



Special City Council Meeting
Council Chambers/City Hall
851 FM 970, Florence, Texas

AGENDA

In accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, Notice is hereby given that a Special Meeting of the City Council of the City of Florence will be held on Wednesday, September 24, 2025, beginning at 6:00 p.m. in the City Hall Council Chambers located at 851 FM 970, Florence, Texas, for the purpose of considering the following agenda item.

Opening Agenda

Call to Order
Invocation & Pledge
Citizen's Participation

Deliberation Agenda

1. **PUBLIC HEARING** The meeting will hear public comments and concerns on the proposed 2025/2026 Budget.
2. Discussion, consideration, and possible action on the 1st reading of ORDINANCE 2025-21 MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF FLORENCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; APPROPRIATING MONEY TO A SINKING FUND TO PAY INTEREST AND PRINCIPAL ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF FLORENCE FOR THE 2025-2026 FISCAL YEAR.
3. Discussion, consideration, and possible action on certificate of deposit for the library

I, the undersigned authority do hereby certify that the Notice of Meeting was posted on the bulletin board outside the front door of the City Hall of the City of Florence, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: September 18, 2025 by 6:00 p.m. and remained so posted continuously for at least three business days preceding the scheduled time of said meeting.


Angelica Lombardi, City Secretary, City of Florence

Agenda items may be considered, deliberated, and/or acted upon in a different order than set forth above. At any time during the meeting and in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Council reserves the right to meet in executive session on any of the above agenda items for consultation concerning attorney-client matters (§551.071); deliberation regarding real property (§551.072); deliberation regarding prospective gift (§551.073); personnel matters (§551.074); and deliberation regarding security devices (§551.076). Any subject discussed in executive session may be subject to action during open meeting.

CITY OF FLORENCE

Agenda Summary Form

Agenda Item #:	Title:
1	PUBLIC HEARING The meeting will hear public comments and concerns on the proposed 2025/2026 Budget.
Summary:	
Option (s):	
<input type="checkbox"/>	
<input type="checkbox"/>	I move to make the motion to table discussion regarding this agenda item, for the reason _____ to move the discussion to (insert date).
<input type="checkbox"/>	If you are opposed to not second the motion. If a motion is not made, the item is dead.
Harrell: _____ Swope: _____ Bivens: _____	
Hyde: _____ Mayor Pro Tem Condon: _____ Mayor Daniel: _____	

"Negative" motions are generally not permitted. To dispose of a business item the motion should be phrased as a positive action to take and then if the group desires not to take this action, the motion should be voted down. The exception to the rule is when a governing body is asked to take action on a request and wished to create a record as to why the denial is justified.

CITY OF FLORENCE

Agenda Summary Form

Agenda Item #: 2	Title: Discussion, consideration, and possible action on the 1st reading of ORDINANCE 2025-21 MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF FLORENCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; APPROPRIATING MONEY TO A SINKING FUND TO PAY INTEREST AND PRINCIPAL ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF FLORENCE FOR THE 2025-2026 FISCAL YEAR.
Summary:	
Option (s):	
<input type="checkbox"/>	I move to make the motion to approve the first reading of ORDINANCE 2025-21 MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF FLORENCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; APPROPRIATING MONEY TO A SINKING FUND TO PAY INTEREST AND PRINCIPAL ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF FLORENCE FOR THE 2025-2026 FISCAL YEAR.
<input type="checkbox"/>	I move to make the motion to table discussion regarding this agenda item, for the reason _____ to move the discussion to (insert date).
<input type="checkbox"/>	If you are opposed to not second the motion. If a motion is not made, the item is dead.
Harrell: _____ Swope: _____ Bivens: _____	
Hyde: _____ Mayor Pro Tem Condon: _____ Mayor Daniel: _____	

"Negative" motions are generally not permitted. To dispose of a business item the motion should be phrased as a positive action to take and then if the group desires not to take this action, the motion should be voted down. The exception to the rule is when a governing body is asked to take action on a request and wished to create a record as to why the denial is justified.

CITY OF FLORENCE

851 FM 970 ~ PO Box 430, Florence, Texas 76527

Mayor: Ben Daniel

Mayor Pro-Tem: Mary Condon

Alderwoman: Debra Bivens

Alderwoman: Mary Jane Swope

Alderman: Forrest Hyde

Alderman: Mike Harrell

ADOPTED ANNUAL BUDGET OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026

The property tax rate will decrease 0.61% from 2024 tax rate. This budget will raise more revenue from property taxes than last year's budget.

