



NOTICE OF THE CITY OF BRECKENRIDGE
**REGULAR MEETING OF THE BRECKENRIDGE CITY
COMMISSION**

February 04, 2025 at 5:30 PM

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the City Commission will meet in a Regular Meeting of the Breckenridge City Commission on February 04, 2025 at 5:30 PM at the Breckenridge City Offices, 105 N. Rose Avenue, Breckenridge, Texas.

CALL TO ORDER

INVOCATION led by Paul Huntington Jr.

PLEDGE OF ALLEGIANCE

American Flag

OPEN FORUM

This is an opportunity for the public to address the City Commission on any matter of public business, except public hearings. Comments related to public hearings will be heard when the specific hearing begins.

STAFF REPORT

(Staff Reports are for discussion only. No action may be taken on items listed under this portion of the agenda, other than to provide general direction to staff or to direct staff to place such items of a future agenda for action.)

City Manager

1. City Business

Employee of the Month-Eithan Helms

Introduction of ACO Supervisor Steve Jennings, and update on Animal Control Operations

Recognition of Jessica Sutter TMCA Certification

Grants update

2. Upcoming Events

- 2/10 Cemetery Cleanup will begin
- 2/14 Last day for candidates to file for a place on the ballot
- 2/17 City Offices closed for Presidents Day
- 2/20 Bulk Pickup
- 2/22 Chamber of Commerce Annual Banquet

CONSENT AGENDA

Any commission member may request an item on the Consent Agenda to be taken up for individual consideration.

- 3. Consider approval of department head reports and monthly investment reports for December 2024.
- 4. Consider approval of the January 7, 2025, regular commission meeting minutes as recorded.
- 5. Discussion and any necessary action regarding approval of the 2024 annual Police Department Racial Profiling Report.

PUBLIC HEARING ITEMS

- 6. Hold a public hearing regarding the City's TxCDBG DRP Grant #CDM22-0022 amendment for the addition of street reconstruction, electrical improvements, and associating improvements along West Elm Street from North Rose Avenue to North McAmis Street.

ACTION ITEMS

- 7. Discussion and any necessary action regarding approval of Resolution 2025-05 amending the City's TxCDBG DRP Contract CDM-22-0022 Performance Statement to add 03K (Activity Code) street improvement activities to the City's Downtown area.
- 8. Discussion and any necessary action regarding annual audit for FY 2023/2024.
- 9. Discussion and any necessary action regarding approval of an engineering contract for a 2025-2026 CDBG Grant.
- 10. Discussion and any necessary action regarding approval of Resolution 2025-03 authorizing an application for Financial Assistance from the Texas Water Development Board to fund water loss system improvement projects.
- 11. Discussion and any necessary action regarding approval of Ordinance 2025-02 ordering a Municipal General Election to be held on May 3, 2025, for the purpose of electing the offices of Commissioner Place 3 and Commissioner Place 4.

- [12.](#) Discussion and any necessary action regarding approval of Resolution 2025-04 authorizing the application of a Criminal Justice Division Grant through the Governors office to purchase new equipment for Law Enforcement.
- [13.](#) Discussion and any necessary action regarding Resolution 2025-02 appointing members to the Planning and Zoning Commission with a term set to expire February 28, 2025.
- [14.](#) Discussion and any necessary action regarding the final reading of Ordinance 2025-01; Texas Gas Service franchise agreement renewal.

RECEIVE REQUESTS FROM COMMISSION MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA

Discussion under this section must be limited to whether or not the Commission wishes to include a potential item on a future agenda.

ADJOURN

NOTE: As authorized by Section 551.071 of the Texas Government Code (Consultation with City Attorney), this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Breckenridge City Hall, 105 North Rose Avenue, Breckenridge, Texas , by **5:00 PM** on the **31st day of FEBRUARY 2025**.

City Secretary



Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Breckenridge City Hall 48 hours in advance, at 254-559-8287, and reasonable accommodations will be made for assistance.



COMMUNITY INFORMATION

DATE: January 31, 2025

RE: CEMETERY CLEAN UP PROGRAM

Cemetery personnel will begin cleaning the Cemetery on Monday, February 10, 2025. This is a semi-annual procedure to clean the Cemetery in preparation for the grass and flower season.

The following portions of the new rules regarding the Cemetery must be observed:

Rule 18 - No gravel, stone, brick, cement, or artificial walks will be allowed upon the lots. No boxes, shells, toys, glassware, trinkets, or similar items (other than sleeved vases), except they being attached to the base of an upright monument will be permitted to be placed on any space or lot.

Rule 19 – No fencing, coping, or enclosure of any nature whatever will be allowed upon lots or graves, except cornerstones for lots which must be level with the ground and made of unpolished granite or bronze to replace markers placed by the City. Initials are allowed on only one corner.

Rule 21 – Solar lights are not permitted.

Rule 22. – Flower saddles are allowed on upright stones only.

Rule 23 – No benches, chairs, or like items shall be permitted on any space or lot. The placing of flowers on a space or lot shall be in a sleeve-type metal container or hanging from a “shepherd’s hook” type hanger. Only one flower arrangement per space will be permitted. The planting of trees, shrubs, and bushes will not be permitted without prior approval.

Rule 24 – For the following special dates, floral arrangements consisting of blankets (maximum size 4’x6’), easels, and potted plants may be placed on grave sites three (3) days before through three (3) days after the date, except for Thanksgiving Day and Christmas Day, which will be five (5) days before and five (5) days after:

Easter Sunday
Mother’s Day
Memorial Day

Father’s Day
Fourth of July
Veterans Day

Thanksgiving Day
Christmas Day

At the expiration of the third day after the special date, if the individuals involved have not removed the decorations, the cemetery personnel have been instructed to remove the decorations. The City reserves the right to remove any plant, tree or shrub should the same become detrimental or unsightly.

Rule 29(c) – Any temporary marker that has been in place longer than 90 days will be removed.

Please Note: The City will not be responsible for storing any items removed during the Cemetery Clean-up that takes place twice a year.

Anyone having questions concerning the cemetery can contact City Offices at 254-559-8287.



Jessica Sutter
City Secretary



**BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM**

Subject: Consider approval of department head reports and monthly investment reports for December 2024.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

The City approves an investment policy that complies with the Public Funds Investment Act of 1987 annually. The city allows investments in money market accounts, certificates of deposits, and investment pools. The Treasurer or their designee is required to provide a quarterly investment report to the Commissioners.

The staff provides commissioners monthly with departmental reports and finance reports, including investment reports. This aids in the transparency of the staff's accomplishments and the city's current financials for commissioners and citizens.

FINANCIAL IMPACT:

N/A

STAFF RECOMMENDATION:

Consider approval of departmental reports and monthly investment reports for December 2024.



DEPARTMENTAL REPORTS

DECEMBER 2024

105 N. Rose Ave.
Breckenridge, TX 76424
254.559.8287
www.breckenridgetx.gov

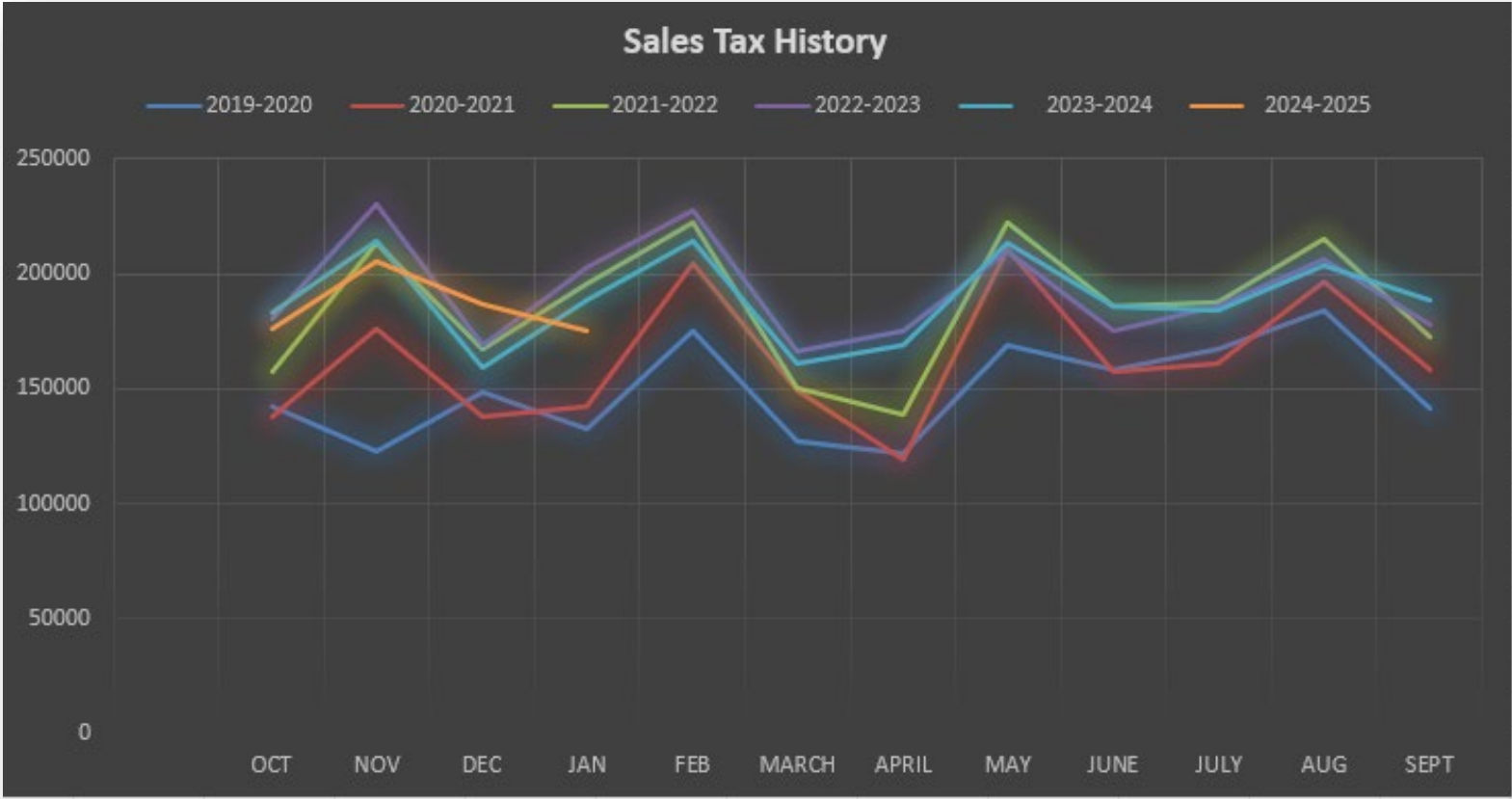
Finance

Bank Statement Balances

	Account Name	Balances as of Dec. 2023	Balances as of Dec. 2022	Item 3.
1001	GENERAL FUND	\$ 1,460,654.05	\$ 2,190,249.04	
1013	ARSON FUND	\$ 509.89	\$ 509.89	
1014	FEDERAL TAX & LOAN	\$ 81.09	\$ 32,977.83	
1001	WATER FUND	\$ 1,642,224.43	\$ 1,956,238.81	
1001	WASTEWATER FUND	\$ 1,023,000.26	\$ 1,295,216.86	
1001	SANITATION	\$ 9,821.82	\$ 35,444.66	
1001	FIRE DEPT. SPECIAL	\$ 10,835.10	\$ 7,855.01	
1001	FORFEITED PROPERTY	\$ 1,478.78	\$ 1,482.57	
1002	PAYROLL FUND	\$ 33,064.01	\$ 52,314.20	
1001	EQUIP. REPLACEMENT FUND	\$ 442,047.64	\$ 387,849.27	
1001	STREET MAINTENANCE	\$ 115,481.95	\$ 366,689.44	
1001	BRECKENRIDGE PARK FUND	\$ 9,618.24	\$ 10,040.93	
1001	POLICE DEPT. SPECIAL	\$ 13,622.83	\$ 13,657.61	
1001	Excess Sales Tax Revenue	\$ 17,644.30	\$ 17,689.35	
1001	Breck Trade Days	\$ 39,450.96	\$ 39,551.71	
1051	CO 2017 A&B Sinking /Rd	\$ -	\$ -	
1001	Water Capital Projects	\$ -	\$ (110,693.27)	
1001	Wastewater Capital Projects	\$ -	\$ 164,314.28	
1001	Capital Improvement Project	\$ 235,192.91	\$ 134,545.75	
1058	GENERAL DEBT SERVICE FUND	\$ -	\$ -	
1001	General Debt Service Fund P/C	\$ 270,017.17	\$ 518,205.49	
1001	REVENUE DEBT SERVICE FUND	\$ 312,054.48	\$ 312,821.84	
1025	Rescue Boat Donation	\$ 1,814.18	\$ 1,818.72	
1073	CWSRF LF1001492	\$ 3.02	\$ 3.02	
1076	CWSRF LF1001492 ESCROW	\$ 1,216,274.81	\$ 1,219,029.79	
1056	CWSRF CO 2022A L1001491	\$ 1.00	\$ 1.00	
1074	CWSRF CO 2022A L1001491 ESCROW	\$ 905,894.28	\$ 996,483.50	
1072	CWSRF CO 2022A L1001426	\$ 1.00	\$ 1.00	
1075	CWSRF CO 2022A L1001426 ESCROW	\$ 2,016,072.79	\$ 2,110,440.70	
1071	DWSRF LF1001495	\$ 2.10	\$ 4.27	
1079	DWSRF LF1001495 ESCROW	\$ 1,314,809.65	\$ 1,201,933.66	
1070	DWSRF CO 2022B L1001493	\$ 1.00	\$ 1.00	
1078	DWSRF CO 2022B L1001493 ESCROW	\$ 1,373,877.29	\$ 1,438,185.47	
1057	DWSRF CO 2022B L1001494	\$ 1.00	\$ 1.00	
1077	DWSRF CO 2022B L1001494 ESCROW	\$ 963,026.11	\$ 1,008,103.35	
1010	LOGIC CO 2023	\$ 8,361,632.37	\$ 6,436,274.74	
	TOTAL - ALL FUNDS	\$ 21,790,210.51	\$ 21,839,242.49	8

Fiscal Year Sales Tax Revenue Received

MONTH RECEIVED	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
OCT	\$142,235.00	\$138,040.00	\$157,493.00	\$180,530.00	\$182,914.00	\$ 176,173.38
NOV	\$122,415.00	\$176,091.00	\$213,510.00	\$230,739.00	\$214,002.00	\$ 205,342.24
DEC	\$149,000.00	\$138,215.00	\$167,667.00	\$169,037.00	\$158,898.22	\$ 186,724.15
JAN	\$132,144.00	\$142,770.00	\$195,423.00	\$203,137.00	\$188,303.76	\$ 175,492.04
FEB	\$175,232.00	\$204,822.00	\$222,525.00	\$228,165.00	\$214,081.01	
MARCH	\$127,285.00	\$149,849.00	\$150,395.00	\$166,133.00	\$161,140.16	
APRIL	\$121,607.00	\$119,118.00	\$138,407.00	\$175,455.75	\$169,163.15	
MAY	\$168,693.00	\$210,823.00	\$222,804.00	\$210,071.22	\$213,927.83	
JUNE	\$158,145.00	\$157,037.00	\$185,695.00	\$175,128.00	\$185,557.61	
JULY	\$167,474.00	\$160,631.00	\$187,757.00	\$185,736.00	\$184,363.32	
AUG	\$183,855.00	\$196,582.00	\$215,658.00	\$206,710.00	\$203,593.65	
SEPT	\$141,151.17	\$158,558.00	\$172,552.00	\$177,704.00	\$188,524.22	
TOTAL	\$1,789,236.17	\$1,952,536.00	\$2,229,886.00	\$2,308,545.97	\$2,264,468.93	\$ 743,731.81



SECURITIES PLEDGED

The following shows the calculation of deposit coverage for the deposits of The City of Breckenridge held in Clear Fork Bank on: December 31, 2024 and securities pledged as of: December 31, 2024

Checking account balances:	\$	7,513,913.45
CD balances:	\$	-
Total on deposit:	\$	<u>7,513,913.45</u>
FDIC Insurance coverage:		
Checking account balances:	\$	250,000.00
CD balances:	\$	-
	\$	<u>250,000.00</u>
Total Deposit balance		
less FDIC coverage:	\$	<u>7,263,913.45</u>
Securities pledged at market value:	\$	<u>7,625,202.84</u>
Excess securities pledged:	\$	<u>361,289.39</u>

