for an overview of the collections methodology utilized by the Town's collection agency; and present collection statistical data primarily for warrants and outstanding court fines.
- e. Discuss and provide Town Staff direction regarding CIP recognition plaque(s). **Interim Town Manager Doug Peach** informed council he was seeking council direction regarding the CIP recognition plaques; this item was discussed at a prior workshop. He presented Council with signage options for their input. Council consensus was keep the ones we already have purchased and add a second plaque inside of buildings for special recognitions (previous council members involved in calling for the 2009 bond election and members voting for the sale of bonds)
- f. Presentation of monthly updates from department heads: **Library Director Spencer Smith** reported to the council that the library had undergone an early spring cleaning and reorganization that allowed them to create what they feel is an inviting space. They have made available a public meeting room in addition to a separate study table that was removed from the more heavily trafficked areas of the library. Staff had updated collections to reduce holdings in outdated formats and eliminated damaged and missed materials from the searchable database. This allows the public to get a better, more realistic impression of the offerings. Staff has created a basic electronic signage board to promote library and other community events; and working with other departments to ensure all facets of city programs are promoted. In addition, the library has added approximately 17,000 eBook titles available for

checkout to members of the library 24 hours a day 7 days a week. We have entered an agreement with Library Ideas, LLC for access to their product called Freading. Freading works with iPads, iPhones, Android phones and tablets, and PC and Mac Computers. **Finance Director Alan Dickerson** gave brief update on status of refunding bonds. Also asked for council direction regarding staff issuing RFP's for new auditing firm. **Director of Development Services Jason Laumer** reported to council that staff was placing the Castleridge/Robinson Ridge Connector on hold due to questions from both parties that need to be addressed. Reported on status of FM 423 expansion, apartment status, message boards, senior center opening, permitting, and drainage at Little Elm Park. **Interim Town Manager Doug Peach** informed council of the termination of the animal shelter lease and proposed solution, upcoming Water for Life Seminar on April 7th, Council Candidate Forums at High School on April 26th and Living Word Baptist Church on April 28th. (Council member Roebken asked that everyone talk to their friends and neighbors to get people out to these forums). Doug also reported on the upcoming Grand Opening of the Public Safety Center scheduled for May 5th, public safety staff is working on times; will make public as soon as received. Dates and times for voting in the May 12th General/Special Election was also reported.

- g. Council to highlight items on the agenda needing further discussion or comments prior to the regular session. **NONE**
- 2. **Presentations and Announcements:** Susan Hauser spoke to council on behalf of the Children's Advocacy Center for Denton County. Thanking the Town, Chief Rhodes and his staff.
- 3. **Roll Call/Call to Order Regular Town Council Immediately Following Council Workshop.**
- 4. **Opening Prayer:** Pastor Hugene Purdy- Trinity Resources Coaching Ministry.
- 5. **Pledge to the Flags:**
 - a. United States Flag
 - b. Texas Flag
- 6. Public Comments: **NONE**
- 7. Upon motion by Council member Roebken and second by Council member Cornelious the members **voted 6-0** to approve the Consent Agenda as presented:
 - a. **Minutes** of the March 20, 2012 Workshop and Regular Meeting.
 - b. **Authorize** Town Manager to execute Inmate Telecommunications Vending Service Agreement with JCW Electronics I Ltd., L.L.P.
 - c. **Approve** Financial Policy revisions.

8. Reports and requests for Town Council consideration and appropriate action:

- a. Upon motion by Council member Cornelious and second by Council member Shoemaker the members **voted 6-0** to adopt Ordinance No. 1099 an Ordinance of the Town of Little Elm Texas, establishing Rules, Regulations and Fees for the Senior Center and Community Recreation Center, providing for a repealer clause; providing a severability clause; providing for a penalty and providing for an effective date.
- b. Upon motion by Council member Roebken and second by Council member Gerard the members **voted 6-0** to approve letter amendment to the Development and Escrow Agreement between developer, 423 East, Ltd, and the Town of Little Elm and authorize the Town Manager to execute for the same.
- c. Upon motion by Council member Roebken and second by Council member Cornelious the members **voted 6-0** to adopt Ordinance No. 1097 an Ordinance of the Town of Little Elm, Texas, amending the Code of Ordinances of the Town, by amending Chapter 26 (Businesses and Business Regulations), by amending Article VI (Vendors, Peddlers, and Solicitors) to clarify existing policy; providing a savings clause; providing a penalty; providing a severability clause; providing a repealer clause; and providing an effective date.
- d. Upon motion by Council member Cornelious and second by Council member Stevens the members **voted 5-1** (opposed Council member Roebken) to approve request by the Town Auditors, Rylander, Clay and Optiz, LLP for an amendment to the FY 2010-2011 Audit Engagement for additional funding not to exceed \$8,190.

9. FYI: (All matters are provided to the Town Council for informational purposes only)

- a. Letter of Commendation-Officer Michael Jamison.
- b. Update on Castleridge Connector Meeting with Robinson Ridge and Castleridge residents.

10. Adjourned Work Shop and Regular Meeting at 7:17 p.m.

Respectfully,



Town Secretary

Passed and Approved this _____ day of _____ 2012.

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: April 17, 2012

PROJECT: Purchase of Front Deck Mower for the
Parks Department

DESCRIPTION: As part of the 2011-20012 Parks & Recreation Budget \$21,000.00 was authorized for the purchase of a front deck mower to maintain parks and street right of ways. The Town of Little Elm received quotes from Professional Turf Products, L.P. in the amount of \$20,995.36, Simpson North Corporation in the amount of \$28,277.09 and from Jerry Pate Turf & Irrigation in the amount of \$21,948.19. The bid received from Professional Turf products is \$4.64 less than the amount authorized of \$21,000.00 in the 2011-2012 budget. Professional Turf Products is a member of the Buy Board Purchasing Cooperative and is the low bid for the mower.

COST: \$20,995.98

FUNDING:	Acct. Name & No	Original Budget
	112-55-6630	\$21,000.00

SCHEDULE: Purchase following Town Council approval. The mower will take up to 30 days for delivery following the order.

RECOMMENDED ACTION: Authorize Town Staff to complete the purchase of the front deck riding mower from Professional Turf Products in the amount of \$20,995.36.

TOWN CONTACT: Tony Chrisman, Parks & Recreation/Library Director

ATTACHMENTS: Bid Quotes and Bid Tabulation

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: April 17, 2012

PROJECT: **Siemen's Lo/Pro Air Scrubbers Service Program**

DESCRIPTION: As part of the 3rd MGD (million gallons day) Waste Water Treatment Plant expansion, Two Siemens Lo/Pro Air Scrubbers (Scrubbers) were installed as an odor control measure. The two Scrubbers require routine maintenance as part of normal operations & maintenance of the entire WWTP system. The maintenance of the two Scrubbers is divided into two distinctive service types. These types of services are referred to as; Service Calls and Special Service (Acid Washing).

As detailed in Siemens Service Quote #Q120327MFM2 the cost for one Service Call is \$2,165 and an Acid Wash is \$2,629. Both types of services are based on an As-needed basis, with the estimated number of Service Calls 6 and estimated Acid Washes 2. The goal of staff is to learn from each of the service calls.. Staff's effort to learn methodology to properly maintenance the Scrubbers will reduce the need for the Service Contract in the future, the need for future Service Contracts will be determined annually prior to the budget process.

COST: Service Calls - \$12,990
Acid Washes - \$5,258
Total \$18,248

Total Estimated Service Cost not to exceed \$22,000

FUNDING:	Acct. Name & No	Original Budget
	612-6255-72-00	\$22,000

SCHEDULE: As Needed

RECOMMENDED ACTION:

Staff recommends Council to Authorize the Town Manager to enter into Service Agreement Quote #Q120327MFM2 with Siemens to provide Service Calls and Acid Washes on an as needed basis.

TOWN CONTACT: Kevin C. Mattingly: 972-377-5556, kmattingly@littleelm.org

ATTACHMENTS: Service Agreement Quote #Q120327MFM2

Bill Harp
Supervisor Wastewater Division, Town of Little Elm
100 W El Dorado Pkwy
Little Elm, TX 75068
Ph: 972-377-5560
Email: bharp@littleelm.org

March 29, 2012

RE: LITTLE ELM WWTP LO/PRO SCRUBBER SERVICE PROGRAM
Siemens Quote No. Q120327MFM2

Siemens Industry, Inc. would like to present a quotation for service for (2) LO/PRO® Odor Control Scrubbers located at the Little Elm, Texas WWTP as follows:

SCOPE OF SERVICE

Each service visit will include the following for each LO/PRO® unit (total of 2):

- Inspection of the chemical metering pumps for proper operation
- Inspection of the recirculation system for proper operation
- Inspection of the control panels
- Calibration check of all pH and ORP controller
- Verify optimal pH & ORP set points.
- Inspection of exhaust fan and belt adjustment
- Verification of the airflow rate
- Verify the correct blow down rate of the sumps
- Measure recirculation pump and exhaust fan motor amperages
- Lubrication of moving parts as needed
- Replace fan belts as needed
- Report

Service Cost per Visit (for both scrubbers): \$2,165

In addition, at the request of the City of Little Elm, an acid wash will be performed. Acid washing is recommended on a routine basis in order to clean the packing media and other vital internal parts in order to maintain an efficient system. Each acid wash will include the following:

- Complete acid wash of the system
 - All required labor for the acid wash
 - Inspection of the packing media
 - Inspection of all the internal spray nozzles and spray patterns
 - Startup of the systems
- All necessary drums of acid for the cleaning.

Acid Wash Cost per Scrubber: \$2,629

Notes:

1. *Siemens shall supply the acid required to complete the acid wash*
2. *Disposal of spent acid wash solution will be to the gravity sewer (Note: the pH of the solution is normally in the range of 4 – 7 after the acid wash has been completed)*
3. *Siemens shall supply a quote for parts that need replacing on an as needed basis*



Industry

The attached Siemens Industry, Inc. Terms and Conditions are considered part of this proposal and shall prevail. This quote will remain in effect for 90 days from the date of this proposal. Terms of payment are NET 30 days from date of invoice. These prices do not include any applicable taxes.

The annual costs associated with this quotation are direct to the customer and will remain in effect for a period of ninety (90) days only. If we are not in receipt of an order by the end of this firm price period, we reserve the right to modify the prices quoted.

Please sign the following and fax the *entire* document to me at 941-359-7985. If you have any questions, please contact me at (512) 581-2097.

Thank you for your consideration and I look forward to working with you.

Sincerely,

Siemens Industry, Inc.

Joe Robertson

Joe Robertson
Technical Sales Representative, Municipal Services

To proceed with the service program as herein, please sign below and return the entire proposal via fax for mail to Siemens Industry, Inc.

Siemens Quote #: **Q120327MFM2**

Accepted by the **City of Little Elm**

This ____ day of _____ 2012

By: _____

Title: _____

Siemens Industry, Inc., Water Technologies Business Unit
Terms and Conditions

1. Applicable Terms. These terms, together with any quotation, purchase order or acknowledgement issued or signed by Seller (the "Seller's Documentation"), comprise the complete and exclusive statement of the agreement between the parties (the "Agreement") and supersede any terms contained in Customer's documents, unless separately signed by Seller. Whether the terms set forth herein are included in an offer, acceptance or acknowledgment by Seller, such offer, acceptance or acknowledgment is conditioned on Customer's assent to these terms. Seller rejects all additional or different terms in any of Customer's forms or documents. The Agreement governs the scope of work set forth in Seller's Documentation. For the purposes of this Agreement, goods shall include equipment, leased equipment and media goods (collectively, the "Goods").
2. Payment. Customer shall pay Seller the full fee as set forth in Seller's Documentation. Seller's price does not include, and Seller shall not be responsible for, any taxes, permits, tariffs, duties or fees (or any incremental increases to such taxes, permits, tariffs, duties or fees enacted by governmental agencies) unless specifically agreed in Seller's Documentation or otherwise by Seller in writing. If Seller is required to pay any such charges, Customer shall immediately reimburse Seller. All payments are due within 30 days after receipt of invoice. Customer shall be charged the lower of 1 ½% interest per month or the maximum legal rate on all amounts not received by the due date and shall pay all of Seller's reasonable costs (including attorneys' fees) of collecting amounts due but unpaid. All orders are subject to credit approval.
3. Scope of Services. Seller shall provide the Goods and services specifically described in Seller's Documentation during normal business hours, unless otherwise specified in Seller's Documentation. Performance by Seller that is requested or required by the Customer outside of these hours will be charged at Seller's then current schedule of rates and will be in addition to the charges outlined in Seller's Documentation. Where the Customer requests additional Goods or services which are outside of the scope of work itemized in Seller's Documentation, Seller may provide those Goods and services at standard time and material rates and conditions then in effect.
4. Ownership of Materials. All devices, equipment, designs (including drawings, plans and specifications), estimates, prices, notes, electronic data and other documents or information prepared or disclosed by Seller in connection with the provision of Goods and services hereunder, and all related intellectual property rights, shall remain Seller's property. Seller grants Customer a non-exclusive, non-transferable license to facilitate Customer's use thereof. Customer shall not disclose any such material to third parties without Seller's prior written consent.
5. Changes. Seller shall not implement any changes in the scope described in Seller's Documentation unless Customer and Seller agree in writing to the details of the change and any resulting price, schedule or other contractual modifications. This includes any changes necessitated by a change in applicable law.
6. Warranty. Seller warrants to Customer that the Goods shall materially conform to the description in Seller's Documentation and shall be free from defects in material and workmanship and services shall be performed in a good and workmanlike manner. The foregoing warranty shall not apply to any Goods that are specified or otherwise demanded by Customer and are not manufactured or selected by Seller, as to which (i) Seller hereby assigns to Customer, to the extent assignable, any warranties made to Seller and (ii) Seller shall have no other liability to Customer under warranty, tort or any other legal theory. Customer's service warranty is ninety days from the date of the service provided. If Customer is purchasing Goods from Seller then Seller's warranty period for Goods (except for media goods) is the earlier of one year from acceptance or eighteen months from delivery. In the event of a warranty claim, Seller shall, at its sole option and as Customer's sole and exclusive remedy, repeat the service at its own expense, repair or replace the affected parts or refund the price paid to Seller therefor. If Seller determines that any warranty claim is not, in fact, covered by this warranty, Customer shall pay Seller its then customary charges for any additionally required Goods or service. Seller's warranty is conditioned on Customer (a) operating and maintaining the Goods in accordance with Seller's instructions, (b) not making any unauthorized repairs or alterations, and (c) not being in default of any payment obligation to Seller. Seller's warranty does not cover (a) media goods (such as, but not limited to, granular activated carbon media) once such media goods are installed and testing proves material conformance to Seller's Documentation; (b) damage caused by chemical action or abrasive material or misuse which has damaged the equipment serviced; and (c) improper installation (unless installed by Seller). THE WARRANTIES AND REMEDIES SET FORTH IN THIS SECTION ARE SELLER'S SOLE AND EXCLUSIVE WARRANTIES THEREFOR. SELLER MAKES NO OTHER WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR PURPOSE.
7. Indemnity. Seller shall indemnify, defend and hold Customer harmless from any claim, cause of action or liability incurred by Customer as a result of third party claims for personal injury, death or damage to tangible property to the extent caused by Seller's negligence. Seller shall have the sole authority to direct the defense of and settle any indemnified claim. Seller's indemnification is conditioned on Customer (a) promptly, within the warranty period, notifying Seller of any claim, and (b) providing reasonable cooperation in the defense of any claim.
8. Force Majeure. Under no circumstances shall either Seller or Customer have any liability for any breach (except for payment obligations) caused by extreme weather or other act of God, strike or other labor shortage or disturbance, fire, accident, war or civil disturbance, delay of carriers, failure of normal sources of supply, change in law or other act of government or any other cause beyond such party's reasonable control.
9. Cancellation. Either party may terminate the scope of work specified in Seller's Documentation by providing reasonable notice sufficient to avoid costs incurred by the other party. If Customer cancels or suspends any such scope of work for any reason other than Seller's breach, Customer shall pay Seller for work performed prior to cancellation or suspension and any other direct costs incurred by Seller as a result of such cancellation or suspension.
10. LIMITATION OF LIABILITY. NOTWITHSTANDING ANYTHING ELSE TO THE CONTRARY, SELLER SHALL NOT BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE OR OTHER INDIRECT DAMAGES, AND SELLER'S TOTAL LIABILITY ARISING AT ANY TIME FROM THE SALE OR USE OF THE GOODS AND/OR SERVICES SHALL NOT EXCEED THE PRICE PAID TO SELLER THEREFOR. THESE LIMITATIONS APPLY WHETHER THE LIABILITY IS BASED ON CONTRACT, TORT, STRICT LIABILITY OR ANY OTHER THEORY.
11. Leased Equipment. Any leased equipment ("Leased Equipment") provided by Seller shall at all times be the property of Seller with the exception of certain miscellaneous installation materials purchased by the Customer, and no right or property interest is transferred to the Customer hereunder, except the right to use any such Leased Equipment as provided herein. Customer agrees that it shall not pledge, lend, or create a security interest in, part with possession of, or relocate the equipment. Customer shall be responsible to maintain the Leased Equipment in good and efficient working order. Upon the expiration or termination of this Agreement, Customer shall promptly make any Leased Equipment available to Seller for removal. Customer hereby agrees that it shall grant Seller access to the Leased Equipment location and shall permit Seller to take possession of and remove the Leased Equipment without resort to legal process and hereby releases Seller from any claim or right of action for trespass or damages caused by reason of such entry and removal.
12. Miscellaneous. If these terms are issued in connection with a government contract, they shall be deemed to include those federal acquisition regulations that are required by law to be included. No part of the Agreement may be changed or cancelled except by a written document signed by Seller and Customer. No course of dealing or performance, usage of trade or failure to enforce any term shall be used to modify the Agreement. If any of these terms is unenforceable, such term shall be limited only to the extent necessary to make it enforceable, and all other terms shall remain in full force and effect. Customer may not assign or permit any other transfer of the Agreement without Seller's prior written consent. The Agreement shall be governed by the laws of the State of Delaware without regard to its conflict of laws provisions.

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL

MEETING DATE: April 17, 2012

PROJECT:

Lobo Lane Improvements – Construction Change Order #5 (Little Elm Park – Existing Sand Volleyball Courts; Columns/Split Rail Fence; Masonry Columns on Amphitheater/Pavilion; Concrete sidewalks on trail washout areas)

DESCRIPTION:

On Tuesday, September 6, 2011 the Town approved the tender agreement for Quality Excavation, Ltd. of Aubrey, Texas to finish the construction contract for the Lobo Lane Improvements. The agreement was in the amount of three million eight hundred four thousand seven hundred ninety two dollars and sixty five cents (\$3,804,792.65). On Tuesday, November 11, 2011 the Town approved change order #2 for several items to finish the soccer field addition to Little Elm Park, remove the overhead electrical lines, and phase one of the festival lighting within Little Elm Park. On Tuesday, March 6, 2012 the Town approved change order #3 for the Cottonwood Park Parking Lot Expansion and Vendor Plugs at the Pavilion. On Tuesday, March 20, 2012 the Town approved change order #4 for the Cottonwood Park parking lot lighting and phase 2 of the Festival Lighting within Little Elm Park.

The Town is currently finishing construction on the Lobo Lane Project. These last additional items have been requested to be finished by the Parks Department. These items include:

Additional split rail and fence.	\$13,400.00
Concrete trail at Little Elm Park	\$65,525.15
Repair/Replace Sand Volleyball Courts	\$46,627.00
Amphitheater/Pavilion Masonry Columns	\$62,400.00

The split rail fence and stone columns will match the items installed in Cottonwood Park to separate the nature/trail area of Little Elm Park from the active recreation areas and provide a nice finish. The Community Development Corporation would like to use a portion of their budgeted trail funds to concrete the crush granite areas of the Johnny Broyles trail that wash out during rain events. The existing sand volleyball courts need

replacing. Staff requests that Quality Excavation complete courts to regulation level to have them open in time for this summer. Staff also requests permission to use funds to install masonry columns around the steel poles at the amphitheater and pavilion in Little Elm Park to match the other structures installed within the Park.

Funding for these additions are available within the project through the proposed transfers of funds listed below.

COST: **\$187,952.15**

FUNDING: **Acct. Name & No**
2009-2014 Street Bond Improvements – Lobo Lane
870-6728-87-55
Transfers to Project Fund:
\$30,000 Park Development Funds
\$10,000 Cottonwood Park Marina Funds
\$65,525.15 CDC Funds
\$20,000 Parks General Fund (budgeted for Brett Elementary irrigation; project savings)
\$22,427 Landscape Fund
\$40,000.00 – Roadway Impact Fee Fund (Overall Lobo Lane)

SCHEDULE: Lobo Lane Construction Project Change Order #5 to be executed upon approval by Town Council. No change to Lobo Lane Substantial Completion, additional 60 days for items listed.

RECOMMENDED ACTION: **Staff recommends Council approve the Construction Project Change Order #5 in the amount of \$187,952.15 for the Town’s Lobo Lane Improvement Project to Quality Excavation, Ltd. of Aubrey, Texas and authorize the Town Manager to execute the same.**

TOWN CONTACT: Jason W. Laumer, P.E.
Director of Development Services
JLaumer@littleelm.org
(214) 975-0473

ATTACHMENTS: 1. Change Order #5
2. Exhibits



PROJECT: Lobo Lane Reconstruction
OWNER: Town of Little Elm
CONTRACTOR: Quality Excavation, Ltd.
ENGINEER: Cobb Fendley & Associates
CHANGE ORDER NO.: 005

PROJECT NO.: LLR # 870-87-55
DATE: 4/17/2012

The Contractor is directed as set forth below. These instructions are issued pursuant to the General Conditions in the Contract Documents. This CHANGE ORDER alters the Contract Price based on the unit prices already set forth in the contract bid. The Contractor shall notify the Engineer prior to commencing the work should he disagree with the contents of this Change Order.

LOBO LANE RECONSTRUCTION

1. Additional split rail fence and stone columns to separate active and nature areas of Little Elm Park in attached layout.
2. Replacement of crush granite trails in Wash Out areas of Little Elm Park
 - a. All earthwork, and grading
 - b. Sand subgrade Preparation
 - c. Concrete sidewalk 5" thick – 8' wide
3. Install two sand volleyball courts including:
 - a. French Drain System
 - b. All earthwork, court sand, and grading
 - c. Slider Pole system, netting, anchor and padding
 - d. Edge guard
 - e. Sod disturbed areas
4. Install masonry columns around metal poles at Amphitheater and Pavilion in Little Elm Park

REVISED BID ITEM TABLE

The attached table (Attachment A) includes quantities, bid prices, and extended line item sub totals for the changes made under this Change Order. The Contractor shall ensure subsequent pay requests/schedules of value include the values in this table.

CHANGE TO CONTRACT PRICE

The contract price change as a result of this Change Order is based on the unit prices set forth in the contract bid and lump sum prices as agreed, as applicable for each item.

CHANGE TO CONTRACT TIME

Contract time will be modified based on 60 additional days requested and only for the items attached as approved by the Town after the issuance of this Change Order. Lobo Lane substantial completion date will remain May 15, 2012 with 60 days to finish attach items.

PREPARED BY
Town of Little Elm

BY: JASON W. LAUMER, P.E.

DATE: 04-17-2012

TOWN OF LITTLE ELM APPROVAL
Doug Peach, Town Manager

BY:

DATE:

CONTRACTOR SIGNATURE

DATE

ATTACHMENT A

Project & Description of Change	Bid Item	Qty	Unit	Unit Price	Amount
Lobo Lane Reconstruction - Change Order #5					
Little Elm Park Additional Split Rail					
M.1	Two Rail Split Cedar Fence	260	LF	\$ 10.00	\$ 2,600.00
M.2	Brick Columns	9	LS	\$ 1,200.00	\$ 10,800.00
Sub-Total:					\$13,400.00
Concrete Trail Repair and Replacement in Little Elm Park Wash-Out Areas					
S.1	Removal of Existing Trail	1,475	LF	\$ 2.45	\$ 3,613.75
S.2	Sand Subgrade Prep.	146	CY	\$ 15.90	\$ 2,321.40
S.3	5" thick; 8' wide concrete path (3500 psi)	1,311	SY	\$ 45.45	\$ 59,590.00
Sub-Total:					\$65,525.15
Repair/Replace Existing Sand Volleyball Courts					
P.1	Bond, Mobilization and Layout	1	LS	\$1,050.00	\$ 1,050.00
P.2	4" French Drain System (Pea Gravel) to Lake	580	LF	\$11.00	\$ 6,380.00
P.3	Remove and Replace sidewalk	25	SF	\$5.00	\$ 125.00
P.4	Excavation and Placement of Court Sand	675	CY	\$24.00	\$ 16,200.00
P.5	Haul Off	110	CY	\$6.00	\$ 660.00
P.6	Slider Pole Systems, anchor and Padding	2	EA	\$3,950.00	\$ 7,900.00
P.7	Border Accessories - purchase and deliver to Parks	2	EA	\$156.00	\$ 312.00
P.8	Custom Netting	2	EA	\$525.00	\$ 1,050.00
P.9	Edge Guard with Lumber	350	LF	\$15.00	\$ 5,250.00
P.10	Install Court Wind protectors/ Banners (Customized)	35	EA	\$110.00	\$ 3,850.00
P.11	Sodding disturbed area	1,100	SY	\$3.50	\$ 3,850.00
Sub-Total:					\$46,627.00
Little Elm Park Addition of Masonry Columns at Amphitheater and Pavilion					
M.1	36 x 24 x 8 Columns	2	EA	\$1,530.00	\$ 3,060.00
M.2	37 x 24 x 9 Columns	1	EA	\$1,682.00	\$ 1,682.00
M.3	38 x 24 x 10 Columns	2	EA	\$1,835.00	\$ 3,670.00
M.4	39 x 24 x 11 Columns	2	EA	\$1,988.00	\$ 3,976.00
M.5	40 x 24 x 12 Columns	2	EA	\$2,142.00	\$ 4,284.00
M.6	41 x 24 x 7.5 Columns	19	EA	\$1,412.00	\$ 26,828.00
M.7	Electrical plug extension and cap	14	EA	\$1,350.00	\$ 18,900.00
Sub-Total:					\$62,400.00
Resulting change in contract price as a result of this Change Order					<u>\$187,952.15</u>



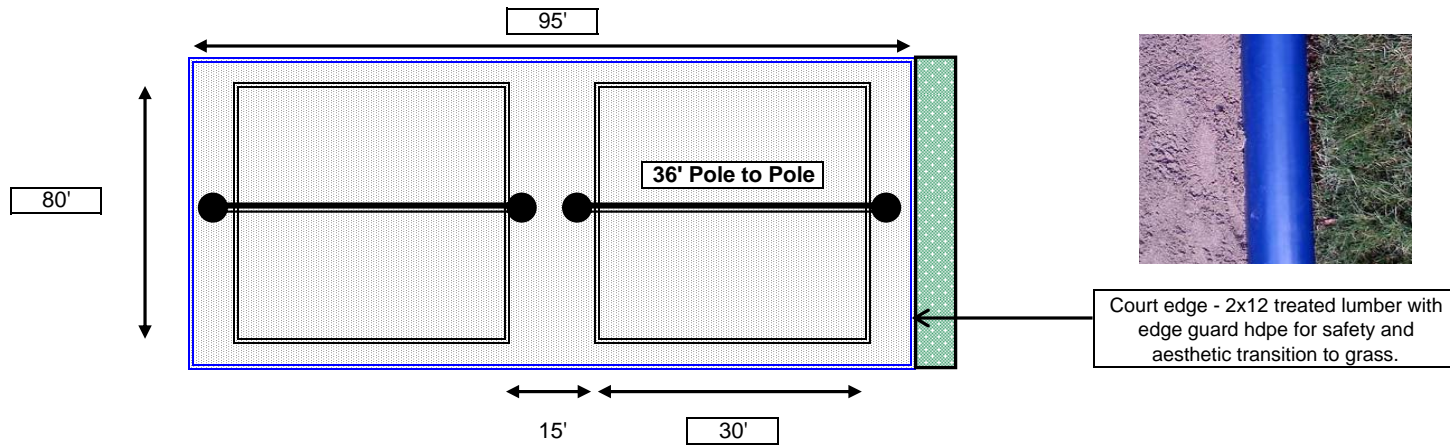
Put these Columns
behind existing trail
head entrance.

69

Little Elm Park Rd

Little Elm Park Rd

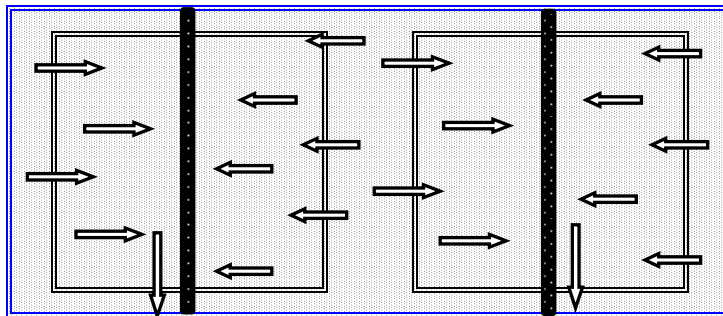
W Park St



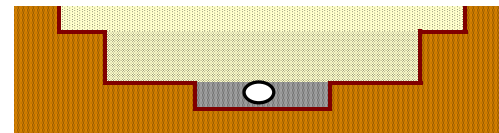
Court Wind protection and Banner optional. Keeps sand from blowing off court.

Monson Slider Pole System

See Link on e-mail



French drain system with geo fabric. Perforated hdpe with protective sock installed north to Lake.



LE Trail Improvements

Quality Excavation

Quality Excavation, Ltd.

5620 Highway 377

Aubrey, Texas 76227

Contact: Osa Gaisoa

Phone: 940-365-0800

Fax: 940-365-5961

Quote To:

Parks Department

Wayne and Tony

Job Name:

LE Trail Improvements

Date of Plans:

N/A

Revision Date:

Phone:

Fax:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	** FULL REMOVAL AND REPLACEMENT **				
1	EROSION CONTROL, BONDS AND BARRICADES	1.00	LS	5,100.000	5,100.00
2	REMOVAL OF EXISTING PATH	4,000.00	LF	2.000	8,000.00
3	SAND SUBGRADE PREP	395.00	CY	15.900	6,280.50
4	5" X 8' WIDE CONCRETE PATH @ 3000 PSI	32,000.00	SF	5.050	161,600.00
	FULL R/R SUBTOTAL				\$180,980.50
	** WASH AREAS REMOVE AND REPLACE **				
A-1	REMOVAL OF EXISTING	1,475.00	LF	2.450	3,613.75
A-2	SAND SUBGRADE PREP	146.00	CY	15.900	2,321.40
A-3	5" X 8' WIDE CONCRETE PATH @ 3000 PSI	11,800.00	SF	5.050	59,590.00
	WASH AREAS SUBTOTAL				\$65,525.15
	** CROSS MEMBERS BREAKOUT **				
B-1	REMOVAL OF EXISTING PATH	1,430.00	LF	2.500	3,575.00
B-2	SAND SUBGRADE PREP	152.00	CY	15.900	2,416.80
B-3	5" X 8' WIDE CONCRETE PATH @ 3000 PSI	11,440.00	SF	5.100	58,344.00
	CROSS MEMBERS ST				\$64,335.80
GRAND TOTAL					\$310,841.45

NOTES:

**TOWN OF LITTLE ELM
AGENDA INFORMATION SHEET:
REGULAR AGENDA**



COUNCIL AGENDA: April 17, 2012

PROJECT: Approve Quarterly Investment Report for the period ending March 31, 2012.

BACKGROUND: The purpose of this item is to provide Town Council an overview of the Town's cash and invested balances for the fiscal period ending March 31, 2012.

FISCAL IMPACT: Interest earnings for the Quarter total \$100,716. Fiscal year interest earnings total \$191,365.

RECOMMENDED ACTION: The Finance Director recommends action to accept and approve Cash and Investment Report for Quarter Ending March 31, 2012.