RECORD OF CITY COUNCIL'S VOTE ON ADOPTION OF BUDGET- 1st reading September 24, 2025

POSITION	NAME	FOR	AGAINST		ABSENT
Mayor	Ben Daniel	N/A	N/A		N/A
Mayor Pro-Tem	Mary Condon				
Alderwoman	Mary Jane Swope				
Alderwoman	Debra Bivens				
Alderman	Forrest Hyde				
Alderman	Mike Harrell				

RECORD OF CITY COUNCIL'S VOTE ON ADOPTION OF BUDGET- 2nd reading September 30, 2025

POSITION	NAME	FOR	AGAINST	ABSENT
Mayor	Ben Daniel	N/A	N/A	N/A
Mayor Pro-Tem	Mary Condon			
Councilmember	Mary Jane Swope			
Councilmember	Debra Bivens			
Councilmember	Forrest Hyde			
Councilmember	Mike Harrell			

PROPERTY TAX RATE COMPARISON (Rates expressed per \$100 of value)

TAX RATE	TAX YEAR 2024	TAX RATE	TAX YEAR 2025
No-New Revenue Rate	\$0.571484	No New Revenue	\$0.565384
Voter Approval rate	\$0.586174	Voter Approval	\$0.582550
Adopted Tax Rate	\$0.586173	Adopted Tax Rate	\$0.582550
Effective MO Tax Rate	\$0.434448	Effective MO Tax Rate	\$0.425136
Debt Rate	\$0.151725	Debt Rate	\$0.157414
De minimis Rate	\$1.156337	De minimis Rate	\$1.141533

TOTAL AMOUNT OF MUNICIPAL DEBT OBLIGATIONS SECURED BY PROPERTY TAXES

DEBT ISSUE	PRINCIPAL	INTEREST	TOTALS
2014 Certificate of Obligation	\$10,194.00	\$1,806.00	\$12,000.00
2021 USDA C of O	\$29,000.00	\$37,400.00	\$66,400.00
2020 C of O- Street Improvements	\$44,000.00	\$11,047.50	\$55,047.50
NEC Financial-IT/Server	\$5,169.98	\$1,242.34	\$6,412.32
TOTALS	\$88,363.98	\$51,495.84	\$139,859.82

Total outstanding debt as of 9/30/2025- \$ 2,141,509

Total annual payments including obligations secured by property taxes- \$ 139,860

The income/expense for 2024-2025 budget increased from previous year by 16%

2024-2025 \$2,653,450 ~ 2025-2026 \$3,093,400

Ordinance No: 2025-21

AN ORDINANCE MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF FLORENCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; APPROPRIATING MONEY TO A SINKING FUND TO PAY INTEREST AND PRINCIPAL ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF FLORENCE FOR THE 2025-2026 FISCAL YEAR.

Whereas, the budget, appended here as Exhibit "A", for the fiscal year beginning October 1, 2025, and ending September 30, 2026 was duly presented to the City Council by the Mayor, Ben Daniel, and a public hearing was ordered by the City Council and a public notice of said hearing was caused to be given by the City Council and said notice was published in the Williamson County Sun and said public hearing was held according to said notice; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FLORENCE:

SECTION 1. That the appropriations for the fiscal year beginning October 1, 2025 and ending September 30, 2026, for the support of the general government of the City of Florence, Texas be fixed and determined for said terms in accordance with the expenditures shown in the City's Fiscal Year 2025-2026 Budget, a copy of which is appended hereto as Exhibit "A";

SECTION 2. That the Budget, as shown in words and figures in Exhibit "A", is hereby approved in all respects and adopted as the City's Budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026.

SECTION 3. That there is hereby appropriated the amount shown in said budget necessary to provide for a sinking fund for the payment of the principal and interest and the retirement of the bonded debt requirements of Fiscal 2025-2026 of the City of Florence.

SECTION 4. This Ordinance shall become effective upon adoption of its second and final reading by the City Council of the City of Florence, Texas.

PASSED AND APPROVED on First Reading on the ____ day of September, 2025, by ____ affirmative votes, at a meeting of the City Council of the City of Florence, Texas.