2023 CO BOND

BOND
AMOUNT

• \$8,641,984.74

BANK
TRANSFERS

• \$2,778,765.00

TOTAL
INTEREST
EARNED

• \$573,054.99

CURRENT
BALANCE

• \$6,436,274.73

2023 CO BOND-LOGIC PROJECT EXPENDITURES

STREETS

\$2,597,870.78

PARK IMPROVEMENT

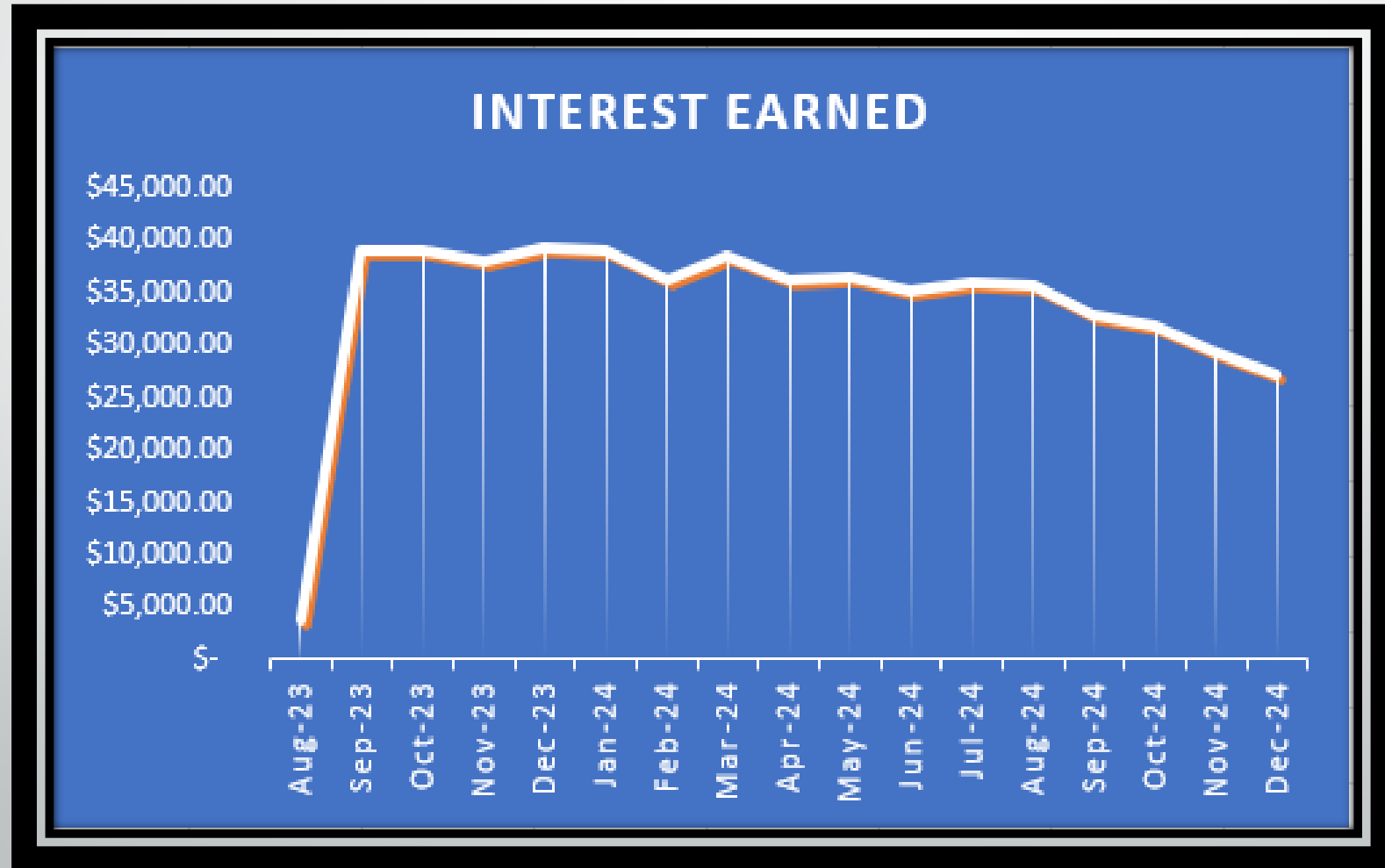
\$742,883.17

FACILITIES IMPROVEMENT

\$272,818.76

2023 CO BOND-LOGIC INTEREST EARNED

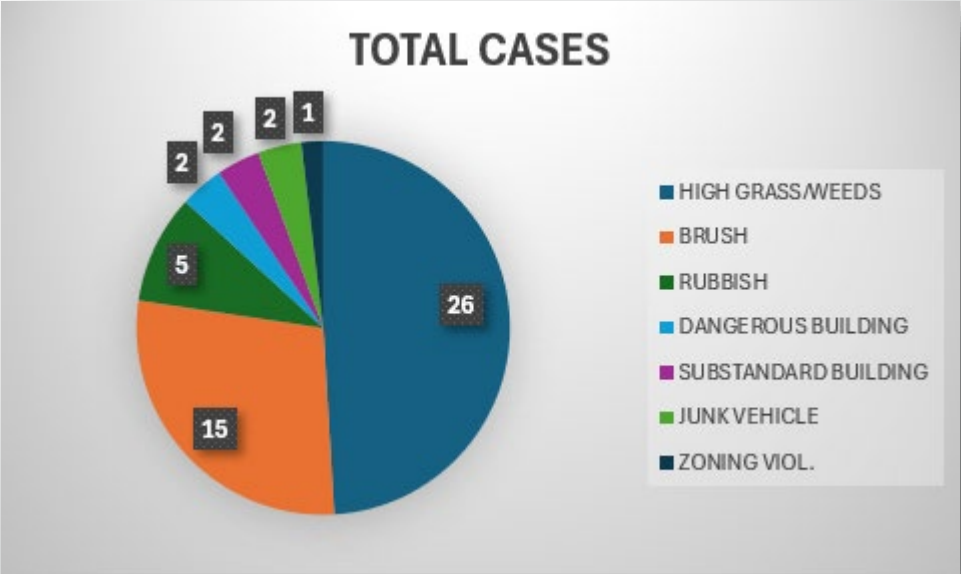
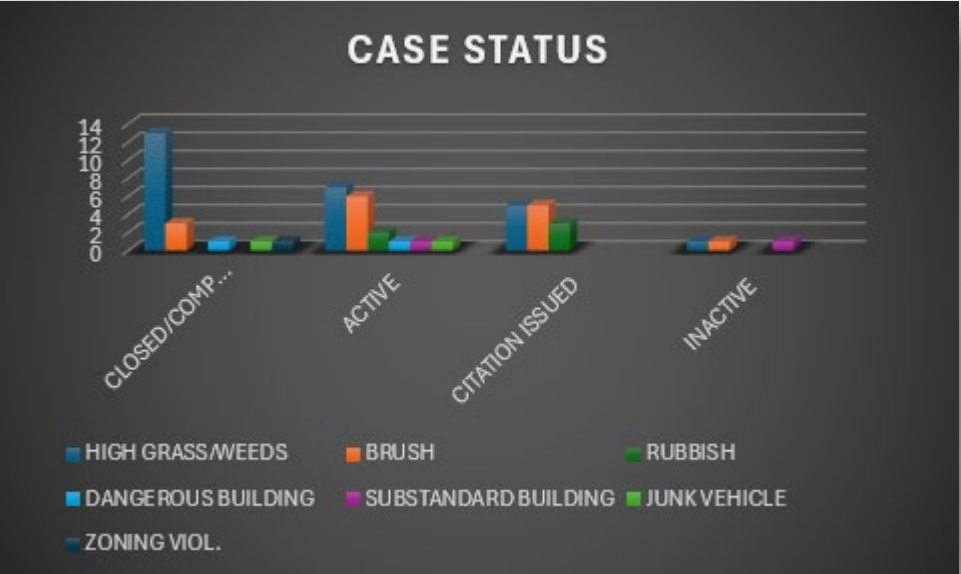
DECEMBER 2024: \$27,309.32 **TOTAL: \$573,054.99**



BUILDING & DEVELOPMENT

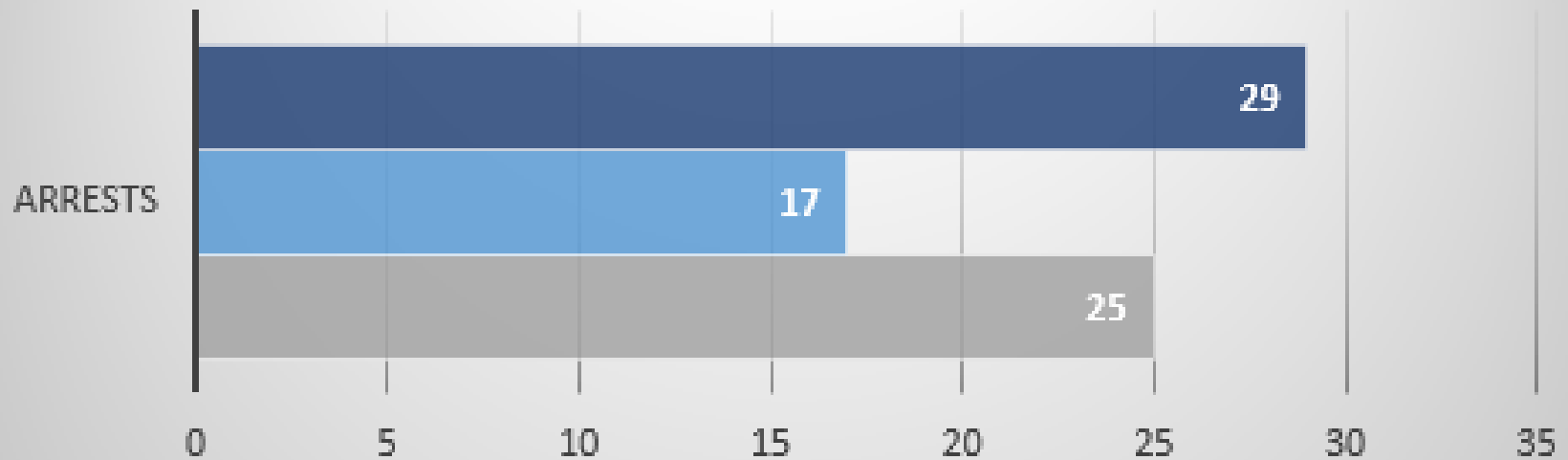
DECEMBER 2024		FY 2024-2025
Permits Issued:		
Building	1	11
Roof	0	1
Fence, windows, siding, etc.	0	0
Sign	0	0
Mobile home	1	2
Certificate of Occupancy	0	2
Electrical	5	20
Plumbing	2	7
Gas line	2	9
Irrigation	0	0
HVAC	2	4
Moving	0	0
Demolition	0	0
P&Z	0	0
Variance	0	1
Prelim/final plat/replat	0	0
Solicitor/vendor	0	0
Beer/wine/liquor license	0	4
Gaming machine license	0	1
Food Mobile Unit	0	7
Fire alarm	0	0
Fire sprinkler	0	0

CODE ENFORCEMENT DECEMBER 2024 CASES: 53

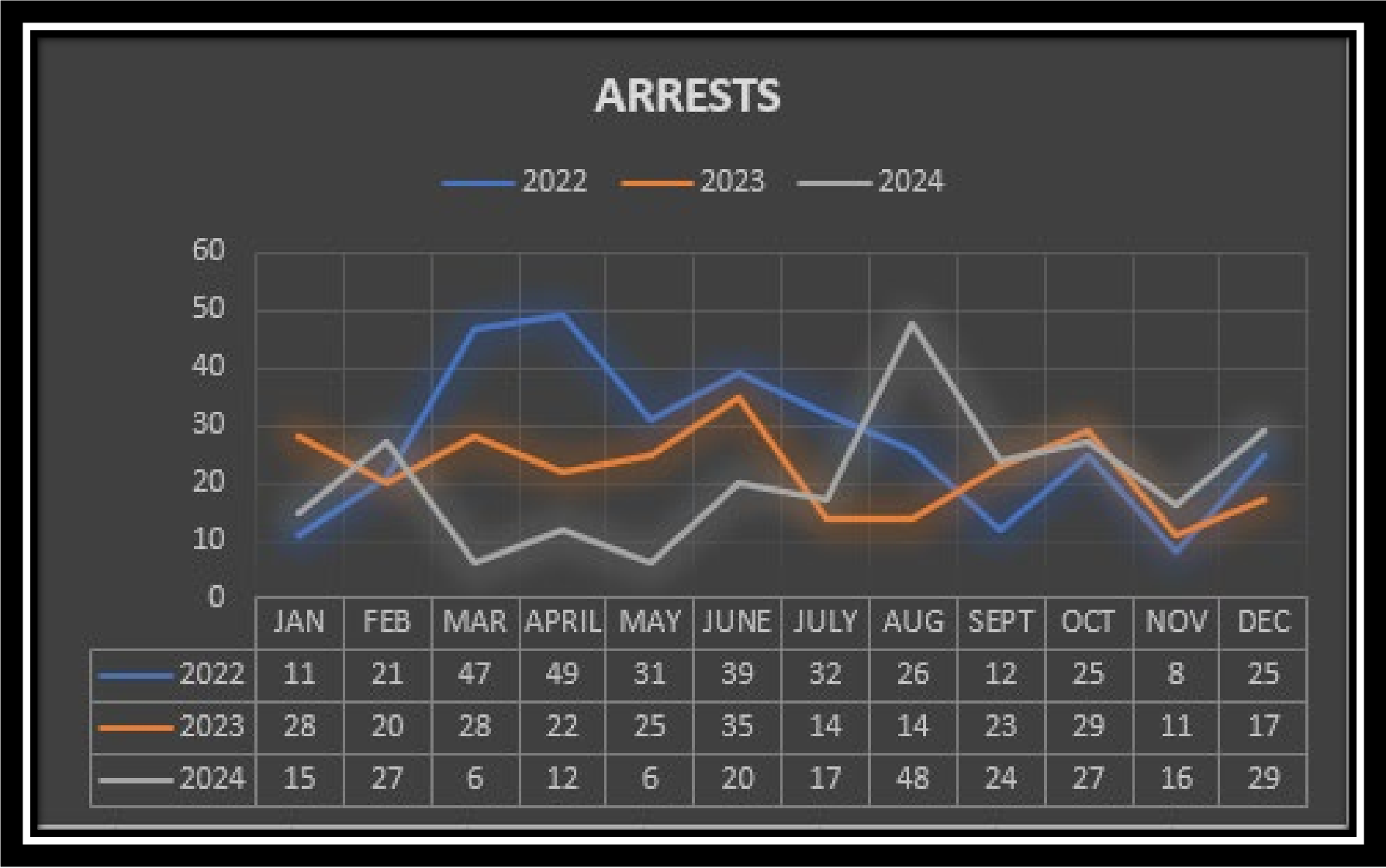




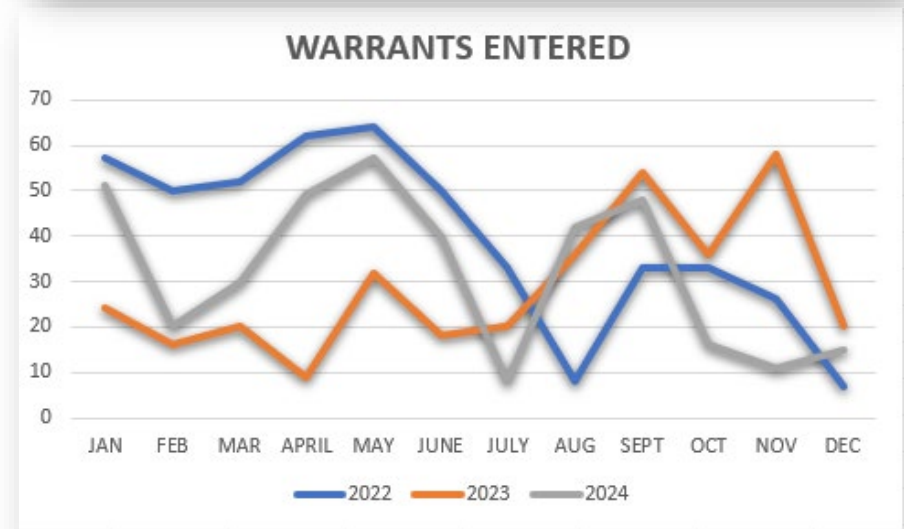
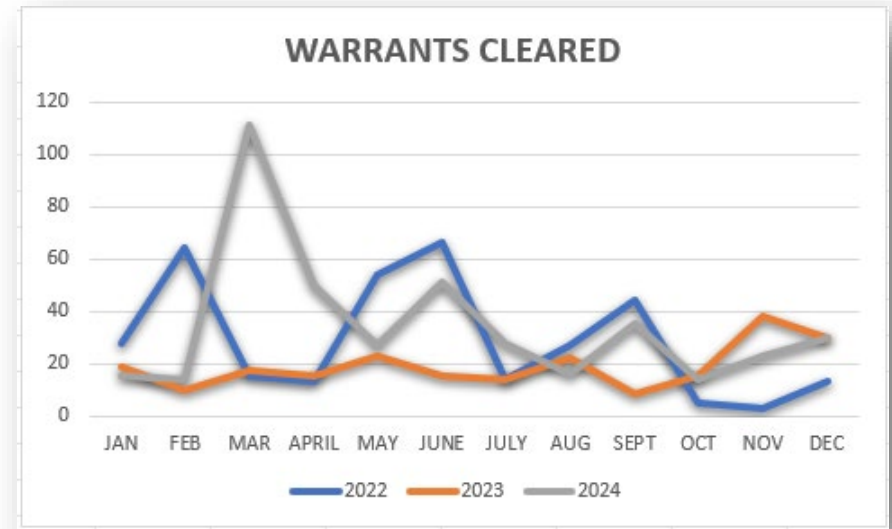
DECEMBER TOTAL ARRESTS



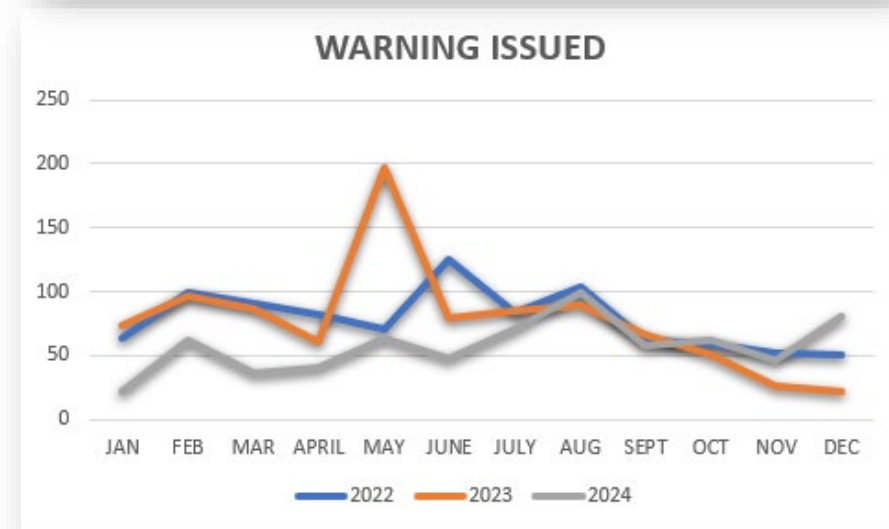
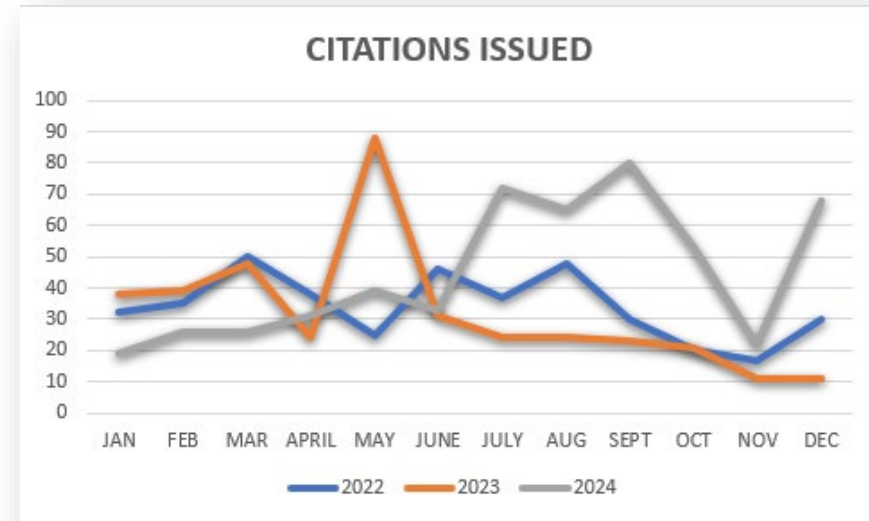
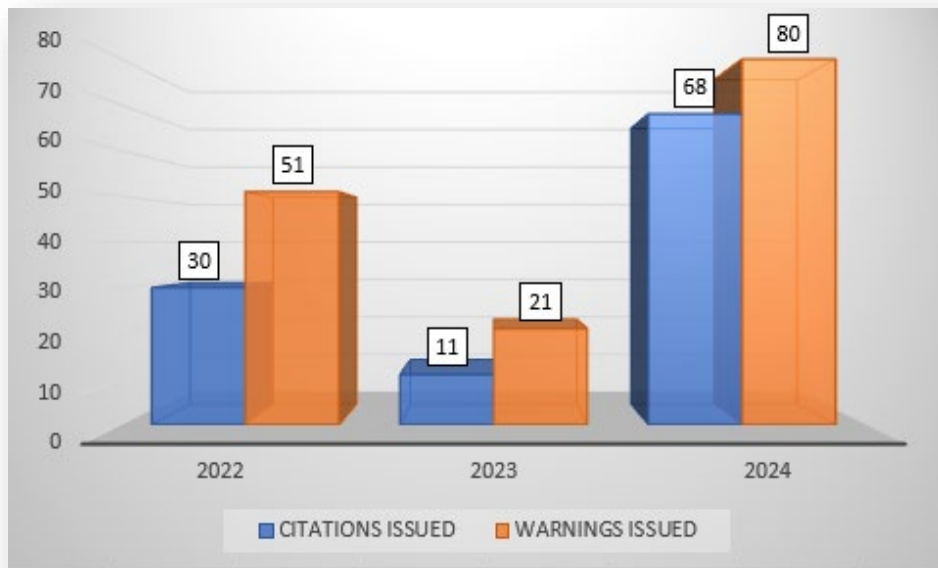
	ARRESTS
■ 2024	29
■ 2023	17
■ 2022	25