ATTACHMENTS: Quarterly Investment Report

TOWN CONTACTS: Alan Dickerson, Finance Director - 214.975.0415
adickerson@littleelm.org

MEMORANDUM

TO: DOUG PEACH, INTERIM TOWN MANAGER
FROM: ALAN DICKERSON, FINANCE DIRECTOR
SUBJ: INVESTMENT REPORT FOR QUARTER ENDING MARCH 31, 2012
CC: MAYOR AND COUNCIL

Attached is the Quarterly Investment Report for the quarter ending March 31, 2012 of the fiscal year. This report complies with the requirements of the Town's Investment Policy and the Public Fund's Investment Act as amended. For the period ending March 31, 2012, the City's portfolio consisted of the following investments:

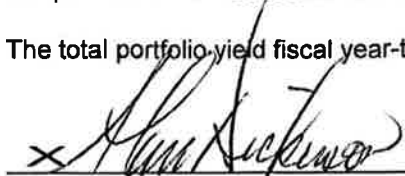
Portfolio by Type	Average Yield	Total Invested	% of Total
Money Market-Independent Bank & Texpool	1.26%	\$31,755,645	100%
Total Portfolio (Avg)	1.26%	\$31,755,645	100%

The Town does not carry any security instruments (investment type) on its books that are traded on the open market; therefore all investments are listed at 100% of market value. All Funds on deposit with Independent Bank, Point Bank and TexPool are fully secured and safeguarded. **Total interest earned for the quarter ending March 31, 2012 was \$100,716.**

Total cash and investments for the period ending December 31, 2011 was \$30,141,910 and the invested balances at March 31, 2012 was \$31,755,645, a net change of \$1,613,735. It is the strategy of the Finance Department to maintain a high percentage of its idle funds invested in safe and secure investment securities and pooled investment types in accordance with the Public Funds Investment Act.

Over 100% of the Town's current portfolio has same day access which is sufficient to cover normal and seasonal operational costs. The Town's investment and cash management strategy will be to maintain operational and capital needs in money market accounts and liquid asset pools. The Town's funds are swept to the above accounts and withdrawn as needed for operational cash flow requirements.

The total portfolio yield fiscal year-to-date is 1.26%



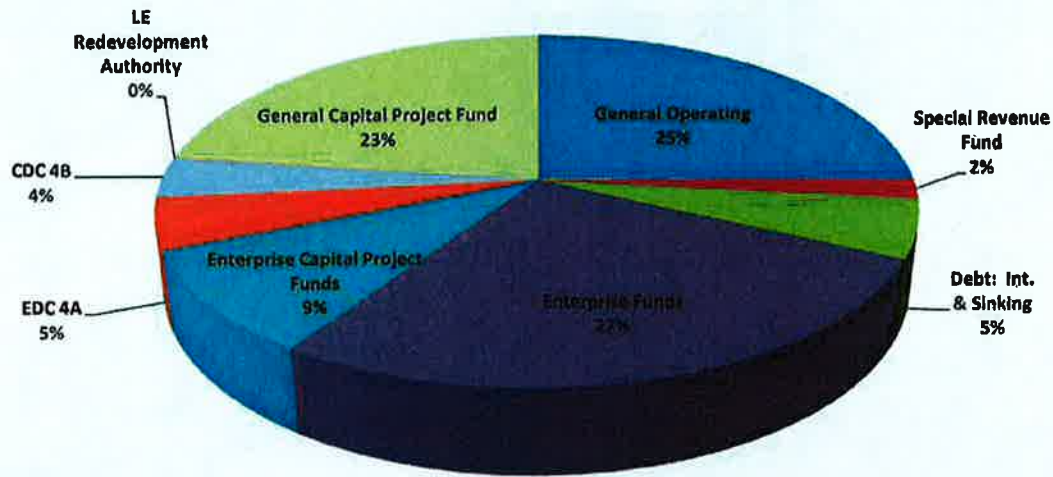


Cash and Investment Summary Comments

Portfolio Summary as of 3/31/2012

- * \$31,755,645- Cash and Investments on hand at 3/31/2012; average yield 1.26%
- * \$1,613,735 - Change in Cash since end of Quarter at 12/31/2011 (Increase)
- * \$191,365 - Interest earned for two quarters of fiscal year
- * 100% or \$30,755,645 of portfolio is in depository bank; \$1,000 in TexPool
- * Funds on deposit with depository bank for best returns. Fully collateralized.
- * \$1,000 on deposit with TexPool to preserve accounts for diversification opportunities.
- * 1.26% - Average Fiscal Year-to-Date Average Yield on Portfolio
- * Benchmarks: 3 Month Treasury Rolling Yield is .07%; 6 Month Treasury Rolling Yield is .08%.

Interest Earnings as of March 31, 2012



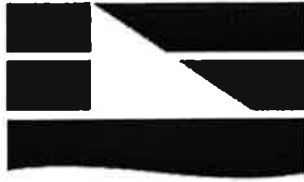
Interest Earnings YTD: \$191,365

CASH AND INVESTMENTS BY PORTFOLIO
(All Funds are in Interest bearing accounts.)

Fund		#	Fund Description	Balances 12-31-11	Balances 3-31-2012	Changes from 12-31-11	Use of Funds
General Operating							
112-0101-00-00	112	CASH-GENERAL FUND	#	7,647,977	9,387,299	1,739,322	Daily Operations
115-0101-00-00	115	CASH-STREET MAINTENANCE	#	202,282	314,136	111,854	1/4 Cent Sales Tax for Streets
			#	7,850,259	9,701,435	1,851,176	
Special Revenue Fund							
200-0101-00-00	200	CASH-SPECIAL REVENUE	#	332,940	116,870	(216,070)	Library, Police and Fire Restricted
201-0101-00-00	201	CASH-TEEN COURT FUND	#	(954)	6,074	7,027	Teen Court
202-0101-00-00	202	CASH-STREETSCAPE FUND	#	12,287	286,044	273,757	Streetscape
205-0101-00-00	205	CASH-TRAFFIC SAFETY	O	174,969	145,135	(29,835)	Red Light Camera Program
210-0101-00-00	210	CASH-SOLAR GRANT FUND	#	(153,560)	0	153,560	Solar Grant Fund
250-0101-00-00	250	CASH-GRANTS AND DONATIONS	#	30,493	36,357	5,864	Library, Police and Fire Restricted
412-0101-00-00	412	CASH-FORFEITURE	#	9,322	9,351	29	Police - restricted
815-0101-00-00	815	LE REDEVELOPMENT AUTHORITY	#	16,807	39,324	22,517	LE Redevelopment Authority
			#	422,304	639,154	216,851	
Interest and Sinking							
312-0101-00-00	312	CASH-DEBT SERVICE FUND	#	2,021,712	2,776,871	755,159	Restricted for debt payments
312-1380-00-00	312	TEXPOOL-2010 GO I&S	O	0	0	0	Restricted for 2010 GO Interest
861-0101-00-00	861	CASH - Tax Notes	O	0	0	0	
862-0101-00-00	862	CASH - Tax Notes	O	0	0	0	
			#	2,021,712	2,776,871	755,159	
Enterprise Funds							
612-0101-00-00	612	CASH-UTILITY OPERATING	#	5,335,953	3,918,884	(1,417,069)	Daily Operations and Debt Payments
612-0101-00-74	612	CASH-RESERVE FOR I&S	O	893,046	895,818	2,772	Restricted for Revenue Bonds
612-1374-00-00	612	TEXPOOL-BOND RESERVE	#	0	0	0	Closed
612-1380-00-76	612	TEXPOOL-RESTRICTED BOND FUNDS	O	0	0	0	Closed
712-0101-00-00	712	CASH-SOLID WASTE	#	340,964	369,817	28,852	Restricted for Courtesy Site
715-0101-00-00	715	CASH-STORM DRAINING FUND	#	738	89,770	89,032	
			#	6,570,701	5,274,288	(1,296,413)	
Enterprise Capital Project Funds							
612-0101-00-76	612	RESTRICTED CASH-CO'S \$16.770M	#	2,560,393	2,274,162	(286,231)	Restricted for Water and Sewer CIP
612-1381-00-76	612	INVESTMENTS - POINT BANK -CD's	#	0	0	0	Restricted for Water and Sewer CIP
816-0101-00-00	816	CASH IN BANK CONSOLIDATED	#	9,292	9,292	0	Restricted for Water and Sewer CIP
819-0101-00-00	819	CASH IN BANK - CONSOLIDATED	#	689,242	734,817	45,575	Restricted for Water and Sewer CIP
829-0101-00-00	829	CASH IN BANK	#	12,331	12,331	0	Restricted for Water and Sewer CIP
831-0101-00-00	831	CASH IN BANK - CONSOLIDATED	O	0	0	0	Restricted for Water and Sewer CIP
840-0101-00-00	840	CASH IN BANK - CONSOLIDATED	#	0	0	0	Restricted for Water and Sewer CIP
840-1370-00-00	840	TEXPOOL-2004 W/WW REV BONDS	O	0	0	0	Restricted for Water and Sewer CIP
913-0101-00-00	913	CASH IN BANK - CONSOLIDATED	#	1,798,201	1,862,207	64,006	Restricted for Water and Sewer CIP
			#	5,069,459	4,892,809	(176,650)	
Economic Development 4A Corporation							
811-0101-00-00	811	CASH-ECONOMIC DEVELOPMENT	#	1,583,979	1,414,540	(169,439)	Restricted for 4A Purposes
			#	1,583,979	1,414,540	(169,439)	
Community Development 4B Corporation							
814-0101-00-00	814	CASH-CDC	#	1,131,821	1,079,886	(51,935)	Restricted for 4B Purposes
			#	1,131,821	1,079,886	(51,935)	
General Capital Project Funds							
822-0101-00-00	822	CASH IN BANK - STREET IMPACT FEES	#	13,197	13,238	41	Restricted for Street Projects
825-0101-00-00	825	CASH IN BANK - PARK DEV FEES	#	95,707	96,004	297	Restricted for Park Projects
828-0101-00-00	828	CASH IN BANK - STREET IMPACT FEES	#	647,069	719,314	72,245	Restricted for Street Projects
850-0101-00-00	850	CASH IN BANK - 2004 GO BONDS	#	2,743	0	(2,743)	Restricted for 04 GO Bond Projects
850-1115-00-00	850	CD-Sterling Bank	O	0	0	0	Restricted for 04 GO Bond Projects
850-1372-00-00	850	TEXPOOL \$2006 G.O. BONDS \$6.25M	#	0	0	0	Restricted for 04 GO Bond Projects
870-0101-00-00	870	CASH IN BANK - 2009 GO BONDS	#	(957,305)	783,710	1,741,015	Restricted for 09 GO Bond Projects
870-0101-00-01	870	CASH-WITT ROAD BRIDGE ESCROW			3,847,174	3,847,174	
870-0101-00-02	870	CASH-SMOTHERMAN ESCROW			517,222	517,222	
870-0101-00-87	870	RESTRICTED CASH-09 GO BONDS	O	0	0	0	Restricted for 09 GO Bond Projects
870-1110-00-00	870	2009 GO BOND FUND-#1000062461	#	0	0	0	Restricted for 09 GO Bond Projects
870-1111-00-00	870	2010 GO BOND FUND-#1000064293	#	5,690,265	0	(5,690,265)	
870-1115-00-00	870	INVESTMENTS-CD'S	#	0	0	0	Restricted for 09 GO Bond Projects
870-1115-00-00	870	INVESTMENTS-CD'-STERLING BANK	O	0	0	0	Restricted for 09 GO Bond Projects
870-1380-00-00	870	TEXPOOL-2010 GO BONDS	O	0	0	0	Restricted for 09-10 Bond Projects
			#	5,491,676	5,976,661	484,985	
						0	
Total Cash and Investments at 12-30-2011				#	30,141,910	31,755,645	1,613,735
Summary by Fund Type: Invested Balances							
			#	12/31/11	3/31/12		
General Operating			#	7,850,259	9,701,435		30.6%
Special Revenue Fund			#	422,304	639,154		2.0%
Interest and Sinking			#	2,021,712	2,776,871		8.7%
Enterprise Funds			#	6,570,701	5,274,288		16.6%
Enterprise Capital Project Funds			#	5,069,459	4,892,809		15.4%
Economic Development 4A Corporation			#	1,583,979	1,414,540		4.5%
Community Development 4B Corporation			#	1,131,821	1,079,886		3.4%
General Capital Project Funds			#	5,491,676	5,976,661		18.8%
Total Cash and Investments by Portfolio Fund Type:				#	30,141,910	31,755,645	100.0%
Summary by Fund Type: Earnings							
			#	12/31/11	3/31/12		
General Operating			#	17,082	31,004.99		
Special Revenue Fund			#	1,795	1,621.84		
Interest and Sinking			#	2,415	7,901.05		
Enterprise Funds			#	26,789	25,011.62		
Enterprise Capital Project Funds			#	10,922	7,187.90		
Economic Development 4A Corporation			#	4,773	4,430.70		
Community Development 4B Corporation			#	3,255	3,512.63		
LE Redevelopment Authority			#	217	99.66		
General Capital Project Funds			#	23,705	19,945.58		
Total Cash and Investments by Portfolio Fund Type:				#	90,649	100,716	

INTEREST ALLOCATION

INTEREST ALLOCATION										
	Oct-11	Nov-11	Dec-11	2012	Jan-12	Feb-12	Mar-12	2nd Qtr 2012		
General Operating	5,968.45	5,213.11	5,900.64	17,082.20	9,105.06	10,678.53	11,221.40	31,004.99	48,087.19	25%
Special Revenue Fund	606.02	611.63	549.05	1,795.22	455.30	531.53	608.26	1,621.84	3,417.06	2%
Interest and Sinking	564.85	631.23	1,218.57	2,414.65	2,188.90	2,710.88	3,001.27	7,901.05	10,315.70	5%
Enterprise Funds	8,526.65	8,570.72	9,691.68	26,789.05	7,168.84	8,750.03	9,092.75	25,011.62	51,800.67	27%
Enterprise Capital Project Funds	4,187.27	3,519.04	3,215.80	10,922.11	2,318.59	2,399.06	2,530.25	7,187.90	18,110.01	9%
Economic Development 4A Corporation	1,937.29	1,442.14	1,393.18	4,772.61	1,377.50	1,544.25	1,508.95	4,430.70	9,203.31	5%
Community Development 4B Corporation	1,068.36	1,076.65	1,109.85	3,254.86	970.18	1,210.16	1,332.29	3,512.63	6,767.49	4%
LE Redevelopment Authority	18.13	17.14	181.77	217.04	16.52	39.64	43.50	99.66	316.70	0%
General Capital Project Funds	8,970.57	7,559.46	6,871.27	23,401.30	8,071.51	6,234.92	5,639.15	19,945.58	43,346.88	23%
Total Cash and Investments by Portfolio Fund Type:	31,847.59	28,641.12	30,131.81	90,649.04	31,672.40	34,039.00	34,977.82	100,715.97	191,365.01	100%



LITTLE ELM

INVESTMENT PORTFOLIO SUMMARY

For the Quarter Ended

March 31, 2012

Prepared by
Valley View Consulting, L.L.C.

The investment portfolio of the Town of Little Elm is in compliance with the Public Funds Investment Act and the Investment Policy and Strategies.

[Signature]
Finance Director

[Signature]
Assistant Finance Director

Strategy Summary:

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range between 0.00% and 0.25% (actual Fed Funds traded +/-10bps). After their January meeting, they extended the projected lower interest rate environment through late 2014. The Greece debt default situation has stabilized, although the EU and European banks are still subject to credit difficulties. Stock values are rising. Employment and unemployment show modest improvement. Other economic data generally record unsteady growth.

Quarter End Results by Investment Category:

Asset Type	Ave. Yield	March 31, 2012		December 31, 2011	
		Book Value	Market Value	Book Value	Market Value
Pools/Bank DDA	1.26%	\$ 31,755,645	\$ 31,755,645	\$ 30,141,910	\$ 30,141,910
Securities/CDs		-	-	-	-
Totals		\$ 31,755,645	\$ 31,755,645	\$ 30,141,910	\$ 30,141,910

Average Yield (1)

Total Portfolio 1.26%

Rolling Three Mo. Treas. Yield 0.07%

Rolling Six Mo. Treas. Yield 0.08%

Quarterly Interest Income \$ 100,716

Year-to-date Interest Income \$ 191,365

Fiscal Year-to-Date Average Yield (2)

Total Portfolio 1.26%

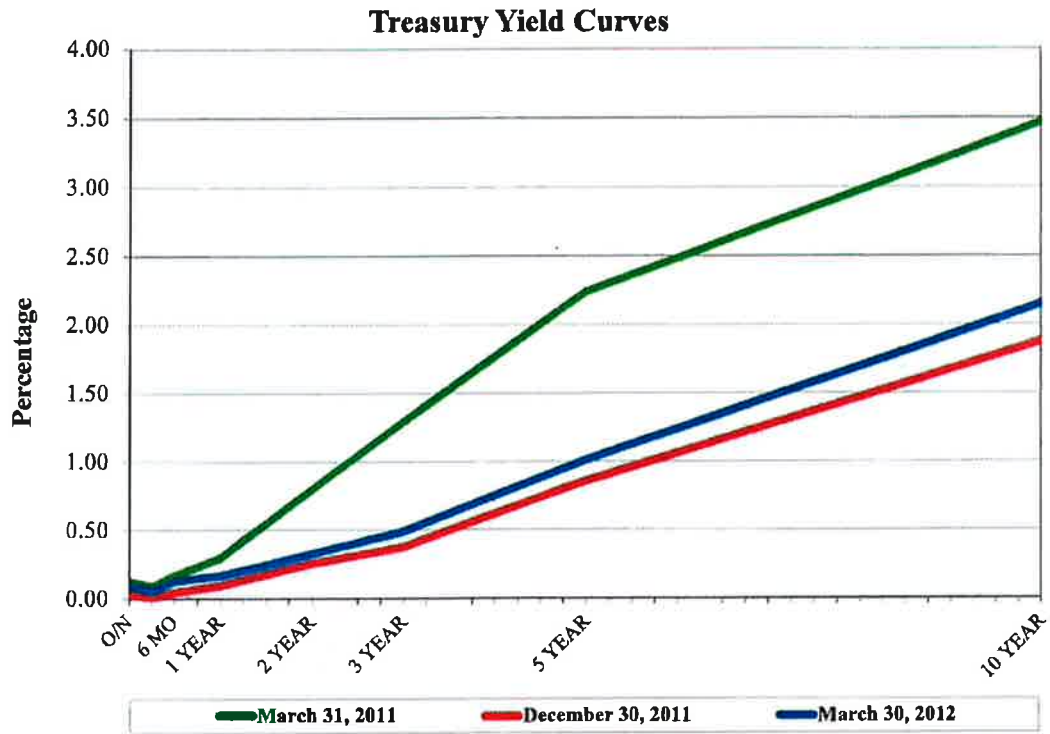
Rolling Three Mo. Treas. Yield 0.04%

Rolling Six Mo. Treas. Yield 0.07%

Quarterly TexPool Yield 0.10%

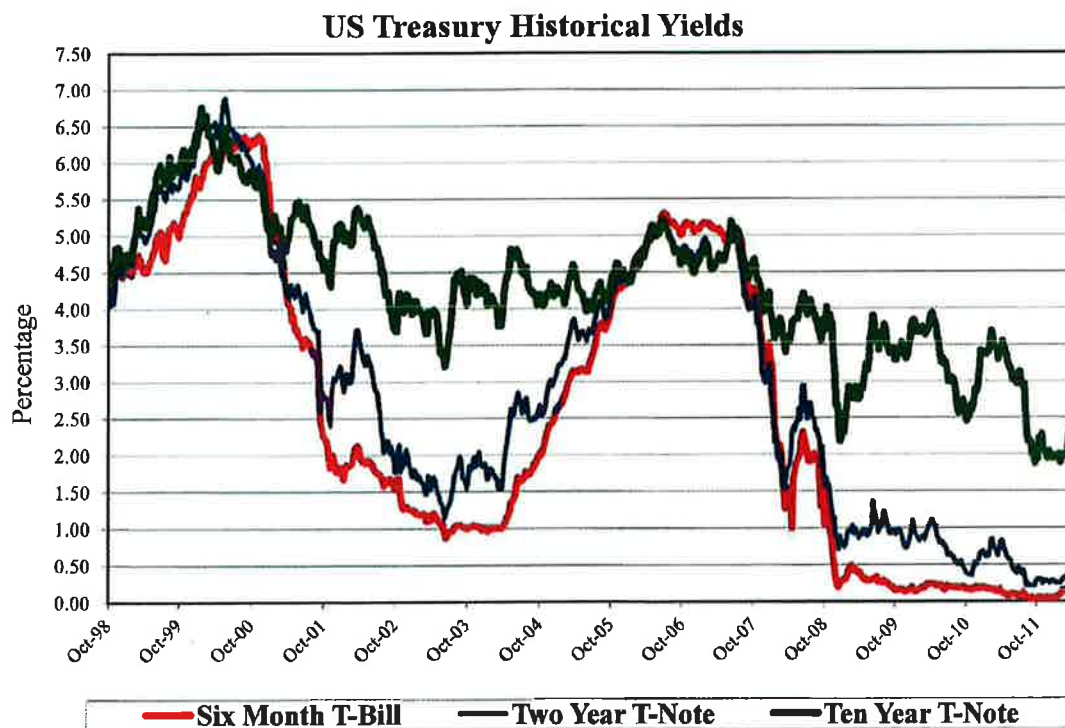
(1) Average Yield calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

(2) Fiscal Year-to-Date Average Yields calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.



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Page 4.

Detail of Holdings March 31, 2012

Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (mo)	Yield
DDA		1.26%	4/1/2012	3/31/2012	\$ 31,755,645	\$ 31,755,645	1.000	\$ 31,755,645	0.03	1.26%
					\$ 31,755,645	\$ 31,755,645		\$ 31,755,645	0.03	1.26%
									(1)	(2)

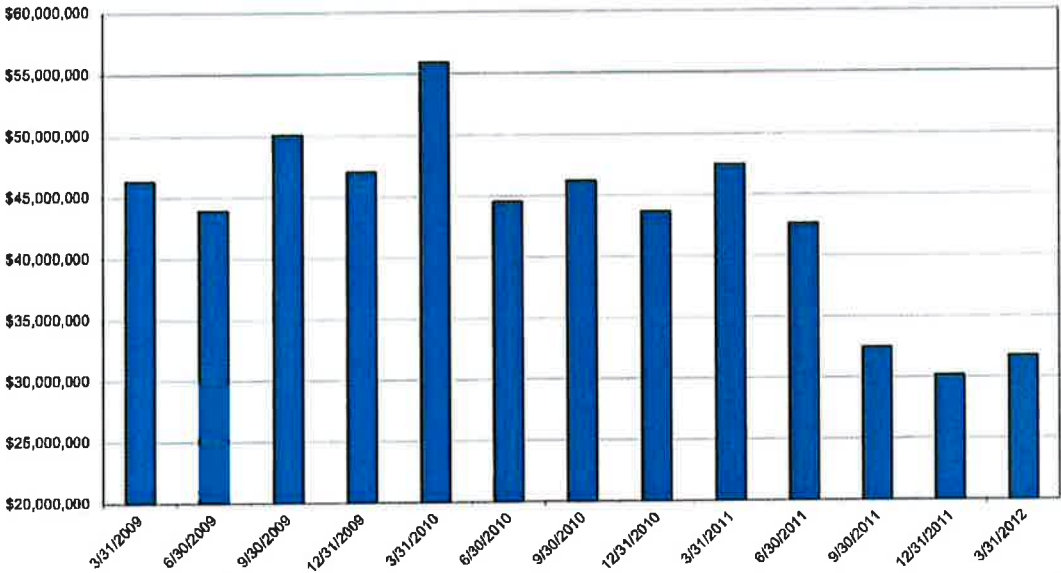
(1) **Weighted average life** - For purposes of calculating weighted average life, pool and bank account investments are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for pool and bank account investments.

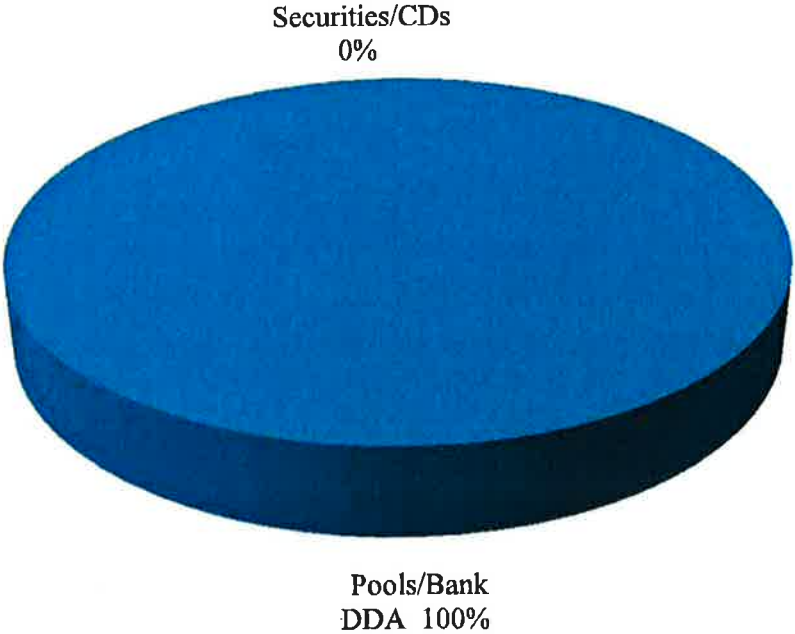
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Total Portfolio



Portfolio Composition



Book Value Comparison

Description	Coupon/ Discount	Maturity Date	December 31, 2011		Purchases/ Adjustments	Sales/Adjust/ Maturities	March 31, 2012	
			Par Value	Book Value			Par Value	Book Value
DDA	1.26%	4/1/2012	\$ 30,141,910	\$ 30,141,910	\$ 1,613,735	\$ -	\$ 31,755,645	\$ 31,755,645
TOTAL			\$ 30,141,910	\$ 30,141,910	\$ 1,613,735	\$ -	\$ 31,755,645	\$ 31,755,645

Market Value Comparison

Description	Coupon/ Discount	Maturity Date	December 31, 2011		Qtr to Qtr Change	March 31, 2012	
			Par Value	Market Value		Par Value	Market Value
DDA	1.26%	4/1/2012	\$ 30,141,910	\$ 30,141,910	\$ 1,613,735	\$ 31,755,645	\$ 31,755,645
TOTAL			\$ 30,141,910	\$ 30,141,910	\$ 1,613,735	\$ 31,755,645	\$ 31,755,645

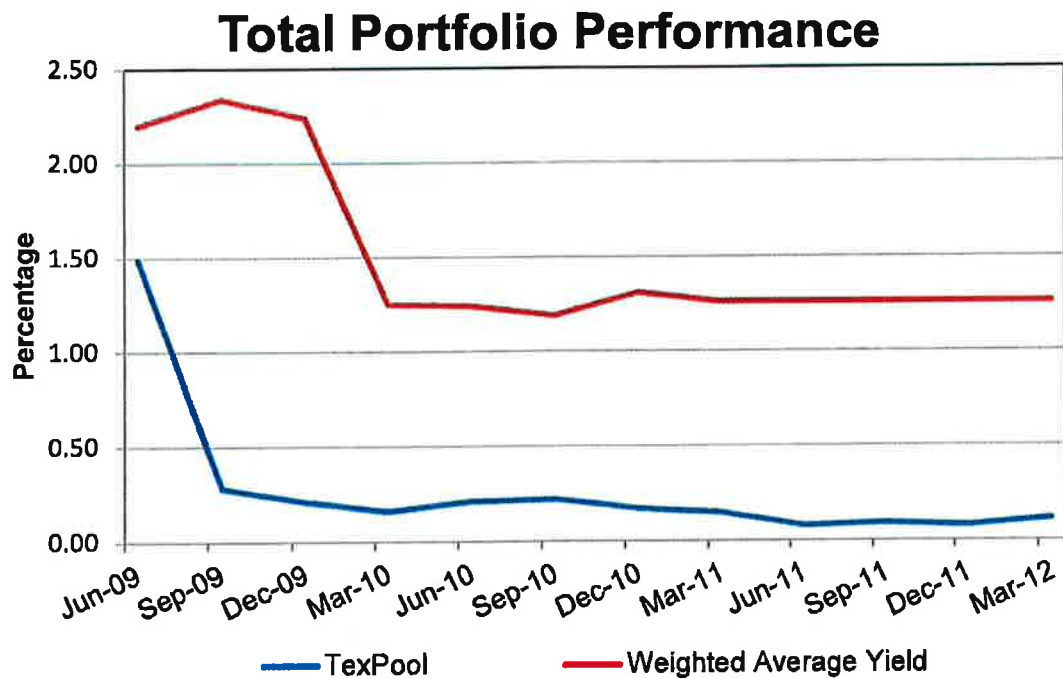
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Allocation

Book & Market Value	Total	March 31, 2012							
		General Operating	Special Revenue	Interest & Sinking	Enterprise Funds	Enterprise Capital Projects	EDC 4A	EDC 4B	General Capital Projects
DDA	\$ 31,755,645	\$ 9,701,435	\$ 639,154	\$ 2,776,871	\$ 5,274,288	\$ 4,892,809	\$ 1,414,540	\$ 1,079,886	\$ 5,976,861
Totals	\$ 31,755,645	\$ 9,701,435	\$ 639,154	\$ 2,776,871	\$ 5,274,288	\$ 4,892,809	\$ 1,414,540	\$ 1,079,886	\$ 5,976,861

Allocation										December 31, 2011	
Book & Market Value	Total	General Operating	Special Revenue	Interest & Sinking	Enterprise Funds	Enterprise Capital Projects	EDC 4A	EDC 4B	General Capital Projects		
DDA	\$ 30,141,910	\$ 7,850,259	\$ 422,304	\$ 2,021,712	\$ 6,570,701	\$ 5,069,459	\$ 1,583,979	\$ 1,131,821	\$ 5,491,676		
Totals	\$ 30,141,910	\$ 7,850,259	\$ 422,304	\$ 2,021,712	\$ 6,570,701	\$ 5,069,459	\$ 1,583,979	\$ 1,131,821	\$ 5,491,676		



Disclaimer

These reports were compiled using information provided by the Town. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.



**TOWN OF LITTLE ELM
AGENDA INFORMATION SHEET**

LITTLE ELM

**COUNCIL MEETING
DATE:**

April 17, 2012

PROJECT:

Discussion and Action to accept and approve Quarterly Budget Report for Quarter Ending March 31, 2012.

DESCRIPTION:

The purpose of this item is to provide town Council a report of financial performance of the town regarding its Budget of Revenues and Expenditures and changes in fund balance for the 1st Quarter of the fiscal year ending March 31, 2012

FISCAL IMPACT:

All of the Town's operating funds are reporting a positive fund balance. There are no significant or material aberrations in revenue and expenditures. All revenues are on target for this reporting period and we have not seen any indications of revenue declines.

The Town's Financial Outlook is excellent with revenues exceeding expenditures in most all funds.

**RECOMMENDED
ACTION:**

The Finance Department recommends receipt of report for informational purposes.

TOWN CONTACT:

Alan Dickerson, Finance Director at 214-975-0415
adickerson@littleelm.org

ATTACHMENTS:

Transmittal Memo
Town-Wide Budget Summary
Operating Statements by Fund

MEMORANDUM

TO: DOUG PEACH, INTERIM TOWN MANAGER
FROM: ALAN DICKERSON, FINANCE DIRECTOR
SUBJ: BUDGET REPORT FOR QUARTER ENDING MARCH 31, 2012
CC: MAYOR AND COUNCIL

The attached is Budget Information for the fiscal period ending March 31, 2012. This period ending represents 50% of the Town's fiscal year (12 months).

Cash and Investment Position: The City is in excellent cash position. All idle funds are in interest bearing accounts.

Budget: At March 31, 2012, the budget is as follows for operations with the target at 50%; the major operating and capital funds are presented in summary below.