PASSED AND APPROVED on the Second Reading on the ____ day of September, 2025, by ____ affirmative votes, at a meeting of the City Council of the City of Florence, Texas.

Ben Daniel, Mayor

ATTEST:

Angelica Lombardi, City Secretary

CERTIFICATE OF POSTING

STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Angelica Lombardi, being the current City Secretary of the City of Florence, Texas, do hereby certify that the attached is a approved and correct copy of Ordinance # 2025-21, passed and approved by the City Council of the City of Florence, Texas, on the _____ day of _____, 2025, and such Ordinance was duly adopted at a meeting open to the Public and notice of said meeting, given the date, place, and subject thereof, was posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of Office this ____ day of September, 2025.

Angelica Lombardi - City Secretary

Budget Overview_Budget_FY26_P&L_Report
Florence Public Library
FY 25-26

Exhibit A

Account	Oct 2025 - Sep 2026
Income	
Direct Public Support	
City of Florence	20,000.00
Friends of the Library	0.00
Individ, Business Contributions	5,000.00
Total for Direct Public Support	25,000.00
Donations	0.00
Services	500.00
Investments	
Interest-Savings, Short-term CD	2,700.00
Cash Transfer In	23,579.47
Total for Investments	26,279.47
Total for Income	51,779.47
Cost of Goods Sold	0.00
Gross Profit	51,779.47
Expenses	
Computers	500.00
Events	3,000.00
Janitorial Services	600.00
Operations	
Books, Subscriptions, Reference	3,740.60
Software Maintenance	2,622.00
Supplies	1,320.00
Telephone, Telecommunications	3,900.00
Total for Operations	11,582.60
Payroll Expenses	
Medicare Employer	483.06
Social Security Employer	2,065.49
SUI	234.00
Wages	33,314.32
Retirement	0.00
Total for Payroll Expenses	36,096.87
Total for Expenses	51,779.47
Net Operating Income	0.00
Other Income	0.00
Other Expenses	0.00

Budget Overview_Budget_FY26_P&L_Report
Florence Public Library
FY 25-26

Account	Oct 2025 - Sep 2026
Net Other Income	0.00
Net Revenue over Expenses	0.00

Budget Overview_Budget_FY26_P&L_Report
Florence - Water and Sewer
FY 25-26

Account	Oct 2025 - Sep 2026
Income	
Bulk Water	50,000.00
Credit Card Fees	4,050.00
Disconnect Fees/Late Charges	12,000.00
Final Out Deposits	5,300.00
Garbage	214,200.00
Interest	500.00
Misc. Income	150.00
Street and Maintenance	15,000.00
Taps (Water & Sewer)	7,500.00
Transfers In	9,000.00
Wastewater	275,000.00
Water	825,000.00
Total for Income	\$1,417,700.00
Cost of Goods Sold	0.00
Gross Profit	\$1,417,700.00
Expenses	
Communications	3,000.00
Equipment Maintenance	2,500.00
Backhoe	
Total for Backhoe	\$2,500.00
Case Utility Tractor	5,000.00
Total for Case Utility Tractor	\$5,000.00
Jet Machine	0.00
Total for Jet Machine	\$5,000.00
Pumps	
Skid Loader	
Total for Skid Loader	\$150.00
Small Equipment	
Trucks	
Total for Trucks	\$7,000.00
Total for Equipment Maintenance	\$22,150.00
Equipment Purchase	
Safety Equipment	275.00
Tools	1,500.00

Budget Overview_Budget_FY26_P&L_Report
Florence - Water and Sewer
FY 25-26

Account	Oct 2025 - Sep 2026
Total for Equipment Purchase	\$1,775.00
Garbage Expense	186,200.00
General and Administrative	
Audit	6,500.00
Computer	900.00
Computer Maintenance	13,500.00
Contingency Fund	108,648.04
Fire & Safety	2,000.00
Fuel	8,000.00
Office/Shop Supplies	1,500.00
Postage	4,500.00
Professional Fees	15,000.00
Publications	
Public Works Building	
Total for Public Works Building	\$8,240.00
Software Fees	2,000.00
Software Maintenance	1,200.00
Training	100.00
Total for General and Administrative	\$172,088.04
Payments	
2014 C of O	54,428.00
2019 C of O	37,808.25
Gov Capital New Equipment	28,983.65
Grants	
Heavy Equipment	11,639.25
SIB Loan	5,951.97
Total for Payments	\$138,811.12
Payroll	
Insurance	43,199.70
License Raises	0.00
Longevity	841.50
Medicare	4,582.75
Retirement Company	16,276.68
Social Security FICA	19,595.22
SUI	869.54
Wages	315,210.45