DECEMBER WARRANTS



DECEMBER CITATIONS & WARNINGS



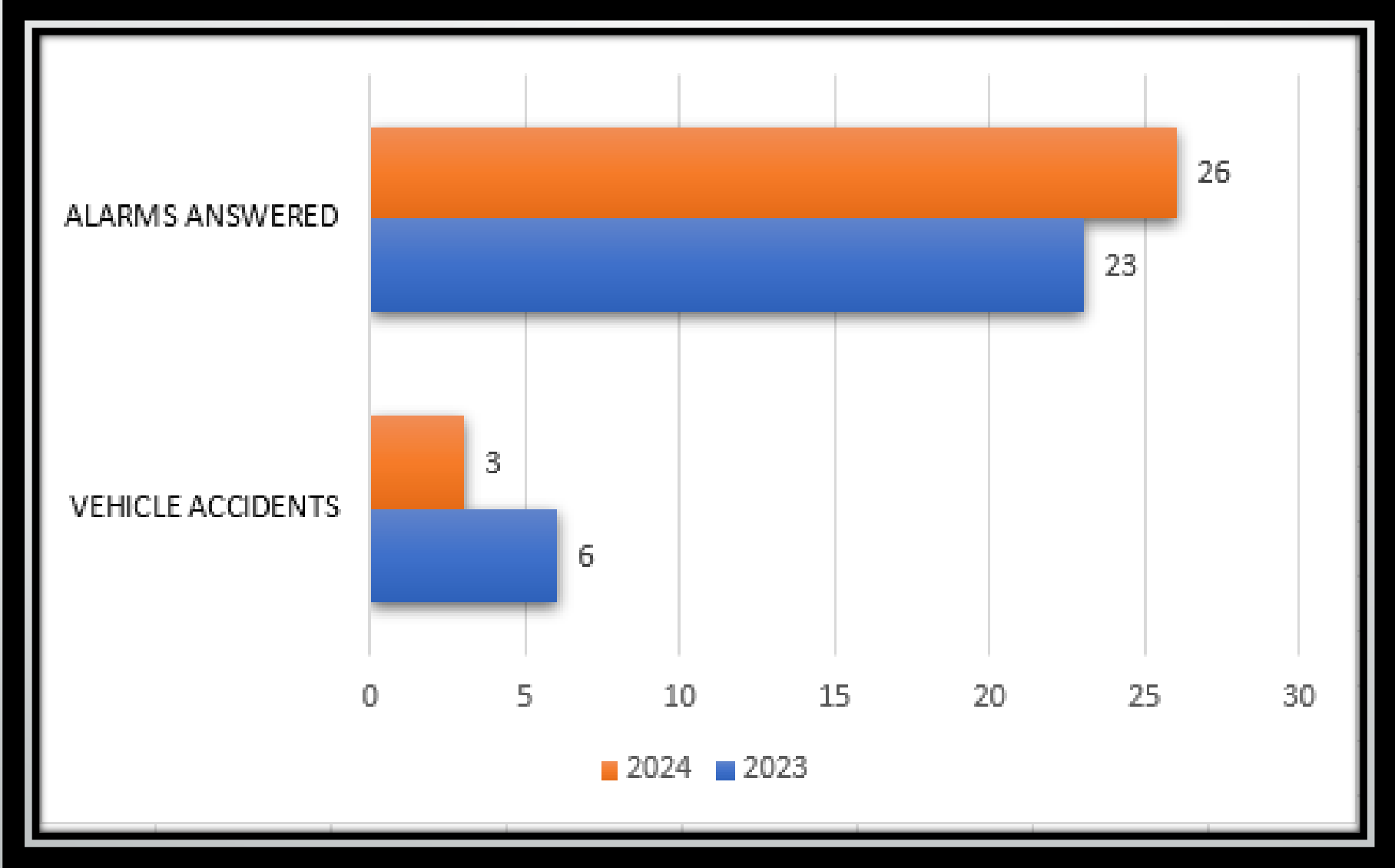
DECEMBER ANIMAL CONTROL

TOTAL CALLS: 113

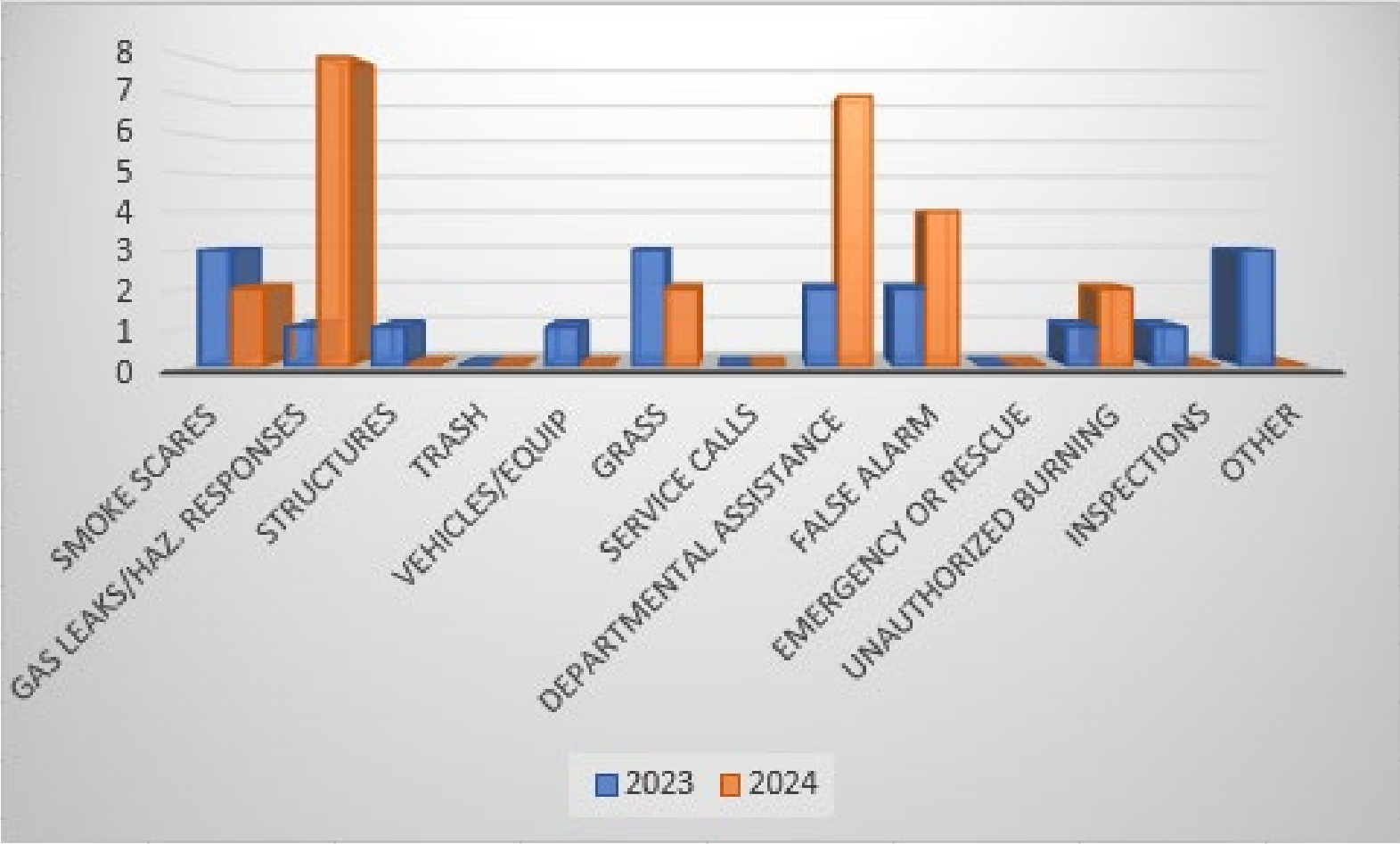
ANIMAL CARCASS 14	AT LARGE 29	AGGRESSIVE 10
FOLLOW UP 47	VIOL RABIES 5	INURED/SICK 4
CITATIONS 21	WARNINGS 10	OTHER 9

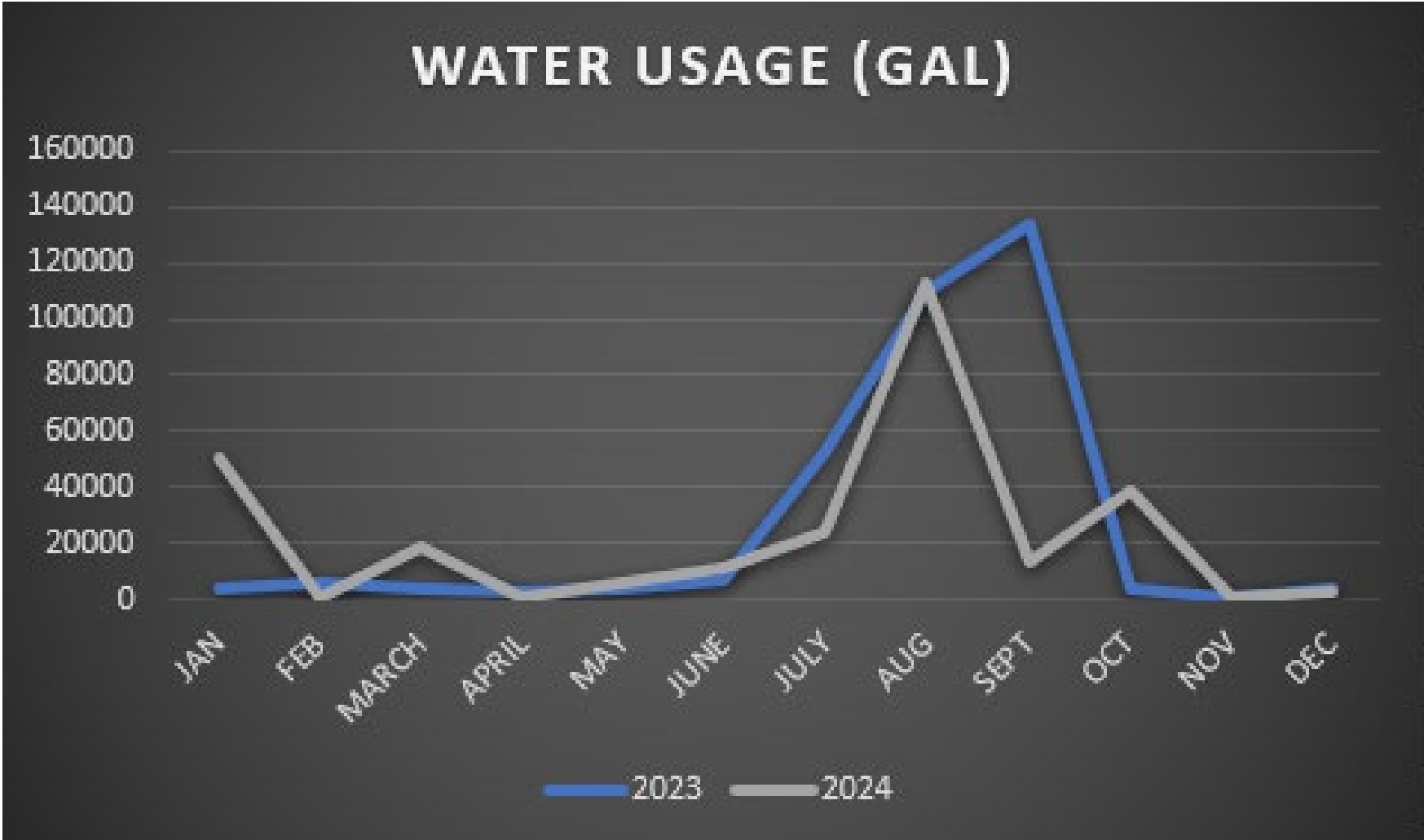


DECEMBER

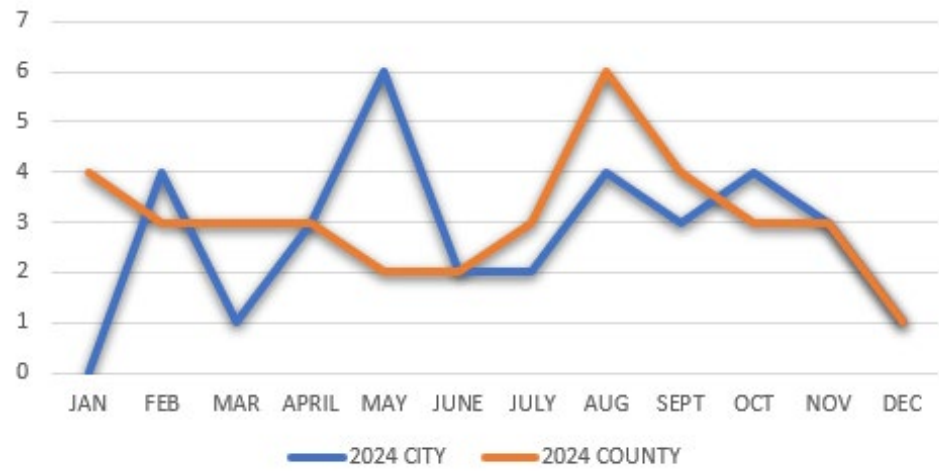


DECEMBER CALLS FOR SERVICE

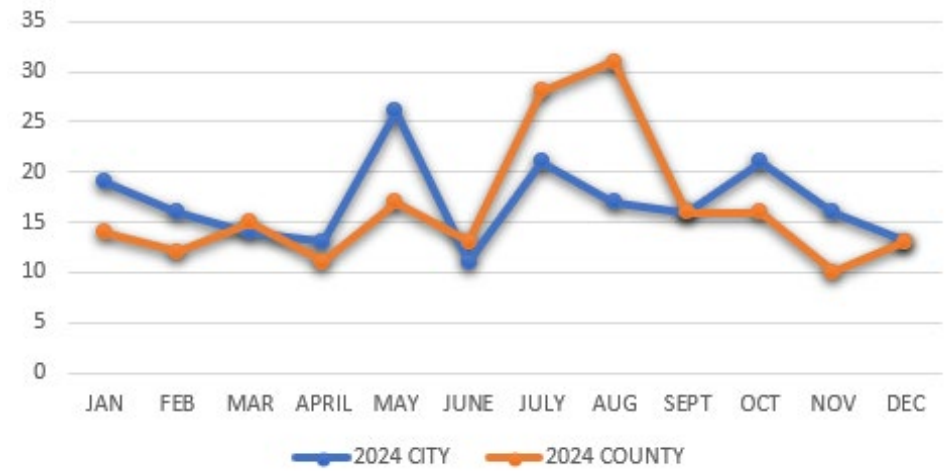




2024 VEHICLE ACCIDENTS

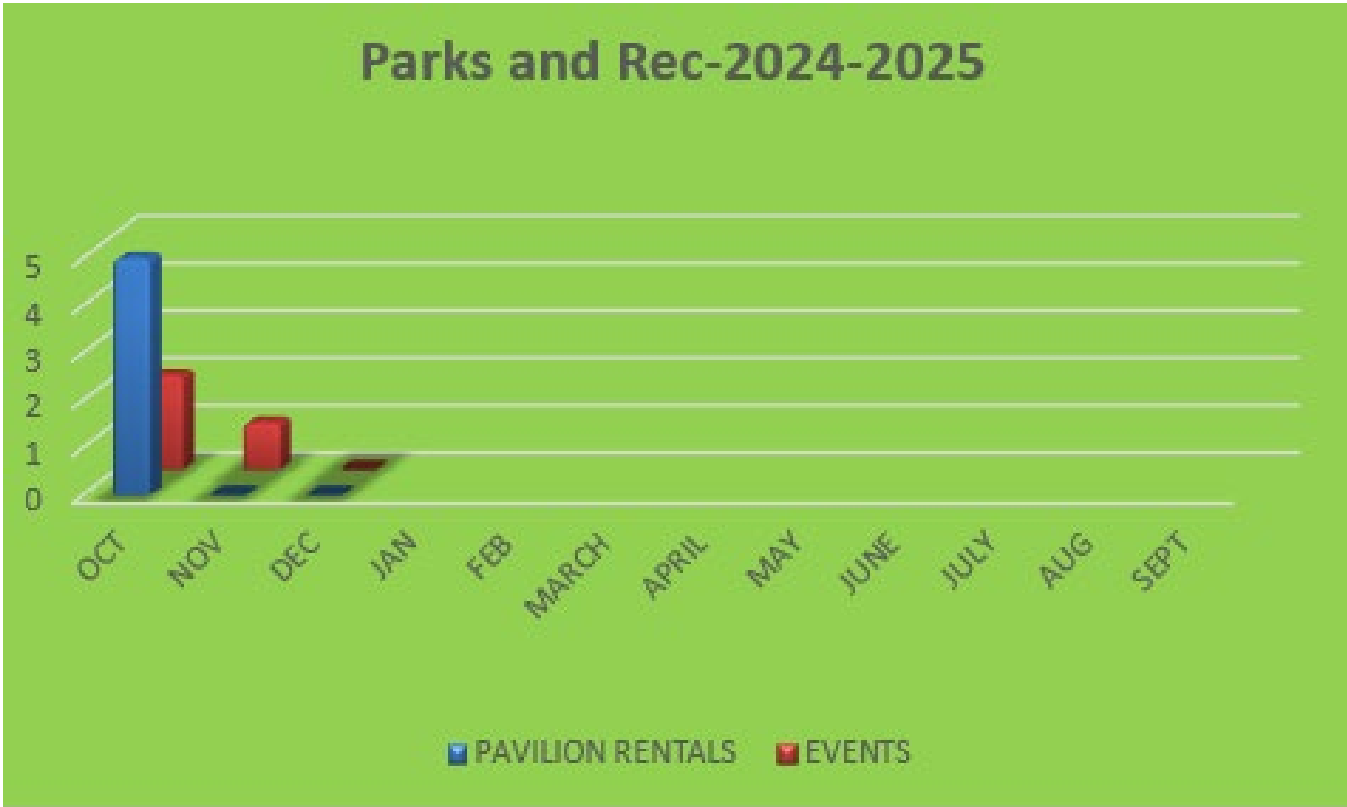


2024 FIRE CALLS



PARKS & CEMETERY





0 pavilion rentals

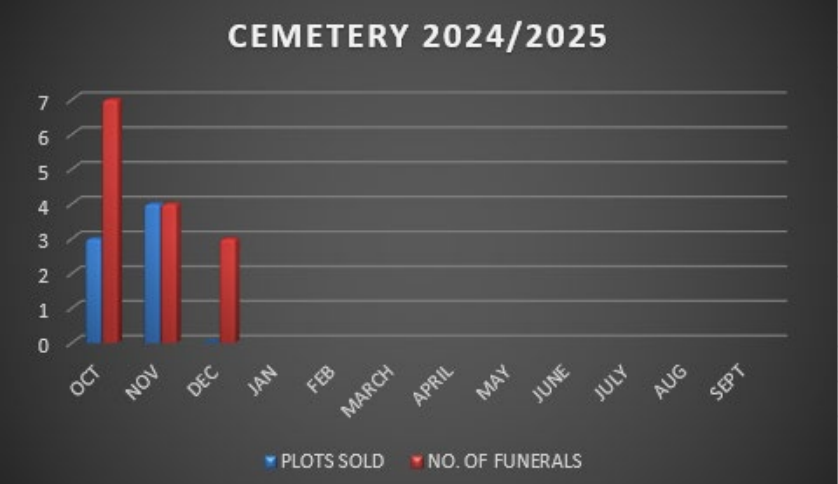
Maintaining all parks

Keeping Christmas decorations going

Maintaining Pool

Working on more repairs at animal shelter

Trimming Trees



- 3 funerals to report
- Leveling small military stone
- Mowing and weed eating
- Maintaining Cemetery
- Maintaining equipment
- December of 2023 showing 3 funeral
- Ended 2024 with 40 burials
- Filling Graves
- Mowing and Weed eating

CEMETERY

PUBLIC WORKS

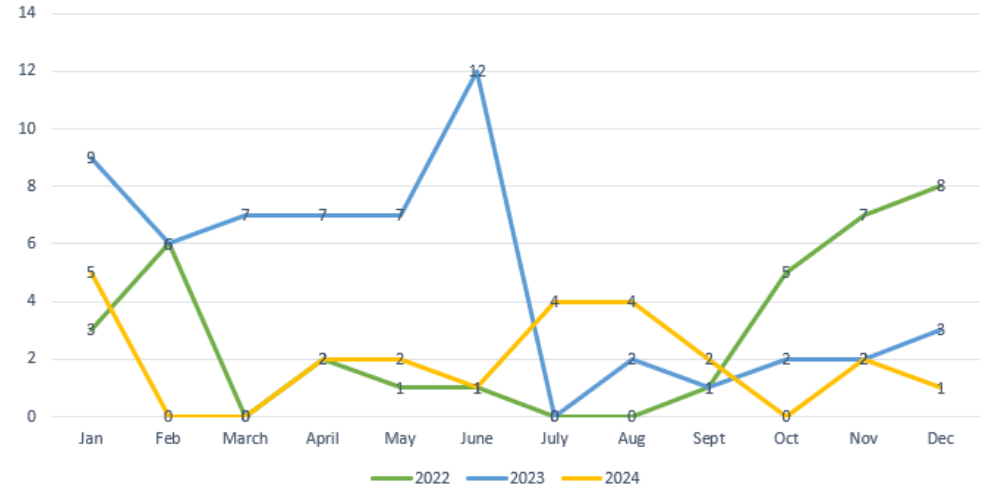


DEPARTMENT

SEWER STOPPAGES

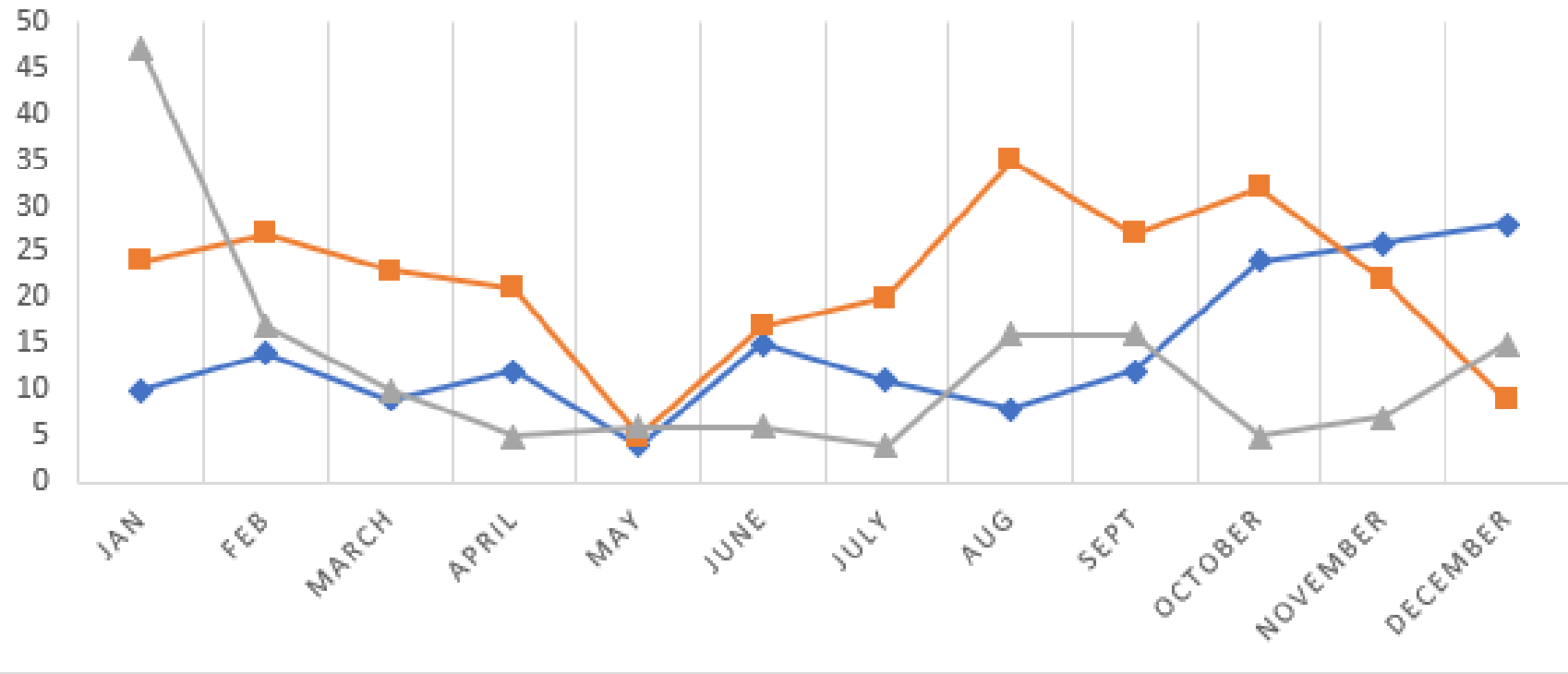


Meter Leak Report



WATER LEAKS

FY 21-22 FY 22-23 FY 23-24





**BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM**

Subject: Consider approval of the January 7, 2025, regular commission meeting minutes as recorded.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

Meeting minutes for the regular commission meeting on January 7, 2025.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Consider approval of the January 7, 2025, regular meeting minutes as presented.