Revenues:			
<i>Operating Funds</i>	<i>Budget</i>	<i>YTD</i>	<i>% Used</i>
General Fund	\$ 14,883,391	\$ 11,157,226	75%
Street Maint Fund	471,790	148,724	32%
Water and Sewer Fund	9,606,758	4,048,157	42%
Solid Waste Fund	1,724,328	877,219	51%
Debt Service	3,231,020	3,110,926	96%
Special Revenue Funds	314,288	194,545	62%
Traffic Safety Fund	427,000	191,061	45%
Total	\$ 30,658,575	\$ 19,727,858	64%
Expenditures:			
<i>Operating Funds</i>	<i>Budget</i>	<i>YTD</i>	<i>% Used</i>
General Fund	\$ 16,376,307	\$ 7,926,564	48%
Street Maint Fund	500,000	6,595	1%
Water and Sewer Fund	10,622,914	4,096,911	39%
Solid Waste Fund	1,665,184	821,802	49%
Debt Service	3,188,406	778,191	24%
Special Revenue	369,222	125,777	34%
Traffic Safety Fund	354,200	150,199	42%
Total	\$ 33,076,234	\$ 13,906,039	42%
Net Change:			
Net Change YTD	\$ (2,417,659)	\$ 5,821,818	

The overall budget for Town-wide Operations was at 42% while the Revenue Budget was at 64%. The net change in revenues over expenditures for the reporting period is \$5,821,818. This balance is primarily due to tax collections. All the Town's major revenue sources are trending upward and are on target for the reporting period.

General Fund Revenue and Expense Summary: The total all sources of revenue in the General Fund year-to-date is \$11,157,226 or 75% of budgeted revenues of \$14,883,391. Operationally, the Town is on target and within targeted projections. Building permit revenue is exceeding expectations at \$775,000 or 65% of budget (\$1,205,000) from all construction activity. The overall General Fund Budget is at 75% for operational revenues and other sources while General Fund expenditures are at 48% of budget. The Town's tax levy of \$10,165,000 is at 99% collection. All property tax revenue to date is \$10,243,000.

FINANCE DEPARTMENT
QUARTERLY BUDGET REPORT

General Fund Balance: The General Fund Balance (near cash) is at \$9,068,604 with \$5,785,000 being classified for unreserved and designated; the balance is committed to stabilization funds are the Town's 25% reserve fund policy.

Property Taxes: Total collected YTD is 5,288,126 or 51% against a budget of \$10,443,316.

General & Debt	Levy/Budget	YTD Actual	% Coll'd
Current Levy	10,224,816	10,164,941	99%
Prior Years' Taxes	83,500	55,587	67%
Penalty & Interest	135,000	22,417	17%
Total	10,443,316	10,242,945	98%

Franchise Taxes: Under the newly adopted CoServ Electric Ordinance, the Town's franchise rate is 5%. The receipts for CoServ were \$500,670 which puts the Town at 50% of budget for Electric Franchise revenue. The budget for electric franchise is \$1,050,000 which includes an increase over 2011 for the 1% increase in the Franchise tax to our customers in the CoServ service area. The Atmos Gas franchise annual payment was somewhat less than projected due to a milder winter. Gas franchise was budgeted at \$120,000 and came in at \$100,500. Over all year to date from all franchise revenue the total is \$666,400 or 47% of budget (\$1,426,440).

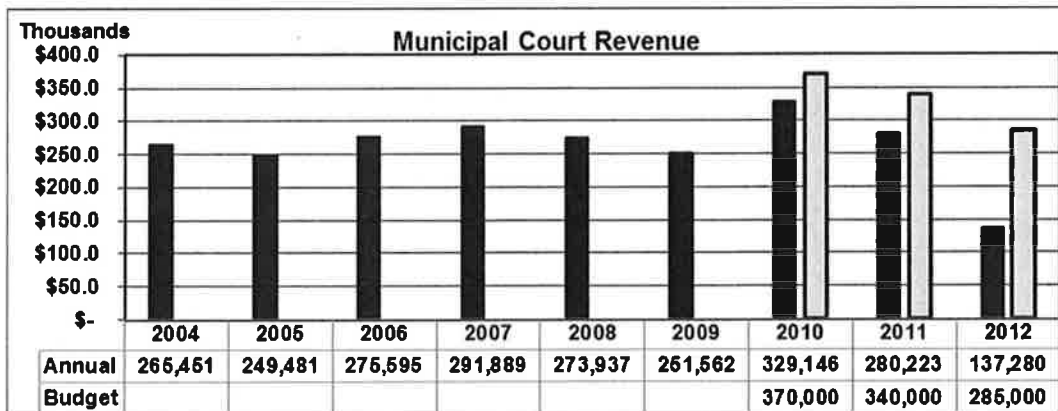
Sales Tax: Year over year the Town is at 10.6% or \$323,500 more in sales tax. On a cash basis, the Town is on tract and consistent with budgeted projections for this reporting period. The table below summaries total sales tax collections through March 2012 collections which represents January sales.

Fund	Budget	Current Month	FYTD Actual	Budget Remaining	% of Annual Budget
General 1¢	1,895,724	121,135	587,970	1,307,754	31%
EDC 1/2¢	934,050	60,568	293,985	640,065	31%
CDC 1/4¢	474,850	30,284	146,993	327,857	31%
Streets 1/4¢	474,850	30,284	146,993	327,857	31%
Total	3,779,474	242,071	1,175,940	3,232,271	31%

The Town has received its first distribution from the Kroger Market Place; Kroger is a quarterly remitter. It is anticipated that sales tax will continue to remain positive and potentially exceed budgeted projections.

Municipal Court: The Court has processed 1,295 cases for the year with a fine assessment of \$307,725. Total court fines collected and settled to the Town treasury net of state fees was \$137,280 or 48% of budget (\$285,000). The following graph reflects historical fine collection:

FINANCE DEPARTMENT
QUARTERLY BUDGET REPORT



Building Permits: Building permit revenue from all construction activities was \$774,477 or 64% of budget (\$1,204,892). New building starts are tracking with the Town projections. The Development Services Department reports on new building starts from Residential and Commercial construction.

Interest Earnings and Cash Position: The Town's funds are fully invested and secure. Total interest earned for the quarter ending March 31, 2012 was \$191,365 Town wide. Total cash and investments for the period ending March 31, 2012 was \$31,755,645 and the invested balances at March 31, 2012 were \$31,755,645, a net change of \$1,614,000. (See Cash and Investment Report for more detail)

Water and Sewer Fund: The Town's Utility is at 39% or \$4,096,911 of an expense budget of \$10,622,914. Water and Sewer rates were increased effective October 2011. The rates and charges are generating revenues on target with the budget to cover operational costs for the reporting period. Water and Sewer revenues are at 42% of budget or \$4,048,157. For this reporting period, current revenues from the system are covering system operating expenses with a net loss of \$48,753

Outlook: The Town's Financial Position is Excellent; cash flows are good and the Town is meeting all obligations. The budget year is going well and our departments continue to manage their budgets conservatively.

Tuesday, April 11, 2012

QUARTERLY BUDGET REPORTS
"Programs and Services"
Quarterly Budget Reports



TOWN WIDE BUDGET SUMMARY
"Programs and Services"
Fiscal Year 2012





TOWN WIDE BUDGET SUMMARY

Fiscal Year 2012

Quarterly Report

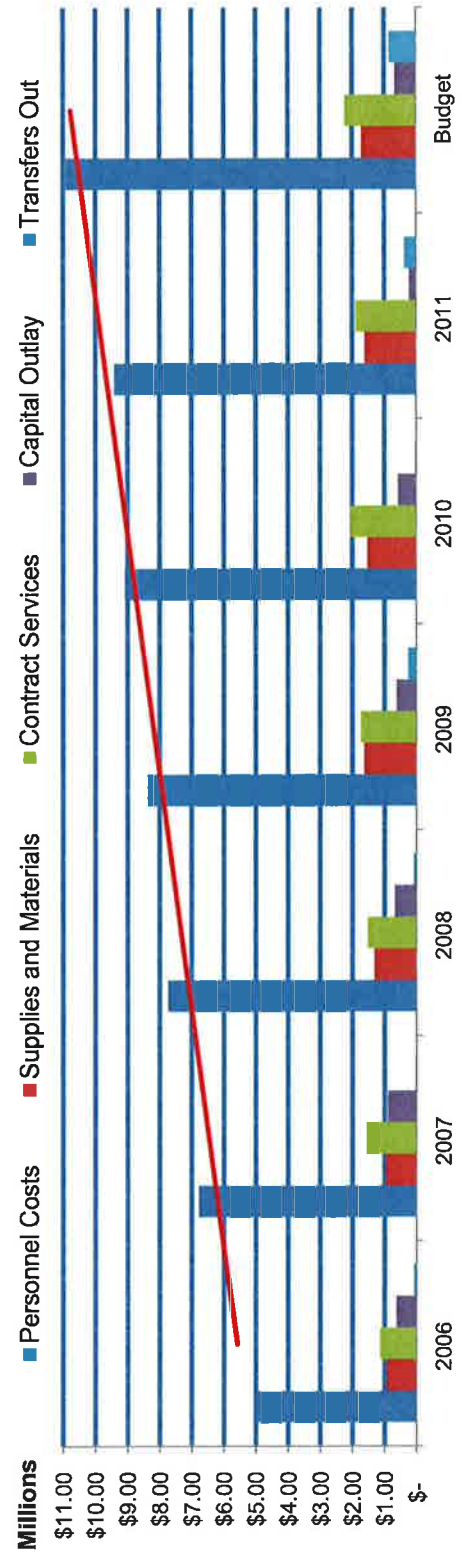
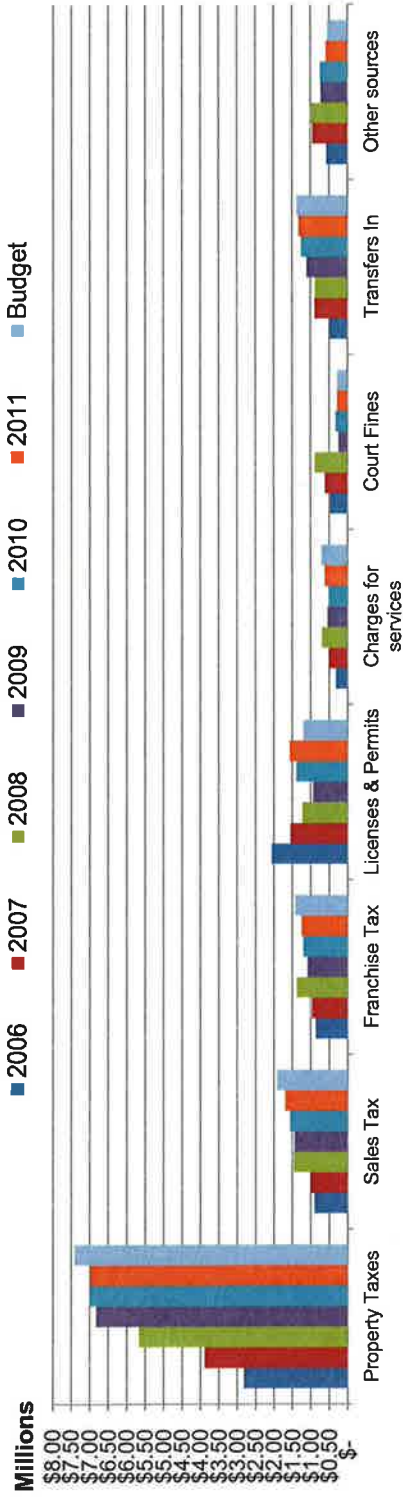
Governmental Funds (Major and Non-Major Funds)	Beginning Fund Balances	Revenues	Expenses	Net Revenues	Ending Fund Balances
General Fund	\$ 5,837,943	\$ 11,157,226	\$ 7,926,564	\$ 3,230,662	\$ 9,068,604
Debt Service Fund	547,522	3,110,926	778,191	2,332,735	2,880,257
Utility fund	7,112,403	4,048,157	4,096,911	(48,753)	7,063,649
Solid Waste Fund	360,815	919,571	821,802	97,769	458,584
Street Maint Fund	162,847	148,724	6,595	142,129	304,975
Special Revenue Funds	17,251	11,000	9,778	1,222	18,473
Court Technology Fund	13,897	5,426	2,339	3,087	16,984
Court Security Fund	33,403	4,145	-	4,145	37,548
Child Safety Program Fund	45,253	4,685	-	4,685	49,938
Juvenile/Teen Court Fund	10,917	7,874	12,702	(4,829)	6,089
Streetscape Fund	205,039	93,573	10,000	83,573	288,613
Traffic Safety Fund	99,709	191,061	150,199	40,862	140,571
Donation Fund	34,300	6,966	1,059	5,907	40,207
Forfeiture Fund	9,293	58	-	58	9,351
SECO Grant Fund	(42,361)	153,560	111,200	42,361	-
Park Development Fee Fund	95,492	513	-	513	96,004
Fund Totals	\$ 14,543,723	\$ 19,863,465	\$ 13,927,340	\$ 5,936,125	\$ 20,479,847



GENERAL FUND

This fund is the General Operating Fund of the Town and is supported with property taxes, sales tax and other charges and services. The General Fund supports all general governmental purposes such as public safety, streets, facility maintenance, culture and recreation and administrative functions.

Quarterly Budget Report FY 2011-2012





GENERAL FUND
(Revenues, Expenditures and Change in Fund Balance)

Fund 112

(unaudited)

	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD	% Var. to Budget	Remaining Budget
BEGINNING FUND BALANCE	\$ 3,930,726	\$ 4,265,588	\$ 5,006,919	\$ 5,837,943	\$ 5,837,943	\$ 5,837,943	xxx	xxx
REVENUES								
Property taxes	\$ 6,827,171	\$ 7,008,667	\$ 6,991,196	\$ 7,413,601	\$ 7,413,601	\$ 7,192,898	97.0%	220,703
Other taxes	2,542,102	2,774,940	2,949,639	3,342,069	3,342,069	1,257,082	37.6%	2,084,987
Permits and licenses	936,753	1,389,979	1,571,253	1,204,892	1,204,892	774,477	64.3%	430,415
Fees and charges	794,930	838,478	908,233	998,675	998,675	571,376	57.2%	427,299
Intergovernmental	503,167	496,304	389,495	371,759	371,759	242,298	65.2%	129,461
Miscellaneous	227,605	250,258	198,797	170,200	170,200	432,976	254.4%	(262,776)
Capital leases	-	-	-	-	-	-	0.0%	-
Transfers In	1,115,211	1,258,443	1,334,042	1,382,195	1,382,195	686,120	49.6%	696,075
TOTAL OPERATING REVENUES	\$ 12,946,940	\$ 14,017,069	\$ 14,342,654	\$ 14,883,391	\$ 14,883,391	\$ 11,157,226	75.0%	\$ 3,726,165

TOTAL FUNDS AVAILABLE

\$ 16,877,666	\$ 18,282,657	\$ 19,349,574	\$ 20,721,334	\$ 20,721,334	\$ 16,995,168
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EXPENDITURES

Town Council	\$ 35,366	\$ 26,149	\$ 25,326	\$ 36,120	\$ 36,120	\$ 11,258	31.2%	24,862
Town Manager	225,596	219,356	220,905	232,304	232,304	112,850	48.6%	119,454
Town Secretary	124,335	131,329	129,829	140,152	140,152	61,713	44.0%	78,439
Town Attorney	234,059	149,231	237,417	210,000	210,000	86,757	41.3%	123,243
Court	156,022	220,270	245,153	259,356	259,356	148,609	57.3%	110,747
Finance	669,595	758,645	659,137	770,141	770,141	433,927	56.3%	336,214
Library	251,776	230,519	235,377	438,498	438,498	200,497	45.7%	238,001
Engineering	389,033	565,697	624,941	580,226	580,226	332,151	57.2%	248,075
Information Technology	411,000	457,932	439,612	457,666	457,666	193,081	42.2%	264,585
Human Resources	304,373	354,089	330,755	402,466	402,466	244,708	60.8%	157,758
Community Development	312,385	288,627	253,650	263,081	355,774	107,384	30.2%	248,390
Code Enforcement	189,858	190,788	146,006	-	-	-	0.0%	-
Building Inspections	266,453	269,660	347,229	398,116	398,116	204,763	51.4%	193,353
Police	2,897,358	3,257,105	3,260,642	3,619,240	3,619,240	1,670,949	46.2%	1,948,291
Animal Control	124,004	144,198	128,480	145,108	145,108	75,588	52.1%	69,520
Fleet Services	164,591	183,852	189,170	220,353	220,353	107,746	48.9%	112,607
Building Maint	389,627	374,135	381,132	593,650	593,650	296,347	49.9%	297,303
Streets	794,858	915,139	843,768	939,709	939,709	472,067	50.2%	467,642
Parks and Recreation	1,077,869	1,164,048	1,058,639	1,372,749	1,372,749	475,866	34.7%	896,883
Fire	3,326,431	3,336,123	3,378,173	4,447,372	4,354,679	1,867,886	42.9%	2,486,793
TOTAL EXPENDITURES	\$ 12,344,587	\$ 13,236,894	\$ 13,135,340	\$ 15,526,307	\$ 15,526,307	\$ 7,104,147	45.8%	\$ 8,422,160



GENERAL FUND
(Revenues, Expenditures and Change in Fund Balance)
Fund 112

(unaudited)

	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD	% Var. to Budget	Remaining Budget
Transfers Out								
TOTAL OPERATING TRANSFERS	\$ 267,490	\$ 38,844	\$ 376,291	\$ 850,000	\$ 850,000	\$ 822,417	97%	27,583
	\$ 267,490	\$ 38,844	\$ 376,291	\$ 850,000	\$ 850,000	\$ 822,417	0%	\$ 27,583
TOTAL EXPENDITURES AND TRANSFERS	\$ 12,612,077	\$ 13,275,738	\$ 13,511,631	\$ 16,376,307	\$ 16,376,307	\$ 7,926,564	48%	\$ 8,449,743
Excess (deficiency) of revenues over (under) expenditures	\$ 334,863	\$ 741,331	\$ 831,023	\$ (1,492,916)	\$ (1,492,916)	\$ 3,230,662	xxx	xxx
ENDING FUND BALANCE	\$ 4,265,588	\$ 5,006,919	\$ 5,837,943	\$ 4,345,027	\$ 4,345,027	\$ 9,068,604	xxx	xxx
Unreserved, designated for unbudgeted items	\$ 1,697,696	\$ 2,554,107	\$ 1,061,191	\$ 1,061,191	\$ 1,061,191	\$ 5,784,769		
Unreserved, undesignated @25% of exp.	\$ 3,309,224	\$ 3,283,835	\$ 3,283,835	\$ 3,283,835	\$ 3,283,835	\$ 3,283,835		
	\$ 5,006,920	\$ 5,837,943	\$ 4,345,027	\$ 4,345,027	\$ 4,345,027	\$ 9,068,604		

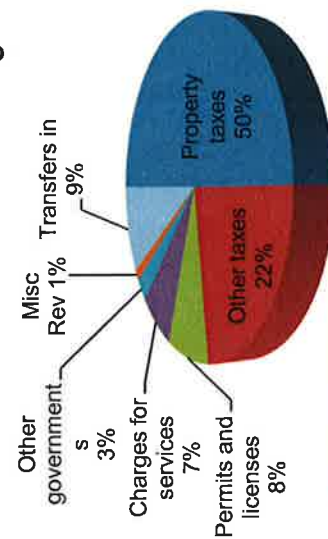


GENERAL FUND

(Revenues, Expenditures and Change in Fund Balance)

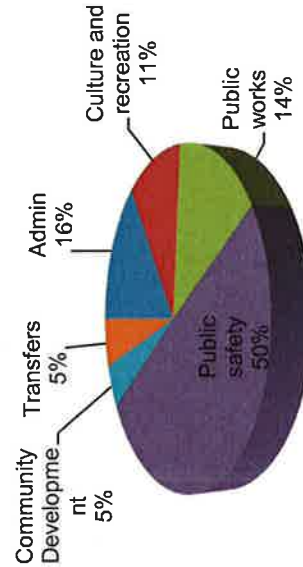
ACCOUNT DESCRIPTION	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2010-2012	AMENDED 2011-2012	YTD 2011-2012
Revenues								
Property taxes	3,885,868	5,672,030	6,827,171	7,008,667	6,991,196	7,413,601	7,413,601	7,192,898
Other taxes	1,972,749	2,846,482	2,542,102	2,774,940	2,949,639	3,342,069	3,342,069	1,257,082
Permits and licenses	1,546,491	1,232,527	936,753	1,389,979	1,571,253	1,204,892	1,204,892	774,477
Charges for services	1,116,815	1,600,151	794,930	838,478	908,233	998,675	998,675	571,376
Other governments	338,968	418,111	503,167	496,304	389,495	371,759	371,759	242,298
Miscellaneous	613,868	218,512	227,605	250,258	198,797	170,200	170,200	432,976
Transfers in	891,904	888,999	1,115,211	1,258,443	1,334,042	1,382,195	1,382,195	686,120
Total Revenue	10,366,663	12,876,812	12,946,940	14,017,069	14,342,654	14,883,391	14,883,391	11,157,226
Expenditures								
Administration	1,657,343	2,023,339	2,160,344	2,317,002	2,288,134	2,508,205	2,508,205	1,292,904
Culture and recreation	891,493	1,055,739	1,329,645	1,394,568	1,294,017	1,811,247	1,811,247	676,363
Public works	2,005,999	1,676,715	1,738,109	2,038,823	2,039,011	2,333,938	2,333,938	1,208,312
Public safety	4,944,324	5,829,248	6,347,793	6,737,426	6,767,295	8,211,720	8,119,027	3,614,422
Community Development	792,685	684,455	768,696	749,075	746,884	661,197	753,890	312,146
Transfers	39,219	99,688	267,490	38,844	376,291	850,000	850,000	822,417
Total Expenditures	10,331,063	11,369,185	12,612,077	13,275,738	13,511,631	16,376,307	16,376,307	7,926,564
Excess (deficiency) of revenues over Prior Period Audit Adj	35,599	1,507,628	334,863	741,331	831,023	(1,492,916)	(1,492,916)	3,230,662
Beginning Fund Balance	2,721,022	2,756,622	3,930,726	4,265,588	5,006,919	5,837,943	5,837,943	5,837,943
Ending Fund Balance	2,756,622	4,264,249	4,265,588	5,006,919	5,837,943	4,345,027	4,345,027	9,068,604