Budget Overview_Budget_FY26_P&L_Report
Florence - Water and Sewer
FY 25-26

Account	Oct 2025 - Sep 2026
Total for Payroll	\$400,575.84
Personnel	
Membership Fees	800.00
Reimbursement	300.00
Safety	400.00
Training	1,500.00
Uniforms	1,000.00
Total for Personnel	\$3,700.00
SCADA	7,500.00
Surface Water	
Committed Water Charge	70,000.00
Minimum Monthly Charge	12,000.00
Reserved Water Charge	32,000.00
Volume Charges per 1,000 Gallon	150,000.00
Total for Surface Water	\$264,000.00
Wastewater Collection System	
Sewer line Maintenance	31,700.00
Total for Wastewater Collection System	\$31,700.00
Wastewater Treatment Plant	
Disinfection	
Total for Disinfection	\$7,000.00
Electricity	24,000.00
Grounds/Building Maintenance	5,700.00
Lab	7,800.00
Maintenance	30,000.00
Sludge	2,000.00
Supplies	800.00
TCEQ Permit	2,000.00
Total for Wastewater Treatment Plant	\$79,300.00
Water Distribution	
Waterline Maintenance	43,400.00
Total for Water Distribution	\$43,400.00
Water Production	
Disinfection	
Total for Disinfection	\$15,000.00

Budget Overview_Budget_FY26_P&L_Report
Florence - Water and Sewer
FY 25-26

Account	Oct 2025 - Sep 2026
Electricity	25,000.00
Maintenance-Wells	15,000.00
Service Pump	2,000.00
Tank	0.00
Tank Inspections	1,000.00
Water Testing	
Total for Water Testing	\$5,500.00
Total for Water Production	\$63,500.00
Total for Expenses	\$1,417,700.00
Net Operating Income	\$0.00
Other Income	
Series 2014 C of O Income	0.00
Total for Other Income	\$0.00
Other Expenses	0.00
Net Other Income	\$0.00
Net Revenue over Expenses	0.00

Budget Overview_Budget_FY26_P&L_Report
Florence - General
FY 25-26

Account	Oct 2025 - Sep 2026
Income	
Customer Service Fees/Reports	2,800.00
Sales Tax-Reduce Property Tax	145,000.00
Events Revenue	1,500.00
Fines	238,000.00
Franchise Fees	45,000.00
Interest Income	1,000.00
Juvenile Case Manager Salary	-
Licenses/Permits/Inspections	60,000.00
Misc. Income	200.00
Pool Revenue	7,000.00
Property Tax	560,000.00
Rental Fees	31,100.00
Sales Tax	300,000.00
SRO Reimbursement	205,000.00
Staff Time Reimbursement	-
Swimming Pool(Concession)	6,500.00
Other Income Dedicated: Street Maint. Fund	
Total Income	1,603,100.00
Expense	
Florence Library	20,000.00
Library Donation	20,000.00
General and Administrative	279,800.38
Admin Training	2,000.00
Audit Expense	9,000.00
Bank Charges	200.00
Building Official	15,000.00
Cell Phones	7,200.00
Cleanup Fees	-
Codification	5,000.00
Contingency Fund	12,800.38
Copier	4,800.00
Council Expense	1,000.00
Dues/Memberships/Website	8,000.00