REGULAR MEETING OF THE BRECKENRIDGE CITY COMMISSION



Tuesday, January 7, 2025, at 5:30 PM
Breckenridge City Offices Commission Chambers
105 North Rose Avenue
Breckenridge, Texas 76424

MINUTES

REGULAR CITY COMMISSION MEETING OF THE CITY OF BRECKENRIDGE, TEXAS, HELD ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT.

PRESENT

MAYOR
MAYOR PRO TEM, PLACE 3
COMMISSIONER, PLACE 4

BOB SIMS
VINCE MOORE
ROB DURHAM

CITY MANAGER
CITY SECRETARY
POLICE CHIEF
PUBLIC SERVICES DIRECTOR
CODE ENFORCEMENT/FIRE CHIEF
FINANCE DIRECTOR
CODE ENFORCEMENT OFFICER

CYNTHIA NORTHROP
JESSICA SUTTER
BLAKE JOHNSON
STACY HARRISON
MALCOLM BUFKIN
DIANE LATHAM
J. POTTS

NOT PRESENT

COMMISSIONER, PLACE 1
COMMISSIONER, PLACE 2

BLAKE HAMILTON
GREG AKERS

CALL TO ORDER

Mayor Sims called the meeting to order at 5:32 p.m.

Invocation led by Will Anderson of Lighthouse Church

PLEDGE OF ALLEGIANCE

OPEN FORUM

David Ratliff-CWS Waste Collection

No Action Taken

SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

- 1. Presentation of Film Friendly Texas Certification from the Texas Film Commission.
- 2. Presentation of Distinguished Service Award for Katey Turnbull.

No Action Taken

STAFF REPORT

Police Chief

- 3. Employee of the Month-Heath Oakley

City Manager

- 4. City Business

Update on TWDB Project Status

Lead Service Line Replacement Project Update

- 5. Upcoming Events

01/16 Bulk Pickup

01/20 City Office Closed-Martin Luther King Jr. Day

No Action Taken

CONSENT AGENDA.

- 6. Consider approval of department head reports and monthly investment reports for November 2024.
- 7. Consider approval of December 3, 2024, regular commission meeting minutes as recorded.

Commissioner Durham made a motion to approve consent agenda items 4-5 as presented. Mayor Pro Tem Moore seconded the motion. The motion passed 3-0.

PUBLIC HEARING ITEMS

8. Public Hearing regarding whether the buildings on the following properties are dangerous buildings pursuant to Chapter 5, Article 1 of the Breckenridge Code of Ordinances.

1409 E. Williams-No speaker

1208 W. 3rd- Phillip Smith, 1208 W. 3rd

614 S. O'Conner-JD Wilson, 614 S. O'Conner

504 N. Rose-Dominga Baggett, 504 N. Rose

302 N. Graham-Anthony Price, 302 N. Graham

209 W. Hullum-No speakers

No Action Taken

ACTION ITEMS

9. Discussion and any necessary action regarding whether the buildings on the six properties are dangerous buildings pursuant to Chapter 5, Article I of the Breckenridge Code of Ordinances and, if so, discussion and any necessary action regarding issuing orders to abate the dangerous buildings or accepting conveyance of property (ies) from owners

Mayor Pro Tem Moore made a motion to declare 1409 E. Williams a dangerous building and order that the owner demolish the building within 30 days. Commissioner Durham seconded the motion. The motion passed 3-0

Commissioner Durham made a motion to allow 1208 W. 3rd a 60-day extension to form a plan to address the property. Mayor Pro Tem Moore seconded the motion. The motion passed 2-1 with Mayor Sims voting nay.

Mayor Pro Tem Moore made a motion to declare 614 S. O'Conner a dangerous building and order that the owner demolish the building within 60 days. Commissioner Durham seconded the motion. The motion passed 2-1 with Mayor Sims voting nay.

Commissioner Durham made a motion to declare 504 N. Rose a dangerous building and order that the owner repair the building within 60 days. Mayor Pro Tem Moore seconded the motion. The motion passed 2-1 with Mayor Sims voting nay.

Commissioner Durham made a motion to declare 302 N. Graham a dangerous building and order that the owner demolish the building within 90 days. Mayor Pro Tem Moore seconded the motion. The motion passed 2-1 with Mayor Sims voting nay.

Mayor Pro Tem Moore made a motion to declare 209 W. Hullum a dangerous building and order that the owner demolish the building within 30 days. Commissioner Durham seconded the motion. The motion passed 3-0.

10. Discussion and any necessary action regarding approval of an Interlocal for Fire Services with Stephens County.

City Manager Northrop explained that the updated agreement adds a clause stating that Stephens County will reimburse the city fifty percent of overtime personnel costs capped at the city's budgeted amount for overtime.

Mayor Pro Tem Moore made a motion to approve the updated Fire Services Interlocal Agreement with Stephens County and authorize the City Manager to execute the documents. Commissioner Durham seconded the motion. The motion passed 3-0.

11. Discussion and any necessary action regarding approval of an updated Interlocal for Municipal Court Services.

City Manager Northrop stated that on November 5, 2024, Commissioners approved an update to the Municipal Court Agreement that included the city reimbursing the County to compensate the Justice of the Peace for their services as the Municipal Court Judge. Stephens County is requesting an update to include the city paying the Municipal Court Judge directly.

Mayor Pro Tem Moore made a motion to approve the updated Municipal Court Services Interlocal Agreement with Stephens County and authorize the City Manager to execute the documents. Commissioner Durham seconded the motion. The motion passed 3-0.

12. Discussion and any necessary action regarding approval of an Interlocal for shared use of the Stephens County Law Enforcement Center building.

City Manager Northrop reviewed the proposed update to the Interlocal Agreement with Stephens County for the Law Enforcement Center including costs associated with any increase in bandwidth for use of the internet, two beds made available to the police department to house Class C Misdemeanors with fifty dollars per day for any prisoner housed over the two-day limit, and the city is responsible for all costs associated with the out-of-county housing of city prisoners.

Commissioner Durham made a motion to approve the updated LEC Building Interlocal Agreement with Stephens County and authorize the City Manager to execute the documents. Mayor Pro Tem Moore seconded the motion. The motion passed 3-0.

13. Discussion and any necessary action regarding approval of an Interlocal for Animal Control services with Stephens County.

City Manager Northrop discussed the changes to the Interlocal Agreement for Animal Control Services including the County to pay the city \$30,000.00 annually and the County will be responsible for all veterinary expenses for animals placed in the Animal Shelter. The intake of dogs from the unincorporated area must also be authorized by the Sheriff or his officers.

Mayor Pro Tem Moore made a motion to approve Animal Interlocal with Stephens County and authorize the City Manager to execute the documents. Commissioner Durham seconded the motion. The Motion passed 3-0.

14. Discussion and any necessary action regarding consideration of obtaining a feasibility study on proposal to address Fire Station living quarters for employees

City Manager Northrop reviewed the previous action taken by Commissioners to address the living quarters of the Fire Department stating that after further consideration of members of the Ad Hoc Committee, they would like commissioners to consider obtaining a feasibility study to get more definitive information on the condition of the existing Fire Station and the cost to remodel vs. using an industry-standard estimate as well as the cost of building a new modest metal building. Gary Baker & Associates have submitted a proposal to evaluate and submit more definitive costs to remodel the existing Fire Station versus a modest metal building.

Commissioner Durham made a motion to approve the Ad Hoc Committee recommendation for a feasibility study to re-evaluate approved phases 2 and 3 and authorize the City Manager to execute the documents. Mayor Pro Tem Moore seconded the motion. The motion passed 2-1 with Mayor Sims voting nay.

15. Discussion and any necessary action regarding approval of Street Improvement Project-Phase 1 Change Order #1.

City Manager Northrop explained this is a change order for the street improvement project to address on-site issues that have come up. The change order increases the contract price by \$214,593.98.

Mayor Pro Tem Moore made a motion to approve Change Order #1 for the Street Improvement Project and authorize the City Manager to execute the documents. Commissioner Durham seconded the motion. The motion passed 3-0.

16. Discussion regarding upcoming Solid Waste Contract Request for Proposals.

Northrop stated that the current solid waste provider is Republic Services. Our contract is for eight years with an option to renew it for an additional eight years. The first eight years are up in July 2025. In order to keep competitive rates for residents the staff are preparing to issue a request for proposal. This agenda item is information only.

No action taken.

17. Discussion and any necessary action regarding the second reading of Ordinance 2025-01; Texas Gas Service franchise agreement renewal.

Mayor Pro Tem Moore made a motion to approve the second reading of Ordinance 2025-01 Texas Gas Service Franchise Agreement as presented. Commissioner Durham seconded the motion. The motion passed 3-0.

RECEIVE REQUESTS FROM COMMISSION MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA

No requests.

ADJOURN

There being no further business, Mayor Sims adjourned the regular session at 7:29 p.m.

Bob Sims, Mayor

Jessica Sutter, City Secretary



**BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM**

Subject: Discussion and any necessary action regarding approval of the 2024 annual Police Department Racial Profiling Report.

Department: Police Department

Staff Contact: Blake Johnson

Title: Police Chief

BACKGROUND INFORMATION:

Texas Code of Criminal Procedure, Article 2.134, requires that a local law enforcement agency shall compile and analyze racial profiling data and submit a report to the Texas Commission on Law Enforcement (TCOLE) and the governing body of the municipality served by the agency. The Breckenridge Police Department has submitted its racial profiling report to TCOLE and is now presenting that report to the City Commission.

FINANCIAL IMPACT:

NA

STAFF RECOMMENDATION:

Consider approval of the 2024 annual Police Department Racial Profiling Report as presented.

Racial Profiling Report | Full

Agency Name: BRECKENRIDGE POLICE DEPARTMENT

Reporting Date: 01/23/2025

TCOLE Agency Number: 429201

Chief Administrator: BLAKE E. JOHNSON

Agency Contact Information:

Phone: (254) 559-2211

Email: bjohnson@breckenridgetx.gov

Mailing Address:

210 E DYER ST

BRECKENRIDGE, TX 76424-3609

This Agency filed a full report

BRECKENRIDGE POLICE DEPARTMENT has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the BRECKENRIDGE POLICE DEPARTMENT from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the BRECKENRIDGE POLICE DEPARTMENT if the individual believes that a peace officer employed by the BRECKENRIDGE POLICE DEPARTMENT has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the BRECKENRIDGE POLICE DEPARTMENT who, after an investigation, is shown to have engaged in racial profiling in violation of the BRECKENRIDGE POLICE DEPARTMENT policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The BRECKENRIDGE POLICE DEPARTMENT has satisfied the statutory data audit requirements as prescribed in

Article 2.133(c), Code of Criminal Procedure during the reporting period.

Executed by: BLAKE JOHNSON
Chief of Police

Date: 01/23/2025

Total stops: 940

Street address or approximate location of the stop

City street	757
US highway	158
County road	1
State highway	4
Private property or other	20

Was race or ethnicity known prior to stop?

Yes	18
No	922

Race / Ethnicity

Alaska Native / American Indian	5
Asian / Pacific Islander	9
Black	44
White	665
Hispanic / Latino	217

Gender

Female	343
Alaska Native / American Indian	1
Asian / Pacific Islander	3
Black	12
White	250
Hispanic / Latino	77
Male	597
Alaska Native / American Indian	4
Asian / Pacific Islander	6
Black	32
White	415
Hispanic / Latino	140

Reason for stop?

Violation of law	77
Alaska Native / American Indian	1
Asian / Pacific Islander	1
Black	2
White	54

Hispanic / Latino	19
Preexisting knowledge	13
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	7
Hispanic / Latino	3
Moving traffic violation	666
Alaska Native / American Indian	3
Asian / Pacific Islander	8
Black	31
White	478
Hispanic / Latino	146
Vehicle traffic violation	184
Alaska Native / American Indian	1
Asian / Pacific Islander	0
Black	8
White	126
Hispanic / Latino	49
Was a search conducted?	
Yes	57
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	10
White	31
Hispanic / Latino	16
No	883
Alaska Native / American Indian	5
Asian / Pacific Islander	9
Black	34
White	634
Hispanic / Latino	201
Reason for Search?	
Consent	5
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	4
White	1

Hispanic / Latino	0		
Contraband	5		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	4		
White	5		
Hispanic / Latino	0		
Probable	19		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	6		
White	10		
Hispanic / Latino	3		
Inventory	9		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	4		
Hispanic / Latino	5		
Incident to arrest	19		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	0		
White	11		
Hispanic / Latino	8		
Was Contraband discovered?			
Yes	29	Did the finding result in arrest?	
		(total should equal previous column)	
Alaska Native / American Indian	0	Yes 0	No 0
Asian / Pacific Islander	0	Yes 0	No 0
Black	4	Yes 3	No 1
White	20	Yes 9	No 11
Hispanic / Latino	5	Yes 4	No 1
No	28		
Alaska Native / American Indian	0		
Asian / Pacific Islander	0		
Black	6		
White	11		
Hispanic / Latino	11		

Description of contraband	
Drugs	18
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	6
White	11
Hispanic / Latino	11
Weapons	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Currency	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	8
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	5
Hispanic / Latino	3
Stolen property	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Other	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Result of the stop	
Verbal warning	4

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	4
Hispanic / Latino	0
Written warning	493
Alaska Native / American Indian	4
Asian / Pacific Islander	4
Black	25
White	366
Hispanic / Latino	94
Citation	394
Alaska Native / American Indian	1
Asian / Pacific Islander	5
Black	16
White	270
Hispanic / Latino	102
Written warning and arrest	5
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	3
Hispanic / Latino	2
Citation and arrest	34
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	18
Hispanic / Latino	16
Arrest	10
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	4
Hispanic / Latino	3
Arrest based on	
Violation of Penal Code	25
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	0
White	14
Hispanic / Latino	11
Violation of Traffic Law	7
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	5
Hispanic / Latino	2
Violation of City Ordinance	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Outstanding Warrant	17
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	3
White	6
Hispanic / Latino	8
Was physical force resulting in bodily injury used during stop?	
Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Resulting in Bodily Injury To:	
Suspect	0
Officer	0
Both	0
No	940
Alaska Native / American Indian	5
Asian / Pacific Islander	9
Black	44
White	665
Hispanic / Latino	217

Number of complaints of racial profiling

- Total 0
- Resulted in disciplinary action 0
- Did not result in disciplinary action 0

Comparative Analysis

- Use TCOLE's auto generated analysis
- Use Department's submitted analysis

Optional Narrative

N/A

Submitted electronically to the



The Texas Commission on Law Enforcement



NOTICE OF PUBLIC HEARING
CITY OF BRECKENRIDGE

The City of Breckenridge is considering a proposed amendment to its 2022 Texas Community Development Block Grant Program (TxCDBG) DRP contract #CDM22-0020 with the Texas Department of Agriculture. The City is proposing the addition of street reconstruction, electrical improvements, and associated improvements along West Elm Street from North Rose Avenue to North McAmis Street.

A public hearing concerning the proposed amendment is scheduled to be held, beginning at **5:30 p.m. on Tuesday, February 4, 2025**, at the City Hall Commission Chambers, during the regularly scheduled meeting, located at 105 N Rose Ave, Breckenridge, TX 76424. The purpose of this public hearing will be to discuss the proposed amendment and solicit citizen input on the proposed changes in the city's 2022 TxCDBG Downtown Revitalization grant.

All citizens are encouraged to attend this public hearing and present their views to the city. Persons with disabilities who wish to attend this meeting should contact the City Secretary at 254-559-8287 to arrange for assistance. Individuals who require auxiliary aids or services for this meeting should contact the city at least two days before the meeting so that appropriate arrangements can be made. A copy of the proposed amendment will be available during business hours at City Hall. Should you not be able to attend and wish to comment, please send your comments to Jessica Sutter, City Secretary, jsutter@breckenridgetx.gov, 254-559-8287, or mail to 105 N Rose Ave, Breckenridge, TX 76424.

AVISO DE DE AUDIENCIA PÚBLICA
CIUDAD DE BRECKENRIDGE

La ciudad de Breckenridge está considerando una enmienda propuesta a su contrato DRP n.º CDM22-0020 del Programa de Subvenciones en Bloque para el Desarrollo Comunitario de Texas (TxCDBG) de 2022 con el Departamento de Agricultura de Texas. La ciudad propone la incorporación de la reconstrucción de calles, mejoras de servicios públicos y mejoras asociadas a lo largo de West Elm Street desde North Rose Avenue hasta North McAmis Street.

Se programó una audiencia pública sobre la enmienda propuesta a partir de las **5:30 p. m. del martes 4 de febrero de 2025** en la Sala de la Comisión del Ayuntamiento, durante la reunión programada regularmente ubicada en 105 N Rose Ave, Breckenridge, TX 76424. El propósito de esta audiencia pública será discutir la enmienda propuesta y solicitar la opinión de los ciudadanos sobre los cambios propuestos en la subvención de Revitalización del Centro de la Ciudad TxCDBG de 2022 de la ciudad.

Se anima a todos los ciudadanos a asistir a esta audiencia pública y presentar sus puntos de vista a la ciudad. Las personas con discapacidades que deseen asistir a esta reunión deben comunicarse con la Secretaria de la Ciudad al 254-559-8287 para solicitar asistencia. Las personas que requieran ayudas o servicios auxiliares para esta reunión deben comunicarse con la ciudad al menos dos días antes de la reunión para que se puedan hacer los arreglos correspondientes. Una copia de la enmienda propuesta estará disponible durante el horario de atención en el Ayuntamiento. Si no puede asistir y desea hacer comentarios, envíe sus comentarios a Jessica Sutter, Secretaria de la Ciudad, jsutter@breckenridgetx.gov, 254-559-8287, o envíelos por correo a 105 N Rose Ave, Breckenridge, TX 76424.



BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding approval of Resolution 2025-05 amending the City’s TxCDBG DRP Contract CDM-22-0022 Performance Statement to add 03K (Activity Code) street improvement activities to the City’s Downtown area.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The City pursued and received a CDBG grant for Downtown Revitalization for the purpose of sidewalk improvements north of the Stephens County Courthouse along Elm and at the Elm/Rose intersection. The grant received was \$500K. The winning bid submitted was \$303K. We have the opportunity to add activity to the project. Engineers, Grant Consultant and staff from the beginning have been discussing adding Elm Street improvements (McAmis to Rose) during this project and now, with remaining funds left are proposing to utilize these funds. Engineers are still calculating the estimated costs for the Elm Street Improvements but estimate the balance of funds available will largely cover the costs. Any overage would be paid out of the Certificates of Obligation for street improvements.

At the same time, we have the ongoing TWDB water line improvements projects ongoing and Elm is one of the water line replacement projects. Once the Elm water line is completed, we will begin the Elm Street improvements made possible by the remaining grant funds from the Downtown Revitalization project.

FINANCIAL IMPACT:

Grant:	\$500,000.
City Match:	\$ 75,000.
Admin:	\$ 35,000.
Engineering	\$105,000.
Construction Budget:	\$424,600.
AAJ, Construction Expended:	\$285,908.
Remaining Construction Budget:	\$148,692.

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-05 as presented.

RESOLUTION No. 2025-05

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, AUTHORIZING THE SUBMISSION OF A CONTRACT AMENDMENT REQUEST FOR THE TEXAS COMMUNITY DEVELOPMENT FUND CONTRACT BETWEEN THE CITY OF BRECKENRIDGE AND THE TEXAS DEPARTMENT OF AGRICULTURE (TDA), CONTRACT NUMBER CDM22-0020.

WHEREAS, the City of Breckenridge entered into a contract with the Texas Department of Agriculture to make Downtown Improvements; and

WHEREAS, the City of Breckenridge desires to amend its Exhibit A – Performance Statement to add 03K street improvement activity. The City requests to add street reconstruction, curb and gutter reconstruction, driveway repair, electrical improvements, and all associated appurtenances along West Elm Street from North Rose through the intersection of North McAmis Street.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

1. The City Commission authorizes a contract amendment request to be submitted to the Texas Community Development Block Grant Program for the following proposed activities:

To amend its Exhibit A – Performance Statement to add 03K street improvement activity. The City requests to add street reconstruction, curb and gutter reconstruction, driveway repair, electrical improvements, and all associated appurtenances along West Elm Street from North Rose through the intersection of North McAmis Street.