FY 2011-2012 Revenue Budget



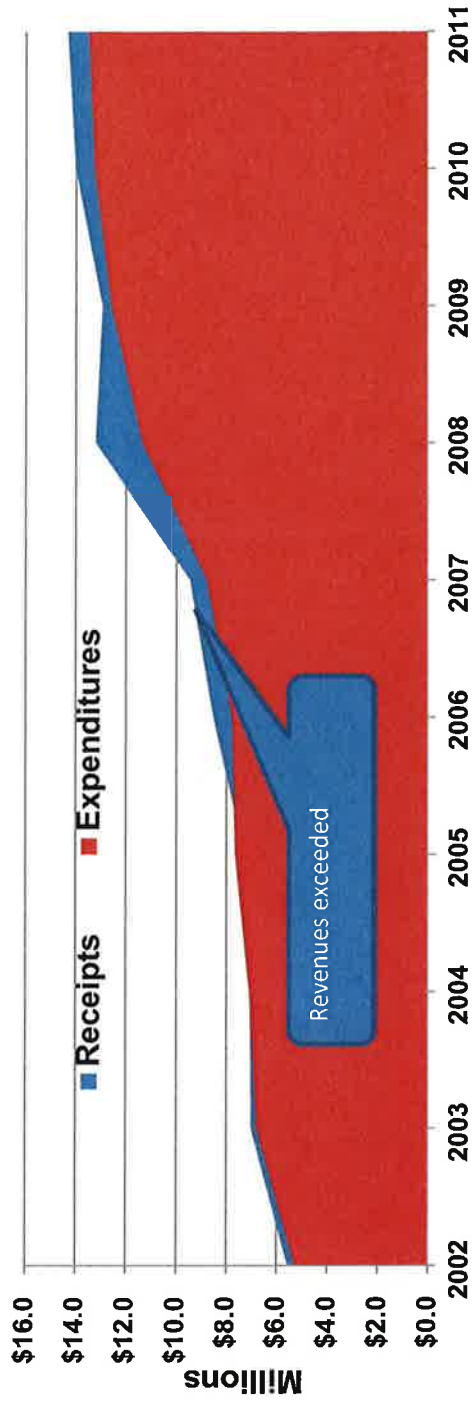
Total Revenue Budget: \$14,883,391

FY 2011-2012 Expense Budget

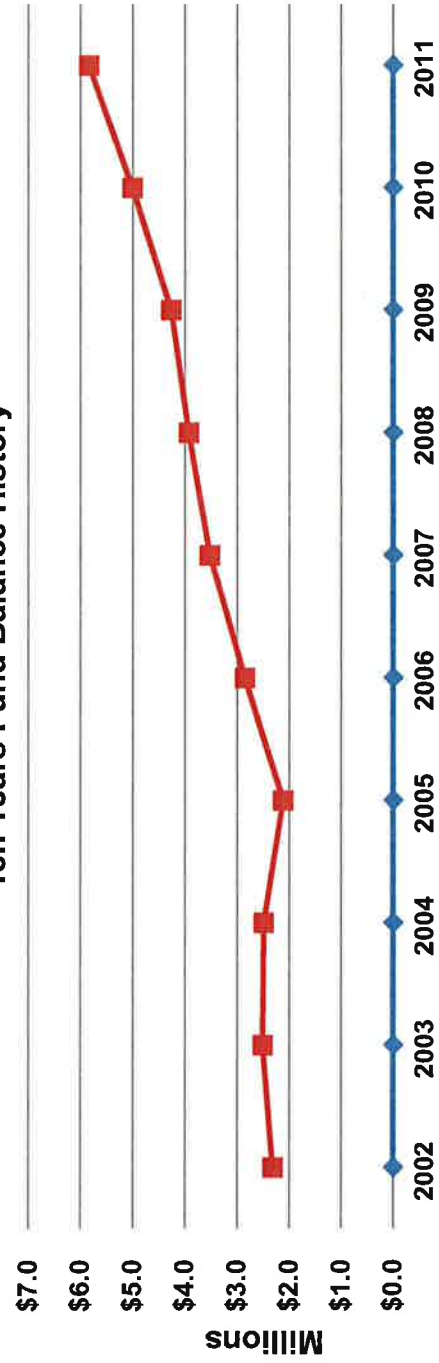


Total Revenue Budget: \$16,376,307

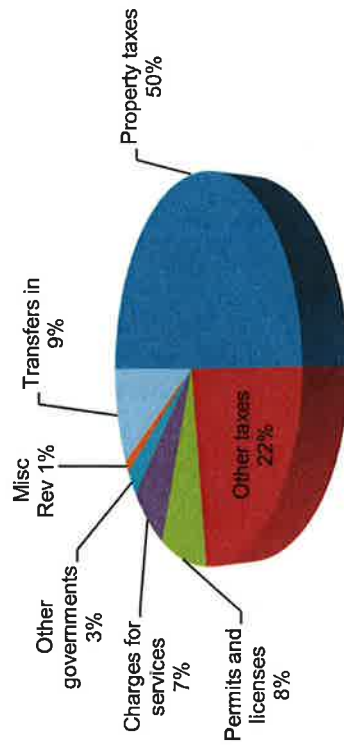
Quarterly Budget Report FY 2011-2012



Ten Years Fund Balance History

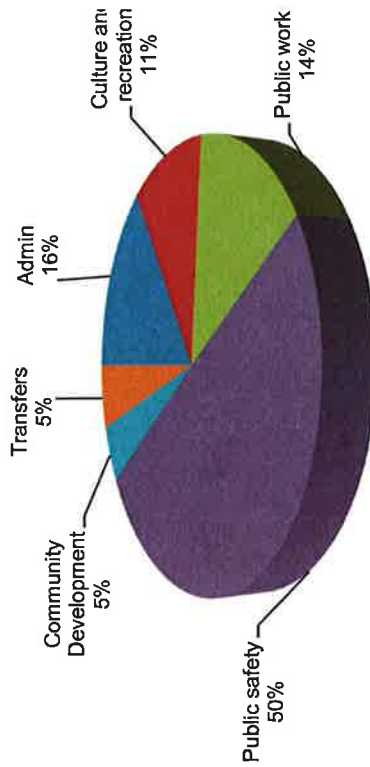


2012 Annual Revenue Budget



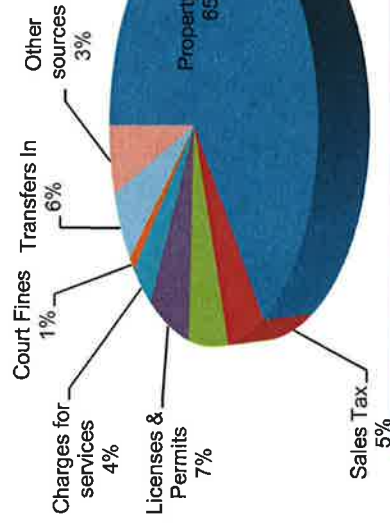
Total Revenue Budget: \$14,883,391

2012 Annual Budget by Function



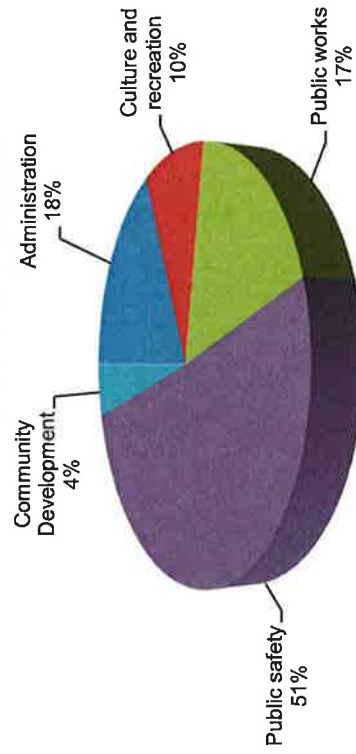
Total Expenditure Budget: \$16,376,307

2012 YTD Revenue



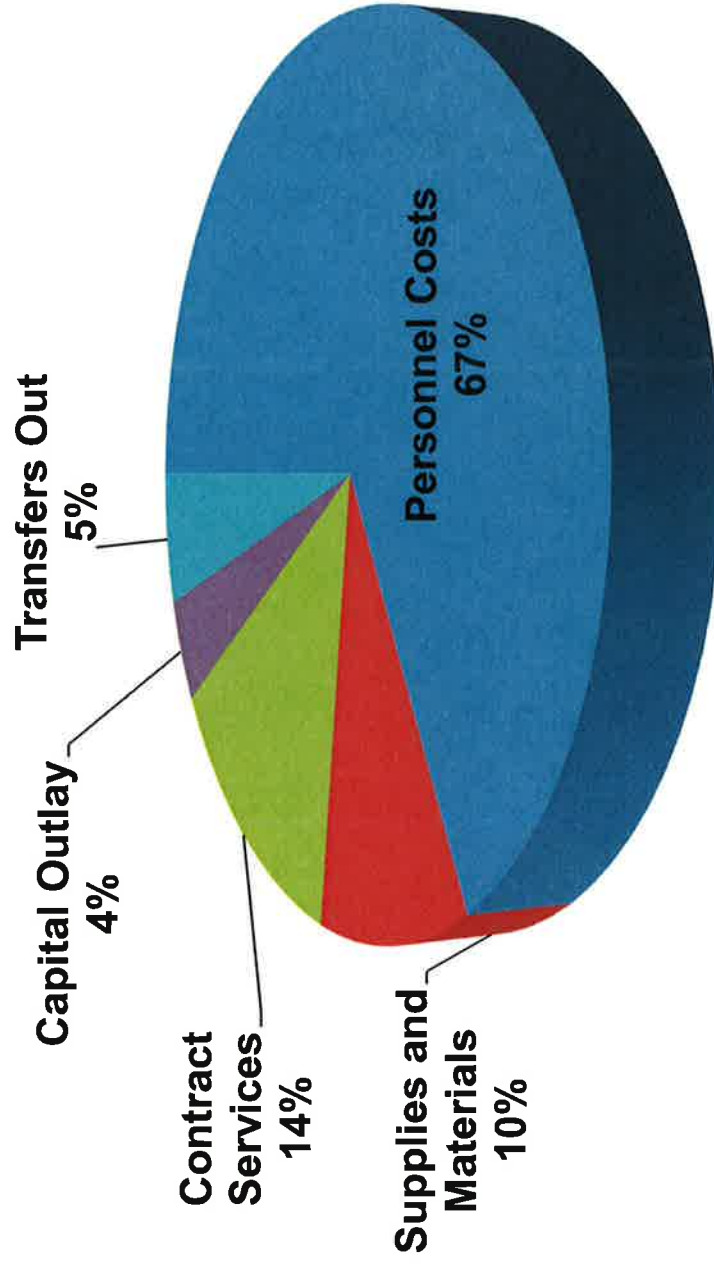
Actual Revenue YTD: \$11,157,226

2012 YTD Expense by Function



Total Expenditures YTD: \$7,926,564

2011-2012 General Fund Expense By Category



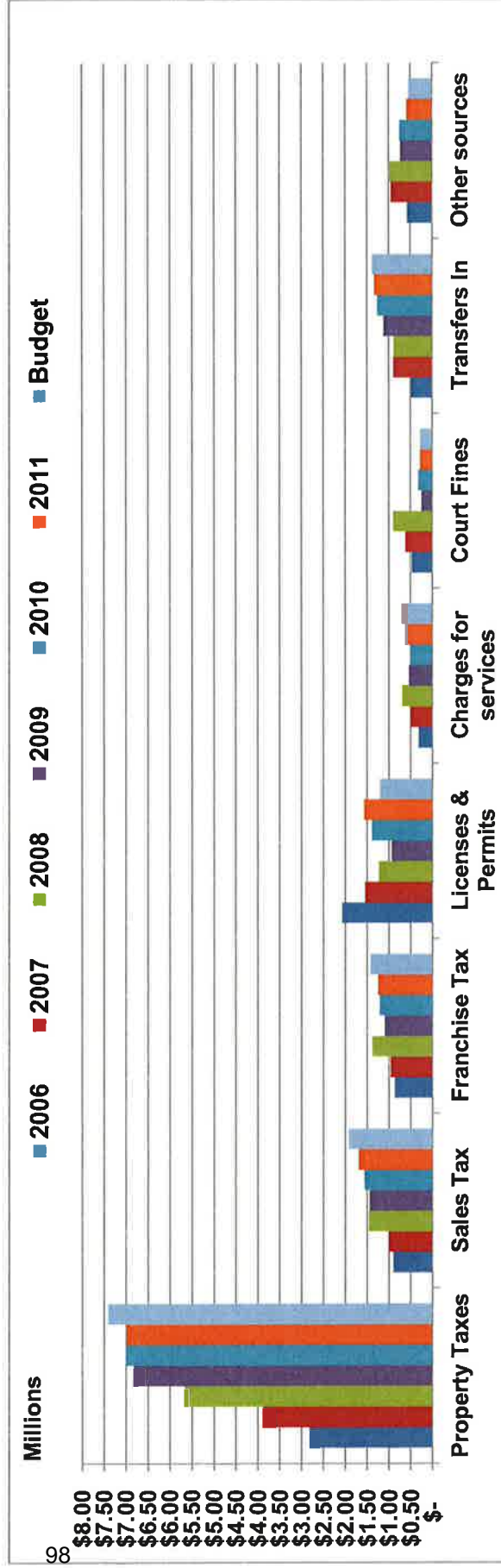
Total Budget: \$16,376,307



GENERAL FUND

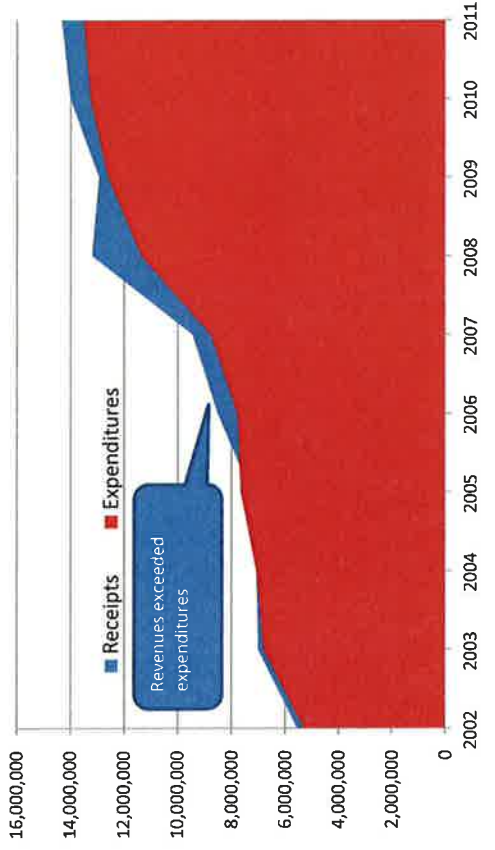
SCHEDULE OF REVENUES BY SOURCE

	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
Property Taxes	2,823,670	3,885,868	5,672,030	6,827,171	7,008,667	6,991,196	7,413,601	7,413,601	7,192,898
Sales Tax	901,662	1,006,237	1,462,043	1,442,552	1,566,752	1,698,965	1,915,629	1,915,629	590,681
Franchise Tax	868,904	966,512	1,384,438	1,099,550	1,208,188	1,250,674	1,426,440	1,426,440	666,400
Licenses & Permits	2,067,860	1,546,491	1,232,527	936,753	1,389,979	1,571,253	1,204,892	1,204,892	774,477
Charges for services	318,453	498,665	701,744	543,367	509,332	628,010	713,675	713,675	434,096
Court Fines	471,749	618,150	898,407	251,563	329,146	280,223	285,000	285,000	137,280
Transfers In	490,718	891,904	888,999	1,115,211	1,258,443	1,334,042	1,382,195	1,382,195	686,120
Other sources	572,582	952,836	978,791	730,773	746,563	588,292	541,959	541,959	675,274
Total Revenue	8,515,596	10,366,663	13,218,980	\$ 12,946,940	\$ 14,017,069	\$ 14,342,654	\$ 14,883,391	\$ 14,883,391	\$ 11,157,226
	2006	2007	2008	2009	2010	2011	Budget	Budget	YTD

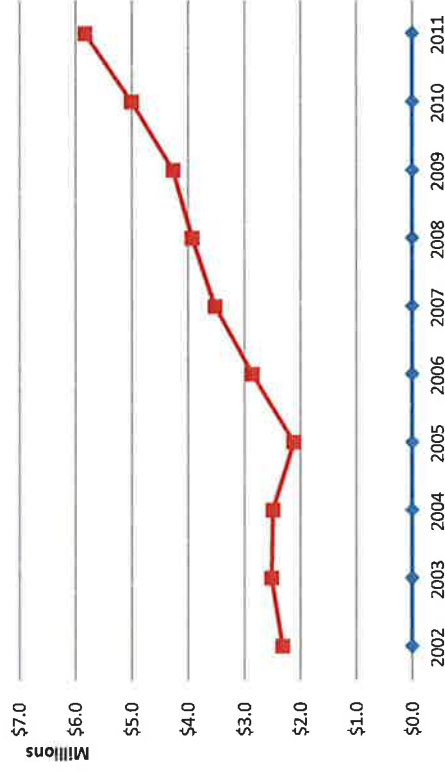


FUND BALANCE HISTORY

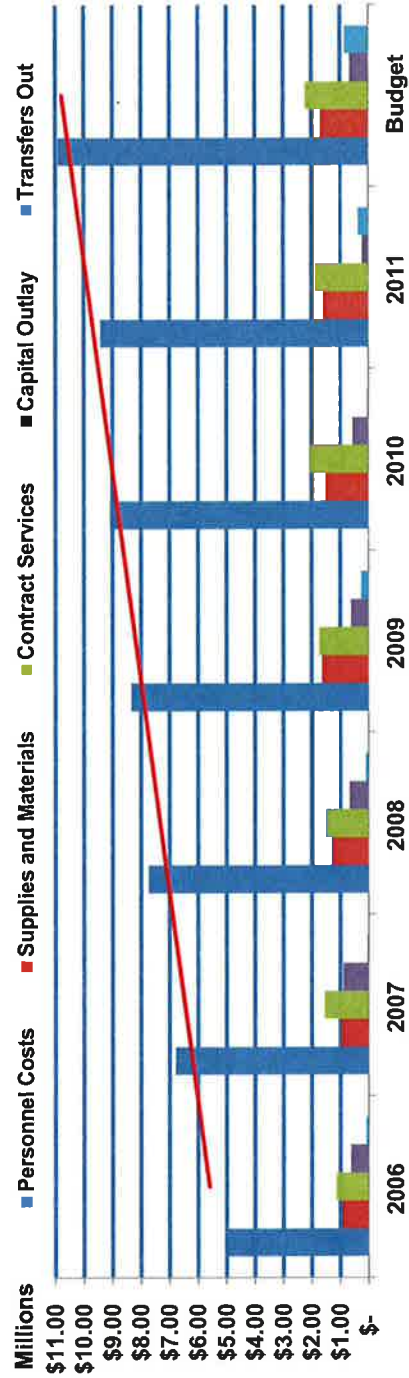
Fiscal Year	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Receipts	5,565,474	7,014,305	7,073,295	7,286,199	8,537,178	9,471,165	13,218,980	12,946,940	14,017,069	14,342,654
Expenditures	5,307,910	6,820,602	7,095,130	7,667,150	7,799,400	8,805,086	11,369,185	12,612,077	13,275,738	13,511,631
Surplus (Deficit)	257,564	193,703	(21,835)	(380,951)	737,778	666,079	1,001,820	334,863	741,331	831,023
Beg Fund Balance	2,061,748	2,319,312	2,513,015	2,501,540	2,120,589	2,858,367	2,928,905	3,930,726	4,265,588	5,006,919
Ending Fund Balance	2,319,312	2,513,015	2,491,180	2,120,589	2,858,367	3,524,446	3,930,726	4,265,588	5,006,919	5,837,943
RESTRICTED AND UNRESTRICTED AMOUNTS										
25% Fund Balance Policy Initiative	1,391,369	1,753,576	1,768,324	1,821,550	2,134,294	2,367,791	3,304,745	3,236,735	1,697,696	3,377,908
Unreserved/Unrestricted	927,944	759,439	722,856	299,039	724,073	2,048,342	625,981	1,028,853	3,309,223	2,460,035
Total Fund Balance	2,319,312	2,513,015	2,491,180	2,120,589	2,858,367	4,416,133	3,930,726	4,265,588	5,006,919	5,837,943



Ten Years Fund Balance History



GENERAL FUND CATEGORY SUMMARY										
Category Descriptions	Actual 2005-2006	Actual 2006-07	Actual 2007-08	Actual 2008-2009	Actual 2009-2010	Actual 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012	
	2006	2007	2008	2009	2010	2011	Budget	Budget	YTD	
Personnel Costs	5,047,790	6,786,085	7,743,705	8,353,041	9,083,477	9,417,105	10,915,867	10,915,867	5,215,544	
Supplies and Materials	928,318	967,638	1,314,768	1,632,781	1,527,993	1,607,277	1,715,114	1,721,114	686,491	
Contract Services	1,141,010	1,558,711	1,531,631	1,737,777	2,056,263	1,886,306	2,225,826	2,219,826	993,575	
Capital Outlay	631,406	901,146	679,393	620,988	569,161	224,652	669,500	669,500	208,538	
Transfers Out	88,376	39,219	99,688	267,490	38,844	376,291	850,000	850,000	822,417	
Total	7,836,899	10,252,799	11,369,185	12,612,077	13,275,738	13,511,631	16,376,307	16,376,307	7,926,564	



REVENUE SCHEDULE

ACCOUNT CODE	ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
112-5111-00-00	CURRENT YEAR PROPERTY TAXES	6,689,484	6,784,806	6,691,434	7,266,601	7,266,601	7,137,262
112-5115-00-00	PENALTY & INTEREST ON DELINQUE	67,506	73,409	62,042	62,000	62,000	16,614
112-5121-00-00	PRIOR YEAR PROPERTY TAXES	70,181	150,453	237,721	85,000	85,000	39,021
	PROPERTY TAXES	6,827,171	7,008,667	6,991,196	7,413,601	7,413,601	7,192,898
112-5132-00-00	CITY SALES TAX	1,424,843	1,554,552	1,683,982	1,899,347	1,899,347	587,970
112-5141-00-00	MIXED DRINK TAX	17,709	12,200	14,983	16,282	16,282	2,711
112-5143-00-00	FRANCHISE FEE - ELECTRIC	799,683	868,845	861,780	1,050,000	1,050,000	500,669
112-5144-00-00	FRANCHISE FEE - GAS	123,972	113,483	122,963	119,440	119,440	100,397
112-5145-00-00	FRANCHISE FEE - CABLE	97,039	143,137	202,356	183,500	183,500	53,782
112-5146-00-00	COMMUNICATIONS R-O-W ACCESS FEES	78,856	82,723	63,575	73,500	73,500	11,553
	OTHER TAXES	2,542,102	2,774,940	2,949,639	3,342,069	3,342,069	1,257,082
112-5211-00-00	MOBILE HOME PARK LICENSE	11,796	11,796	11,796	12,000	12,000	-
112-5214-00-00	ENVIRONMENTAL HEALTH LICENSES	21,575	24,550	23,100	24,200	24,200	550
112-5221-00-00	CERTIFICATE OF OCCUPANCY	16,883	5,403	1,475	2,000	2,000	900
112-5222-00-00	BUILDING PERMITS	667,362	1,216,661	1,363,932	992,492	992,492	573,242
112-5223-00-00	ELECTRICAL PERMITS	44,297	19,230	18,146	15,000	15,000	240
112-5224-00-00	PLUMBING PERMITS	66,273	9,203	9,586	6,500	6,500	-
112-5225-00-00	MECHANICAL PERMITS	35,608	5,839	4,232	2,400	2,400	-
112-5226-00-00	INSPECTIONS AND REINSPECTIONS	54,023	48,020	47,120	40,000	40,000	23,470
112-5227-00-00	OTHER PERMITS	-	4,823	8,077	5,000	5,000	1,300
112-5228-00-00	RENTAL INSPECTION FEES	-	6,650	-	25,000	25,000	115,740
112-5229-00-00	IRRIGATION PERMITS	-	-	49,950	46,250	46,250	32,320
112-5230-00-00	SIGN PERMITS	-	-	-	-	-	8,060
112-5516-00-00	ALARM PERMITS	18,531	37,429	33,413	33,550	33,550	18,380
112-5690-00-00	MISC. INCOME/BURN PERMITS	405	375	425	500	500	275
	PERMITS AND LICENSES	936,753	1,389,979	1,571,253	1,204,892	1,204,892	774,477
112-5401-00-00	INFRASTRUCTURE INSPECTION FEES	50,663	29,398	37,297	30,000	30,000	8,431
112-5402-00-00	FIRE CODE INSPECTION FEES	-	2,820	6,690	7,500	7,500	4,305

REVENUE SCHEDULE

ACCOUNT CODE	ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
112-5403-00-00	RENTAL PROPERTY REGISTRATIONS	-	-	28,300	160,000	160,000	-
112-5421-00-00	PLATTING FEES	7,753	30,421	17,252	12,000	12,000	5,595
112-5422-00-00	ZONING FEES	3,050	3,345	2,875	4,000	4,000	100
112-5423-00-00	PLAN REVIEW FEES	-	-	33,340	-	-	155,070
112-5425-00-00	ANIMAL CONTROL FEES	13,407	15,537	12,690	13,500	13,500	5,631
112-5511-00-00	MUNICIPAL COURT FINES	251,563	329,146	280,223	285,000	285,000	137,280
112-5512-00-00	ACCIDENT REPORT FEES	-	-	-	-	-	-
112-5694-00-00	AMBULANCE FEES	430,145	379,509	389,186	390,000	390,000	223,911
112-5721-00-00	IN-HOME DAY CARE REGISTRATIONS	320	330	725	675	675	-
112-5677-00-00	LIBRARY FEES	2,970	4,333	4,508	3,000	3,000	1,562
112-5678-00-00	CONCESSION FEES	-	2,165	-	3,000	3,000	876
112-5683-00-00	BOAT RAMP FEES/COURTESY GATE	-	-	35,277	30,000	30,000	4,698
112-5684-00-00	RECREATION PROGRAM FEES	-	-	-	5,000	5,000	-
112-5685-00-00	ATHLETIC REGISTRATION FEES	35,060	41,475	59,869	50,000	50,000	23,918
112-568X-00-00	RECREATION MEMBERSHIP FEES	-	-	-	5,000	5,000	-
CHARGES FOR SERVICES		794,930	838,478	908,233	998,675	998,675	571,376
112-5672-00-00	COTTONWOOD CRK MARINA - LAND	2,500	3,125	2,500	2,500	2,500	-
112-5679-00-00	COTTONWOOD CRK MARINA - SALES	23,812	24,552	25,404	24,500	24,500	-
112-5621-00-00	FACILITY RENTAL	8,335	10,045	16,327	12,000	12,000	3,705
112-5681-00-00	JULY JUBILEE	3,985	1,755	2,558	1,200	1,200	-
112-5671-00-00	MISCELLANEOUS	23,862	27,034	40,101	25,000	25,000	36,404
112-5611-00-00	INTEREST EARNINGS	141,308	85,401	76,228	80,000	80,000	46,386
MISCELLANEOUS		203,801	151,911	163,118	145,200	145,200	86,496
112-5697-00-00	SRO REIMBURSEMENTS	101,860	101,860	97,408	101,861	101,861	49,349
112-5717-00-00	REIMBURSEMENTS-OTHER	64,626	35,653	5,995	5,000	5,000	4,654
112-5718-00-00	REIMBURSEMENTS-INSURANCE	93,567	67,169	38,283	38,283	38,283	-
112-5719-00-00	ABATEMENT REIMBURSEMENTS	23,285	12,088	17,087	12,000	12,000	9,621
112-5691-00-00	LAKEWOOD VILLAGE AGREEMENT	22,437	34,083	43,614	43,615	43,615	15,475
112-5692-00-00	HACKBERRY AGREEMENT	15,000	12,000	-	-	-	-

REVENUE SCHEDULE

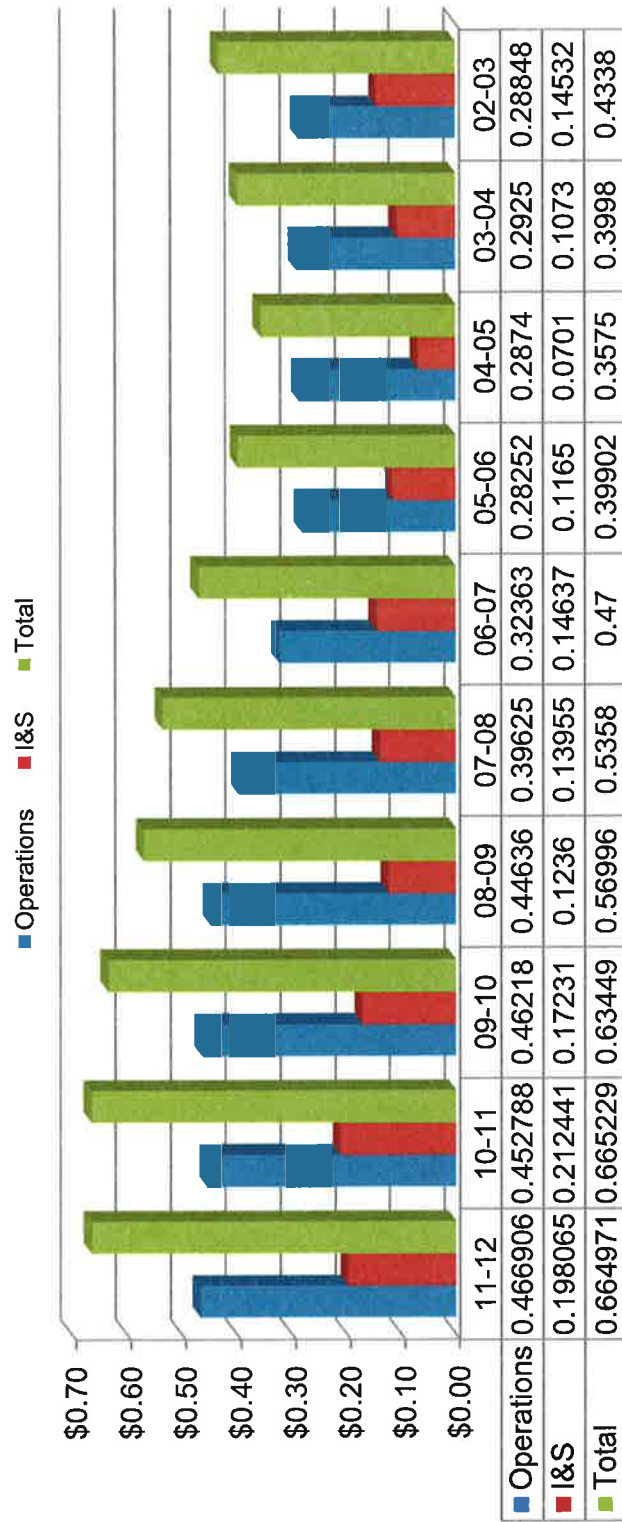
ACCOUNT CODE	ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
112-5720-00-00	STREETSCAPE PROJECTS	28,698	9,450	-	-	-	-
112-5330-00-00	LIBRARY QTR PLEDGE DENTON CO	29,400	35,900	35,369	35,000	35,000	11,958
112-5340-00-00	FIRE SERVICES PLEDGE DENTON CO	52,690	48,000	79,300	58,000	58,000	25,300
112-5341-00-00	AMBULANCE PLEDGE DENTON COUNTY	41,604	43,337	39,283	45,000	45,000	23,076
112-5686-00-00	DCFWSO-POLICE SERVICES	-	96,764	33,157	33,000	33,000	16,500
112-5696-00-00	OTHER GRANTS/REIMBURSEMENTS	-	-	-	-	-	86,365
112-5343-00-00	EDC GIS CONTRACT	30,000	-	-	-	-	-
	OTHER GOVERNMENTS	503,167	496,304	389,495	371,759	371,759	242,298
112-5800-00-00	TRANSFER IN WATER UTILITIES	784,783	974,443	1,042,953	1,117,592	1,117,592	558,796
112-5801-00-00	TRANSFER IN SOLID WASTE	202,592	96,000	196,000	197,603	197,603	98,802
112-5802-00-00	TRANSFER IN EDC	24,000	26,000	26,000	30,000	30,000	15,000
112-5803-00-00	TRANSFER IN CDC	12,000	12,000	12,000	12,000	12,000	6,000
112-5805-00-00	TRANSFERS IN FROM OTHER FUNDS	91,836	150,000	57,089	25,000	25,000	7,522
103	TRANSFERS IN	1,115,211	1,258,443	1,334,042	1,382,195	1,382,195	686,120
112-8970-00-00	CAPITAL LEASE PROCEEDS	-	-	-	-	-	332,557
112-5675-00-00	AUCTION PROCEEDS	23,804	98,347	35,679	25,000	25,000	13,924
	OTHER FINANCING SOURCES	23,804	98,347	35,679	25,000	25,000	346,481
	TOTAL REVENUE	12,946,940	14,017,069	14,342,654	14,883,391	14,883,391	11,157,226



DEBT SERVICE FUND

The purpose of this fund is to record property taxes levied and collected for the purpose of paying annual principal and interest payments on debt obligations with a legally binding pledge to repay with a commitment of an annual tax levy against property values certified by the Denton County Appraisal District.

Quarterly Budget Report FY 2011-2012

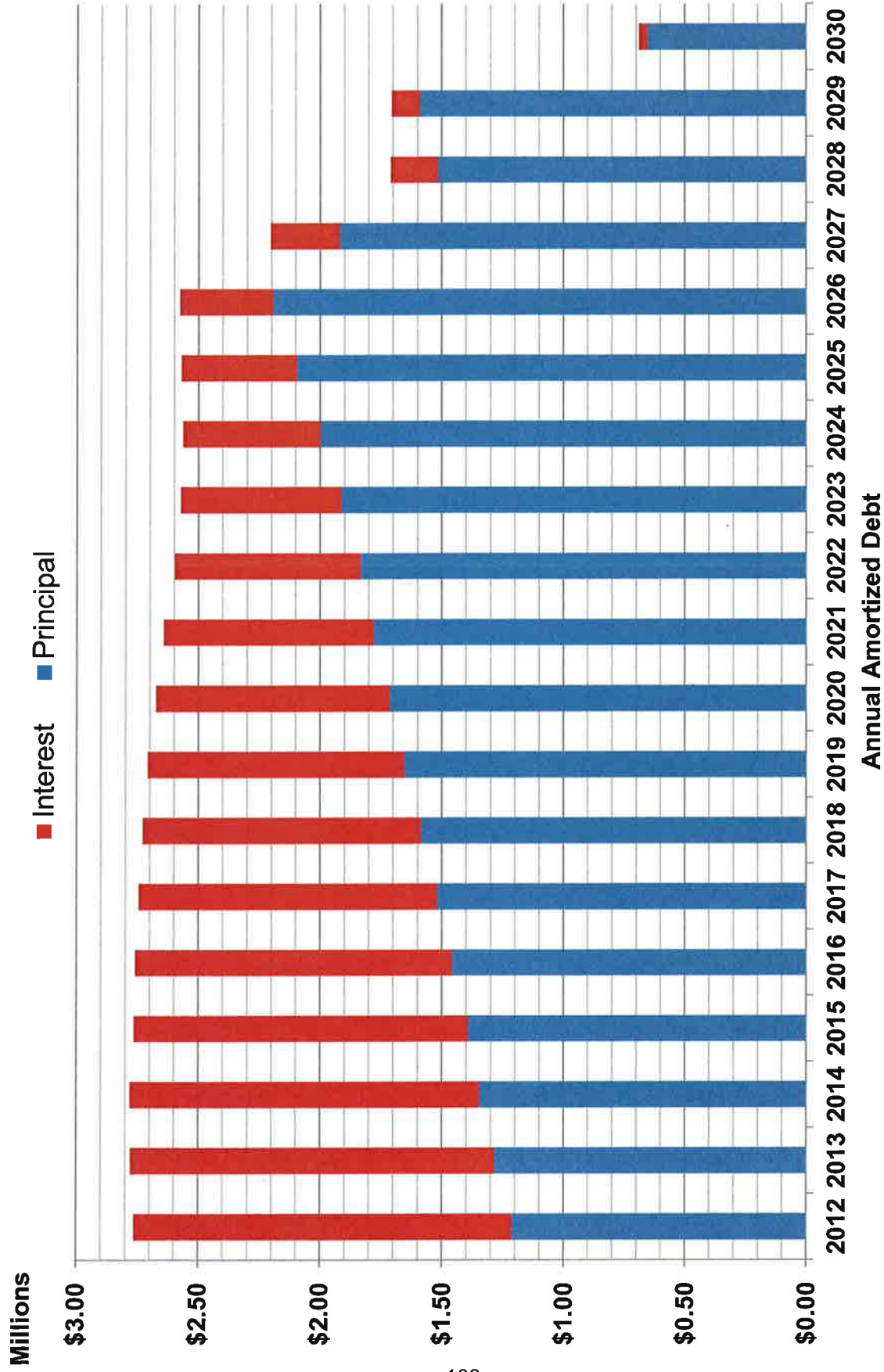




DEBT SERVICE
Revenue, Expenses and Changes in Fund Balance
Fund 312

ACCOUNT DESCRIPTION	ACTUAL 2007-2008	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	\$ 76,933	\$ 218,844	\$ 226,226	\$ 301,862	\$ 547,522	\$ 547,522	\$ 547,522
REVENUES:							
Property taxes	2,006,082	1,890,488	2,605,302	3,351,705	3,029,715	3,029,715	3,050,048
Interest income	38,680	24,728	19,848	17,870	15,000	15,000	10,316
Transfers in	151,567	151,914	180,955	184,000	186,305	186,305	50,563
TOTAL REVENUES	2,196,329	2,067,130	2,806,105	3,553,575	3,231,020	3,231,020	3,110,926
TOTAL FUNDS AVAILABLE	\$ 2,273,262	\$ 2,285,974	\$ 3,032,331	\$ 3,855,437	\$ 3,778,542	\$ 3,778,542	\$ 3,658,448
EXPENDITURES:							
Principal	1,132,700	1,185,222	1,431,310	1,537,070	1,710,200	1,710,200	-
Interest	918,010	872,328	1,296,137	1,766,305	1,474,706	1,474,706	774,891
Agent Fees	3,708	2,197	3,022	4,540	3,500	3,500	3,300
TOTAL EXPENDITURES	\$ 2,054,418	\$ 2,059,748	\$ 2,730,469	\$ 3,307,915	\$ 3,188,406	\$ 3,188,406	\$ 778,191
Excess (deficiency) of revenues over (under) expenditures	\$ 141,911	\$ 7,382	\$ 75,636	\$ 245,660	\$ 42,614	\$ 42,614	\$ 2,332,735
ENDING FUND BALANCE	\$ 218,844	\$ 226,226	\$ 301,862	\$ 547,522	\$ 590,136	\$ 590,137	\$ 2,880,257

General Purpose Debt Requirements

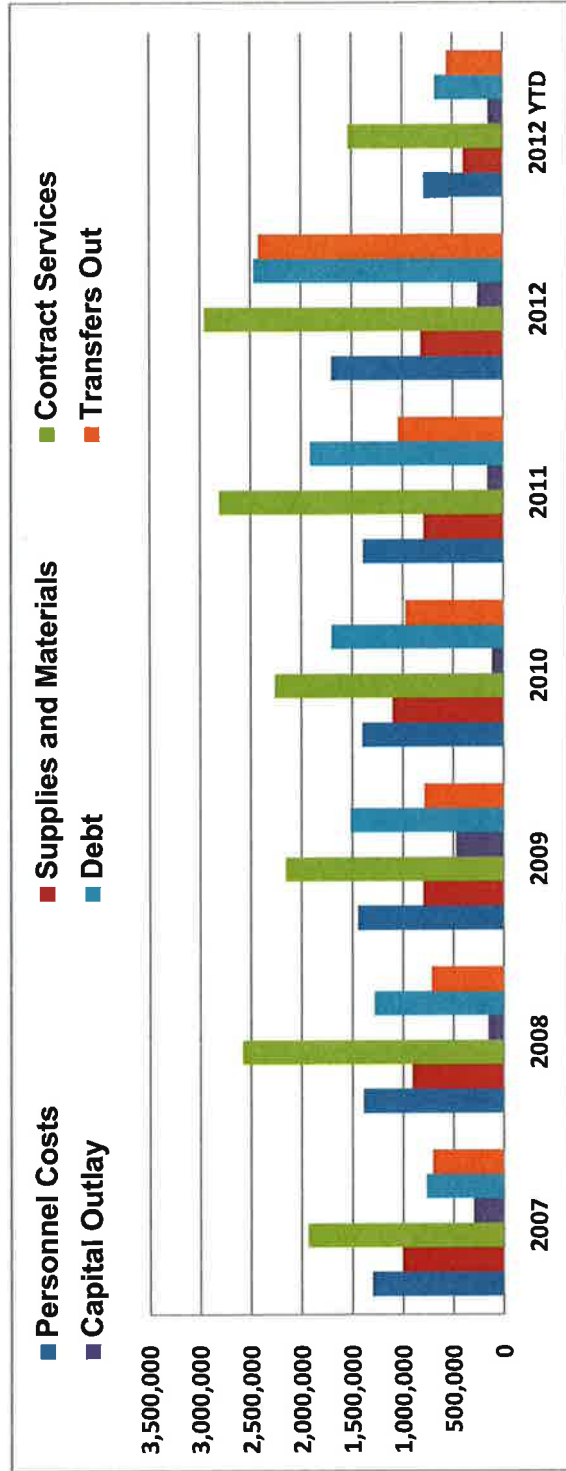




UTILITY FUND (612)

This fund is a business-enterprise fund accounting for the Town's water and sewer utilities including water distribution, sewer plan operations and treatment, water billing and meter reading. The system is self-supporting with rates and charges determined by an annual rate analysis to determine the adequacy of revenue to support operations, capital improvements and debt commitments.