Budget Overview_Budget_FY26_P&L_Report
Florence - General
FY 25-26

Account	Oct 2025 - Sep 2026
Election Expenditures	2,000.00
Electric	42,000.00
Engineer Fees	10,000.00
Events	14,000.00
Fuel	-
Grant Fees	10,000.00
Insurance TML	79,500.00
Legal Fees-City	32,000.00
Mowing Contract	7,800.00
Office Supplies	8,500.00
Postage	2,000.00
Postage Equipment	1,000.00
Public Notices/Publications	1,000.00
Recording Fees	500.00
Uniforms	1,000.00
Wm Co. App. District	3,500.00
General Fund Payments	140,648.00
2014 C of O	12,000.00
2020 C of O Street Improvements	55,048.00
USDA Loan	66,400.00
NECFIN	7,200.00
Municipal Complex Operating	71,870.00
Cleaning Services	11,000.00
Computer Maintenance	9,000.00
Fire Inspections	700.00
Janitorial Supplies	720.00
Maintenance	9,900.00
Misc. Expense	250.00
Pest Control	1,700.00
Utilities-Water	2,600.00
VOIP System	36,000.00
Municipal Court	175,640.00
Accurint	700.00
Incode	18,000.00
Legal Fees	15,000.00

Budget Overview_Budget_FY26_P&L_Report
Florence - General
FY 25-26

Account	Oct 2025 - Sep 2026
Membership/Handbook	500.00
Municipal Judge	12,600.00
Omni	800.00
Printing Cost	640.00
State Fine/Dedicated Funds/Jury	125,000.00
Training	2,400.00
Park & Recreation Expense	5,000.00
Park Maintenance	5,000.00
Payroll Expenses	805,461.62
Insurance	83,519.34
Longevity	1,096.50
Medicare - City	9,290.98
Retirement - City	30,310.68
Social Security - Employer	39,726.95
SUI	1,856.33
Wages	639,660.84
Police Department	99,550.00
Ammunition	1,800.00
Building Maintenance	-
Certification/Accreditation	2,000.00
Citation Printing	250.00
Computer Supplies	-
Copier Lease	2,600.00
County Dispatch pay	2,500.00
COUNTY IT FEES	1,500.00
Dues & Membership	500.00
Electronic Repair & New Equip	4,000.00
Fuel	40,000.00
K-9 Expense	2,000.00
Office Supplies	8,500.00
Radar Certifications	500.00
Records Management System	2,000.00
Shared Radio Expense	6,800.00
Software and Computer Maint	2,000.00
Training	4,600.00

Budget Overview_Budget_FY26_P&L_Report
Florence - General
FY 25-26

Account	Oct 2025 - Sep 2026
Uniforms	2,000.00
Vehicle Maintenance	16,000.00
Street and Drainage Expense	10,000.00
Swimming Pool Expenses	15,950.00
Total Expense	1,623,920.00
Net Revenue over Expenses	-20,820.00
Reserve Spending	
Transfer from Court Tech Fund	9,500.00
Transfer from Police Training Fund	1,000.00
Transfer from Child Safety Fund	2,000.00
Transfer from Forfeiture	7,320.00
Transfer from Unreserved Fund	-
Transfer from Juvenile Case Manager(Training)	1,000.00
	<u>20,820.00</u>
	(0.00)

CITY OF FLORENCE

Agenda Summary Form

Agenda Item #: <div style="text-align: center; font-size: 1.2em;">3</div>	Title: Discussion, consideration, and possible action on certificate of deposit for the library.
<p>Summary: Staff recommends that council approve the treasurer to invest funds at the best alternative of city funds in accordance with the Public Funds Investment Act and outlined within the investment policy. The Library staff and the Library advisory board recommended reinvesting funds at the best available rate and term.</p> <p>The Library has a certificate of deposit (CD) at Vera Bank. The CD matures on 10/1/2025. The city has three options to evaluate:</p> <ol style="list-style-type: none"> 1. Liquidate the CD and place it in operating account. 2. Renew automatically at 7 months term at stated rate which is currently 2.5% or if a better sales rate offered. Rates are published on 10/1/2025. 3. Liquidate the CD and move funds to investment pool at Texas Class. 	
Option (s):	
<input type="checkbox"/>	I make a motion to approve that the treasurer may purchase, sell, and invest the proceeds of maturity of the Library CD on 10/1/2025 and before 10/10/25 in accordance with investment policies approved by the City Council.
<input type="checkbox"/>	I move to make the motion to table discussion regarding this agenda item, for the reason _____ to move the discussion to (insert date).
<input type="checkbox"/>	If you are opposed to not second the motion. If a motion is not made, the item is dead.
Harrell: _____ Swope: _____ Bivens: _____	
Hyde: _____ Mayor Pro Tem Condon: _____ Mayor Daniel: _____	

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