2. The City Commission directs and authorizes the mayor to execute all necessary documents as may be required to initiate and process this contract amendment request.

PASSED AND APPROVED at a meeting of the City Commission of the City of Breckenridge, Texas, on the 4th day of February, 2025.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

Performance Statement: Citywide-City of Breckenridge 03L

Purpose Statement:

Inadequate and deteriorated pedestrian infrastructure resulting in a threat to public safety.

Work to be performed:

Reconstruct and install approximately **nine hundred fourteen linear feet (914 LF)** of concrete sidewalks, **five hundred fifteen linear feet (515 LF)** of curb and gutter, **fourteen (14)** sidewalk ramps, pavement repair, and all associated appurtenances.

Updated Location:

North Rose Avenue and West Elm Street. This location is more fully described in Figure A1 below, which is incorporated herein. In the event of a conflict between this description and Figure A1, Figure A1 controls.

Total Beneficiaries for this Activity: Total Low/Moderate Income Beneficiaries for this Activity: LMI Ratio:

5,535

3,005

54.29%

Performance Statement: Citywide-City of Breckenridge **03K**

Purpose Statement:

Inadequate and deteriorated streets resulting in a threat to public safety.

Work to be performed:

Reconstruct approximately four hundred linear feet (400 LF) of street, eight hundred linear feet (800 LF) of curb and gutter, driveway repair, electrical improvements, and all associated appurtenances.

Updated Location:

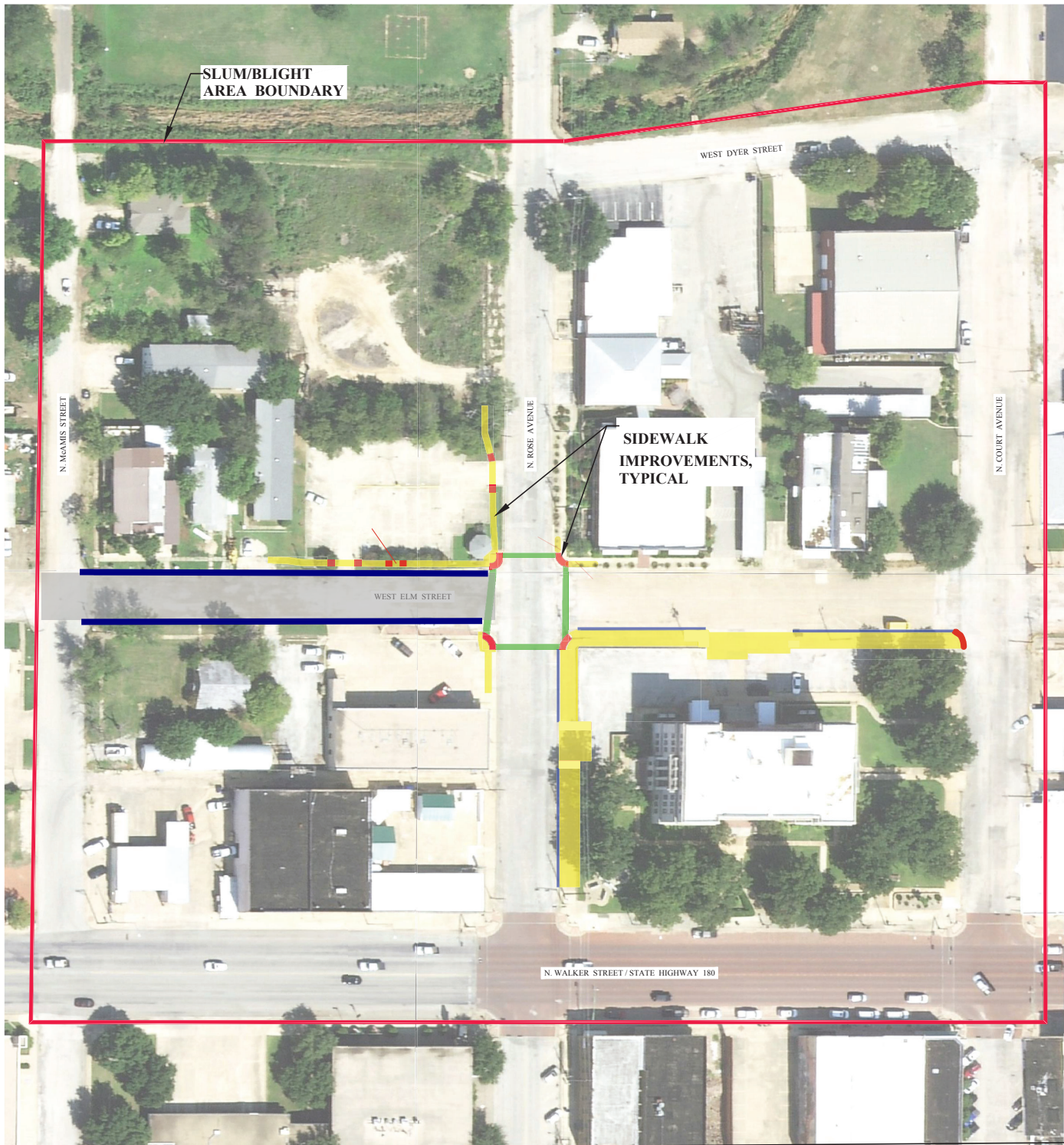
West Elm Street from North Rose Avenue to North McAmis Street. This location is more fully described in Figure A1 below, which is incorporated herein. In the event of a conflict between this description and Figure A1, Figure A1 controls.

Total Beneficiaries for this Activity: **Total Low/Moderate Income Beneficiaries for this Activity:** **LMI Ratio:**

5,535

3,005

54.29%



P:\Projects\Applications\Downtown Revitalization Project Application\2022\Breckenridge\10_CAD\8_MISC\2022-2023 BRECKENRIDGE_CDBG - FIGURE 4.dwg

LEGEND

- CURB AND GUTTER IMPROVEMENTS
- HANDICAP RAMP IMPROVEMENTS
- SIDEWALK IMPROVEMENTS
- CROSSWALK
- STREET IMPROVEMENTS



FIGURE 4

eHT **Enrotec | Hibbs & Todd**
 402 Cedar Street • Abilene, Texas 79601 • T: (325) 698-6560 • F: (325) 693-3240 • www.eht.com
 PE Firm Registration No. 1151 • PG Firm Registration No. 50103 • RPLS Firm Registration No. 1001900

**2022 - 2023
DOWNTOWN REVITALIZATION PROGRAM
BRECKENRIDGE, STEPHENS COUNTY, TEXAS**



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding annual audit for FY 2023/2024.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

Our Auditors have completed the annual audit for FY 2023/24 and will make a presentation.

FINANCIAL IMPACT:

\$29,000 (budgeted expense)

STAFF RECOMMENDATION:

Consider acceptance of the annual audit 2023/2024.



January 28, 2025

Honorable Mayor and City Commission Members
City of Breckenridge

Ladies and Gentlemen:

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City of Breckenridge, Texas for the year ended September 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated May 1, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Breckenridge, Texas are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated key factors and assumptions used to develop estimates in determining it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The attached list of misstatements detected as a result of audit procedures were corrected by management.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction that could be significant to the City's financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 28, 2025.

Management Consultation with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the governmental unit’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management’s Discussion and Analysis, Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund, Schedule of Changes in Net Pension Liability and Related ratios – Texas Municipal Retirement System, Schedule of Contributions – Texas Municipal Retirement System, and Schedule of Changes in Total OPEB Liability and Related Ratios, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

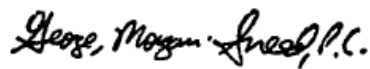
We were engaged to report on the combining fund statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the other supplementary information, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the City Commission and management of the City of Breckenridge, Texas, and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



GEORGE, MORGAN & SNEED, P.C.

Client: CITY OF BRECKENRIDGE
Engagement: City of Breckenridge 2024
Current Period: 09/30/2024
Workpaper: proposed audit adjustments

Account	Description	Debit	Credit	Net Income Effect
GMS01				
To adjust hotel motel tax receivable to current year amount.				
101-1-00-1211	RIDGE PAY	0.00	4,455.60	
101-4-00-4036	HOTEL/MOTEL TAX	4,455.60	0.00	
Total		4,455.60	4,455.60	(4,455.60)

GMS02				
To adjust opening equity to the previous audited amounts.				
102-3-00-3005	Retained Earnings	417.00	0.00	
102-5-73-5519	Equipment Repair by Contract S	0.00	417.00	
103-3-00-3005	Retained Earnings	808.00	0.00	
103-5-77-5519	Equipment Repair by Contract S	0.00	808.00	
101-3-00-3005	FUND BALANCE	5,364.00	0.00	
101-4-00-4734	Misc. Revenue	0.00	5,364.00	
Total		6,589.00	6,589.00	6,589.00

GMS03				
To adjust property tax rec, allowance, and deferred to current year amount.				
101-1-00-1207	CURRENT TAXES RECEIVABLE	0.00	83,006.35	
101-1-00-1209	DELINQUENT TAXES RECEIVABLE	83,006.35	0.00	
101-2-00-2051	Allow. - Uncollectible Prop.	0.00	15,944.82	
101-2-00-2055	DEFERRED TAX REVENUE	15,944.82	0.00	
198-1-00-1207	Current Taxes Receivable	0.00	28,392.64	
198-1-00-1209	Delinquent Taxes Receivable	28,392.64	0.00	
198-2-00-2051	Allow. For Uncollectible Proper	0.00	3,373.41	
198-2-00-2055	Deferred Tax Revenue	3,373.41	0.00	
Total		130,717.22	130,717.22	0.00

GMS04				
To adjust accounts payable				
197-5-43-7231	Street Improvement Purchase	27,600.00	0.00	
102-5-72-5701	Electricity	24.92	0.00	
102-5-73-5701	Electricity	3,349.28	0.00	
102-5-74-5701	Electricity	759.87	0.00	
102-5-74-5711	TDCJ Booster Pump - Electricit	140.05	0.00	
102-5-74-5712	TDCJ Water Tower - Electricity	7.68	0.00	
102-5-74-5713	TDCJ Lift Station Electricity	420.15	0.00	
103-5-77-5701	Electricity	3,832.14	0.00	
104-5-42-5701	Electricity	18.27	0.00	
101-2-00-2069	BYFC ELECTRICITY	6.95	0.00	
101-5-18-5701	Electricity	524.21	0.00	
101-5-19-5701	Electricity	608.91	0.00	
101-5-21-5701	Electricity	449.84	0.00	
101-5-20-5701	Electricity	25.15	0.00	

101-5-31-5701	Electricity	43.35	0.00	
101-5-32-5701	Electricity	40.82	0.00	
101-5-33-5702	Miller Park Electricity	940.89	0.00	
101-5-33-5703	Park Guard Lights	64.23	0.00	
101-5-33-5706	Ball Park Lights	727.41	0.00	
101-5-43-5708	Street Lights	5,726.58	0.00	
101-5-43-5709	Welcome to Breck Signs - Elect	93.40	0.00	
101-5-43-5710	Post Office Lights	8.35	0.00	
101-5-44-5701	Electricity	712.33	0.00	
101-5-90-5714	BEDC-Chamber Bldg.-Electric	348.03	0.00	
101-5-90-5567	Attorney	1,730.65	0.00	
101-5-24-5568	Legal Fees	2,202.05	0.00	
101-2-00-2005	ACCOUNTS PAYABLE	0.00	14,253.15	
102-2-00-2005	Accounts Payable	0.00	4,701.95	
103-2-00-2005	Accounts Payable	0.00	3,832.14	
104-2-00-2005	Accounts Payable	0.00	18.27	
197-2-00-2005	Accounts Payable	0.00	27,600.00	
Total		50,405.51	50,405.51	(50,398.56)

GMS05

To adjust TMRS balances

102-1-00-1913	Deferred Outflow-Investment Ex	0.00	31,341.00	
102-2-00-2080	Deferred Inflow-Actual Experi	0.00	9,188.00	
102-2-00-2081	Net Pension Liability	41,634.00	0.00	
102-5-70-5210	Retirement	0.00	163.00	
102-5-71-5210	Retirement	0.00	112.00	
102-5-73-5210	Retirement	0.00	550.00	
102-5-74-5210	Retirement	0.00	280.00	
103-1-00-1913	Deferred Outflow-Investment Ex	0.00	10,763.00	
103-2-00-2080	Deferred Inflow-Actual Experi	0.00	3,344.00	
103-2-00-2081	Net Pension Liability	14,256.00	0.00	
103-5-76-5210	Retirement	0.00	87.00	
103-5-77-5210	Retirement	0.00	62.00	
102-1-00-1912	Deferred Outflow of ResoucesCo	17,073.00	0.00	
102-5-70-5210	Retirement	0.00	2,521.00	
102-5-71-5210	Retirement	0.00	1,724.00	
102-5-73-5210	Retirement	0.00	8,502.00	
102-5-74-5210	Retirement	0.00	4,326.00	
103-1-00-1912	Deferred Outflow of ResoucesCo	0.00	7,247.00	
103-5-76-5210	Retirement	4,245.00	0.00	
103-5-77-5210	Retirement	3,002.00	0.00	
Total		80,210.00	80,210.00	11,080.00

GMS06

To adjust allowances for doubtful accounts.

102-1-00-1290	Allowance for Doubtful Account	0.00	20,460.30	
102-4-00-4201	Water Sales - Metered	20,460.30	0.00	
103-1-00-1290	Allowance for Doubtful Account	0.00	13,687.05	
103-4-00-4209	Waste Water Services	13,687.05	0.00	
104-1-00-1290	Allowance for Doubtful Account	0.00	4,851.49	

104-4-00-4215	Residential/Poly Cart	4,851.49	0.00	
Total		38,998.84	38,998.84	(38,998.84)

GMS07

To adjust OPEB balances

102-1-00-1914	DEFERRED OUTFLOW-TMRS OPEB	348.00	0.00	
102-2-00-2083	Deferred Inflow-TMRS OPEB	3,835.00	0.00	
102-2-00-2082	TMRS OPEB LIABILITY	0.00	5,225.00	
102-5-70-5210	Retirement	154.00	0.00	
102-5-71-5210	Retirement	105.00	0.00	
102-5-73-5210	Retirement	519.00	0.00	
102-5-74-5210	Retirement	264.00	0.00	
103-1-00-1914	DEFERRED OUTFLOW-TMRS OPEB	262.00	0.00	
103-2-00-2083	Deferred Inflow-TMRS OPEB	1,303.00	0.00	
103-2-00-2082	TMRS OPEB LIABILITY	0.00	2,088.00	
103-5-76-5210	Retirement	261.00	0.00	
103-5-77-5210	Retirement	262.00	0.00	
Total		7,313.00	7,313.00	(1,565.00)

GMS09

Adjust employee portion of health insurance with only credits to liability accounts

102-2-00-2068	Employee	2,412.39	0.00	
102-5-70-5205	Health Ins-City Portion	0.00	435.06	
102-5-71-5205	Health Ins-City Portion	0.00	149.38	
102-5-73-5205	Health Ins-City Portion	0.00	1,020.93	
102-5-74-5205	Health Ins-City Portion	0.00	807.02	
103-2-00-2068	Employee	192.07	0.00	
103-5-77-5205	Health Ins-City Portion	0.00	192.07	
Total		2,604.46	2,604.46	2,604.46

GMS10

To record new capital leases and reclassify payments.

103-1-00-1511	Vehicles & Equipment	504,089.00	0.00	
103-2-00-2127	Capital Leases Payable	0.00	59,719.04	
103-2-00-2152	Long Term Debt Payable	0.00	444,369.96	
103-5-76-7115	Interest / L-P Equipment	4,699.48	0.00	
103-2-00-2152	Long Term Debt Payable	12,532.44	0.00	
103-5-76-5544	Contractual Services	12,000.00	0.00	
103-5-76-7115	Interest / L-P Equipment	8,492.16	0.00	
103-2-00-2152	Long Term Debt Payable	50,640.84	0.00	
103-5-90-9004	Transfer to Equip. Replacement	0.00	88,364.92	
111-4-00-4910	Transfer from Waste Water	88,364.92	0.00	
111-5-76-7225	Heavy Construction Equip Purch	0.00	17,231.92	
111-5-76-7225	Heavy Construction Equip Purch	0.00	71,133.00	
103-2-00-2029	Accrued Interest Payable Bond	0.00	9,196.64	
103-5-76-7115	Interest / L-P Equipment	9,196.64	0.00	
102-2-00-2152	Long Term Debt Payable	10,295.44	0.00	
102-2-00-2137	Lease Financing Liability	0.00	10,295.44	
Total		700,310.92	700,310.92	53,976.64

GMS11

To reclassify copier lease payments according to GASB 87.

101-5-18-7105	Rentals	0.00	9,395.68
101-5-18-7145	Lease Financing Principal	6,064.77	0.00
101-5-18-7135	Lease Financing Interest	428.91	0.00
101-5-18-5305	Office Supplies	306.28	0.00
101-5-20-7105	Rentals	0.00	5,444.13
101-5-20-7145	Lease Financing Principal	4,957.15	0.00
101-5-20-7135	Lease Financing Interest	350.57	0.00
101-5-20-5305	Office Supplies	136.41	0.00
101-5-24-7145	Lease Financing Principal	2,647.98	0.00
101-5-24-7135	Lease Financing Interest	187.26	0.00
101-5-43-7105	Rentals	0.00	239.52
102-5-73-7105	Rentals	0.00	895.68
102-5-73-7135	Lease Financing Interest	54.36	0.00
102-2-00-2137	Lease Financing Liability	768.72	0.00
102-5-73-5305	Office Supplies	72.60	0.00
102-5-74-7105	Rentals	0.00	2,849.74
102-5-74-5305	Office Supplies	2,849.74	0.00
103-5-77-7105	Rentals	0.00	892.96
103-5-77-5305	Office Supplies	69.88	0.00
103-5-77-7135	Lease Financing Interest	54.36	0.00
103-2-00-2137	Lease Financing Liability	768.72	0.00
102-5-73-7606	Amort Exp: Right-of-Use Asset	765.00	0.00
102-1-00-1560	Accum Amort:Right-of-use Asset	0.00	765.00
103-5-77-7606	Amort Exp: Right-of-Use Asset	765.00	0.00
103-1-00-1560	Accum Amort:Right-of-use Asset	0.00	765.00
125-3-00-3111	Investment in GFA General Fund	13,611.00	0.00
125-1-00-1560	Accum Amort:Right-of-use Asset	0.00	13,611.00
112-2-00-2137	Lease Financing Liability	7,685.01	0.00
112-2-00-2138	Long Term Lease Financing Liab	5,984.89	0.00
112-1-00-1350	Amts to be Provided for Capita	0.00	13,669.90
102-2-00-2137	Lease Financing Liability	0.00	1,234.70
102-2-00-2138	Long Term Lease Financing Liab	1,234.70	0.00
103-2-00-2137	Lease Financing Liability	0.00	792.89
103-2-00-2138	Long Term Lease Financing Liab	792.89	0.00
Total		50,556.20	50,556.20
			7.44

GMS12

To record new vehicle operating leases, reclassify payments, and record disposals.

111-4-00-4600	Other Resources Capital Lease	0.00	743,606.52
111-5-16-7220	Motor Vehicle Purchase	31,241.99	0.00
111-5-20-7220	Motor Vehicle Purchase	339,650.08	0.00
111-5-21-7220	Motor Vehicle Purchase	31,475.58	0.00
111-5-25-7220	Motor Vehicle Purchase	79,871.87	0.00
111-5-32-7220	Motor Vehicle Purchase	38,222.44	0.00
111-5-33-7220	Motor Vehicle Purchase	76,712.22	0.00
111-5-43-7220	Motor Vehicle Purchase	146,432.34	0.00
112-1-00-1350	Amts to be Provided for Capita	743,606.52	0.00
112-2-00-2137	Lease Financing Liability	0.00	129,431.11
112-2-00-2138	Long Term Lease Financing Liab	0.00	614,175.41

125-1-00-1520	Right-of-Use Asset	743,606.52	0.00	
125-3-00-3111	Investment in GFA General Fund	0.00	743,606.52	
102-1-00-1520	Right-of-Use Asset	169,686.74	0.00	
102-2-00-2137	Lease Financing Liability	0.00	30,433.23	
102-2-00-2138	Long Term Lease Financing Liab	0.00	139,253.51	
111-5-16-7135	Lease Financing Interest	609.37	0.00	
111-5-16-7145	Lease Financing Principal	1,287.02	0.00	
111-5-20-7135	Lease Financing Interest	10,983.20	0.00	
111-5-20-7145	Lease Financing Principal	68,932.53	0.00	
111-5-21-7135	Lease Financing Interest	4,384.06	0.00	
111-5-21-7145	Lease Financing Principal	10,756.93	0.00	
111-5-25-7135	Lease Financing Interest	489.88	0.00	
111-5-25-7145	Lease Financing Principal	1,105.28	0.00	
111-5-32-7135	Lease Financing Interest	1,017.15	0.00	
111-5-32-7145	Lease Financing Principal	2,093.89	0.00	
111-5-33-7135	Lease Financing Interest	2,041.44	0.00	
111-5-33-7145	Lease Financing Principal	4,202.40	0.00	
111-5-43-7135	Lease Financing Interest	1,172.39	0.00	
111-5-43-7145	Lease Financing Principal	2,374.45	0.00	
111-5-90-7201	Enterprise Lease Payments	0.00	146,410.76	
111-4-00-4909	Transfer from Water Fund	34,960.77	0.00	
112-1-00-1350	Amts to be Provided for Capita	0.00	90,752.50	
112-2-00-2138	Long Term Lease Financing Liab	90,752.50	0.00	
102-2-00-2138	Long Term Lease Financing Liab	24,618.53	0.00	
102-5-73-7135	Lease Financing Interest	2,093.73	0.00	
102-5-74-7135	Lease Financing Interest	6,486.41	0.00	
102-5-75-7135	Lease Financing Interest	1,762.10	0.00	
102-5-90-9004	Transfer to Equip. Replacement	0.00	34,960.77	
125-1-00-1560	Accum Amort:Right-of-use Asset	0.00	50,507.98	
125-3-00-3111	Investment in GFA General Fund	50,507.98	0.00	
102-1-00-1560	Accum Amort:Right-of-use Asset	0.00	28,958.49	
102-5-73-7606	Amort Exp: Right-of-Use Asset	6,683.04	0.00	
102-5-74-7606	Amort Exp: Right-of-Use Asset	17,404.29	0.00	
102-5-75-7606	Amort Exp: Right-of-Use Asset	4,871.16	0.00	
125-1-00-1520	Right-of-Use Asset	0.00	50,695.27	
125-1-00-1560	Accum Amort:Right-of-use Asset	6,759.36	0.00	
125-3-00-3111	Investment in GFA General Fund	43,935.91	0.00	
Total		<u>2,802,792.07</u>	<u>2,802,792.07</u>	<u>(4,339.96)</u>

GMS13

To reclassify refunded 2023 bond costs.