QUARTERLY BUDGET REPORT FY 2011-2012





WATER AND WASTEWATER FUND

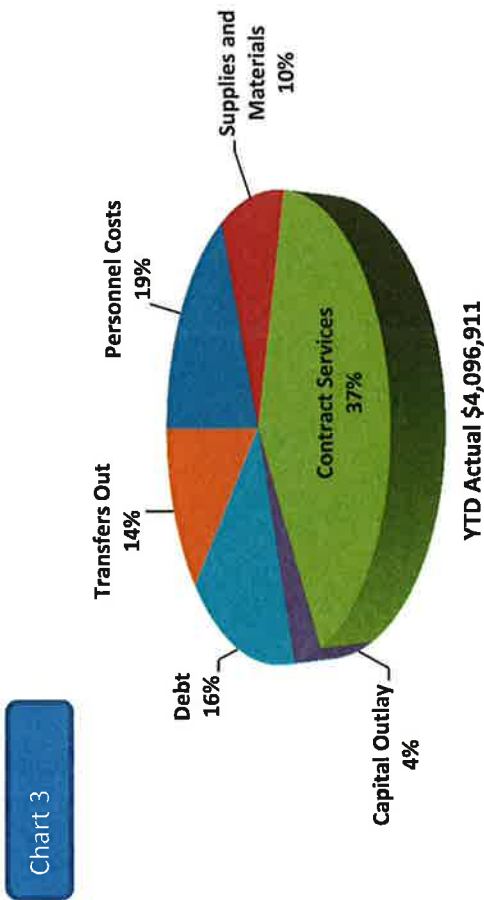
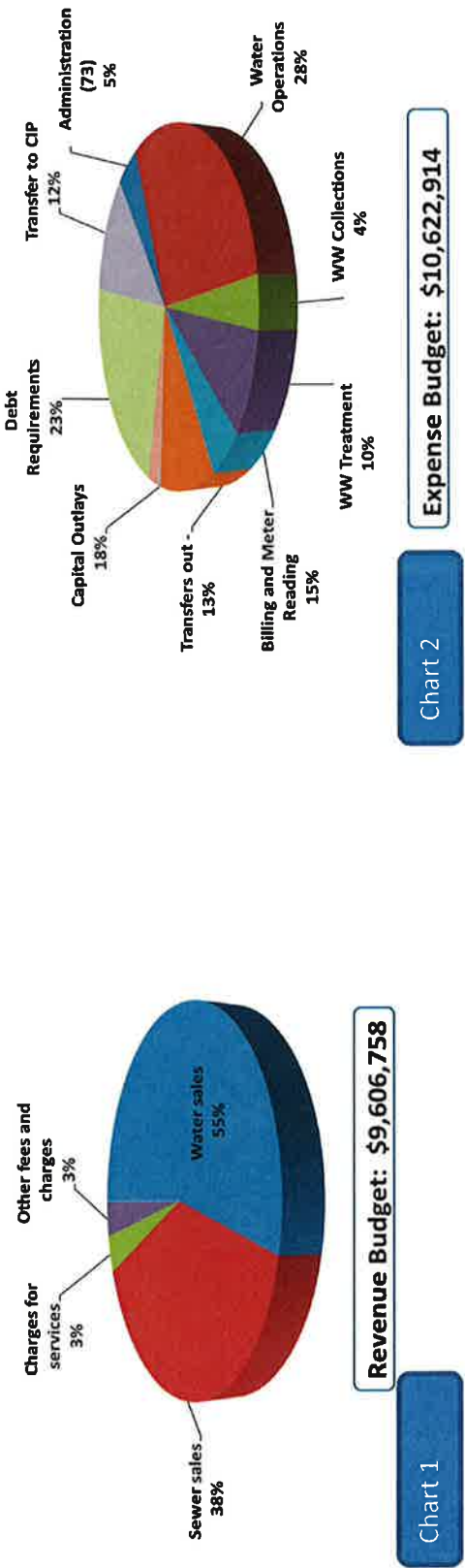
Revenue, Expenses and Changes in Working Capital

Fund 612

ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD ACTUAL 2011-2012	% VAR	\$ VAR
Operating Revenues:								
Water sales	4,548,840	4,430,578	5,452,480	5,157,892	5,157,892	1,918,932	37%	3,238,960
Sewer sales	3,198,198	3,499,539	3,633,157	3,794,866	3,794,866	1,762,596	46%	2,032,270
Charges for services	283,992	334,248	377,724	329,000	329,000	155,608	47%	173,392
Other fees and charges	548,544	418,634	370,146	325,000	325,000	211,021	65%	113,979
Other financing sources	563,073	173,845	-	-	-	-	-	-
Total Operating Revenues	9,142,647	8,856,843	9,833,507	9,606,758	9,606,758	4,048,157	42%	5,558,601
Operating Expenses:								
Administration (73)	-	302,128	542,206	480,199	480,199	228,948	48%	251,252
Water operations(61)	2,486,093	2,212,747	2,866,492	3,102,729	3,102,729	1,623,100	52%	1,479,629
Wastewater collections (71)	378,099	338,313	323,955	436,670	436,670	165,268	38%	271,402
Wastewater treatment (72)	800,483	756,126	769,977	907,557	907,557	472,232	52%	435,325
Billing/Collector and Meter Reading	907,148	1,157,855	491,963	549,546	549,546	224,230	41%	325,316
Total Operating Expenses	4,571,823	4,767,168	4,994,592	5,476,702	5,476,702	2,713,778		
Non-Operating Expenses:								
Transfers out - PILOT	784,783	974,443	1,042,953	1,117,592	1,117,592	558,796	50%	558,796
Transfer to Risk Insurance Fund	-	-	-	25,000	25,000	-	0%	25,000
Capital outlays	474,574	115,523	158,267	255,874	255,874	147,806	58%	108,068
Debt Requirements	1,344,591	1,694,039	1,884,005	2,467,747	2,467,747	675,984	27%	1,791,763
Transfer to CIP	-	-	-	1,280,000	1,280,000	-	0%	1,280,000
Other non-operating	-	8,203	29,732	-	-	547	-	-
Total Non-Operating Expenses	2,603,948	2,792,207	3,114,957	5,146,213	5,146,213	1,383,133		
Total Operating and Non-Operating	7,175,772	7,559,375	8,109,550	10,622,914	10,622,914	4,096,911	39%	6,526,004
Excess (deficiency of Revenues over expenses)	1,966,875	1,297,468	1,723,957	(1,016,156)	(1,016,156)	(48,753)		
Beginning Working Capital	3,363,319	4,090,977	5,388,445	7,112,403	7,112,403	7,112,403		
Adjust to CAFR	(1,239,217)	-	-	-	-	-		
Ending Working Capital	4,090,977	5,388,445	7,112,403	6,096,246	6,096,246	7,063,649		
Working Capital Days	208	260	320	209	209.47	629		
Working Capital to operations	57%	71%	88%	57%	57%	172%		

FY 2011-2012

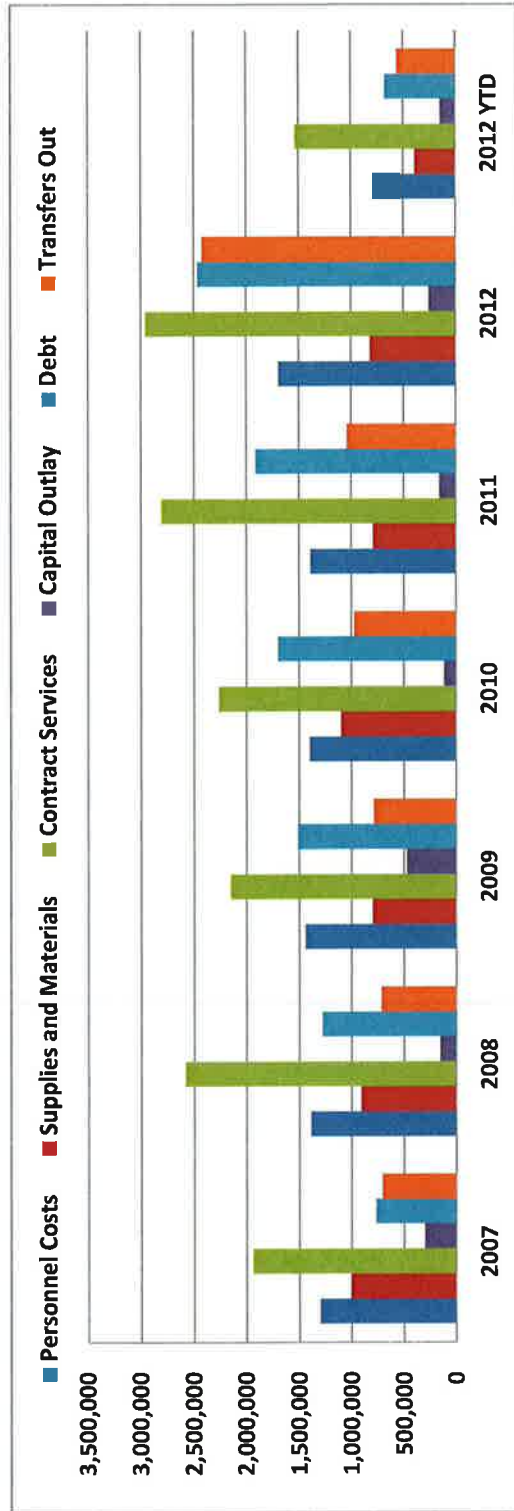
(Revenue From Rates and Charges) - Chart 1; (Expenses by Function) - Chart 2
(YTD Expenses) - Chart 3





UTILITY FUND CATEGORY SUMMARY

Budget Summary by Category	Actual 2006-07	Actual 2007-08	Actual 2008-09	Actual 2009-10	Actual 2010-2011	Budgeted 2011-2012	Amended 2011-2012	YTD 2011-2012
Personnel Costs	1,301,169	1,390,684	1,444,237	1,399,829	1,391,971	1,697,997	1,697,997	786,621
Supplies and Materials	1,004,170	909,630	798,786	1,102,338	791,501	819,345	819,345	392,063
Contract Services	1,940,889	2,587,086	2,155,639	2,265,001	2,811,120	2,959,360	2,959,360	1,535,094
Capital Outlay	301,658	157,346	474,574	115,523	158,267	255,874	255,874	147,806
Debt	770,998	1,282,818	1,517,752	1,702,242	1,913,737	2,467,747	2,467,747	676,532
Transfers Out	705,840	715,429	784,783	974,443	1,042,953	2,422,592	2,422,592	558,796
Total	6,024,725	7,042,992	7,175,772	7,559,375	8,109,550	10,622,914	10,622,914	4,096,911



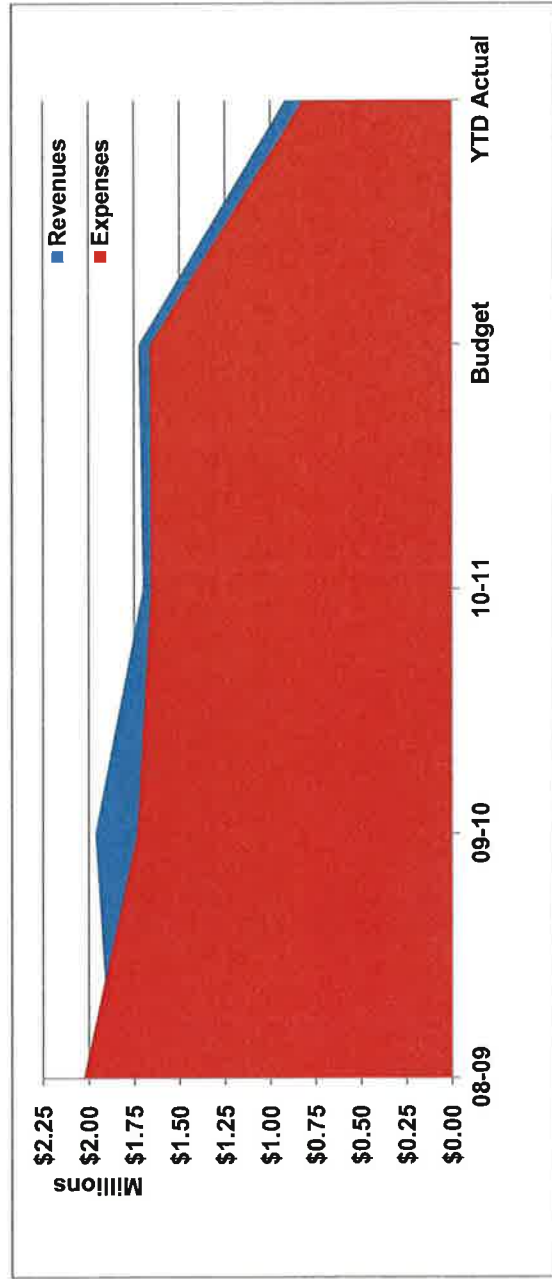
ACCOUNT CODES	ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
Water and Sewer Sales							
612-5441-00-00	WATER SALES	4,548,840	4,430,578	5,452,480	5,157,892	5,157,892	1,918,932
612-5448-00-00	SEWER SALES	3,198,198	3,499,539	3,633,157	3,794,866	3,794,866	1,762,596
		7,747,039	7,930,117	9,085,638	8,952,758	8,952,758	3,681,529
Charges for Services							
612-5442-00-00	CONNECT FEES	-	-	-	-	-	-
612-5446-00-00	TAP FEES-WATER	9,850	6,200	6,200	6,000	6,000	7,750
612-5449-00-00	TAP FEES - SEWER	1,250	11,250	49,000	18,000	18,000	1,550
612-5450-00-00	METER SET FEES	47,450	76,825	72,650	65,000	65,000	42,955
612-5455-00-00	APPLICATION CONNECT FEE	45,330	75,883	76,225	75,000	75,000	45,135
612-5461-00-00	EARNED PREMIUM ON BONDS			13,686			-
612-5672-00-00	FRISCO RANCH SEWER CONTRACT	180,112	164,090	159,963	165,000	165,000	58,218
		283,992	334,248	377,724	329,000	329,000	155,608
Other fees and charges							
612-5443-00-00	PENALTIES	368,850	248,710	270,990	250,000	250,000	147,845
612-5444-00-00	RETURN CHECK CHARGES	5,580	4,865	4,785	5,000	5,000	2,905
612-5718-00-00	INSURANCE REIMBURSEMENT	35,609	112,448	-	-	-	-
612-5611-00-00	INTEREST EARNINGS	137,007	51,072	76,429	65,000	65,000	49,253
612-5611-00-76	INTEREST-RESTRICTED	-	-	-	-	-	-
612-5671-00-00	MISCELLANEOUS	1,497	1,539	17,942	5,000	5,000	11,018
		548,544	418,634	370,146	325,000	325,000	211,021
Other Financing Sources							
612-5460-00-00	CONTRIBUTIONS-DEVELOPERS	123,235	164,090	-	-	-	-
612-5675-00-00	AUCTION PROCEEDS	-	9,755	-	-	-	12,179
612-5999-00-00	OTHER SOURCES -GRANTS	-	-	-	-	-	20,710
612-7926-00-00	SEWER IMPACT FEES DCFWSD 8C	-	-	-	-	-	-
612-8948-00-00	TRANSFER IN FROM FUND	329,538	-	-	-	-	-
612-8949-00-00	TRANSFER IN FROM FUND 819.	29,988	-	-	-	-	-
612-8951-00-00	TRANSFER IN FROM FUND 829	40,316	-	-	-	-	-
612-8952-00-00	TRANSFER IN FROM FUND 840	-	-	-	-	-	-
612-8953-00-00	TRANSFER IN FROM FUND 913	39,996	-	-	-	-	-
	Bond Proceeds						0
		563,073	173,845	-	-	-	32,889
TOTAL SOURCES OF FUNDS							
		9,142,647	8,856,843	9,833,507	9,606,758	9,606,758	4,081,046



SOLID WASTE FUND (712)

This is a business-type fund and is utilized to account for the Town's Solid Waste Activities. The Town contracts for Solid Waste Collection with Community Waste Disposal, Inc. (CWD), Inc.. The contract RENEWED effective January 01, 2011 for 6 years. Solid Waste rates are determined by CWD, Inc., however, the Town Council has final approval authority. The Town operates its own Courtesy Site Solid Waste Collection Site. In addition to these services, this fund also accounts for the Town's Semi-Annual Clean-up events as well as pays for household hazardous waste collection and disposal through this fund. Rates and Charges are adjusted per the terms of the contract with CWD.

QUARTERLY BUDGET REPORT FY 2011-2012





SOLID WASTE FUND
Revenue, Expenses and Changes in Working Capital
Fund 712

ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
Beginning Working Capital	\$ 45,936	\$ 87,841	\$ 317,822	\$ 360,815	\$ 360,815	\$ 360,815
Operating Revenues:						
Franchise Fees-Comm Solid Waste	-	-	56,342	76,140	76,140	39,990
Charges for services	1,845,096	1,965,611	1,645,533	1,646,688	1,646,688	877,219
Interest	1,251	1,481	2,149	1,500	1,500	2,363
Total Operating Revenues	1,846,347	1,967,092	1,704,024	1,724,328	1,724,328	919,571
Operating Expenses:						
Personnel Costs	9,912	4,762	7,513	15,822	15,822	7,026
Solid Waste Contract	1,608,339	1,406,940	1,292,966	1,179,760	1,179,760	632,702
Mowing Contracts	23,715	4,365	53,603	125,000	125,000	32,655
Litter Contracts	13,000	15,675	12,910	9,000	9,000	23,610
Spring and Fall Cleanup	14,074	16,889	10,525	15,000	15,000	2,595
Hazardous Waste Contract	35,862	42,681	350	23,000	23,000	-
Dump Station	100,561	111,858	87,164	100,000	100,000	24,413
Other Expenses	22,071	37,940	-	-	-	-
Total Expenditures	1,827,534	1,641,111	1,465,031	1,467,582	1,467,582	723,000
Net Income (Loss) Before Transfers	18,813	325,981	238,993	256,746	256,746	196,571
Other Financing Sources (Uses):						
Transfers in from other funds	31,285	-	-	-	-	-
Transfers to other funds	(202,592)	(96,000)	(196,000)	(197,603)	(197,603)	(98,802)
Net Other Financing Sources (Uses)	(171,307)	(96,000)	(196,000)	(197,603)	(197,603)	(98,802)
Change in Net Assets	(152,494)	229,981	42,993	59,144	59,144	97,769
Prior Year Adjustment	194,399					
Ending Working Capital	\$ 87,841	\$ 317,822	\$ 360,815	\$ 419,959	\$ 419,959	\$ 458,584



STREET MAINTENANCE FUND (115)

1/4 CENT SALES TAX

The Town voted a 1/4 cent sales tax in May 2009 for the purpose of constructing and maintaining the Town's streets. The town issues an annual competitive bid for street maintenance and awards the bid for street repairs based on a comprehensive street maintenance inventory grid maintained by the Town's engineer. The first election was in 2005 and the table below reflects the fiscal year collections since the sales tax was first voted in 2005. Street Maintenance Project Inventory is updated annually by Public Works and the Town Engineer and projects are prioritized and placed out to bid; the bids are value engineered and tailored to the Street Maintenance Sales Tax Budget.

FY 2011-2012 Quarterly Budget Report

Fiscal Year	Total Sales Tax Received	1¢ General Fund	.50¢	EDC .25¢	CDC	.25¢ Street Maint.	% Change
2006	1,583,648	932,081		466,041	0	185,526	
2007	1,730,338	976,025		488,012	0	266,301	43.5%
2008	2,533,974	1,291,747		645,874	274,044	322,310	21.0%
2009	2,898,131	1,449,065		724,533	362,266	362,266	12.4%
2010	3,143,026	1,571,513		785,756	392,878	392,878	8.5%
2011	3,416,151	1,708,076		854,038	427,019	427,019	8.7%
2012 (Budget)	\$3,779,474	\$1,895,724		\$934,050	\$469,290	469,290	9.9%
2012 (YTD)	\$1,175,940	\$587,970		\$293,985	\$146,993	\$146,993	FYTD



STREET MAINTENANCE FUND
1/4 Sales Tax
Revenue, Expenses and Changes in Fund Balance
Fund 115

ACCOUNT DESCRIPTION	ACTUAL 2008-2009	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
Beginning Fund Balance	\$ 227,961	\$ 499,467	\$ 142,226	\$ 162,847	\$ 162,847	\$ 162,847
Operating Revenues:						
Sales tax	362,266	392,878	427,019	469,290	469,290	146,993
Interest	7,816	7,901	2,905	2,500	2,500	1,731
Total Operating Revenues	370,082	400,780	429,924	471,790	471,790	148,724
Total Funds Available	598,043	900,246	572,150	634,637	634,637	311,570
Operating Expenses:						
Personnel services	-	-	-	-	-	-
Contract services	96,570	758,021	409,303	500,000	500,000	6,595
Supplies and materials	2,006	-	-	-	-	-
Transfer Out	-	-	-	-	-	-
Total Expenditures	98,576	758,021	409,303	500,000	500,000	6,595
Excess (deficiency) of revenues over (under) expenditures	271,506	(357,241)	20,621	(28,210)	(28,210)	142,129
Ending Fund Balance	\$ 499,467	\$ 142,226	\$ 162,847	\$ 134,637	\$ 134,637	\$ 304,975



SPECIAL REVENUE FUNDS

(Fund 200)

Police, Fire, Library and Court

Grants: to account for grants distributed to the Town by the Texas State Comptroller of Public Accounts, the Department of Homeland Security, and other organizations such as the Texas Library Archives, and the Law Enforcement Officer Safety Education Program.

Court Fees: to account for fees collected through Class "C" Misdemeanor offenses adjudicated in the Town's Municipal Court that are dedicated and restricted by State Criminal Code Statutes to specific uses for Court Technology, Court Security, Juvenile Case Management and Child Safety Programs.

Quarterly Budget Report
FY 2011-2012



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Police Leose Funds

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 8,438	\$ 11,522	\$ 12,631	\$ 10,331	\$ 12,631
REVENUES:						
Other agencies	200-5301-00-00	2,834	2,919	3,500	3,500	-
Interest	200-5611-00-00	250	185	200	200	-
TOTAL REVENUES		3,084	3,104	3,700	3,700	-
TOTAL FUNDS AVAILABLE		\$ 11,522	\$ 14,626	\$ 16,331	\$ 14,031	\$ 12,631
EXPENDITURES:						
Supplies and equipment	200-6330-30-00	-	1,995	1,000	1,000	-
Miscellaneous expense	200-6333-30-00	-	-	-	-	-
Training and travel	200-6715-30-00	-	-	5,000	5,000	-
TOTAL EXPENDITURES		\$ -	\$ 1,995	\$ 6,000	\$ 6,000	\$ -
Excess (deficiency) of revenues over (under) expenditures		3,084	1,109	(2,300)	(2,300)	-
ENDING FUND BALANCE	200-3111-00-00	\$ 11,522	\$ 12,631	\$ 10,331	\$ 8,031	\$ 12,631

The Legislature established the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) in 1965 to set voluntary training and education standards for law enforcement. Standards for peace officers became mandatory in 1969. The Commission also licenses and approves training providers for both basic and continuing education.

TCLEOSE FUNDS: 5% of the dedicated funds from court fees assessed on criminal offenses is used to fund TCLEOSE and Law Enforcement Officer Standards and Education (LEOSE) training funds. While the agency gets one-third of this funding described above, two-thirds of this money is distributed to local law enforcement agencies by the State Comptroller to supplement continuing education costs for law enforcement and county corrections personnel.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Fire Leose Funds

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 2,574	\$ 2,182	\$ 2,828	\$ 2,828	\$ 2,828
REVENUES:						
Other agencies	200-5302-00-00	774	791	1,000	1,000	-
Interest	200-5611-00-00	-	-	-	-	-
TOTAL REVENUES		<u>774</u>	<u>791</u>	<u>1,000</u>	<u>1,000</u>	<u>-</u>
TOTAL FUNDS AVAILABLE		\$ 3,348	\$ 2,973	\$ 3,828	\$ 3,828	\$ 2,828
EXPENDITURES:						
Supplies and equipment	200-6330-58-00	-	-	-	-	-
Miscellaneous expense	200-6333-58-00	1,166	145	2,000	2,000	-
Training and travel	200-6715-58-00	-	-	-	-	-
TOTAL EXPENDITURES		<u>\$ 1,166</u>	<u>\$ 145</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures		<u>(392)</u>	<u>646</u>	<u>(1,000)</u>	<u>(1,000)</u>	<u>-</u>
ENDING FUND BALANCE	200-3111-00-00	<u>\$ 2,182</u>	<u>\$ 2,828</u>	<u>\$ 1,828</u>	<u>\$ 1,828</u>	<u>\$ 2,828</u>

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SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-NCT Trauma

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ -	\$ -	\$ 2,051	\$ 2,051	\$ 2,051
REVENUES:						
Other agencies	200-5305-00-00	-	2,051	-	-	-
Interest	200-5611-00-00	-	-	-	-	-
TOTAL REVENUES		-	2,051	-	-	-
TOTAL FUNDS AVAILABLE		\$ -	\$ 2,051	\$ 2,051	\$ 2,051	\$ 2,051
EXPENDITURES:						
Supplies and equipment	200-6330-30-00	-	-	-	-	-
Miscellaneous expense	200-6333-30-00	-	-	2,051	2,051	2,051
Training and travel	200-6715-30-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	\$ -	\$ 2,051	\$ 2,051	\$ 2,051
Excess (deficiency) of revenues over (under) expenditures		-	2,051	(2,051)	(2,051)	(2,051)
ENDING FUND BALANCE	200-3111-00-00	\$ -	\$ 2,051	\$ -	\$ -	\$ -

Membership in NCTTRAC is open to institutions, EMS agencies, trauma organizations and individuals. As part of the Texas Trauma Rules, to obtain disproportionate share funds, institutions must be active members of their Regional Advisory Councils (RAC). The Texas Department of State Health Services (DSHS) local EMS projects grants are tied to RAC involvement



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-CoServ Grant

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ -	\$ 1,914	\$ (0)	\$ (0)	\$ (0)
REVENUES:						
Other agencies	200-5305-00-00	-	-	-	-	-
Other agencies-CoServ	200-5307-00-00	20,638				
Interest	200-5611-00-00	-	-	-	-	-
TOTAL REVENUES		20,638	-	-	-	-
TOTAL FUNDS AVAILABLE		\$ 20,638	\$ 1,914	\$ (0)	\$ (0)	\$ (0)
EXPENDITURES:						
Supplies and equipment	200-6330-58-00	-	-	-	-	-
Miscellaneous expense	200-6333-58-00	-	-	-	-	-
Grant Expense-CoServ	200-6338-58-00	18,724	1,914			
Training and travel	200-6715-58-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ 18,724	\$ 1,914	\$ -	\$ -	\$ -
Excess (deficiency) of revenues over (under) expenditures		1,914	(1,914)	-	-	-
ENDING FUND BALANCE	200-3111-00-00	\$ 1,914	\$ (0)	\$ (0)	\$ (0)	\$ (0)

Membership in NCTTRAC is open to institutions, EMS agencies, trauma organizations and individuals. As part of the Texas Trauma Rules, to obtain disproportionate share funds, institutions must be active members of their Regional Advisory Councils (RAC). The Texas Department of State Health Services (DSHS) local EMS projects grants are tied to RAC involvement



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Fire Citizen Corp

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ (1,699)	\$ (8,861)	\$ 170	\$ 170	\$ 170
REVENUES:						
Other agencies	200-5305-00-00	-	-	-	-	-
Other agencies-CoServ	200-5307-00-00	-	-	-	-	-
Other agencies-Fema	200-5308-00-00	6,852	10,015	-	-	-
Interest	200-5611-00-00	-	-	-	-	-
TOTAL REVENUES		6,852	10,015	-	-	-
TOTAL FUNDS AVAILABLE		\$ 5,153	\$ 1,153	\$ 170	\$ 170	\$ 170
EXPENDITURES:						
Supplies and equipment	200-6330-58-00	-	-	-	-	-
Miscellaneous expense	200-6333-58-00	-	-	-	-	-
Grant Expense-CoServ	200-6338-58-00	-	-	-	-	-
Citizen Corp Fema Expense	200-6341-58-00	14,015	984	-	-	2,227
Training and travel	200-6715-58-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ 14,015	\$ 984	\$ -	\$ -	\$ 2,227
Excess (deficiency) of revenues over (under) expenditures		(7,163)	9,031	-	-	(2,227)
ENDING FUND BALANCE	200-3111-00-00	\$ (8,861)	\$ 170	\$ 170	\$ 170	\$ (2,057)

These funds originate through the Federal Emergency Management Administration and distributed through the State Comptroller. The funds are for reimbursements for Fire and EMS expenses.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-JAG Grant-Denton County

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-31111-00-00	\$ -	\$ (5,500)	\$ (5,500)	\$ (5,500)	\$ (5,500)
REVENUES:						
Other agencies-Denton County	200-5309-00-00	-	-	5,563	5,563	11,000
Interest	200-5611-00-00	-	-	-	-	-
TOTAL REVENUES		-	-	5,563	5,563	11,000
TOTAL FUNDS AVAILABLE						
		\$ -	\$ (5,500)	\$ 63	\$ 63	\$ 5,500
EXPENDITURES:						
IT Services	200-6328-30-00	5,500	-	5,563	5,563	5,500
Supplies and equipment	200-6330-30-00	-	-	-	-	-
Miscellaneous expense	200-6333-30-00	-	-	-	-	-
Training and travel	200-6715-30-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ 5,500	\$ -	\$ 5,563	\$ 5,563	\$ 5,500
Excess (deficiency) of revenues over (under) expenditures						
		(5,500)	-	-	-	5,500
ENDING FUND BALANCE	200-31111-00-00	\$ (5,500)	\$ (5,500)	\$ (5,500)	\$ (5,500)	\$ -

Justice Assistant Grant Awarded to Denton County through the Department of Justice with allocation to Town of Little Elm in May 2009 for \$11,063. The Town is using the grant for data conversion. Pure Data, LLC is doing the data conversion and install.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-McGruff Neighborhood Team

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 1,404	\$ 1,404	\$ 1,404	\$ 1,404	\$ 1,404
REVENUES:						
Other agencies	200-5309-00-00	-	-	-	-	-
Interest	200-5611-00-00	-	-	-	-	-
TOTAL REVENUES		-	-	-	-	-
TOTAL FUNDS AVAILABLE		\$ 1,404	\$ 1,404	\$ 1,404	\$ 1,404	\$ 1,404
EXPENDITURES:						
IT Services	200-6328-30-00	-	-	-	-	-
Supplies and equipment	200-6330-30-00	-	-	-	-	-
Miscellaneous expense	200-6333-30-00	-	-	1,404	1,404	-
Training and travel	200-6715-30-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	\$ -	\$ 1,404	\$ 1,404	\$ -
Excess (deficiency) of revenues over (under) expenditures		-	-	(1,404)	(1,404)	-
ENDING FUND BALANCE	200-3111-00-00	\$ 1,404	\$ 1,404	\$ 0	\$ 0	\$ 1,404

In the early 1980's, the National Crime Prevention Council (NCPS) and the Ad Council introduced McGruff the Crime Dog to the nation and began encouraging Americans to help "take A Bite Out of Crime. Today, more than 93% of children recognize this icon that provides safety tips for adults and kids.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Loan Star Libraries Grant Program

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 28	\$ 27.69	\$ (0)	\$ (0)	\$ (0)
REVENUES:						
Interest	200-5611-00-00	-	\$ 66.28	-	-	-
Other agencies	200-5902-00-00	7,179	\$ 6,075.00	6,000	6,000	-
TOTAL REVENUES		7,179	\$ 6,141.28	6,000	6,000	-
TOTAL FUNDS AVAILABLE		\$ 7,207	\$ 6,168.97	\$ 6,000	\$ 6,000	\$ (0)
EXPENDITURES:						
IT Services	200-6328-09-00	-	\$ -	-	-	-
Supplies and equipment	200-6330-09-00	-	\$ -	-	-	-
Lone Star Grant expense	200-6331-09-00	7,179	\$ 6,168.97	6,000	6,000	-
Miscellaneous expense	200-6333-09-00	-	\$ -	-	-	-
Training and travel	200-6715-09-00	-	\$ -	-	-	-
TOTAL EXPENDITURES		\$ 7,179	\$ 6,168.97	\$ 6,000	\$ 6,000	\$ -
Excess (deficiency) of revenues over (under) expenditures		-	\$ (27.69)	-	-	-
ENDING FUND BALANCE	200-3111-00-00	\$ 28	\$ (0.00)	\$ (0)	\$ (0)	\$ (0)

This grant program provides direct grants-in-aid to public libraries that are members of the Texas Library System for the following purpose: to provide an incentive for local communities to extend public library services without charge to those residing outside each library's local legal service area in order to improve library services statewide and improve access to public library resources and services for all Texans.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Cornerstones of Science & Technology Grant

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 3,767	\$ 3,966.65	\$ 3,667	\$ 3,667	\$ 3,667
REVENUES:						
Interest	200-5611-00-00	-	\$ -	-	-	-
Other agencies	200-5905-00-00	200	\$ 1,200.00	-	-	-
TOTAL REVENUES		200	\$ 1,200.00	-	-	-
TOTAL FUNDS AVAILABLE		\$ 3,967	\$ 5,166.65	\$ 3,667	\$ 3,667	\$ 3,667
EXPENDITURES:						
IT Services	200-6328-09-00	-	\$ -	-	-	-
Supplies and equipment	200-6330-09-00	-	\$ 1,499.92	-	-	-
Lone Star Grant expense	200-6331-09-00	-	\$ -	-	-	-
Miscellaneous expense	200-6333-09-00	-	\$ -	-	-	-
Training and travel	200-6715-09-00	-	\$ -	-	-	-
TOTAL EXPENDITURES		\$ -	\$ 1,499.92	\$ -	\$ -	\$ -
Excess (deficiency) of revenues over (under) expenditures		200	\$ (299.92)	-	-	-
ENDING FUND BALANCE	200-3111-00-00	\$ 3,967	\$ 3,666.73	\$ 3,667	\$ 3,667	\$ 3,667

Cornerstones of Science is an award-winning national science literacy organization located in Brunswick, Maine, USA. The mission of Cornerstones of Science (COS) is to connect children, teens, and adults to science and technology through superb books, programs, and opportunities for community involvement in current scientific issues. To achieve our mission we partner primarily with public libraries.



SPECIAL REVENUE FUNDS (Fund 200)

Court Technology

Quarterly Budget Report

FY 2011-2012

Art. 102.0172. COURT COSTS; MUNICIPAL COURT TECHNOLOGY FUND. (a) The governing body of a municipality by ordinance may create a municipal court technology fund and may require a defendant convicted of a misdemeanor offense in a municipal court or municipal court of record to pay a technology fee not to exceed \$4 as a cost of court. A fund designated by this article may be used only to finance the purchase of or to maintain technological enhancements for a municipal court or municipal court of record, including: (1) Computer Systems; (2) Computer Networks; (3) Computer Hardware; (4) Computer Software; (5) Imaging Systems; (6) Electronic Kiosks; (7) Electronic Ticket Writers and; (8) Docket Management Systems.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Court Technology

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 4,513	\$ 9,419	\$ 13,897	\$ 13,897	\$ 13,897
REVENUES:						
Court Technology Fees	200-5513-00-00	12,250	10,756	12,000	12,000	5,112
Interest	200-5611-00-00	179	260	250	250	313
TOTAL REVENUES		12,429	11,016	12,250	12,250	5,426
TOTAL FUNDS AVAILABLE		\$ 16,942	\$ 20,435	\$ 26,147	\$ 26,147	\$ 19,323
EXPENDITURES:						
Court Technology Expense	200-6324-07-00	7,523	6,538	10,000	10,000	2,339
Transfer to General Fund	200-6250-07-00	-	-	10,000	10,000	-
TOTAL EXPENDITURES		\$ 7,523	\$ 6,538	\$ 20,000	\$ 20,000	\$ 2,339
Excess (deficiency) of revenues over (under) expenditures		4,906	4,478	(7,750)	(7,750)	3,087
ENDING FUND BALANCE	200-3111-00-00	\$ 9,419	\$ 13,897	\$ 6,147	\$ 6,147	\$ 16,984

Art. 102.0172. COURT COSTS; MUNICIPAL COURT TECHNOLOGY FUND. (a) The governing body of a municipality by ordinance may create a municipal court technology fund and may require a defendant convicted of a misdemeanor offense in a municipal court or municipal court of record to pay a technology fee not to exceed \$4 as a cost of court. A fund designated by this article may be used only to finance the purchase of or to maintain technological enhancements for a municipal court or municipal court of record, including: (1) Computer Systems; (2) Computer Networks; (3) Computer Hardware; (4) Computer Software; (5) Imaging Systems; (6) Electronic Kiosks; (7) Electronic Ticket Writers and; (8) Docket Management Systems.



SPECIAL REVENUE FUNDS (Fund 200)

Court Security

Quarterly Budget Report

FY 2011-2012

The governing body of a municipality by ordinance may create a municipal court building security fund and ordinance may create a municipal court building security fund and may require a defendant convicted of a misdemeanor offense in a municipal court to pay a \$3 security fee as a cost of court. A fund designated by this subsection may be used only to finance security personnel for a district, county, justice, or municipal court, as appropriate, or to finance items when used for the purpose of providing security services for buildings housing a district, county, justice, or municipal court, as appropriate, including: (1) the purchase or repair of X-ray machines and conveying systems; (6) bailiffs, deputy sheriffs, deputy constables, or (10) the purchase or repair of bullet-proof glass; and (11) continuing education on security issues for court personnel and security personnel.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Court Security

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-31111-00-00	\$ 31,322	\$ 40,051	\$ 33,403	\$ 33,403	\$ 33,403
REVENUES:						
Court Security Fees	200-5514-00-00	8,214	7,366	8,000	8,000	3,536
Interest	200-5611-00-00	515	362.35	500	500	609
TOTAL REVENUES		8,729	7,728	8,500	8,500	4,145
TOTAL FUNDS AVAILABLE		\$ 40,051	\$ 47,779	\$ 41,903	\$ 41,903	\$ 37,548
EXPENDITURES:						
Court Security Expense	200-6323-07-00	-	-	-	-	-
Transfer to General Fund	200-6250-07-00	-	14,376	15,000	15,000	-
TOTAL EXPENDITURES		\$ -	\$ 14,376	\$ 15,000	\$ 15,000	\$ -
Excess (deficiency) of revenues over (under) expenditures		8,729	(6,648)	(6,500)	(6,500)	4,145
ENDING FUND BALANCE	200-31111-00-00	\$ 40,051	\$ 33,403.09	\$ 26,903	\$ 26,903	\$ 37,548

The governing body of a municipality by ordinance may create a municipal court building security fund and ordinance may create a municipal court building security fund and may require a defendant convicted of a misdemeanor offense in a municipal court to pay a \$3 security fee as a cost of court. A fund designated by this subsection may be used only to finance security personnel for a district, county, justice, or municipal court, as appropriate, or to finance items when used for the purpose of providing security services for buildings housing a district, county, justice, or municipal court, as appropriate, including: (1) the purchase or repair of X-ray machines and conveying systems; (6) bailiffs, deputy sheriffs, deputy constables, or (10) the purchase or repair of bullet-proof glass; and (11) continuing education on security issues for court personnel and security personnel.



SPECIAL REVENUE FUNDS (Fund 200)

Child Safety Program Fund

Quarterly Budget Report

FY 2011-2012

Art. 102.014. COURT COSTS FOR CHILD SAFETY FUND IN MUNICIPALITIES. A person convicted of an offense under Subtitle C, Title 7, Transportation Code, when the offense occurs within a school crossing zone as defined by Section 541.302 of that code, shall pay as court costs \$25 in addition to other taxable court costs. A person convicted of an offense under Section 545.066, Transportation Code, shall pay as court costs \$25 in addition to other taxable court costs. Money collected under this article in a justice, county, or district court shall be used to fund school crossing guard programs in the county where they are collected. If the county does not operate a school crossing guard program, the county may:(1) remit fee revenues to school districts in its jurisdiction for the purpose of providing school crossing guard services; (2) fund programs the county is authorized by law to provide which are designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention;



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 200-Court Child Safety Program Fund

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	200-3111-00-00	\$ 23,743	\$ 11,296	\$ 45,253	\$ 45,253	\$ 45,253
REVENUES:						
Child Safety Fees	200-5503-00-00	5,257	7,017	6,000	6,000	3,875
Other Gov't's-Denton County	200-5310-00-00	5,825	26,490	-	-	-
Interest	200-5611-00-00	214	450	180	180	810
TOTAL REVENUES		11,296	33,957	6,180	6,180	4,685
TOTAL FUNDS AVAILABLE		\$ 35,039	\$ 45,253	\$ 51,433	\$ 51,433	\$ 49,938
EXPENDITURES:						
Child Safety Program Expense	200-6340-30-00	23,743	-	20,000	20,000	-
Transfer to Fund 201 (Juvenile)	200-8995-30-00	-	-	6,500	6,500	-
TOTAL EXPENDITURES		\$ 23,743	\$ -	\$ 26,500	\$ 26,500	\$ -
Excess (deficiency) of revenues over (under) expenditures		(12,447)	33,957	(20,320)	(20,320)	4,685
ENDING FUND BALANCE	200-3111-00-00	\$ 11,296	\$ 45,253	\$ 24,933	\$ 24,933	\$ 49,938

Art. 102.014. COURT COSTS FOR CHILD SAFETY FUND IN MUNICIPALITIES. A person convicted of an offense under Subtitle C, Title 7, Transportation Code, when the offense occurs within a school crossing zone as defined by Section 541.302 of that code, shall pay as court costs \$25 in addition to other taxable court costs. A person convicted of an offense under Section 545.066, Transportation Code, shall pay as court costs \$25 in addition to other taxable court costs. The additional court costs under this subsection shall be collected in the same manner that other fines and taxable court costs in the case are collected and shall be assessed only in a municipality.(2) expend the additional money for programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention; or(3) expend the additional money for programs designed to enhance public safety and security. Money collected under this article in a justice, county, or district court shall be used to fund school crossing guard programs in the county where they are collected. If the county does not operate a school crossing guard program, the county may:(1) remit fee revenues to school districts in its jurisdiction for the purpose of providing school crossing guard services; (2) fund programs the county is authorized by law to provide which are designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention;



SPECIAL REVENUE FUNDS (Fund 201)

Juvenile/Teen Court Fund

Quarterly Budget Report

FY 2011-2012

Art. 102.0174. COURT COSTS; JUVENILE CASE MANAGER FUND. (a) In this article, "fund" means a juvenile case manager fund.

(b) The governing body of a municipality by ordinance may create a juvenile case manager fund and may require a defendant convicted of a fine-only misdemeanor offense in a municipal court to pay a juvenile case manager fee not to exceed \$5 as a cost of court.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 201-Teen Court Fund

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	201-3111-00-00	\$ (38)	8,980.86	\$ 10,917	\$ 10,917	\$ 10,917
REVENUES:						
Juvenile Case Manager Fees	201-5515-00-00	11,332	12,493.09	12,000	12,000	6,190
Teen Court Fees	201-5516-00-00	740	2,060.00	2,000	2,000	1,660
Interest	201-5611-00-00	161	300.00	300	300	24
Transfer in from Child Safety	201-5805-00-00	-	-	6,500	6,500	-
TOTAL REVENUES		12,233	14,853.09	20,800	20,800	7,874
TOTAL FUNDS AVAILABLE		\$ 12,195	23,833.95	\$ 31,717	\$ 31,717	\$ 18,791
EXPENDITURES:						
Salaries and Benefits	201-6626-07-00	3,000	11,000.00	24,000	18,955	9,384
IT Services	201-6328-07-00	-	-	-	600	194
Office Supplies	201-6342-07-00	-	-	-	1,500	1,196
Teen Court expenses	201-6627-07-00	214	1,916.84	1,000	1,000	527
Dues and memberships	201-6712-07-00	-	-	250	250	-
Training and travel	201-6715-07-00	-	-	1,000	3,945	1,402
TOTAL EXPENDITURES		\$ 3,214	12,916.84	\$ 26,250	\$ 26,250	\$ 12,702
Excess (deficiency) of revenues over (under) expenditures		9,019	1,936.25	(5,450)	(5,450)	(4,829)
ENDING FUND BALANCE	201-3111-00-00	\$ 8,981	10,917.11	\$ 5,467	\$ 5,467	\$ 6,089

Art. 102.0174. COURT COSTS; JUVENILE CASE MANAGER FUND. (a) In this article, "fund" means a juvenile case manager fund. (b) The governing body of a municipality by ordinance may create a juvenile case manager fund and may require a defendant convicted of a fine-only misdemeanor offense in a municipal court to pay a juvenile case manager fee not to exceed \$5 as a cost of court.



SPECIAL REVENUE FUNDS (Fund 202) Streetscape

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This Fund is set up by Resolution of Council whereby all funds from lease/rental payments received from Broadband and Cellular providers is set aside for Streetscape improvements throughout the Town including Walker Lane and Eldorado Parkway; currently there are 2 companies producing monthly rental income into this fund: Clearview and ; additionally the company that has the directional signs throughout the Town provides monthly rental income to the Town - National Sign Plaza.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 202-Streetscape

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	202-3111-00-00	\$ 38,845	92,217.84	\$ 205,039	\$ 205,039	\$ 205,039
REVENUES:						
Streetscape-Tower Lease	202-5720-00-00	53,373	62,006.99	50,000	50,000	42,855
Streetscape-Mitigation	202-5722-00-00	-	-	-	-	400
Transfer In from other funds	202-7997-00-00	-	50,000.00	50,000	50,000	50,000
Interest	202-5611-00-00	-	814.52	500	500	319
TOTAL REVENUES		53,373	112,821.51	100,500	100,500	93,573
TOTAL FUNDS AVAILABLE		\$ 92,218	205,039.35	\$ 305,539	\$ 305,539	\$ 298,613
EXPENDITURES:						
Administrative Costs	202-6725-10-00	-	-	-	-	-
Engineering Costs	202-6726-10-00					
Architectural Costs	202-6727-10-00					
Construction Costs	202-6728-10-00			150,000	150,000	-
ROW and TOPO Costs	202-6729-10-00					10,000
Environmental and Testing	202-6730-10-00					
Landscape and Signage	202-6731-10-00					
Transfer to Capital Projects	202-6250-10-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	-	\$ 150,000	\$ 150,000	\$ 10,000
Excess (deficiency) of revenues over (under) expenditures		53,373	112,821.51	(49,500)	(49,500)	83,573
ENDING FUND BALANCE	202-3111-00-00	\$ 92,218	205,039.35	\$ 155,539	\$ 155,539	\$ 288,613



SPECIAL REVENUE FUNDS (Fund 210

SECO Grant Fund

Quarterly Budget Report **FY 2011-2012**

SECO Grant through Department of Energy: Matching 20% at \$159,000; project is \$940,000



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 210-SECO Energy Grant

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	210-3111-00-00	\$ -	\$ -	\$ (42,361)	\$ (42,361)	\$ (42,361)
REVENUES:						
Interest	210-5611-00-00	-	-	-	-	-
Transfer in from other funds	210-5805-00-00		159,735			-
Other Sources-SECO Grant	210-8955-00-00		645,116	247,595	247,595	153,560
TOTAL REVENUES		-	804,851	247,595	247,595	153,560
TOTAL FUNDS AVAILABLE		\$ -	\$ 804,851	\$ 205,234	\$ 205,234	\$ 111,200
EXPENDITURES:						
Administrative Fees	210-6725-47-01	-	-	-	-	-
Engineer Fees	210-6726-47-01	-	-	-	-	-
Architectural Fees	210-6727-47-01	-	-	-	-	-
Construction Costs	210-6728-47-01	-	847,212	247,595	247,595	111,200
Solar Equipment	210-6732-47-01	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	\$ 847,212	\$ 247,595	\$ 247,595	\$ 111,200
Excess (deficiency) of revenues over (under) expenditures		-	(42,361)	-	-	42,361
ENDING FUND BALANCE	210-3111-00-00	-	\$ (42,361)	\$ (42,361)	\$ (42,361)	\$ -

Fund established to track the Solar Energy Conservation Grant acquired through the State Comptroller Energy Commission; these are federal funds and are subject to Single-Audit under federal guidelines of the American Recovery and Reinvestment Act (ARRA) of 2009. (Grouped with Town General Capital Projects for Financial Reporting).



SPECIAL REVENUE FUNDS

(Fund 250)
Donation Fund

Donations: to account for donations made by civic organizations, businesses, and citizens for specific uses which include the Library, animal control center, police, and fire departments. Donations are generally donated for the purchase of equipment.

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SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 250-Police Department Donations

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	250-3111-00-00	\$ 4,272	\$ 4,272	\$ 4,272	\$ 4,272	\$ 4,272
<u>REVENUES:</u>						
Miscellaneous Donations	250-5322-00-00	-	-	-	-	-
Anti-Drug Donations	250-5325-00-00	-	-	-	-	-
Interest	250-5611-00-00	-	-	-	-	-
TOTAL REVENUES		-	-	-	-	-
TOTAL FUNDS AVAILABLE		\$ -	\$ 4,272	\$ 4,272	\$ 4,272	\$ 4,272
<u>EXPENDITURES:</u>						
Miscellaneous expense	250-6339-30-00	-	-	3,153	3,153	-
Anti-Drug Program expense	250-6336-30-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	\$ -	\$ 3,153	\$ 3,153	\$ -
Excess (deficiency) of revenues over (under) expenditures		-	-	(3,153)	(3,153)	-
ENDING FUND BALANCE	250-3111-00-00	\$ 4,272	\$ 4,272	\$ 1,119	\$ 1,119	\$ 4,272

Miscellaneous donations to the Department for equipment and supplies and sometimes for specific acquisitions.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 250-Police Explorer Program

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	250-3111-00-00	\$ 567	\$ 229	\$ 729	\$ 729	\$ 729
REVENUES:						
Explorer Program Donation	250-5302-00-00	-	500	-	-	-
Interest	250-5611-00-00	-	-	-	-	-
TOTAL REVENUES		-	500	-	-	-
TOTAL FUNDS AVAILABLE		\$ -	\$ 729	\$ 729	\$ 729	\$ 729
EXPENDITURES:						
Explorer Program	250-6361-30-00	337	-	500	500	-
TOTAL EXPENDITURES		-	-	-	-	-
Excess (deficiency) of revenues over (under) expenditures		\$ 337	\$ -	\$ 500	\$ 500	\$ -
		(337)	500	(500)	(500)	-
ENDING FUND BALANCE	250-3111-00-00	\$ 229	\$ 729	\$ 229	\$ 229	\$ 729

Law Enforcement Exploring is a worksite-based program for young men and women who have completed the eighth grade and are 14 years of age, or are 15 years of age but have not yet reached their 21st birthday. Law Enforcement Explorer posts help youth to gain insight into a variety of programs that offer hands-on career activities. For young men and women who are interested in careers in the field of law enforcement, Exploring offers experiential learning with lots of fun-filled, hands-on activities that promote the growth and development of adolescent youth. Donations run the program and are from individuals or businesses.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 250-Fire Department Donations

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	250-3111-00-00	\$ 3,847	\$ 4,011	\$ 4,511	\$ 4,511	\$ 4,511
REVENUES:						
Miscellaneous Donations	250-5324-00-00	864	500	-	-	261
Interest	250-5611-00-00	-	-	-	-	-
TOTAL REVENUES		864	500	-	-	261
TOTAL FUNDS AVAILABLE		\$ -	\$ 4,511	\$ 4,511	\$ 4,511	\$ 4,772
EXPENDITURES:						
Miscellaneous expense	250-6338-58-00	700	-	4,011	4,011	-
TOTAL EXPENDITURES		\$ 700	\$ -	\$ 4,011	\$ 4,011	\$ -
Excess (deficiency) of revenues over (under) expenditures		164	500	(4,011)	(4,011)	261
ENDING FUND BALANCE	250-3111-00-00	\$ 4,011	\$ 4,511	\$ 500	\$ 500	\$ 4,772

Miscellaneous donations to the Department for equipment and supplies and sometimes for specific acquisitions. Includes donations from Walmart



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 250-Library Donations

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	250-3111-00-00	\$ 3,849	\$ 3,708	\$ 5,033	\$ 5,033	\$ 5,033
REVENUES:						
Miscellaneous Donations	250-5900-00-00	2,042	1,675	500	500	312
Oncor Donation	250-5901-00-00	-	-	-	-	-
Girl Scouts-XT	250-5902-00-00	-	-	-	-	-
Lion's Club Donation	250-5903-00-00	-	-	-	-	-
Sams/Walmart Donations	250-5905-00-00	-	-	-	-	-
CAW Co Donations	250-5910-00-00	-	-	-	-	-
Interest	250-5611-00-00	-	-	-	-	-
TOTAL REVENUES		2,042	1,675	500	500	312
TOTAL FUNDS AVAILABLE		\$ -	\$ 5,383	\$ 5,533	\$ 5,533	\$ 5,345
EXPENDITURES:						
Girl Scout Donation Expense	250-6331-09-00	-	-	-	-	-
Lions Club Donation Expense	250-6333-09-00	-	-	-	-	-
Miscellaneous expense	250-6334-09-00	2,183	349	4,000	4,000	1,059
TOTAL EXPENDITURES		\$ 2,183	\$ 349	\$ 4,000	\$ 4,000	\$ 1,059
Excess (deficiency) of revenues over (under) expenditures		(141)	1,326	(3,500)	(3,500)	(747)
ENDING FUND BALANCE	250-3111-00-00	\$ 3,708	\$ 5,033	\$ 1,533	\$ 1,533	\$ 4,286

Miscellaneous donations to the Department for equipment and supplies and sometimes for specific acquisitions. Includes donations from Walmart, Sams, Oncor, Coserv, Girl Scouts and Lion's Club as well as other miscellaneous donations other than for building improvements.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 250-Library Building Fund

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	250-3111-00-00	\$ 11,745	\$ 19,378	\$ 18,052	\$ 18,052	\$ 18,052
REVENUES:						
Oak Point Donation	250-5904-00-00	2,890	-	-	-	-
Misc Library Building Donations	250-5907-00-00	4,245	3,896	-	-	6,185
Interest	250-5611-00-00	499	429	300	300	208
TOTAL REVENUES		7,633	4,324	300	300	6,393
TOTAL FUNDS AVAILABLE		\$ 19,378	\$ 23,702	\$ 18,352	\$ 18,352	\$ 24,445
EXPENDITURES:						
IT Services	250-6328-09-00	-	5,650	-	-	-
Oak Point Donation Expense	250-6332-09-00	-	-	-	-	-
Building Improvements	250-6630-09-00	-	-	15,000	15,000	-
Miscellaneous expense	250-6334-09-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	\$ 5,650	\$ 15,000	\$ 15,000	\$ -
Excess (deficiency) of revenues over (under) expenditures		7,633	(1,326)	(14,700)	(14,700)	6,393
ENDING FUND BALANCE	250-3111-00-00	\$ 19,378	\$ 18,052	\$ 3,352	\$ 3,352	\$ 24,445

Donations from the Town of Oak Point and other donations specific to the future building program of the Little Elm Library.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 250-Animal Shelter Donations

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	250-3111-00-00	\$ 1,463	\$ 1,583	\$ 1,703	\$ 1,703	\$ 1,703
REVENUES:						
Animal Shelter Donations	250-5906-00-00	120	120	-	-	-
Interest	250-5611-00-00	-	-	-	-	-
TOTAL REVENUES		120	120	-	-	-
TOTAL FUNDS AVAILABLE						
		\$ 1,583	\$ 1,703	\$ 1,703	\$ 1,703	\$ 1,703
EXPENDITURES:						
Animal Shelter Expense	250-6334-44-00	-	-	1,500	1,500	-
Building Improvements	250-6630-44-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ -	\$ -	\$ 1,500	\$ 1,500	\$ -
Excess (deficiency) of revenues over (under) expenditures						
		120	120	(1,500)	(1,500)	-
ENDING FUND BALANCE	250-3111-00-00	\$ 1,583	\$ 1,703	\$ 203	\$ 203	\$ 1,703

Donations from individuals and businesses for support of the Animal Shelter.



SPECIAL REVENUE FUNDS

(Fund 412)

Forfeiture Fund

Quarterly Budget Report

FY 2011-2012

To account for fines and forfeitures of property resulting from criminal cases within the boundaries of the Town that have been adjudicated by the State of Texas in District Court; Requires Annual Reporting to the State.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 412-Fines and Forfeiture Fund

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	412-31111-00-00	\$ 7,746	\$ 9,477	\$ 9,293	\$ 9,293	\$ 9,293
REVENUES:						
Sale of confiscated assets	412-5675-00-00	2,615	-	-	-	-
Forfeitures and fines	412-5698-00-00					
Interest	412-5611-00-00	135	115	-	-	58
TOTAL REVENUES		2,751	115	-	-	58
TOTAL FUNDS AVAILABLE		\$ 10,496	\$ 9,593	\$ 9,293	\$ 9,293	\$ 9,351
EXPENDITURES:						
Other agencies seizure share	412-6200-01-00	1,019	300	5,000	5,000	-
Miscellaneous expenses	412-6333-01-00	-	-	-	-	-
TOTAL EXPENDITURES		\$ 1,019	\$ 300	\$ 5,000	\$ 5,000	\$ -
over (under) expenditures		1,732	(185)	(5,000)	(5,000)	58
ENDING FUND BALANCE	412-31111-00-00	\$ 9,477	\$ 9,293	\$ 4,293	\$ 4,293	\$ 9,351

Fines and Forfeitures are distributed to the Town through the District Court and State of Texas; the Town completes an annual report to the State on this Fund.



SPECIAL REVENUE FUNDS (Fund 825)

Park Development Fees

Quarterly Budget Report **FY 2011-2012**

Developer Contributions for Neighborhood and Town-Wide Park System Improvements: Collected by Ordinance.



SPECIAL REVENUE
Revenue, Expenses and Changes in Fund Balance
Fund 825-Park Development Fees

ACCOUNT DESCRIPTION	ACCOUNT CODES	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
BEGINNING FUND BALANCE	825-31111-00-00	\$ 152,747	\$ 113,705	\$ 95,492	\$ 95,492	\$ 95,492
REVENUES:						
Park Development Fees	825-5462-00-00		-	-	-	-
HOA Matching Funds	825-5463-00-00	27,494	-	-	-	-
Interest	825-5611-00-00	2,607	1,337	1,400	1,400	513
TOTAL REVENUES		30,101	1,337	1,400	1,400	513
TOTAL FUNDS AVAILABLE		\$ 182,848	\$ 115,042	\$ 96,892	\$ 96,892	\$ 96,004
EXPENDITURES:						
Transfers out	825-8994-00-00	-	19,550	-	-	-
Miscellaneous expenses	825-6333-78-00	-	-	-	-	-
Kings Crossing HOA expense	825-6637-78-00	69,143	-	-	-	-
TOTAL EXPENDITURES		\$ 69,143	\$ 19,550	\$ -	\$ -	\$ -
Excess (deficiency) of revenues over (under) expenditures		(39,042)	(18,213)	1,400	1,400	513
ENDING FUND BALANCE	825-31111-00-00	\$ 113,705	\$ 95,492	\$ 96,892	\$ 96,892	\$ 96,004

Developer Contributions for Neighborhood and Town-Wide Park System Improvements: Collected by Ordinance.



SPECIAL REVENUE FUNDS

(Traffic Safety Fund-205)

TRANSPORTATION CODE, TITLE 7, SUBTITLE I, CHAPTER 707: PHOTOGRAPHIC TRAFFIC SIGNAL CODE

This is a Special Revenue Fund which accounts for revenue generated from the Red Light Enforcement Program; the Town leases all equipment from American Traffic Solutions. After expenses, 50% of net revenues are remitted to the State Comptroller within 60 days of the close of the fiscal year. Sec. 707.008. (a)(2). Not later than the 60th day after the end of the fiscal year, after deducting amounts authorized to be used from derived funds, 50% is remitted to the State. The remainder of the funds may be used only to fund traffic safety programs, intersection improvements and traffic enforcement as well as personnel costs associated with adjudication and administration. A budget of other charges to the fund are approved by Town Council on an annual basis included

Quarterly Budget Report

FY 2011-2012

Sec. 707.002. AUTHORITY TO PROVIDE FOR CIVIL PENALTY. The governing body of a local authority by ordinance may implement a photographic traffic signal enforcement system and provide that the owner of a motor vehicle is liable to the local authority for a civil penalty if, while facing only a steady red signal displayed by an electrically operated traffic-control signal located in the local authority, the vehicle is operated in violation of the instructions of that traffic-control signal, as specified by Section 544.007(d).

The program was authorized in October 2009 and started in April 2010.



TRAFFIC SAFETY FUND
Revenue, Expenses and Changes in Fund Balance
Fund 205 - Red Light Camera

ACCOUNT DESCRIPTION	ACTUAL 2009-2010	ACTUAL 2010-2011	BUDGET 2011-2012	AMENDED 2011-2012	YTD 2011-2012
Operating Revenues:					
Charges for services	202,981	468,527	425,000	425,000	189,985
Interest	102	2,225	2,000	2,000	1,076
Total Operating Revenues	203,084	470,752	427,000	427,000	191,061
Operating Expenses:					
Supplies and Equipment	-	89,388	105,500	105,500	13,762
ATS Service Fees	76,232	180,242	181,500	181,500	75,368
State Fees	49,661	124,908	45,000	45,000	53,548
Capital	-	30,533	-	-	-
Total Expenditures	125,893	425,070	332,000	332,000	142,678
Net Income (Loss) Before Transfers	77,190	45,682	95,000	95,000	48,383
Other Financing Sources (Uses):					
Transfers to General Fund	-	23,163	22,200	22,200	7,522
Net Other Financing Sources (Uses)	-	23,163	22,200	22,200	7,522
Change in Net Assets	77,190	22,519	72,800	72,800	40,862
Beginning Fund Balance	-	77,190	99,709	99,709	99,709
Ending Funding Balance	77,190	99,709	172,509	172,509	140,571

TOWN OF LITTLE ELM

AGENDA INFORMATION SHEET:

COUNCIL MEETING

DATE: April 17, 2012

PROJECT: Little Elm EDC Project Update

DESCRIPTION: Provide an update to Mayor and Town Council regarding current Economic Development Projects.

COST: N/A

FUNDING:	Acct. Name & No	Original Budget
	N/A	N/A

SCHEDULE: N/A

RECOMMENDED ACTION: Discussion

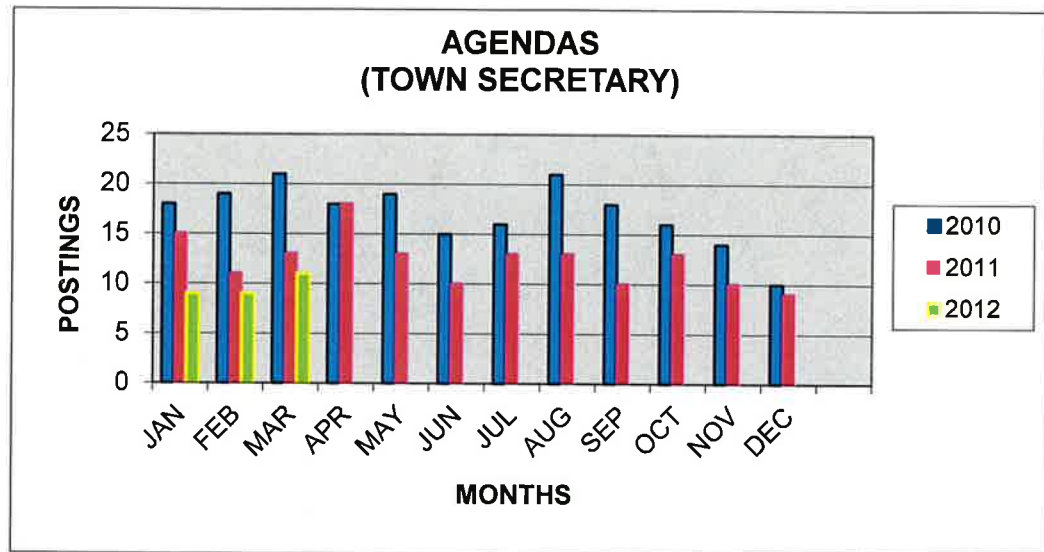
TOWN CONTACT: Jennette Killingsworth
Executive Director, Little Elm EDC
jkillingsworth@littleelm.org
214-551-6605

ATTACHMENTS: List of Projects of which update will be provided.