198-5-68-7610	Interest Expense	0.00	16,644.42	
198-4-00-4707	CO 2023 Loan Proceeds	16,644.42	0.00	
Total		<u>16,644.42</u>	<u>16,644.42</u>	<u>0.00</u>

GMS14

To adjust court costs payable for fees City keeps.

101-2-00-2007	COURT COST PAYABLE	7,863.95	0.00	
101-4-00-4500	Municipal Court	0.00	7,863.95	
Total		<u>7,863.95</u>	<u>7,863.95</u>	<u>7,863.95</u>

GMS15

To adjust accumulated depreciation to reports.

132-1-00-1505	Buildings	2,259.12	0.00	
132-1-00-1552	AccDep-Buildings	0.00	2,259.12	
103-1-00-1554	AccDep-Vehicles & Equipment	0.00	11,126.20	
103-1-00-1556	AccDep-Collection & Distributi	0.00	185.76	
103-5-90-7605	Depreciation Expense	5,811.96	0.00	
103-4-00-4744	Sale of Equipment	5,500.00	0.00	
102-1-00-1554	AccDep-Vehicles & Equipment	0.00	546.39	
102-1-00-1556	AccDep-Collection & Distributi	19,593.08	0.00	
102-5-90-7605	Depreciation Expense	8,011.74	0.00	
102-5-72-5521	Building & Grounds by Contract	0.00	27,058.43	
Total		41,175.90	41,175.90	13,234.73

GMS16

To adjust for equipment traded in on capital leases.

103-1-00-1511	Vehicles & Equipment	0.00	14,000.00	
103-1-00-1554	AccDep-Vehicles & Equipment	48,099.89	0.00	
103-4-00-4744	Sale of Equipment	0.00	34,099.89	
Total		48,099.89	48,099.89	0.00

GMS17

To balance transfers

103-1-00-1517	Construction in Progress	0.00	20,810.01	
103-5-90-9000	Budgetary Transfers To General	69,360.01	0.00	
103-4-00-4915	Operating Transfers In	0.00	48,550.00	
102-1-00-1517	Construction in Progress	20,600.00	0.00	
102-1-00-1507	Water System	21,700.92	0.00	
102-4-00-4915	Operating Transfers In	0.00	69,360.01	
102-5-72-5521	Building & Grounds by Contract	27,059.09	0.00	
103-4-00-4914	Transfer In From General Debt	159,911.34	0.00	
103-5-90-9017	Transfer to Revenue Debt Serv	0.00	159,911.34	
199-4-00-4909	Transfer from Water Fund	0.00	3,568.24	
199-4-00-4904	Waste Water Fund Transfer	3,568.24	0.00	
Total		302,199.60	302,199.60	21,490.91

GMS18

To adjust general fixed assets.

125-1-00-1503	Land	0.00	200.00	
125-1-00-1505	Buildings	0.00	87,500.00	
125-1-00-1506	Building Improvements	0.00	70,476.00	
125-1-00-1517	Construction in Progress	27,600.00	0.00	
125-1-00-1550	AccDep-Land Improvements	147.74	0.00	
125-1-00-1552	AccDep-Buildings	72,779.69	0.00	
125-1-00-1554	AccDep-Vehicles & Equipment	70,476.00	0.00	
125-1-00-1560	Accum Amort:Right-of-use Asset	0.00	5,000.00	
125-3-00-3111	Investment in GFA General Fund	0.00	7,827.43	
Total		171,003.43	171,003.43	0.00

GRAND TOTAL

4,461,940.01

4,461,940.01

17,089.17

CITY OF BRECKENRIDGE, TEXAS
ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED SEPTEMBER 30, 2024

CITY OF BRECKENRIDGE, TEXAS
Annual Financial Report
For the year ended September 30, 2024

TABLE OF CONTENTS

	Exhibit Number	Page Number
FINANCIAL SECTION		
Independent Auditor's Report		1 - 3
Management's Discussion and Analysis		4 - 15
Basic Financial Statements:		
Government-wide Financial Statements		
Statement of Net Position	A-1	16
Statement of Activities	B-1	17- 18
Fund Financial Statements		
Balance Sheet - Governmental Funds	C-1	19
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	C-2	20
Statement of Revenues, Expenditures and Changes in Fund Balances- Governmental Funds	C-3	21
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	C-4	22
Statement of Net Position - Proprietary Funds	D-1	23
Statement of Revenues, Expenses and Changes in Fund Net Position - Proprietary Funds	D-2	24
Statement of Cash Flows - Proprietary Funds	D-3	25
Notes to the Financial Statements		26 - 51
Required Supplementary Information		
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund	F-1	52
Schedule of Changes in Net Position Liability and Related Ratios	F-2	53 - 54
Schedule of Contributions	F-3	55
Schedule of Changes in Total OPEB Liability and Related Ratios	F-4	56
Notes to the Required Supplementary Information		57-58
Combining Fund Statements		
Nonmajor Governmental Funds		
Combining Balance Sheet	G-1	59-60
Combining Statement of Revenues, Expenditures and Changes in Fund Balance	G-2	61-62
Other Supplementary Information		
Schedule of Delinquent Property Taxes Receivable	G-3	63-64
Statistics - Water and Wastewater Funds	G-4	65
Insurance in Force	G-5	66

Item 8.

CITY OF BRECKENRIDGE, TEXAS

Annual Financial Report

For the year ended September 30, 2024

TABLE OF CONTENTS

	<u>Exhibit Number</u>	<u>Page Number</u>
OVERALL COMPLIANCE AND INTERNAL CONTROL SECTION		
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>		67-68

71

FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

Members of the City Commission
City of Breckenridge, Texas

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Breckenridge, Texas (the "City"), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material aspects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City, as of September 30, 2024, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Breckenridge, Texas and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatements, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not

a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considering the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4-15, budgetary comparison – general fund, schedule of changes in net pension liability and related ratios, schedule of contributions, and schedule of changes in total OPEB liability and related ratios on pages 52 - 58 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or

provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The accompanying combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

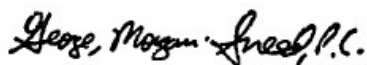
Other Information

Management is responsible for the other information included in the annual report. The other information comprised the other supplementary information listed in the table of contents but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 28, 2025 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



George, Morgan & Sneed, P.C.
Weatherford, Texas
January 28, 2025

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MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of The City of Breckenridge, Texas, we offer readers of The City of Breckenridge's financial statements this narrative overview and analysis of the financial activities of The City of Breckenridge for the fiscal year ended September 30, 2024.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the City of Breckenridge exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$28,286,568 (*net position*) compared to net position of \$26,056,787 for the prior year. Unrestricted net position which may be used to meet the City's ongoing obligations to citizens and creditors was \$6,265,323 at year end.
- The City's total net position increased by \$2,229,778. The City's operations increased the governmental activities net position by \$1,435,935 and increased the business-type activities net position by \$793,843.
- As of the close of the current fiscal year, the City of Breckenridge's governmental funds reported combined ending fund balances of \$11,125,569. This compares to an ending fund balance of \$11,129,231 in the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$1,938,658, or 43% of total general fund expenditures. This compares to an unassigned fund balance of \$1,546,443 in the prior year.

OVERVIEW OF THE FINANCIAL STATEMENTS

The City's annual financial report consists of three components 1) management's discussion and analysis, 2) the basic financial statements (government-wide financial statements, fund financial statements and notes to the financial statements) and 3) supplementary information.

Government-wide financial statements.

The government-wide financial statements report information about the City as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the City's net position and how they have changed. Net position – the difference between the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources – is one way to measure the City's financial health or position.

- Over time, increases or decreases in the City’s net position is an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the City, one needs to consider additional nonfinancial factors such as changes in the City’s tax base.

The government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). All of the City’s services are included here, such as general government, public works and safety, and community services in the governmental activities and water, wastewater, and sanitation in the business-type or proprietary activities.

The government-wide financial statements include not only the City itself (known as the primary government), but also a legally separate component unit: Breckenridge Economic Development Corporation (“BEDC”) for which the City is financially accountable. Financial information for this component unit is reported separately from the financial information presented for the primary government itself.

The government-wide financial statements can be found on Exhibits A-1 and B-1 of this report.

Fund financial statements.

The fund financial statements provide more detailed information about the City’s most significant funds-not the City as a whole. Funds are used by the City to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by State law and by bond covenants.
- The City Commission establishes other funds to control and manage money for particular purposes or to show that it is properly using certain taxes and grants.

All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental funds. Most of the City’s basic services are included in governmental funds, which focus on (1) short-term inflows and outflows of spendable resources and (2) the balances left at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the City’s programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide a reconciliation that explains the relationship (or differences) between them.

Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, debt service fund and general capital projects fund, which are considered major funds. Data from the other governmental funds are combined into a single, aggregated

presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The City adopts an annual appropriated budget for all funds. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on Exhibits C-1 through C-4 of this report.

Proprietary funds. Services for which the City charges customers a fee are generally reported in proprietary funds. Proprietary funds, like the government-wide statements, provide both long-term and short-term financial information. The City maintains one type of proprietary funds. The City uses enterprise funds to account for its water, wastewater, sanitation services, and trade day events. The basic proprietary fund financial statements can be found on Exhibits D-1 through D-3 of this report.

Notes to the financial statements provide additional information that is necessary for a complete understanding of the data provided in the government-wide and fund financial statements.

Supplementary information further explains and supports the information in the financial statements.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets exceeded liabilities by \$28,286,568 as of September 30, 2024.

The largest portion of the City's net position (74%) reflects its investment in capital assets (e.g. land, buildings and improvements, vehicles and equipment, infrastructure and water and wastewater systems); less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net position (4%) represents resources that are subject to external restrictions on how they may be used. Unrestricted net position that may be used to meet the government's ongoing obligations to citizens and creditors was \$6,265,323 at the end of the year.

At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position for its governmental and business-type activities and its component unit.

Below is a summary of the City's Statement of Net Position.

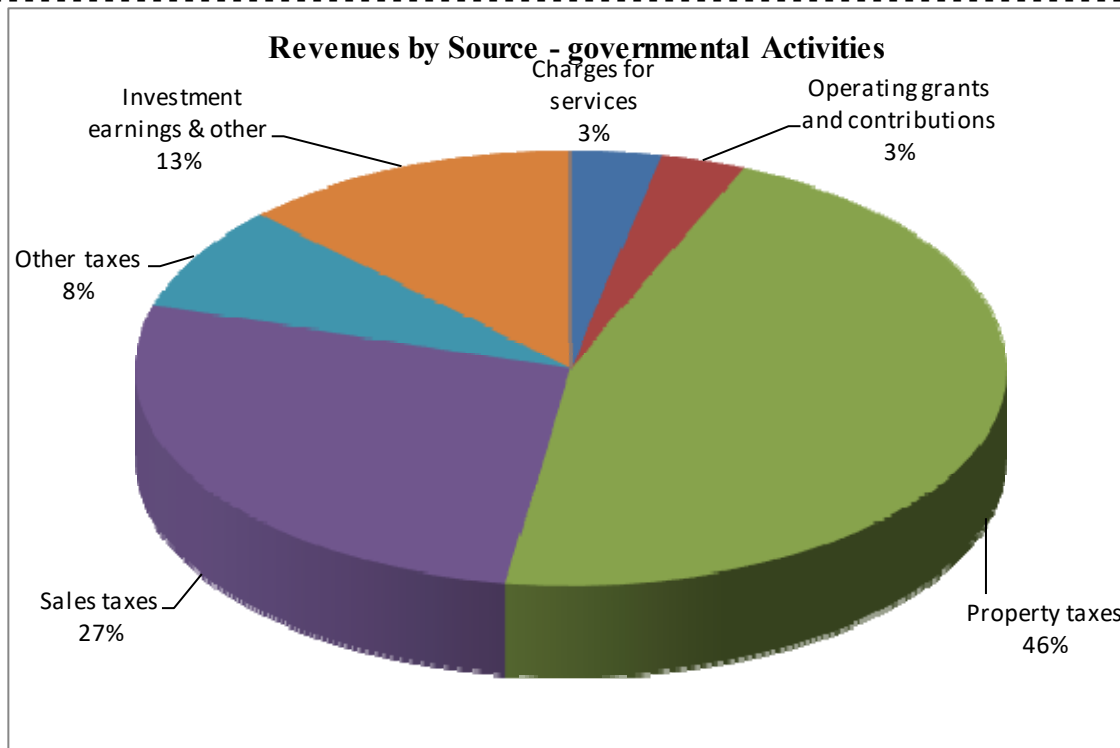
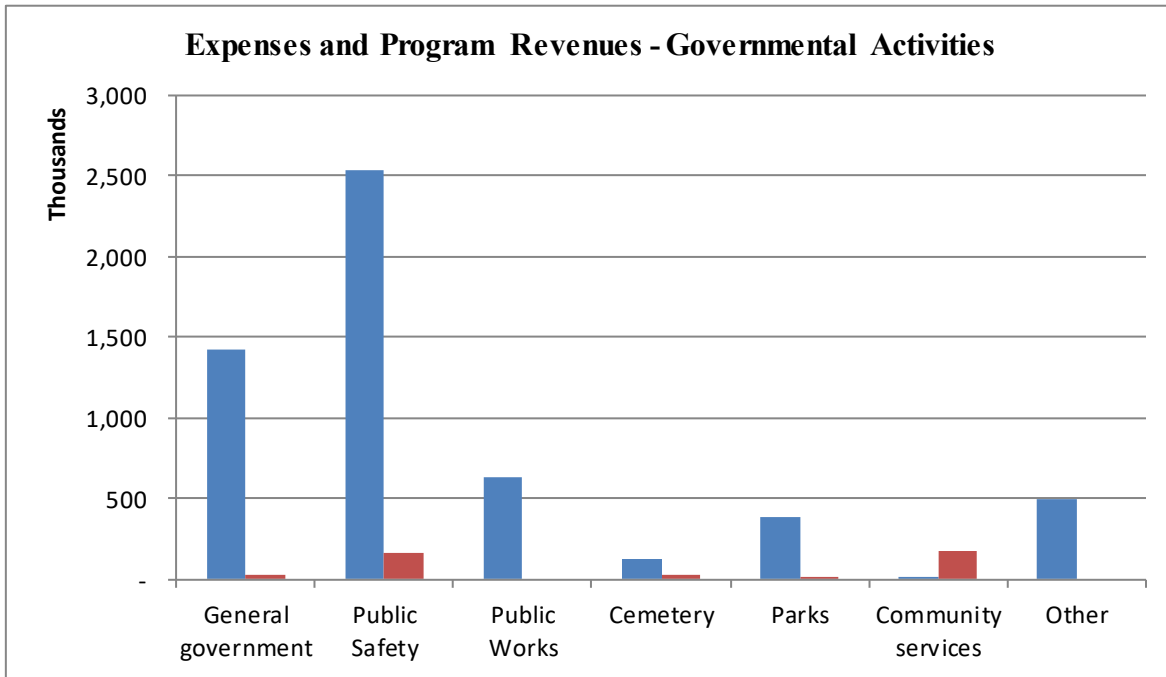
Condensed Statement of Net Position

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Current and other asset: \$	11,509,695	\$ 11,613,328	\$ 12,132,870	\$ 11,289,464	\$ 23,642,565	\$ 22,902,792
Capital assets	9,676,678	8,061,912	19,980,362	20,035,691	29,657,040	28,097,603
Total Assets	21,186,373	19,675,240	32,113,232	31,325,155	53,299,605	51,000,395
Deferred outflows of resources	490,625	636,656	159,408	191,076	650,033	827,732
Current liabilities	121,696	243,555	2,617,372	2,894,109	2,739,068	3,137,664
Long-term liabilities	13,184,261	13,152,282	9,618,501	9,386,591	22,802,762	22,538,873
Total liabilities	13,305,957	13,395,837	12,235,873	12,280,700	25,541,830	25,676,537
Deferred inflows of resources	92,023	72,979	29,218	21,824	121,241	94,803
Net Position:						
Net investment in capital assets	4,683,767	4,172,445	16,105,584	16,093,195	20,789,351	20,265,640
Restricted	1,231,894	882,772	-	-	1,231,894	882,772
Unrestricted	2,363,357	1,787,863	3,901,966	3,120,512	6,265,323	4,908,375
Total Net Position \$	8,279,018	\$ 6,843,080	\$ 20,007,550	\$ 19,213,707	\$ 28,286,568	\$ 26,056,787

Below is a summary of the City's Statement of Activities.