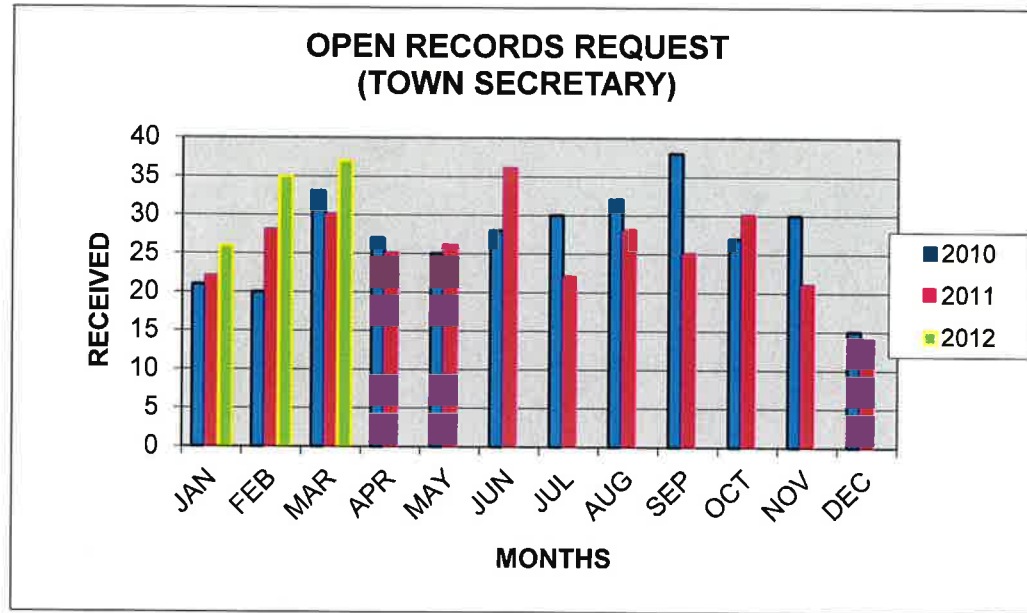
Little Elm EDC Projects Update

1. Town Center
 - A. Tenant Lease Properties
 - B. Developer
 - C. Estimated Time Frame
2. FM 423 at Little Elm Parkway
 - A. Rosebriar
 - B. UCD Development
3. Healthcare Campus & Facilities

	2010	2011	2012
JAN	18	15	9
FEB	19	11	9
MAR	21	13	11
APR	18	18	
MAY	19	13	
JUN	15	10	
JUL	16	13	
AUG	21	13	
SEP	18	10	
OCT	16	13	
NOV	14	10	
DEC	10	9	



	2010	2011	2012
JAN	21	22	26
FEB	20	28	35
MAR	33	30	37
APR	27	25	
MAY	25	26	
JUN	28	36	
JUL	30	22	
AUG	32	28	
SEP	38	25	
OCT	27	30	
NOV	30	21	
DEC	15	14	



March 2012



*The Town with a
Lake Attitude*



Monthly Development Report



154

28,376

Current Population Est.

Town of Little Elm
Development Services Department
100 W. Eldorado Parkway
Little Elm, TX 75068
214-975-0472

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TOWN OF LITTLE ELM
DEVELOPMENT SERVICES DEPARTMENT
MONTHLY DEVELOPMENT REPORT
March 2012

PLANNING AND ZONING



Commercial Projects:

Lobo Fueling Center: *under construction*
QuikTrip: *under construction*
All-Storage Expansion (380): *under construction*
Brakes Plus: *under construction*
RaceTrac: *under construction*
Little Elm Eye Care: *submitted for site plan review*
The Mansions: *submitted for site plan review*
McCord Park: *submitted for site plan review*
The Estates: *submitted for site plan review*

Residential Projects:

Frisco Hills I (181 residential lots): *under construction*
Paloma Creek South Phase 12 (72 residential lots): *under construction*
Paloma Creek South Phase 3 (126 residential lots): *under construction*
Sunset Pointe Phase 22 (47 residential lots): *under construction*
Frisco Ranch Phase 4B (54 residential lots): *construction expected to begin 2012*
Sunset Pointe Phase 23 (67 residential lots): *construction expected to begin 2012*
Paloma Creek South Phase 7A (48 residential lots): *construction expected to begin 2012*
Frisco Hills Phase 3A: *pending plat approval*

Recently Completed Projects:

Aldi: *now open with punch list items remaining*
New Life Community Church: *now open with punch list items remaining*
Rosebriar Retail Shells 1 & 2: *now open with punch list items remaining*
Kroger (and gas): *opened Fall, 2011*



TOWN OF LITTLE ELM
DEVELOPMENT SERVICES DEPARTMENT
MONTHLY DEVELOPMENT REPORT
March 2012

PLANNING AND ZONING

<u>Planning Cases</u>				
<u>Case Type</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Plats	15	19	17	3
Site Plans	10	8	15	4
Rezoning	6	2	6	0
PDs	4	1	2	0
SUPs	8	8	1	0
Annexations	1	0	1	0
Variances (BOA)	1	0	1	0
Ordinances	12	11	12	2
Special Projects	5	4	17	5
DRC Meetings	48	44	57	12
<i>TOTAL</i>	<i>110</i>	<i>97</i>	<i>129</i>	<i>26</i>

<u>Single-Family Lots Created</u>	
YEAR	# LOTS
2009	8
2010	80
2011	202
2012	0



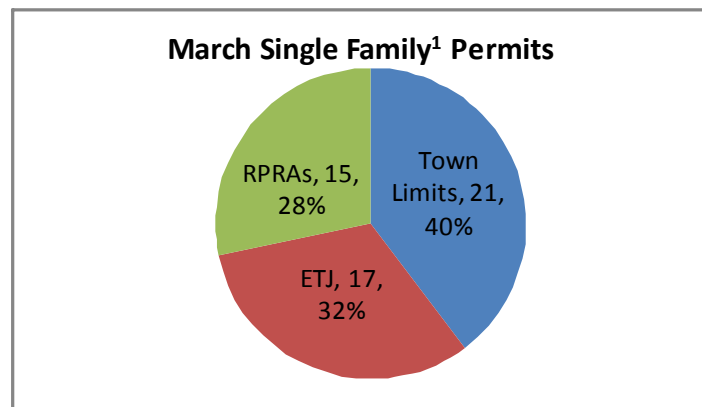
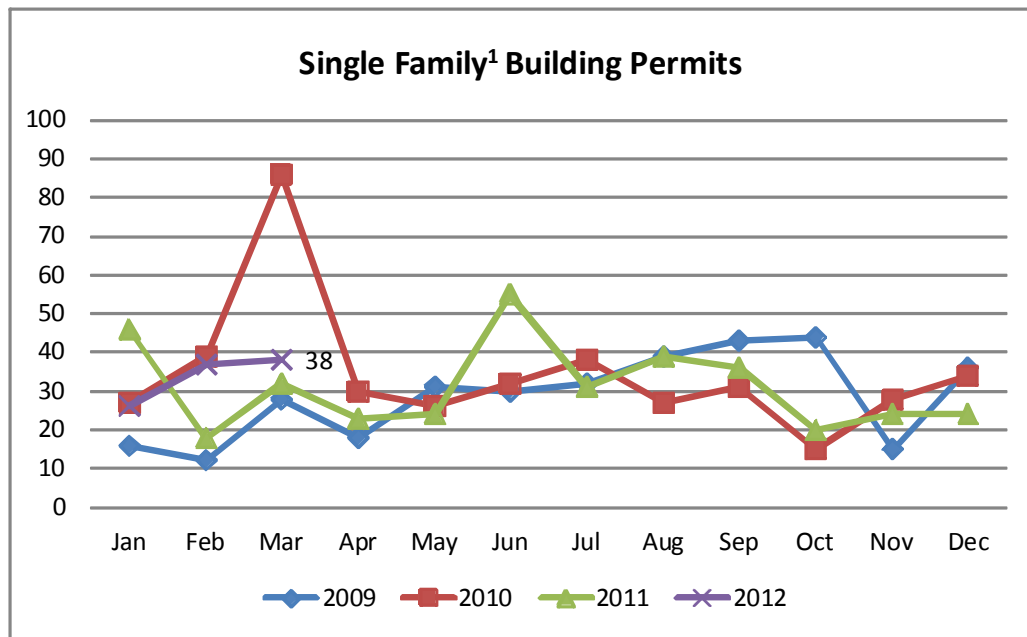
TOWN OF LITTLE ELM

DEVELOPMENT SERVICES DEPARTMENT

MONTHLY DEVELOPMENT REPORT

March 2012

BUILDING SAFETY



Category	Description	Mar.	2012
SF Permits (Town)	Full Review SF Permits within Little Elm	21	80
SF Permits (ETJ)	Full Review SF Permits within ETJ (Paloma Creek)	17	21
RPRAs	Residential Plan Review Approvals (Frisco Ranch)	15	39
Total	New Residential Units	53	140

158

¹Single Family Permits are categorized as new single-family, two-family, model homes, and manufactured homes.



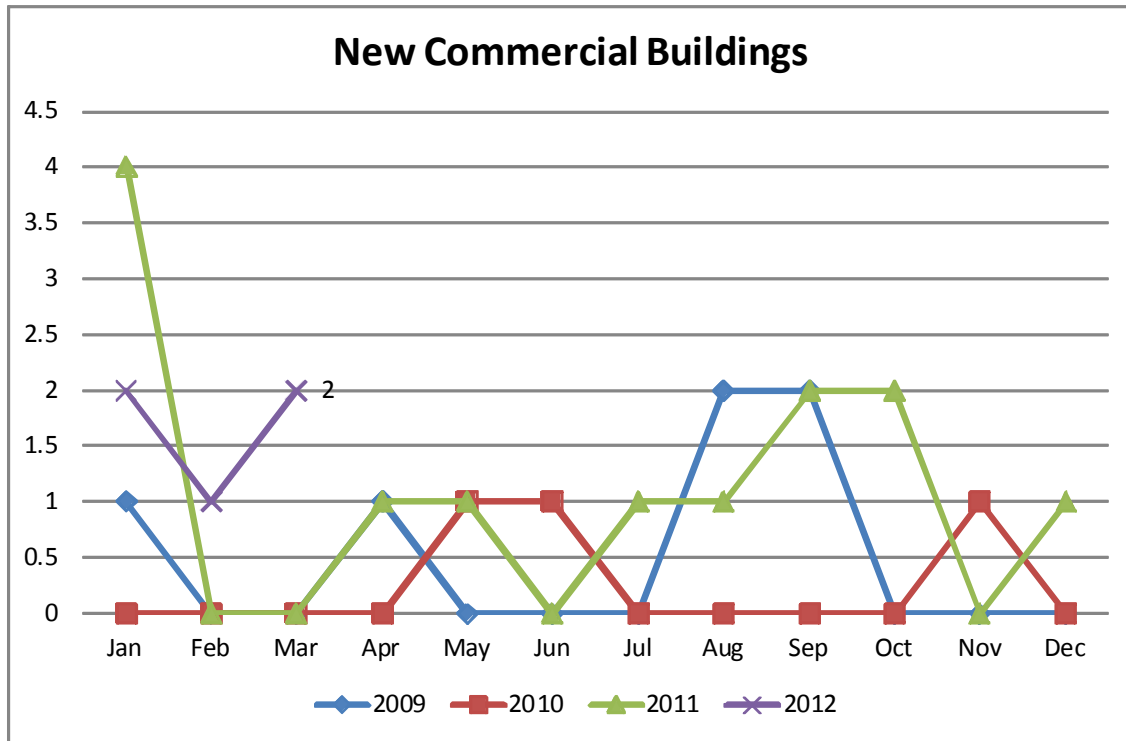
TOWN OF LITTLE ELM

DEVELOPMENT SERVICES DEPARTMENT

MONTHLY DEVELOPMENT REPORT

March 2012

BUILDING SAFETY



New Commercial Businesses	
<u>Year</u>	<u># of Businesses</u>
2009	58
2010	27
2011	49
2012 (so far)	15

Includes New Commercial Buildings, New Commercial Finish-Outs, and Commercial Tenant Changes. Excludes New Commercial Shells.



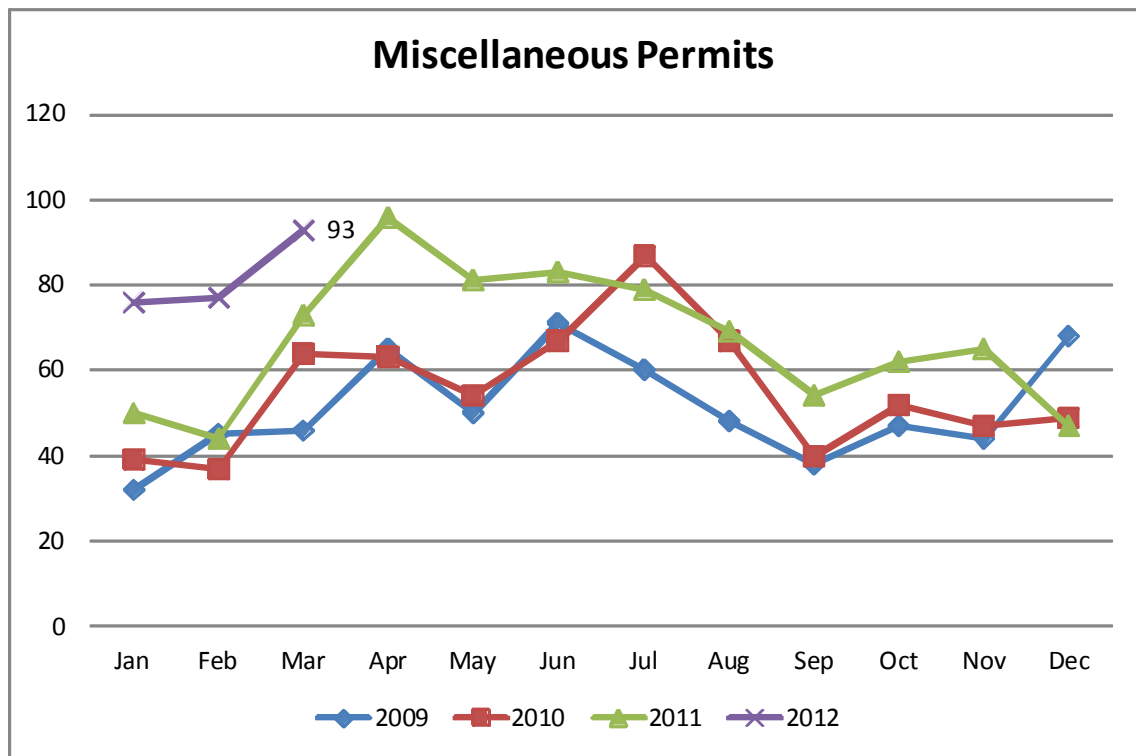
TOWN OF LITTLE ELM

DEVELOPMENT SERVICES DEPARTMENT

MONTHLY DEVELOPMENT REPORT

March 2012

BUILDING SAFETY



Miscellaneous Permits Include: Additions, Remodels, Fences, Irrigation, Patio Covers, Pools, Signs, Accessory Structures, Electrical, Plumbing, Mechanical, Demolition, Foundation, Grading, Septic, etc.

Miscellaneous Permits	
Year	# of Permits
2009	614
2010	664
2011	803
2012 (so far)	267



TOWN OF LITTLE ELM

DEVELOPMENT SERVICES DEPARTMENT

MONTHLY DEVELOPMENT REPORT

March 2012

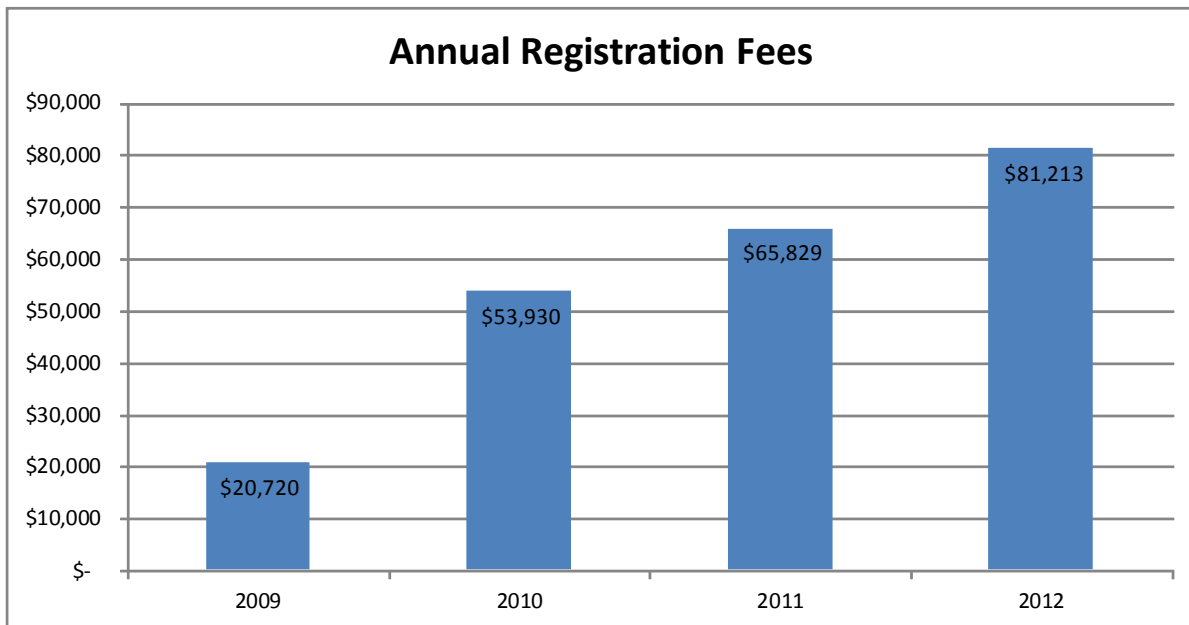
HEALTH SERVICES

Annual Permits Year-to-Date

	<i>Permits</i>	<i>Revenue</i>	<i>% Total</i>	<i>2011 Permits</i>	<i>2011 % Total</i>
Alcohol	7	\$210	14%	28	61%
Food Establishments	35	\$12,250	49%	49	69%
Pools, Schools, Day-cares	20	\$1,750	N.D.	N.D.	N.D.
In-Home Daycares, Vendors	20	\$1,061	63%	N.D.	N.D.
Rental	867	\$65,942	57%	812	54%

N.D. means no data available at this time. The % Total column is based on estimation of total properties or businesses that are subject to the required permit.

Annual Registration Fees





TOWN OF LITTLE ELM

DEVELOPMENT SERVICES DEPARTMENT

MONTHLY DEVELOPMENT REPORT

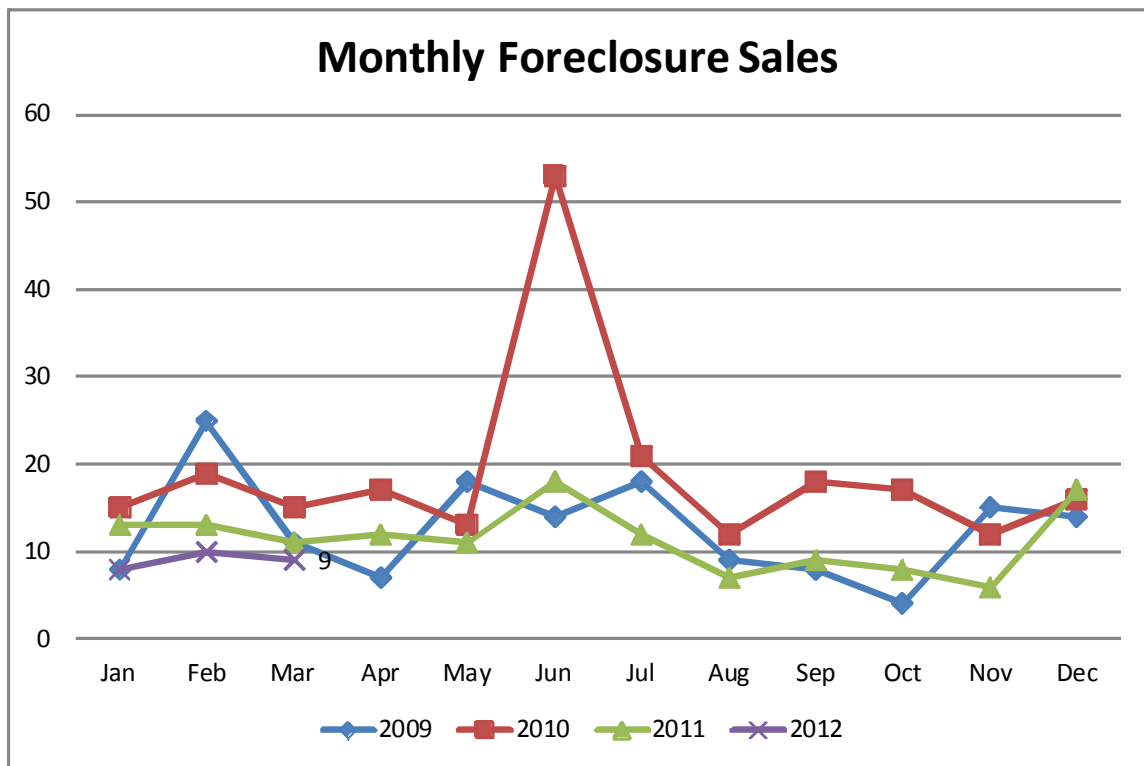
March 2012

HEALTH SERVICES

Development Enforcement Cases

	March	2012 Total <i>(so far)</i>
Rental	5	5
Health	36	36
Development Enforcement	24	24
Total Inspections	65	65

Monthly Foreclosure Sales



Source: Denton Central Appraisal District.

Restaurant Health Scores

Current Scores			
Business Name	Address	Grade	Date Last Inspected
7-11 Convenience Store #33264	8999 FM 423	100	11/11/2011
7-11 Convenience Store #34010	1005 E. Eldorado Pkwy	100	11/15/2011
7-11 Convenience Store #39164	2673 US Hwy 380 East	100	11/22/2011
Applebee's Neighborhood Bar & Grill	2672 FM 423	95	11/30/2011
Baker's Dozen Donuts	2785 E. Eldorado Pkwy #110	100	11/17/2011
Baskin Robbins Ice Cream Store	2700 E. Eldorado Pkwy Ste 103	100	11/16/2011
Burger King	2770 E. Eldorado Pkwy	100	11/16/2011
Chicken Express	904 W. Eldorado Pkwy	96	11/8/2011
Cici's Pizza To Go	2700 E. Eldorado Pkwy Ste 407	100	11/29/2011
CVS Pharmacy #8336-01	2591 FM 423	97	11/9/2011
Dickey's BBQ	2587 FM 423 Ste 100	100	11/29/2011
DJ Donuts	407 W. Eldorado Pkwy #110	100	11/18/2011
Dollar General	416 W. Eldorado Pkwy	100	11/15/2011
Dollar Tree	2700 E. Eldorado Pkwy Ste 200	100	11/30/2011
Domino's Pizza	2405 FM 423 # 500	100	11/11/2011
Eldorado Meat Market	1000 E. Eldorado Pkwy Ste 190	86	11/18/2011
Favorite Yogurt	2832 E Eldorado Pkwy #207	95	11/25/2011
Fluffy Donuts	1104 W. Eldorado Pkwy #102	100	11/8/2011
Hong Kong Express	2405 FM 423 #200	95	11/30/2011
Hot Wok Café	2763 E. Eldorado #130	92	11/18/2011

Restaurant Health Scores

Current Scores			
Business Name	Address	Grade	Date Last Inspected
Joe's New York Style Pizza	2765 E. Eldorado Pkwy Ste 220	91	11/30/2011
Johnny Joe's	102 Lobo Ln.	100	11/15/2011
Key's Market	407 W. Eldorado Pkwy #11	90	11/18/2011
KFC/LJS Restaurant	2801 E. Eldorado Pkwy	100	11/9/2011
Kobe Steak and Sushi	2832 E. Eldorado Ste 208	84	11/29/2011
Lakeview Grocery	1104 W. Eldorado Pkwy	96	11/8/2011
Los Charros	2763 E. Eldorado #105	100	11/18/2011
Los Jalepenos	420 E. Eldorado Pkwy	89	11/15/2011
Mama Santa's Cocina	129 Main St	100	11/16/2011
Marble Slab Creamery	2831 E. Eldorado Ste 102	92	11/25/2011
Mary's Bakery & Taqueria	800 W. Eldorado Pkwy Ste 127	96	11/14/2011
McDonald's Restaurant	2670 FM 423	97	11/23/2011
Mexi-go Restaurant	2831 E. Eldorado Pkwy Ste 112	96	11/9/2011
Mooyah Burgers & Fries	2587 FM 423 Ste 401	96	11/29/2011
Mr. Jim's Pizza	800 W. Eldorado Pkwy Ste 1181	100	11/14/2011
Palio's Pizza	2832 E. Eldorado Ste 201	100	11/9/2011
Papa John's Pizza	2650 King Road #100	94	11/11/2011
Pick 6 Bar & Grill	2833 E. Eldorado Pkwy Ste 301	81	11/25/2011
Popeye's Chicken & Biscuits	2770 E. Eldorado Pkwy	100	11/16/2011
Posey BBQ	1900 W. FM 720	100	11/7/2011

Restaurant Health Scores

Current Scores			
Business Name	Address	Grade	Date Last Inspected
Roma's Italian Restaurant	1725 E. Eldorado Pkwy	91	11/16/2011
Schmittty's	407 W. Eldorado Pkwy #1	87	11/17/2011
Sonic Drive In	900 W. Eldorado Pkwy	89	11/8/2011
Sonny Donut	2405 FM 423 Ste 450	92	11/23/2011
Sonny Donuts #10	1000 E. Eldorado Pkwy Ste 110	100	11/18/2011
Sonny Donuts #8	2650 King Rd. #300	92	11/11/2011
Starbucks Coffee House	2831 E. Eldorado Suite 101	97	11/9/2011
Subway	407 W. Eldorado Pkwy #120	100	11/18/2011
Subway #38746	2700 E. Eldorado Pkwy #404	100	11/23/2011
Taco Bell	2589 FM 423	100	11/9/2011
Taco Delite	896 W. Eldorado Pkwy	96	11/14/2011
Taqueria San Luis	26635 US Hwy 380 East	93	11/22/2011
The Lion's Den	2700 E. Eldorado Pkwy Ste 250	100	11/25/2011
Tutti Frutti Yogurt	2785 E. Eldorado Pkwy #115	97	11/25/2011
Walgreens #11320	2774 E. Eldorado Pkwy	100	11/16/2011
Water's Edge Café	800 W. Eldorado Pkwy Ste 126	100	11/14/2011

Grade A (90 to 100)

Grade C (70 to 79)

Grade B (80 to 89)

Grade D (less than 70)



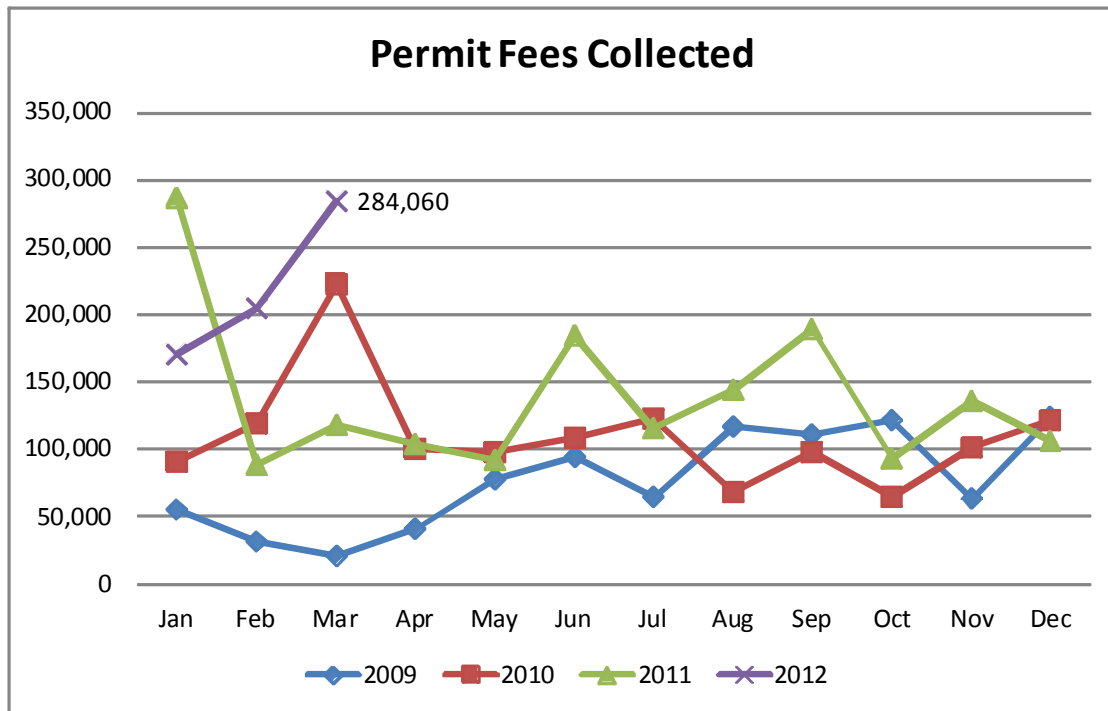
TOWN OF LITTLE ELM

DEVELOPMENT SERVICES DEPARTMENT

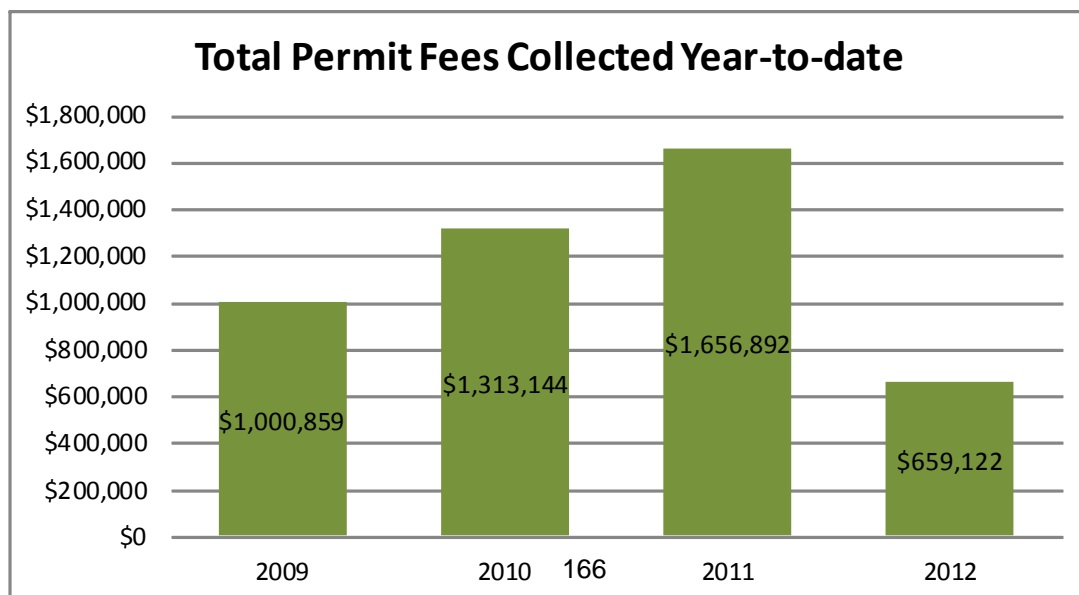
MONTHLY DEVELOPMENT REPORT

March 2012

DEPARTMENT SUMMARY



Permit Fees Collected Includes: All Building Permits, Inspection Fees, Contractor Registrations, Planning Application fees, and Annual Permits. It excludes impact fees.



Active Commercial Projects

Tenant Name	Project Type	Permit Date	Site Address	Status
Town of Little Elm Service Center	Addition or Remodel	3/10/2011	1600 Mark Tree Ln.	Under Construction
Southern Fastening Systems	Addition or Remodel	7/1/2011	26772 E US Hwy 380 Ste No. A	Under Construction
Cottonwood Creek Marina	Addition or Remodel	12/22/2011	900 Lobo Ln.	Under Construction
Vertical Communications	Addition or Remodel	12/20/2011	26647 E US 380	Awaiting Final Inspection
MTSI	Addition or Remodel	1/30/2012	Walker Ln.	Under Construction
Sprint	Addition or Remodel	Not Issued	14197 King Rd.	In Review
Town of Little Elm Senior Center	New Commercial Building	8/16/2011	301 Main St.	Under Construction
Town of Little Elm Community Center	New Commercial Building	7/19/2011	303 Main St.	Under Construction
Town of Little Elm Streetscape and Lighting	New Commercial Building	5/10/2011	100 W Eldorado	Under Construction
QuikTrip	New Commercial Building	12/22/2011	2181 FM 423	Under Construction
Lobo Fueling Center	New Commercial Building	1/12/2012	500 W Eldorado Pkwy.	Under Construction
All Storage Ltd	New Commercial Building	10/21/2011	26740 E US 380	Under Construction
Brakes Plus	New Commercial Building	2/24/2012	2201 FM 423	Under Construction
RaceTrac	New Commercial Building	3/2/2012	2100 FM 423	Under Construction
Del Taco	New Commercial Finish-out	3/2/2012	2721 Little Elm Pkwy. Bldg No. 2 Ste. 200	Under Construction
Verizon Wireless	New Commercial Finish-out	2/6/2012	26735 E US 380 Ste. 103	Under Construction
Premier Martial Arts	New Commercial Finish-out	3/13/2012	2650 King Rd. Ste. 600	Awaiting Final Inspection
7-Eleven	New Commercial Site	Not Issued	8999 FM 720	In Review

4/4/12

As a proud member
of Crossridge Church, I would
like to take this time to
"Thank You" for the many
times you were there for
my husband, Bob Smith,
and for me as well. You
were always so professional
and so helpful. It's been
hard for me and my son.
Bobby loved Little Elm

and enjoyed working for
the City as the 1st Police Chief
in the '70s, serving as a
Councilman, and as Construction
Inspector the last 9 yrs of
his ^{working} life. Thank you also
for your tribute to him
during visitation night
at our church. He would
have been very proud.

Love
Pauline Smith



Police & Fire Dept.
Public Safety Center
88 W. Eldorado Parkway
Little Elm, TX 75068



From: Holly Stephens

Sent: Wednesday, April 04, 2012 8:03 AM

To: Joe Florentino

Subject: storm alerts

Thank you so much for the storm alert yesterday, April 3, 2012. I run a small In Home Child Care. My phone made the normal noise to show I had a text. I said, "Text from Little Elm." and read that we needed to get in our safety area soon. One of my children said, "Little Elm cares about us, that's sweet." The children thought it was so cool that the town was watching out for us. I think it's pretty cool too.

Thank you,
Holly Stephens

From Holly's Haven

Town of Little Elm

Town of Little Elm

Town of Little Elm



RECEIVED

APR 10 2012

March 30, 2012

LITTLE ELM FIRE DEPT

Chief Joseph Florentino
Little Elm Fire Department
101 Hardwick Lane
Little Elm, Texas 75068

Dear Chief Florentino:

I would like to thank you for sending one of your fire companies to cover at Fire Station 13 to allow our personnel to attend Firefighter Brody Fleming's Memorial on Friday, March 16, 2012. Your department's willingness to protect our community during this time allowed our firefighters to be with Brody as we honored him and his family and helped to heal the sorrow that we feel for his passing. I cannot tell you how grateful we are to you and the fine members of your department who made this sacrifice. Please pass along our department's deep appreciation to the members of the fire company that filled in for us

Please let us know if the Plano Fire Department can ever be of service to you.

With Kindest Regards,

Hugo Esparza
Fire Chief

HRE:cdm



PUBLIC WORKS

TOWN OF LITTLE ELM

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Administration:	Page 7



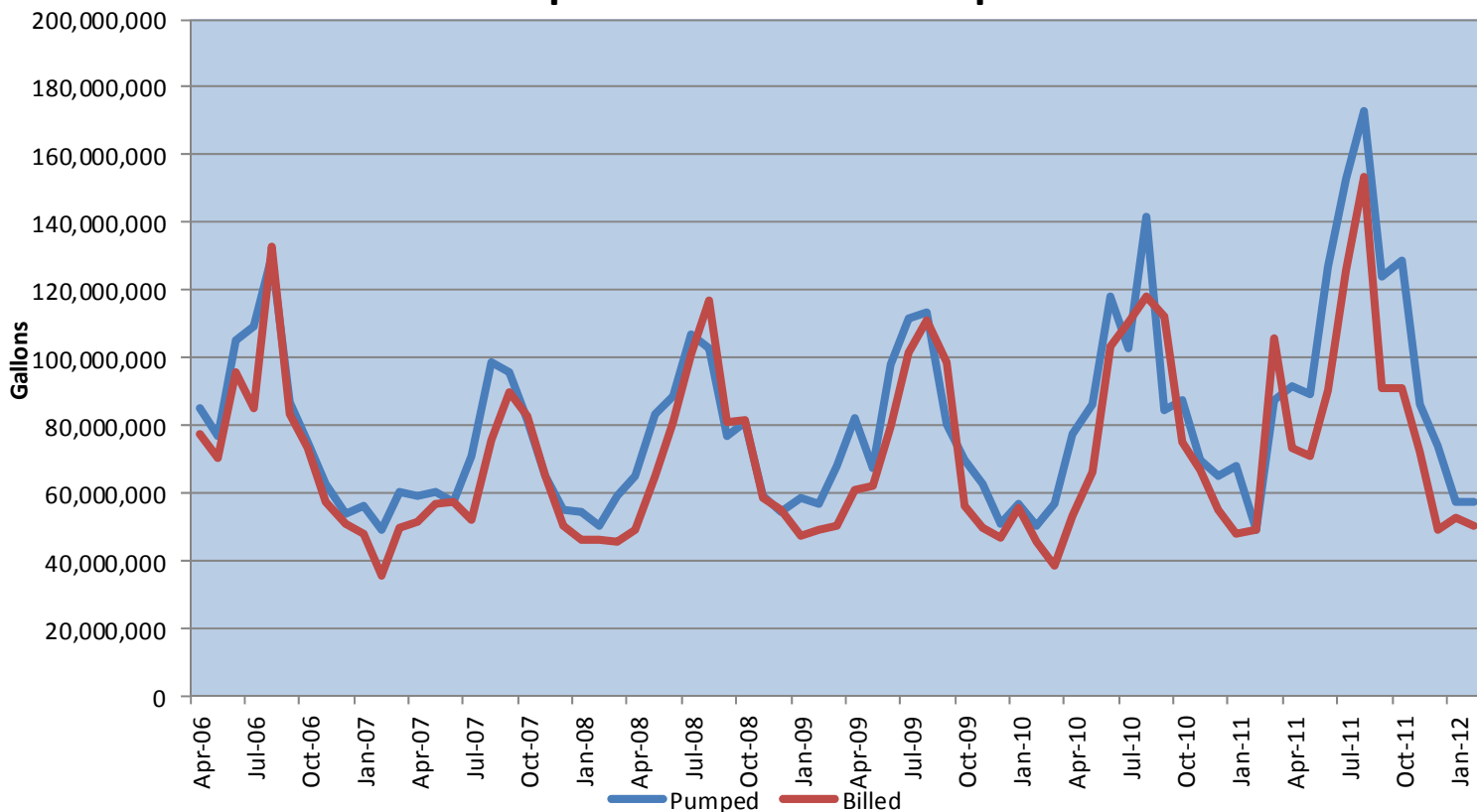
**APRIL
2012**

Kevin C. Mattingly
Director of Public Works
972-377-5556
kmattingly@littleelm.org

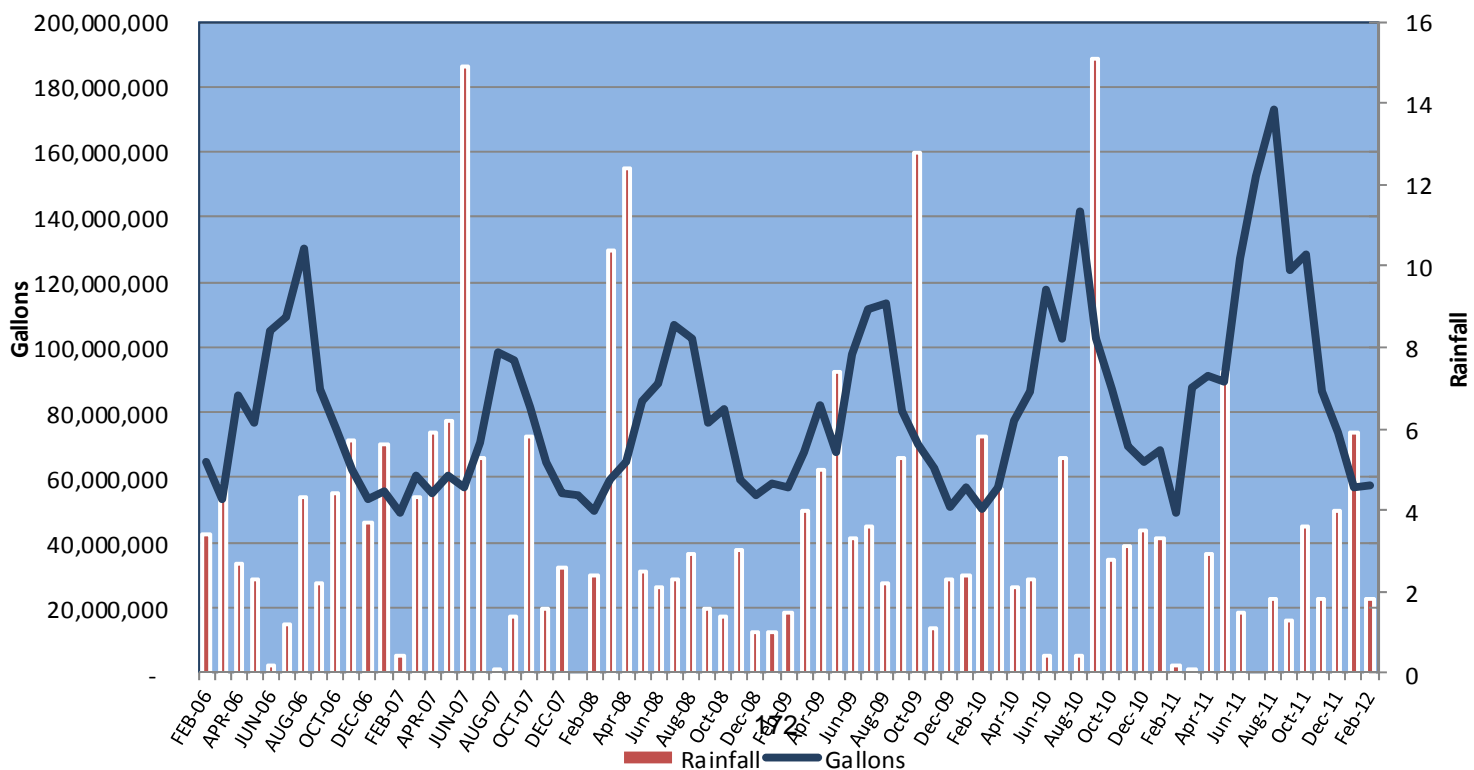


WATER

Comparison Billed to Pumped



Water Pumped with Rainfall





STAGE 3 UPDATE

The Town of Little Elm Reduces from Enhanced Stage 3 to Stage 3 of the Water Conservation Plan April 3, *Customers can water once per week on their respective residential trash day.*

(March 30, 2012) Little Elm Interim Town Manager Doug Peach announced today that the current **Enhanced Stage 3** condition will be reduced to **Stage 3** of the *Water Conservation and Drought Contingency and Water Emergency Response Plan* and will go into effect April 2nd. The goal of Stage 3 still includes a 10% reduction in water use and increased awareness in ongoing water conservation efforts.

Reducing to Stage 3 is due to the recent rainfall and weather patterns which has caused a lessening of drought conditions for the North Texas area. The Town's water supplier North Texas Municipal Water District (NTMWD) currently are not pumping water from Lake Texoma due to presence of invasive zebra mussels. Lake Texoma provides 28% of the NTMWD's raw water supply.

As of Thursday March 29, 2012, The NTMWD Board of Directors voted unanimously on the reduction to the normal Stage 3. With the return to Stage 3 provisions the following restrictions are MANDATORY and ENFORCABLE with a fine up to \$2,000;

- ◇ Continue actions available under Stage 1 & 2
- ◇ Limit landscape watering with sprinklers or irrigation systems to once every week on residential trash day until further notice.
- ◇ No watering between the hours of 10 AM to 6 PM.
- ◇ Foundations, (first year after the 30 day exception for new landscape) landscaping, plantings, shrubs, and trees may be watered for up to two hours on any day by a handheld hose with positive shut-off, a soaker hose, or a dedicated zone using a drip irrigation system.
- ◇ Prohibits hosing of driveways, sidewalks, buildings, or windows.
- ◇ Prohibit using water in such a manner that allows run-off to the street or adjacent properties.
- ◇ Prohibit washing or rinsing of vehicles by hose unless hose has positive shut-off nozzle.
- ◇ Existing swimming pools may be drained and refilled
- ◇ Hydroseeding, hydromulching, and sprigging is allowed.
- ◇ An exception is allowed for landscape associated with new construction that may be watered as necessary for 30 days from the date of the certificate of occupancy, temporary certificate of occupancy, or certificate of completion.

The Town of Little Elm encourages residents to stay conservative and the Town will keep the residents informed on changes in weather and water level that affect the conservation status.



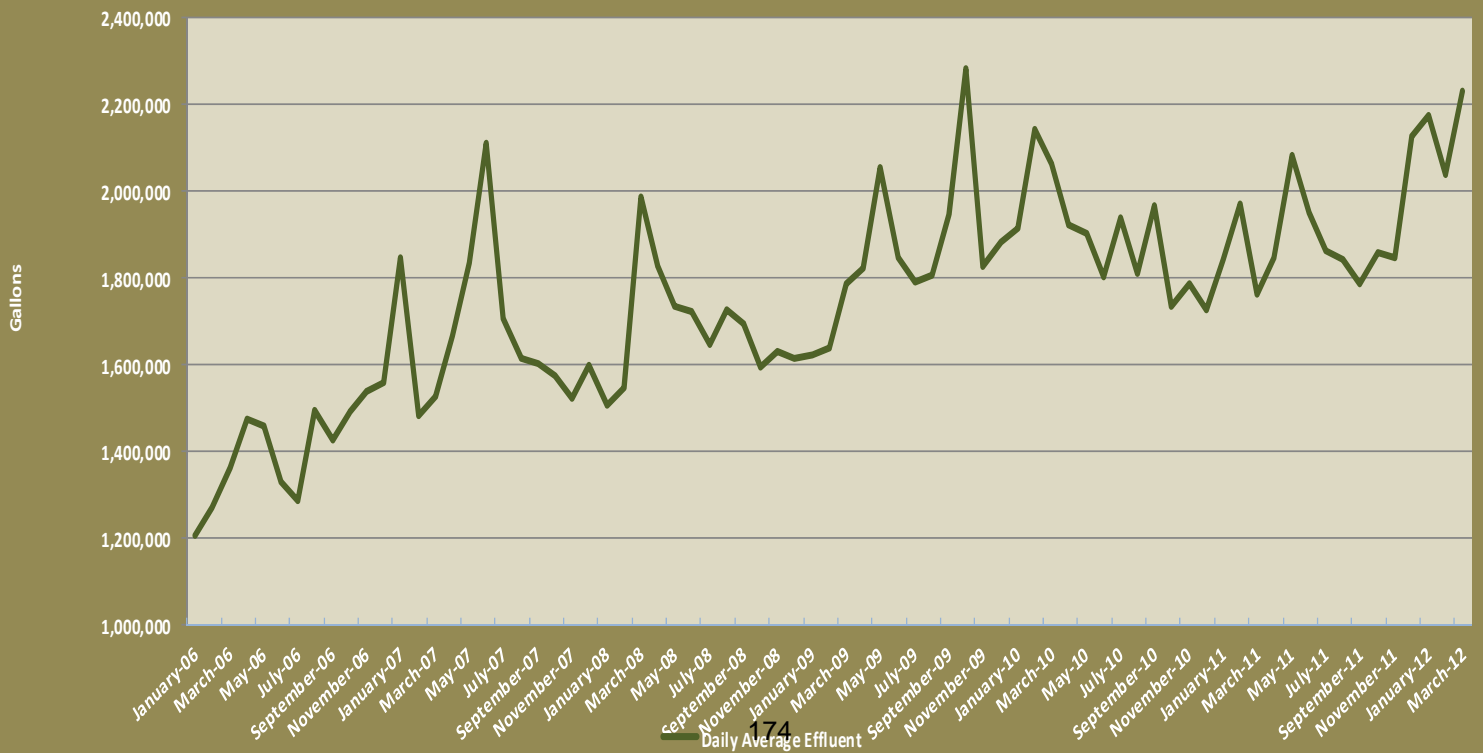
WASTE WATER



Waste Water and Police staff have been working on a program for residents to have a place to drop off unused medications year round. The drop off location was set on in the Little Elm Pharmacy. The double lock needs keys

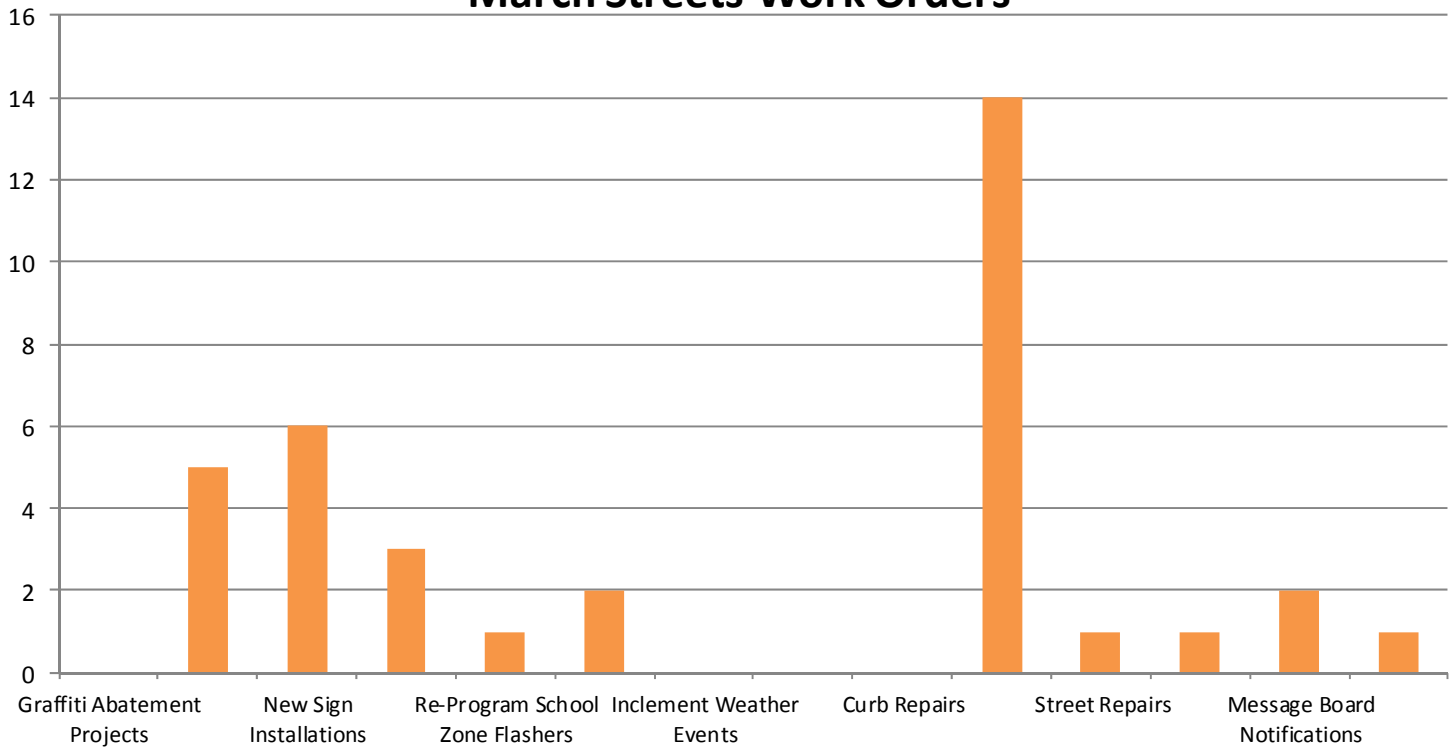
from two separate people to be opened and the Police Department will handle proper disposal.

Waste Water Treatment

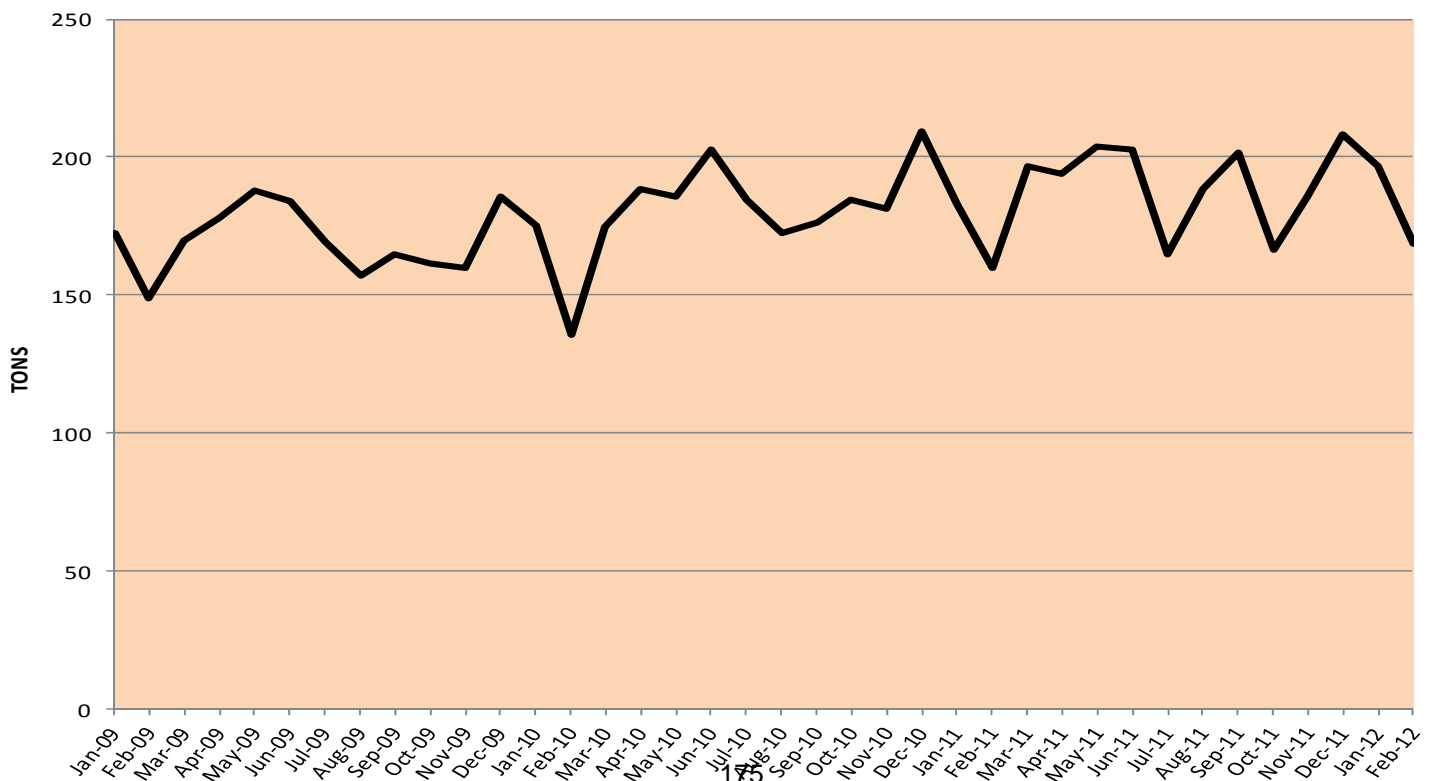


STREETS & SOLID WASTE

March Streets Work Orders



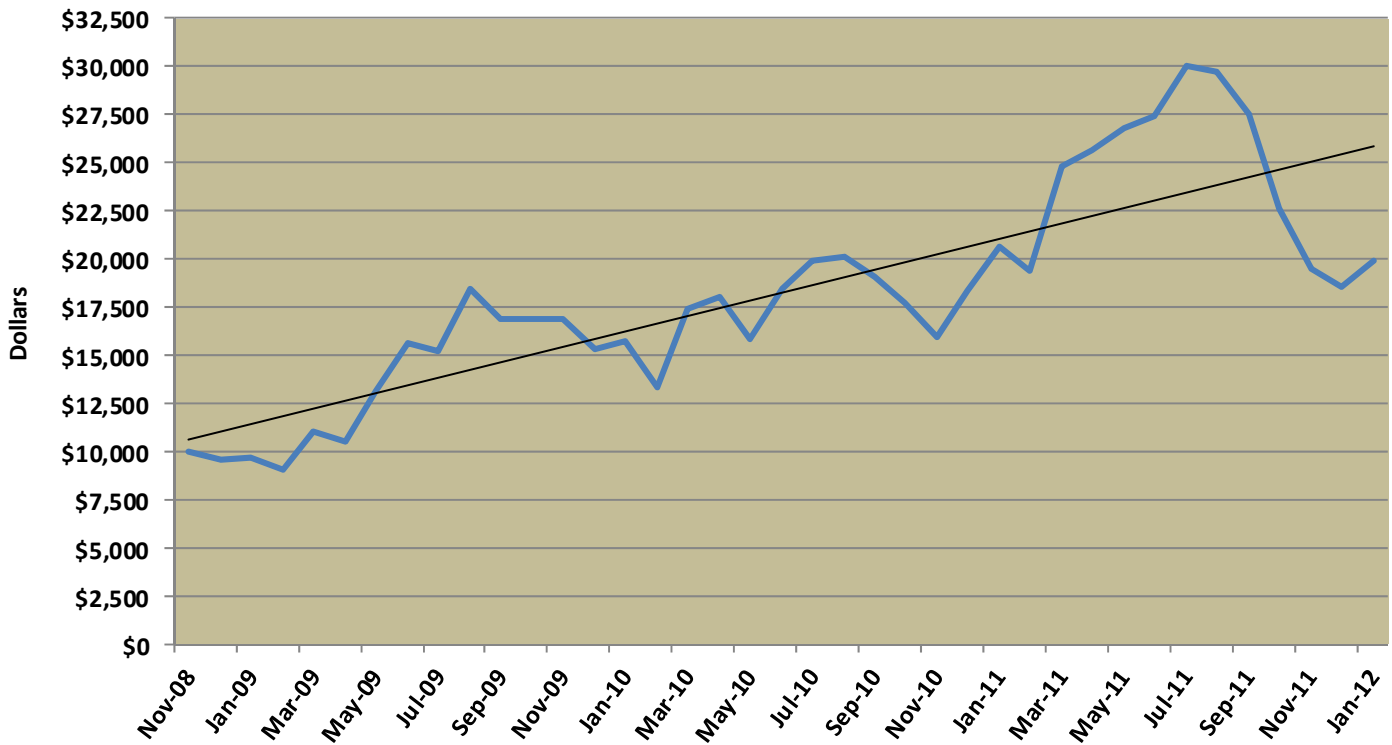
Residential Monthly Recycling



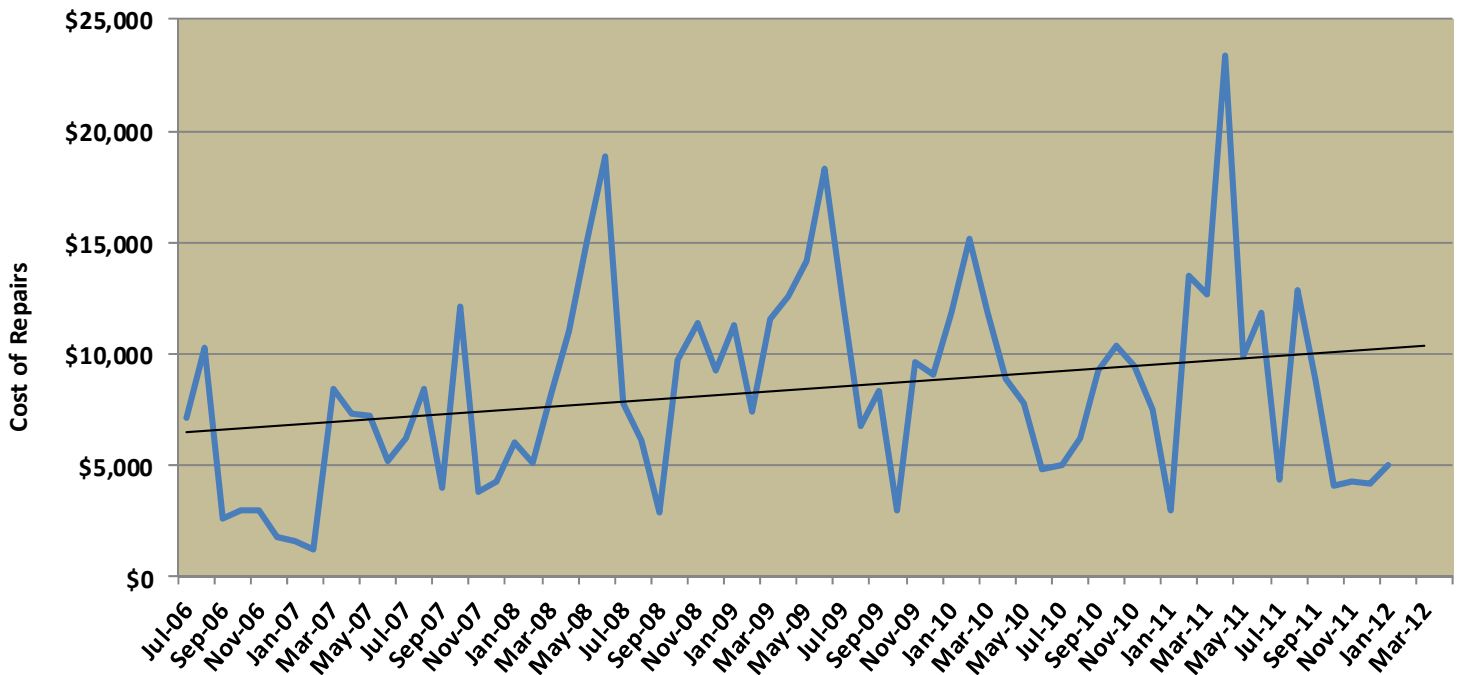


FLEET SERVICES

Monthly Fuel Cost



Repair Costs per Month





ADMINISTRATION



WATER IS LIFE EXPO

APRIL 7th

9:30^{am} - 12:00^{pm}



LITTLE ELM
Town Hall

We had a full house for the Expo on April 7th, with Texas AgriLife specialist Dotty Woodson speaking about Irrigation and Rainwater Harvesting and Texas AgriLife Agent Janet Laminack speaking about area plants.

Participants were also able to meet with vendors from Frisco Lawn & Power, Lowe's, the Masters Gardeners and the Master Naturalists.