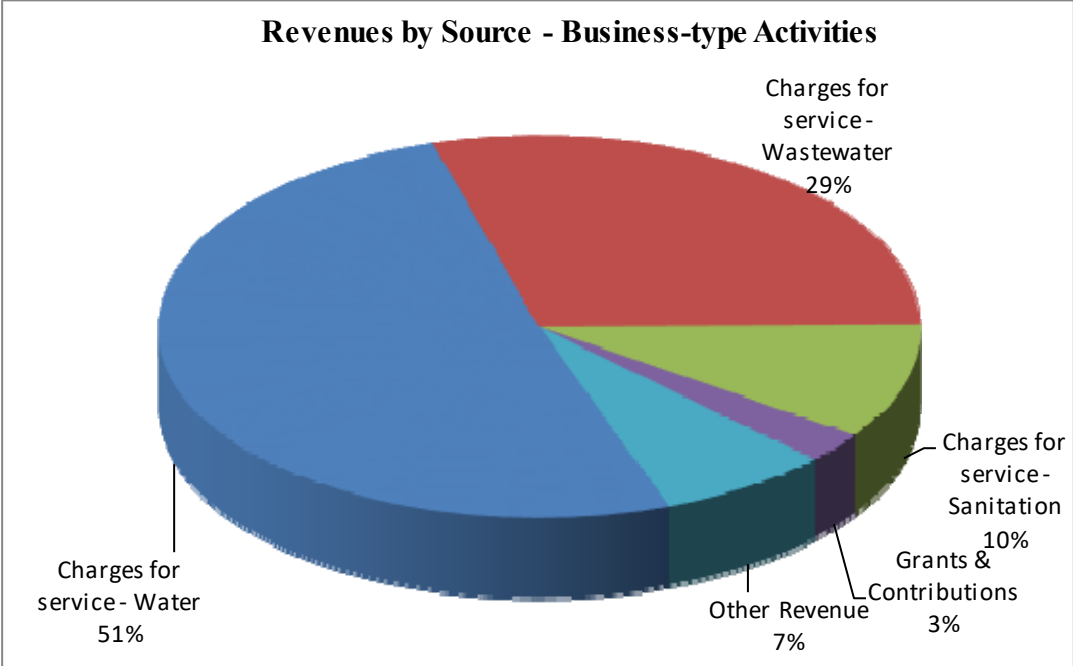
	Statement of Activities					
	Governmental Activities		Business-type Activities		Total	
	<u>2024</u>	<u>2023</u>	<u>2024</u>	<u>2023</u>	<u>2024</u>	<u>2023</u>
Revenues:						
Program revenues:						
Charges for services	\$ 212,934	\$ 199,094	\$ 4,997,052	\$ 4,718,800	\$ 5,209,986	\$ 4,917,894
Operating grants and contributions	196,124	19,760	-	-	196,124	19,760
Capital grants and contributions	-	-	146,350	290,457	146,350	290,457
General revenues:					-	
Property taxes	2,858,721	2,552,845	-	-	2,858,721	2,552,845
Sales and use taxes	1,699,127	1,731,027	-	-	1,699,127	1,731,027
Franchise taxes	442,287	463,958	-	-	442,287	463,958
Hotel motel taxes	42,369	51,221	-	-	42,369	51,221
Investment earnings	539,254	85,551	378,439	299,594	917,693	385,145
Other Revenue	249,301	181,835	28,600	-	277,901	181,835
Total revenues	<u>6,240,117</u>	<u>5,285,291</u>	<u>5,550,441</u>	<u>5,308,851</u>	<u>11,790,558</u>	<u>10,594,142</u>
Expenses						
General government	1,420,492	1,261,456	-	-	1,420,492	1,261,456
Public Safety	2,530,198	2,146,909	-	-	2,530,198	2,146,909
Public Works	628,804	702,407	-	-	628,804	702,407
Health and sanitation	-	-	528,889	556,316	528,889	556,316
Cemetery	121,786	82,830	-	-	121,786	82,830
Parks	382,730	396,897	-	-	382,730	396,897
Community services	15,486	16,560	-	-	15,486	16,560
Tourism	46,825	84,684	-	-	46,825	84,684
Interest on long-term	450,905	136,128	-	-	450,905	136,128
Bond issuance costs	-	190,024	-	-	-	190,024
Water and wastewater	-	-	3,429,638	3,113,019	3,429,638	3,113,019
Trade Days	-	-	5,026	5,026	5,026	5,026
Total expenses	<u>5,597,226</u>	<u>5,017,895</u>	<u>3,963,552</u>	<u>3,674,361</u>	<u>9,560,778</u>	<u>8,692,256</u>
Increase (decrease) in net position						
before transfers	642,891	267,396	1,586,889	1,634,490	2,229,780	1,901,886
Transfers	793,045	(598,666)	(793,046)	598,666	(0)	-
Increase (decrease) in net position	1,435,936	(331,270)	793,843	2,233,156	2,229,779	1,901,886
Net Position October 1	6,843,082	7,174,350	19,213,707	16,980,551	26,056,789	24,154,901
Net Position September 30	<u>\$ 8,279,018</u>	<u>\$ 6,843,080</u>	<u>\$ 20,007,550</u>	<u>\$ 19,213,707</u>	<u>\$ 28,286,568</u>	<u>\$ 26,056,787</u>

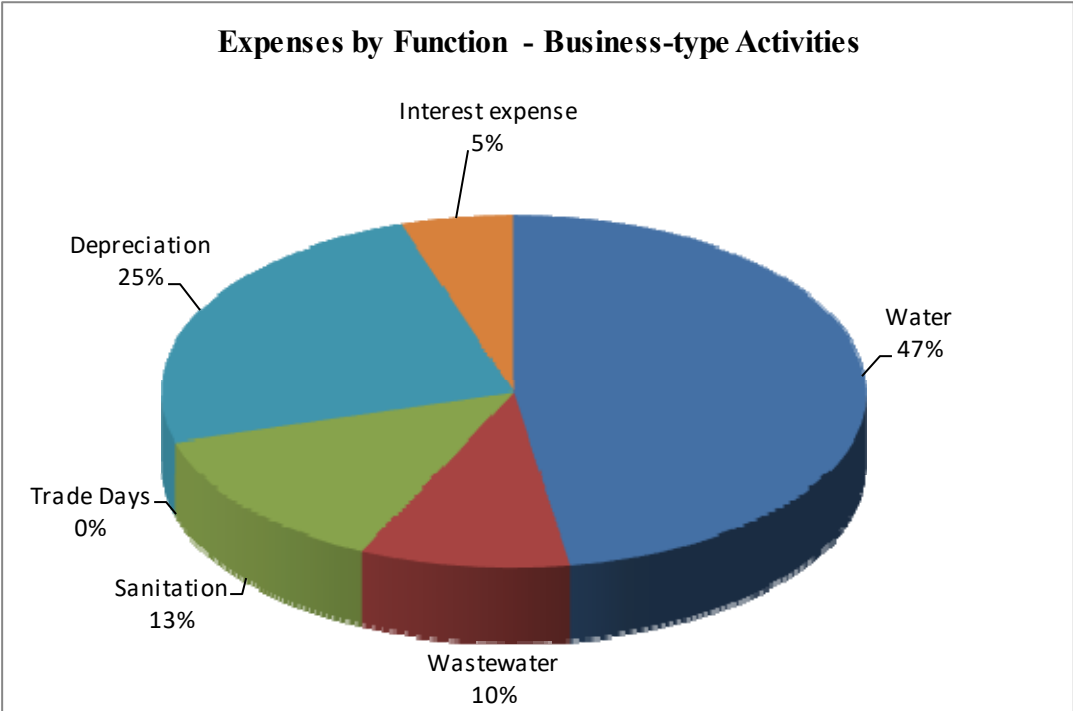
Governmental Activities. Governmental activities increased the City’s net position by \$1,435,935 in the current year. Total governmental activities revenues increased by \$954,825. Property taxes increased \$305,876 due to a \$26 million increase in property values and increase of \$0.035 of tax rate. Total governmental activities expenses increased \$579,331 (12%). The largest increase was salaries and benefits in public safety due to being closer to full staff. Below are two graphs summarizing governmental revenue and expense:



Business-type activities. Business-type activities increased the City’s net position by \$793,843. The business-type activities total revenues increased \$241,590 and total expenses increased \$289,191. Charges for service increased \$278,252 primarily because more gallons of water were sold and rate changes. Capital grants and contributions decreased \$144,107. The largest increase in expenses was water and wastewater payroll, because the public works director and garage and warehouse employees were moved here from governmental activities.

Below are two graphs summarizing business-type activities revenue and expense:





Financial Analysis of the Government's Funds

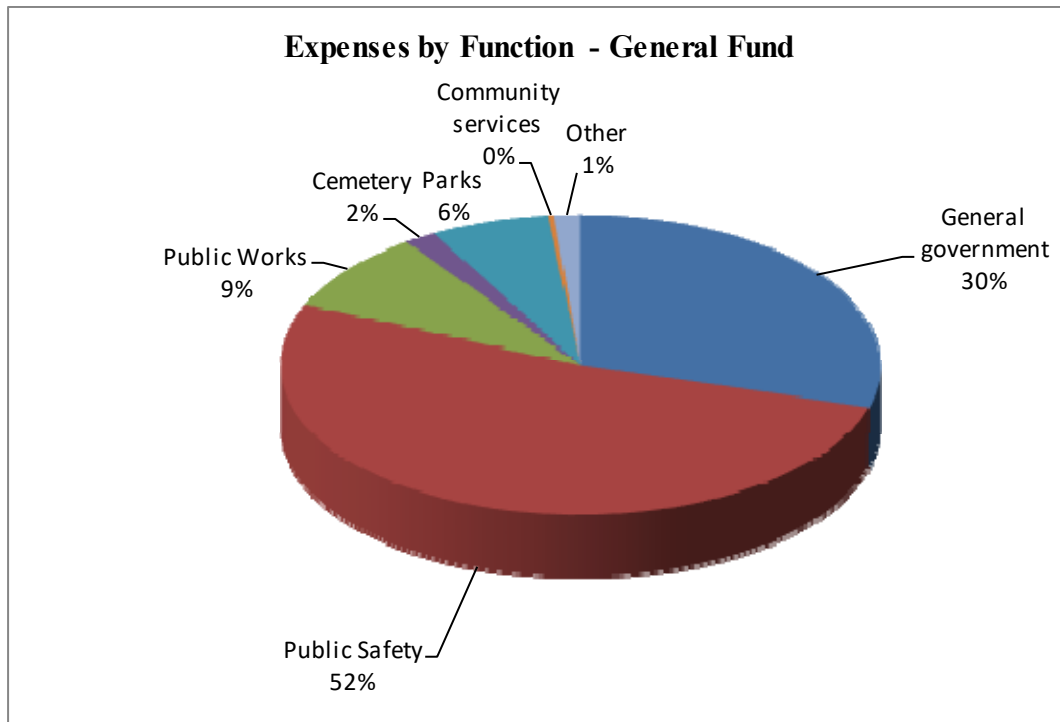
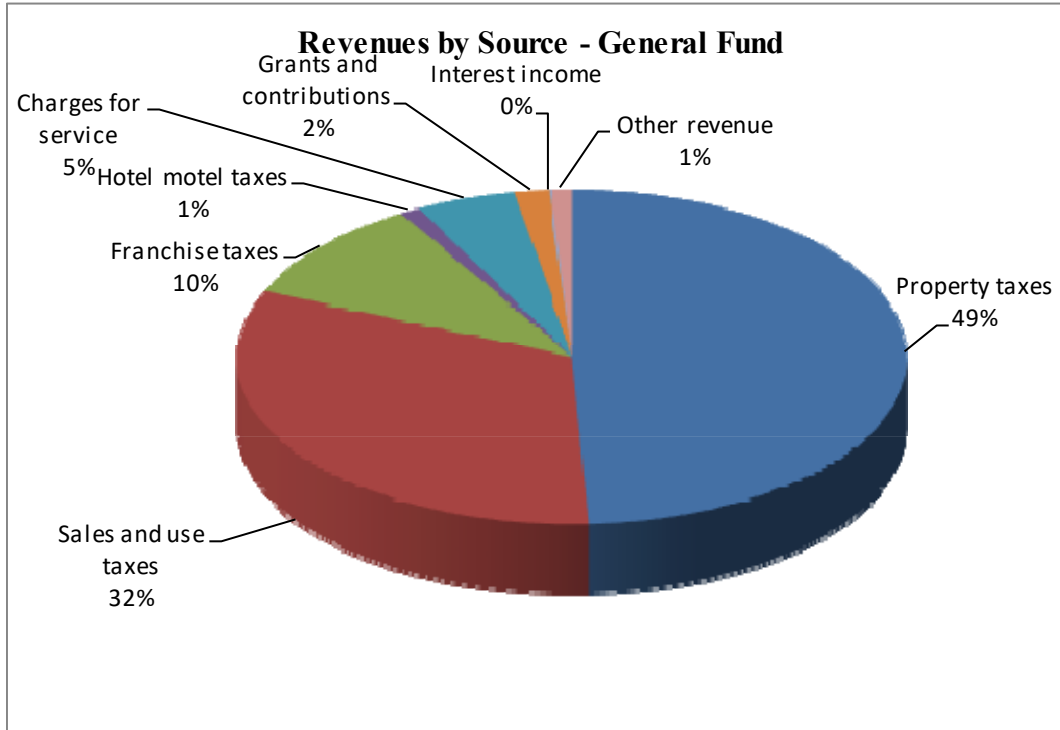
As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

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

At year end, the City's governmental funds reported combined ending fund balances of \$11,125,569. \$1,938,658 (17%) constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance is either restricted, committed or assigned. The general fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the general fund was \$1,938,658. Below is a comparison of the general fund's net change in fund balance for 2024 and 2023.

	2024	2023	Increase (Decrease)	Percent Increase (Decrease)
Revenues:				
Taxes:				
Property taxes	\$ 2,171,466	\$ 1,921,841	\$ 249,625	12.99%
Sales and use tax	1,416,918	1,443,302	(26,384)	-1.83%
Franchise	442,287	457,358	(15,071)	-3.30%
Hotel motel taxes	42,369	51,221	(8,852)	-17.28%
Charges for service	212,934	196,765	16,169	8.22%
Grants and contributions	73,215	12,300	60,915	495.24%
Interest income	5,069	3,901	1,168	29.94%
Other revenue	44,716	81,049	(36,333)	-44.83%
Total revenues	<u>4,408,974</u>	<u>4,167,737</u>	<u>241,237</u>	<u>5.79%</u>
Expenditures:				
Current				
General government	1,340,034	1,231,872	108,162	8.78%
Public Safety	2,366,507	2,003,372	363,135	18.13%
Public Works	393,894	457,340	(63,446)	-13.87%
Cemetery	78,254	55,427	22,827	41.18%
Parks	292,989	322,780	(29,791)	-9.23%
Community services	14,594	15,668	(1,074)	-6.85%
Tourism	46,825	84,684	(37,859)	-44.71%
Debt service:				
Principal	13,670	13,253	417	3.15%
Interest and fiscal charges	967	1,384	(417)	-30.13%
Total expenditures	<u>4,547,734</u>	<u>4,185,780</u>	<u>361,954</u>	<u>8.65%</u>
Other financing sources (uses):				
Insurance recoveries	42,012	56,714	(14,702)	-25.92%
Gain on Sale of Assets	75,042	-	75,042	100.00%
Transfers in	595,000	505,000	90,000	17.82%
Transfers out	(181,034)	(75,000)	(106,034)	-100.00%
Net change in fund balances	<u>\$ 392,260</u>	<u>\$ 468,671</u>	<u>\$ (151,453)</u>	<u>\$ -32.32%</u>

Below are two graphs summarizing general fund revenue and expenditures.



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

Unrestricted net position of the Water Fund, Wastewater Fund, Sanitation Fund, and Trade Days Fund at the end of the year amounted to \$3,901,966. The total change in net position was \$793,843. Other factors concerning the finances of this fund have already been addressed in the discussion of the City’s business-type activities.

General Fund Budgetary Highlights

During the year the City amended its budget. General fund budgeted revenues increased \$133,068. Actual revenues were \$47,098 less than budgeted. Budget amendments increased expenditures \$153,347. Actual expenditures of the general fund were \$279,856 less than budgeted.

Capital Assets

The City’s investment in capital assets for its governmental and business type activities as of September 30, 2024, amounts to \$29,657,037 (net of accumulated depreciation). Major capital asset events during the current fiscal year included the following:

Governmental Activities:

- \$197,370 for street improvements
- \$272,819 for facilities improvements
- \$103,820 for downtown revitalization
- \$610,196 for park projects

Business-type activities:

- \$64,372 for the meter replacement project and utility line relocation projects
- \$48,550 and \$97,800 engineering for wastewater and water projects, respectively
- \$378,951 for Vactor Impact

**The City of Breckenridge’s Capital Assets
(Net of Depreciation)**

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	\$ 194,585	\$ 194,785	\$ 193,297	\$ 193,297	\$ 387,882	\$ 388,082
Construction in progress	1,199,455	1,049,400	263,800	636,386	1,463,255	1,685,786
Land Improvements	-	-	28,735	29,658	28,735	29,658
Buildings and improvements	466,259	494,839	292,268	318,761	758,527	813,600
Water and sewer systems	-	-	18,324,852	18,616,976	18,324,852	18,616,976
Infrastructure	6,602,242	5,779,070	-	-	6,602,242	5,779,070
Vehicles and equipment	460,413	420,650	702,941	205,342	1,163,354	625,992
Intangible right-to-use equipment	753,720	123,168	174,470	35,271	928,190	158,439
Total	\$ 9,676,674	\$ 8,061,912	\$ 19,980,363	\$ 20,035,691	\$ 29,657,037	\$ 28,097,603

Additional information on the City’s capital assets can be found in the notes to the financial statements.

Long-Term Debt

City of Breckenridge’s Outstanding Debt

	Governmental Activities		Business-type Activities		Total	
	2024	2023	2024	2023	2024	2023
Financed Purchases	\$ 61,460	\$ 120,953	\$ 451,211	\$ 20,257	\$ 512,671	\$ 141,210
Lease Financing Payable	763,956	124,771	179,282	35,752	943,238	160,523
Certificates of Obligation	11,339,000	11,645,000	8,793,000	9,087,000	20,132,000	20,732,000
Total	\$ 12,164,416	\$ 11,890,724	\$ 9,423,493	\$ 9,143,009	\$ 21,587,909	\$ 21,033,733

No direct funded debt limitation is imposed on the City under current state law or the City’s Home Rule Charter. More detailed information about the City’s debt is presented in the notes to the Financial Statements.

Economic factors and the Next Year’s Budgets and Rates

The City’s elected and appointed officials considered many factors when setting the fiscal year 2025 budget, tax rate, and fees that will be charged for the governmental and business-type activities. The major factor affecting all decisions is the changing economy within the framework of the national economic recovery. Along with the rest of the nation, Breckenridge only saw a minimal increase in sales and hotel occupancy taxes. In addition, the local oil and gas industry continues to struggle and remains very volatile. Based on these two factors, sales tax projections remained flat for the fiscal year 2025 budget.

The City prides itself on a quality school district and “hometown” atmosphere. The Breckenridge Economic Development Corporation (BEDC) works to attract businesses with relocation incentives as well as business retention incentives such as workforce training opportunities in coordination with the school district and Texas State Technical College. The BEDC receives one-fourth of the sales tax collected and remitted to the City to support these growth and development initiatives. The City of Breckenridge considered these factors when adopting the General Fund budget for fiscal year 2025. The budgeted revenues for fiscal year 2025 total \$5,331,739 for the General Fund, which is a \$413,770 or 8.41% increase from the previous fiscal year budget. Ad valorem tax revenue is determined by two factors – the total assessed value established by the Stephens County Appraisal District and the tax rate established by the Breckenridge City Commission. The property tax rate for the budgeted year decreased by 0.01 cents to \$1.04471 per hundred dollars of assessed value for 2024. Certified taxable property value is \$299,380,774. This is a 5.65% increase over the last year’s values, or \$16 million.

Request for Information

This financial report is designed to provide our citizens, taxpayers, customers and all investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If you have questions about this report or need additional financial information, you may contact the City Offices at 105 North Rose Avenue or by telephone at 254-559-8287.

Readers can find separately issued financial statements for the Breckenridge Economic Development Corporation at the Chamber of Commerce, 100 East Elm Street, Breckenridge, Texas 76424.

BASIC FINANCIAL STATEMENTS

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EXHIBIT A-1

CITY OF BRECKENRIDGE, TEXAS
Statement of Net Position
September 30, 2024

	Primary Government			Component Unit
	Governmental	Business-type	Total	Breckenridge Economic Development
	Activities	Activities		
ASSETS:				
Cash and cash equivalents	\$ 2,650,168	\$ 3,173,198	\$ 5,823,366	\$ 1,542,618
Investments	8,310,258	-	8,310,258	-
Receivables (Net of allowances for uncollectibles)				
Property taxes	192,647	-	192,647	-
Other taxes	392,505	-	392,505	95,379
Accounts	12,576	531,826	544,402	-
Miscellaneous	27,619	-	27,619	498,597
Internal Balances	(76,078)	76,078	-	-
Supplies inventory	-	182,918	182,918	-
Restricted assets:				
Cash and cash equivalents	-	8,168,850	8,168,850	-
Notes receivable	-	-	-	293,693
Capital assets (net of accumulated depreciation):				
Non-depreciable assets	1,394,040	457,097	1,851,137	29,466
Depreciable assets	8,282,638	19,523,265	27,805,903	71,348
Land held for economic development, at cost				1,781,757
Total Assets	21,186,373	32,113,232	53,299,605	4,312,858
DEFERRED OUTFLOWS OF RESOURCES:				
Deferred outflow related to TMRS pension	468,458	151,674	620,132	-
Deferred outflow related to TMRS OPEB	22,167	7,734	29,901	-
Total Deferred Outflows of Resources	490,625	159,408	650,033	-
LIABILITIES:				
Accounts Payable	50,001	24,243	74,244	416
Accrued Payroll	40,982	12,185	53,167	-
Due to other governments	10,555	-	10,555	-
Unearned Revenue	-	2,276,429	2,276,429	-
Current Liabilities Payable from Restricted Assets:				
Interest payable	20,158	17,294	37,452	-
Customer deposits	-	287,221	287,221	-
Noncurrent liabilities:				
Due within one year	588,542	407,371	995,913	-
Due in more than one year	12,595,719	9,211,130	21,806,849	-
Total Liabilities	13,305,957	12,235,872	25,541,830	416
DEFERRED INFLOWS OF RESOURCES:				
Deferred inflow related to TMRS pension	45,055	14,306	59,361	-
Deferred inflow related to TMRS OPEB	46,968	14,912	61,880	-
Deferred inflows - leases	-	-	-	498,597
Total Deferred Inflows of Resources	92,023	29,218	121,241	498,597
NET POSITION:				
Net Investments in Capital Assets	4,683,767	16,105,584	20,789,351	100,814
Restricted Net Position (Expendable)				
Restricted for USDA loan program	-	-	-	492,788
Debt service	184,697	-	184,697	-
Property tax reduction	17,678	-	17,678	-
Public safety	21,573	-	21,573	-
Public works	368,937	-	368,937	-
Cemetery	629,371	-	629,371	-
Parks	9,638	-	9,638	-
Unrestricted Net Position	2,363,357	3,901,966	6,265,323	3,220,243
Total Net Position	\$ 8,279,018	\$ 20,007,550	\$ 28,286,568	\$ 3,813,845

The notes to the financial statements are an integral part of this statement.

CITY OF BRECKENRIDGE, TEXAS
Statement of Activities
For the Year Ended September 30, 2024

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary Government				
Governmental activities:				
General government	\$ 1,420,492	\$ 33,548	\$ -	\$ -
Public Safety	2,530,198	164,496	5,330	-
Public Works	628,804	-	-	-
Cemetery	121,786	13,400	12,926	-
Parks	382,730	1,490	3,460	-
Community services	15,486	-	174,408	-
Tourism	46,825	-	-	-
Interest on long-term debt	450,905	-	-	-
Bond Issuance Cost	-	-	-	-
Total governmental activities	<u>5,597,226</u>	<u>212,934</u>	<u>196,124</u>	<u>-</u>
Business-type activities:				
Water and wastewater	3,429,638	4,460,632	-	146,350
Sanitation	528,889	536,420	-	-
Trade Days	5,026	-	-	-
Total business-type activities	<u>3,963,552</u>	<u>4,997,052</u>	<u>-</u>	<u>146,350</u>
Total primary government	<u>\$ 9,560,778</u>	<u>\$ 5,209,986</u>	<u>\$ 196,124</u>	<u>\$ 146,350</u>
Component Unit				
Governmental activities:				
General administration	\$ 209,071	\$ -	\$ -	\$ -
Economic development	806,530	-	-	-
Community development	107,601	-	-	-
Total component unit	<u>\$ 1,123,202</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

General Revenues:

Taxes:

Property Taxes, levied for general purposes

Property Taxes, levied for debt service

Sales and Use Taxes

Rental Income

Franchise Taxes

Hotel Motel Taxes

Investment Earnings

Other Revenue

Transfers

Total General Revenues and Transfers

Change in Net Position

Net Position October 1, 2023

Net Position September 30, 2024

The notes to the financial statements are an integral part of this statement.

EXHIBIT B-1

Net (Expense) Revenue and Changes in Net Position

Primary Government			Component Unit
Governmental Activities	Business-type Activities	Total	Breckenridge Economic Development
\$ (1,386,944)	\$ -	\$ (1,386,944)	\$ -
(2,360,372)	-	(2,360,372)	-
(628,804)	-	(628,804)	-
(95,460)	-	(95,460)	-
(377,780)	-	(377,780)	-
158,922	-	158,922	-
(46,825)	-	(46,825)	-
(450,905)	-	(450,905)	-
-	-	-	-
<u>(5,188,168)</u>	<u>-</u>	<u>(5,188,168)</u>	<u>-</u>
-	1,177,344	1,177,344	-
-	7,531	7,531	-
-	(5,026)	(5,026)	-
<u>-</u>	<u>1,179,850</u>	<u>1,179,850</u>	<u>-</u>
\$ <u>(5,188,168)</u>	\$ <u>1,179,850</u>	\$ <u>(4,008,318)</u>	\$ <u>-</u>
\$ -	\$ -	\$ -	\$ (209,071)
-	-	-	(806,530)
-	-	-	(107,601)
\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>(1,123,202)</u>
\$ 2,187,411	\$ -	\$ 2,187,411	\$ -
671,310	-	671,310	-
1,699,127	-	1,699,127	564,418
-	-	-	136,345
442,287	-	442,287	-
42,369	-	42,369	-
539,254	378,439	917,693	64,117
249,301	28,600	277,901	28,797
793,045	(793,046)	-	-
<u>6,624,104</u>	<u>(386,007)</u>	<u>6,238,097</u>	<u>793,677</u>
1,435,936	793,843	2,229,779	(329,525)
6,843,082	19,213,707	26,056,789	4,143,370
\$ <u>8,279,018</u>	\$ <u>20,007,550</u>	\$ <u>28,286,568</u>	\$ <u>3,813,845</u>

EXHIBIT C-1

CITY OF BRECKENRIDGE, TEXAS
Balance Sheet
Governmental Funds
September 30, 2024

	General Fund	General Debt Service Fund	General Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
ASSETS:					
Assets:					
Cash and cash equivalents	\$ 1,741,824	\$ 204,855	\$ -	\$ 703,489	\$ 2,650,168
Investments	-	-	7,680,887	629,371	8,310,258
Receivables (Net of allowances)					
Property taxes	141,309	51,338	-	-	192,647
Other taxes	344,816	-	-	47,689	392,505
Accounts	12,576	-	-	-	12,576
Miscellaneous	20,999	-	6,620	-	27,619
	<u>2,261,524</u>	<u>256,193</u>	<u>7,687,507</u>	<u>1,380,549</u>	<u>11,585,773</u>
Total assets	\$ <u>2,261,524</u>	\$ <u>256,193</u>	\$ <u>7,687,507</u>	\$ <u>1,380,549</u>	\$ <u>11,585,773</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 22,401	\$ -	\$ 27,600	\$ -	\$ 50,001
Accrued payroll	40,982	-	-	-	40,982
Due to other funds	-	-	76,078	-	76,078
Due to other governments	10,555	-	-	-	10,555
	<u>73,938</u>	<u>-</u>	<u>103,678</u>	<u>-</u>	<u>177,616</u>
Total liabilities	73,938	-	103,678	-	177,616
Deferred inflows of resources:					
Deferred property tax	141,309	51,338	-	-	192,647
Other deferred revenue	89,941	-	-	-	89,941
	<u>231,250</u>	<u>51,338</u>	<u>-</u>	<u>-</u>	<u>282,588</u>
Total deferred inflows of resources	231,250	51,338	-	-	282,588
Fund Balances:					
Restricted fund balance	17,678	204,855	7,583,829	1,029,519	8,835,881
Committed fund balance	-	-	-	351,030	351,030
Unassigned Fund Balance	1,938,658	-	-	-	1,938,658
	<u>1,956,336</u>	<u>204,855</u>	<u>7,583,829</u>	<u>1,380,549</u>	<u>11,125,569</u>
Total fund balances	1,956,336	204,855	7,583,829	1,380,549	11,125,569
Total liabilities, deferred inflows of resources, and fund balances	\$ <u>2,261,524</u>	\$ <u>256,193</u>	\$ <u>7,687,507</u>	\$ <u>1,380,549</u>	\$ <u>11,585,773</u>

The notes to the financial statements are an integral part of this statement.

EXHIBIT C-2

CITY OF BRECKENRIDGE, TEXAS
 Reconciliation of the Governmental Funds Balance Sheet
 To the Statement of Net Position
 September 30, 2024

Total Fund Balances - Governmental Funds	11,125,569
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds. The cost of these assets was \$14,893,492 and the accumulated depreciation was \$5,216,814.	9,676,678
Long-term liabilities, including \$61,460 financed purchases, \$763,956 lease financing payable and \$11,744,696 certificates of obligation bonds are not due and payable in the current period and, therefore are not reported as liabilities in the fund financial statements.	(12,570,112)
Some liabilities are not due and payable in the current period and are not included in the fund financial statements, but are included in the governmental activities of the statement of net position. Including interest payable results in a decrease to net position.	(20,158)
Property taxes, franchise taxes, and municipal court fines and fees are not available soon enough to pay for the current period's expenditures and therefore are deferred inflows of resources in the fund financial statements.	282,588
Included in the items related to noncurrent liabilities is the recognition of the City's net pension liability required by GASB 68 in the amount of \$458,175 , a Deferred Resource Inflow related to pensions in the amount of \$45,055, and a Deferred Resource Outflow related to pensions in the amount of \$468,458. This results in a decrease in Net Position.	(34,772)
Included in the items related to noncurrent liabilities is the recognition of the City's total OPEB liability required by GASB 75 in the amount of \$155,974, Deferred Resource Inflow related to OPEB in the amount of \$46,968, and a Deferred Resource Outflow related to OPEB in the amount of \$22,167. This results in a decrease in Net Position.	(180,775)
Net Position of Governmental Activities	<u><u>8,279,018</u></u>

The notes to the financial statements are an integral part of this statement.

EXHIBIT C-3

CITY OF BRECKENRIDGE, TEXAS
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the year ended September 30, 2024

	General Fund	General Debt Service Fund	General Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
Revenues:					
Taxes:					
Property taxes	\$ 2,171,466	\$ 667,938	\$ -	\$ -	\$ 2,839,404
Sales and use tax	1,416,918	-	-	282,209	1,699,127
Franchise	442,287	-	-	-	442,287
Hotel motel taxes	42,369	-	-	-	42,369
Charges for service	212,934	-	-	-	212,934
Grants and contributions	73,215	-	118,821	4,088	196,124
Investment earnings	5,069	829	442,150	91,206	539,254
Other revenue	44,716	-	-	3,488	48,204
Total revenues	<u>4,408,974</u>	<u>668,767</u>	<u>560,971</u>	<u>380,991</u>	<u>6,019,703</u>
Expenditures:					
Current					
General government	1,340,034	-	55,000	-	1,395,034
Public Safety	2,366,507	-	-	2,119	2,368,626
Public Works	393,894	-	-	15,681	409,575
Cemetery	78,254	-	-	19,735	97,989
Parks	292,989	-	-	3,460	296,449
Community services	14,594	-	-	-	14,594
Tourism	46,825	-	-	-	46,825
Capital Outlay	-	-	1,370,404	868,469	2,238,873
Debt service:					
Principal	13,670	306,000	-	150,245	469,915
Interest and fiscal charges	967	469,123	-	24,696	494,786
Total expenditures	<u>4,547,734</u>	<u>775,123</u>	<u>1,425,404</u>	<u>1,084,405</u>	<u>7,832,666</u>
Excess (deficiency) of revenue over (under) expenditures	\$ <u>(138,760)</u>	\$ <u>(106,356)</u>	\$ <u>(864,433)</u>	\$ <u>(703,414)</u>	\$ <u>(1,812,963)</u>
Other financing sources (uses):					
Lease Financing	-	-	-	743,607	743,607
Insurance recoveries	42,012	-	-	87,676	129,688
Gain On Sale of Assets	75,042	-	-	67,918	142,960
Transfers in	595,000	159,911	-	222,533	977,444
Transfers out	<u>(181,034)</u>	<u>-</u>	<u>-</u>	<u>(3,365)</u>	<u>(184,399)</u>
Net change in fund balances	392,260	53,555	(864,433)	414,955	(3,663)
Fund balance, October 1, 2023	<u>1,564,076</u>	<u>151,300</u>	<u>8,448,262</u>	<u>965,594</u>	<u>11,129,232</u>
Fund balance, September 30, 2024	<u>\$ 1,956,336</u>	<u>\$ 204,855</u>	<u>\$ 7,583,829</u>	<u>\$ 1,380,549</u>	<u>\$ 11,125,569</u>

The notes to the financial statements are an integral part of this statement.

EXHIBIT C-4

CITY OF BRECKENRIDGE, TEXAS
 Reconciliation of Statement of Revenues,
 Expenditures and Changes in Fund Balances of
 The Governmental Funds to the Statement of Activities
 For the Year Ended September 30, 2024

Total Net Change in Fund Balances - Governmental Funds	(3,663)
Current year capital outlays and long-term debt principal payments are expenditures in the fund financial statements, but they should be shown as increases in capital assets and reductions in long-term debt in the government-wide financial statements. The net effect of including \$2,155,322 of capital outlays and \$469,914 of debt principal payments is to increase net position.	2,625,236
The net effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins, disposals and transfers between activities) is to decrease net position.	(71,551)
Depreciation and amortization is not recognized as an expense in governmental funds since it does not require the use of current financial resources. The net effect of the current year's depreciation and amortization is to decrease net position.	(427,697)
Current year lease financing are other financing sources in the fund financial statements. The increase in long-term debt is a decrease in net position.	(743,607)
Current year interest payable of the governmental funds is not due and payable in the current period and, therefore is not reported as a liability in the funds. The increase in interest payable decreases net position.	2,570
Revenues in the government-wide statement of activities that do not provide current financial resources are not reported as revenues in the funds.	19,320
GASB 68 required the City to recognize their net pension liability, deferred resource inflow related to pension, and deferred resource outflow related to pension. The changes in these balances decreased net pension.	33,262
GASB 75 requires the City to recognize their OPEB liability and deferred resource outflow related to OPEB. The changes in these balances decreased net pension.	2,066
Change in Net Position of Governmental Activities	1,435,936

The notes to the financial statements are an integral part of this statement.

Exhibit D-1

CITY OF BRECKENRIDGE, TEXAS
Statement of Net Position
Proprietary Funds
September 30, 2024

	Enterprise Funds				Totals
	Water Fund	Wastewater Fund	Sanitation Fund	Trade Days Fund	
ASSETS:					
Current Assets:					
Cash and cash equivalents	\$ 1,588,139	\$ 1,552,771	\$ (7,238)	\$ 39,526	\$ 3,173,198
Receivables (Net of allowances):					
Accounts	307,359	183,204	41,263	-	531,826
Miscellaneous					-
Due from other funds	76,078	-	-	-	76,078
Supplies inventory	182,918	-	-	-	182,918
Restricted Assets:					
Cash and cash equivalents	3,876,548	4,292,302	-		8,168,850
Total current assets	<u>6,031,042</u>	<u>6,028,277</u>	<u>34,025</u>	<u>39,526</u>	<u>12,132,870</u>
Noncurrent Assets:					
Capital assets, at cost:					
Land and land improvements	165,068	22,289	39,000	18,382	244,739
Construction in progress	148,300	115,500	-	0	263,800
Buildings and improvements	993,146	108,363	-	209,322	1,310,831
Water system	20,937,767	-	-	-	20,937,767
Wastewater system	-	10,079,274	-	-	10,079,274
Vehicles and equipment	404,655	866,654	-	-	1,271,309
Intangible Right-to-Use - Leased Equipment	206,674	3,572	-	-	210,246
Less: accumulated depreciation and amortization	<u>(9,916,283)</u>	<u>(4,374,133)</u>	<u>-</u>	<u>(47,187)</u>	<u>(14,337,603)</u>
Capital assets, net	<u>12,939,327</u>	<u>6,821,519</u>	<u>39,000</u>	<u>180,516</u>	<u>19,980,363</u>
Total noncurrent assets	<u>12,939,327</u>	<u>6,821,519</u>	<u>39,000</u>	<u>180,516</u>	<u>19,980,363</u>
Total assets	<u>18,970,369</u>	<u>12,849,796</u>	<u>73,025</u>	<u>220,042</u>	<u>32,113,232</u>
DEFERRED OUTFLOWS OF RESOURCES:					
Deferred outflow related to TMRS pension	118,648	33,026	-	-	151,674
Deferred outflow related to TMRS OPEB	5,858	1,876	-	-	7,734
Total Deferred Outflows of Resources	<u>124,506</u>	<u>34,902</u>	<u>-</u>	<u>-</u>	<u>159,408</u>
LIABILITIES:					
Current Liabilities:					
Accounts payable	9,126	5,778	9,339	-	24,243
Accrued payroll	10,635	1,550	-	-	12,185
Unearned revenues	1,164,509	1,111,920	-	-	2,276,429
Current portion of long-term debt	229,999	177,372	-	-	407,371
Interest payable	5,428	11,866	-	-	17,294
Current Liabilities Payable from Restricted Assets:					
Customer deposits payable	287,221	-	-	-	287,221
Total current liabilities	<u>1,706,918</u>	<u>1,308,485</u>	<u>9,339</u>	<u>-</u>	<u>3,024,742</u>
Noncurrent Liabilities:					
Long-term portion of bonds payable	4,823,840	3,670,160	-	-	8,494,000
Long-term portion of financed purchases payable	-	381,197	-	-	381,197
Long-term portion of lease financing payable	140,385	542	-	-	140,927
Net pension liability	106,725	38,754	-	-	145,479
Total OPEB liability	36,326	13,201	-	-	49,527
Total noncurrent liabilities	<u>5,107,276</u>	<u>4,103,854</u>	<u>-</u>	<u>-</u>	<u>9,211,130</u>
Total liabilities	<u>6,814,194</u>	<u>5,412,339</u>	<u>9,339</u>	<u>-</u>	<u>12,235,872</u>
DEFERRED INFLOWS OF RESOURCES:					
Deferred inflow related to TMRS	10,495	3,811	-	-	14,306
Deferred inflow related to OPEB	10,937	3,975	-	-	14,912
Total Deferred Inflows of Resources	<u>21,432</u>	<u>7,786</u>	<u>-</u>	<u>-</u>	<u>29,218</u>
NET POSITION:					
Net Investment in Capital Assets	10,055,098	5,830,970	39,000	180,516	16,105,584
Unrestricted	2,204,151	1,633,603	24,685	39,526	3,901,966
Total net position	<u>\$ 12,259,249</u>	<u>\$ 7,464,573</u>	<u>\$ 63,685</u>	<u>\$ 220,042</u>	<u>\$ 20,007,550</u>

The notes to the financial statements are an integral part of this statement.

Exhibit D-2

CITY OF BRECKENRIDGE, TEXAS
Statement of Revenues, Expenses, and Changes in Fund Net Position
Proprietary Funds
For the Year Ended September 30, 2024

	Enterprise Funds				Totals
	Water Fund	Wastewater Fund	Sanitation Fund	Trade Days Fund	
Operating revenues:					
Charges for sales and services	\$ 2,735,621	\$ 1,618,129	\$ 536,420	\$ -	\$ 4,890,170
Miscellaneous	98,032	8,850	-	-	106,882
Total operating revenue	<u>2,833,653</u>	<u>1,626,979</u>	<u>536,420</u>	<u>-</u>	<u>4,997,052</u>
Operating expenses:					
Water and sewer commercial	152,980	24,156	-	-	177,136
Water meters and readers	78,441	-	-	-	78,441
Lake Daniel	13,270	-	-	-	13,270
Water production	834,235	-	-	-	834,235
Water distribution	799,651	-	-	-	799,651
Sewer collection	-	38,127	-	-	38,127
Sewer treatment	-	320,357	-	-	320,357
Solid waste	-	-	528,889	-	528,889
Depreciation and amortization	722,545	240,855	-	5,026	968,426
Total operating expenses	<u>2,601,122</u>	<u>623,495</u>	<u>528,889</u>	<u>5,026</u>	<u>3,758,532</u>
Operating income (loss)	<u>232,531</u>	<u>1,003,484</u>	<u>7,531</u>	<u>(5,026)</u>	<u>1,238,520</u>
Nonoperating revenues (expenses):					
Interest revenue	177,516	200,772	50	101	378,439
Gain on Sale of Assets	-	28,600	-	-	28,600
Interest expense and fiscal charges	<u>(140,237)</u>	<u>(64,783)</u>	<u>-</u>	<u>-</u>	<u>(205,020)</u>
Total nonoperating revenues (expenses)	<u>37,279</u>	<u>164,589</u>	<u>50</u>	<u>101</u>	<u>202,019</u>
Income (loss) before contributions and transfers	<u>269,810</u>	<u>1,168,072</u>	<u>7,581</u>	<u>(4,925)</u>	<u>1,440,539</u>
Transfers (to) from other funds and contributions:					
Capital Grants & Contributions	97,800	48,550	-	-	146,350
Transfers in	7,759	3,365	-	-	11,123
Transfers out	<u>(141,499)</u>	<u>(662,670)</u>	<u>-</u>	<u>-</u>	<u>(804,169)</u>
Change in Net Position	233,869	557,317	7,581	(4,925)	793,843
Net Position, October 1, 2023	<u>12,025,380</u>	<u>6,907,256</u>	<u>56,104</u>	<u>224,967</u>	<u>19,213,707</u>
Net Position, September 30, 2024	<u>\$ 12,259,249</u>	<u>\$ 7,464,573</u>	<u>\$ 63,685</u>	<u>\$ 220,042</u>	<u>\$ 20,007,550</u>

The notes to the financial statements are an integral part of this statement.

EXHIBIT D-3

CITY OF BRECKENRIDGE, TEXAS
Statement of Cash Flows
Proprietary Fund
For the Year Ended September 30, 2024

	Enterprise Funds				Totals
	Water Fund	Wastewater Fund	Sanitation Fund	Trade Days Fund	
Cash flows from operating activities:					
Cash received from customers	\$ 2,885,707	\$ 1,624,412	\$ 537,830	\$ -	\$ 5,047,949
Cash paid to suppliers	(2,608,614)	(486,392)	(583,267)	-	(3,678,273)
Cash paid to employees	615,947	84,034	17,094	-	717,075
Net cash provided (used) by operating activities	<u>893,040</u>	<u>1,222,054</u>	<u>(28,343)</u>	<u>-</u>	<u>2,086,751</u>
Cash flow from noncapital financing activities:					
Due to/from other funds	(76,078)	-	-	-	(76,078)
Transfers in	7,759	3,365	-	-	11,123
Transfers out	(141,499)	(662,670)	-	-	(804,169)
Net cash provided (used) by noncapital financing activities	<u>(209,819)</u>	<u>(659,305)</u>	<u>-</u>	<u>-</u>	<u>(869,124)</u>
Cash flow from capital and related financing activities:					
Capital expenditures	(162,172)	(48,550)	-	-	(210,722)
Principal payments on long-term debt	(217,489)	(175,802)	-	-	(393,291)
Interest paid on bonds	(140,528)	(55,642)	-	-	(196,170)
Net cash (used) by capital and related financing activities	<u>(520,189)</u>	<u>(279,994)</u>	<u>-</u>	<u>-</u>	<u>(800,183)</u>
Cash flow from investing activities:					
Interest received	177,516	200,772	50	101	378,439
Net cash provided by investing activities	<u>177,516</u>	<u>200,772</u>	<u>50</u>	<u>101</u>	<u>378,439</u>
Net increase (decrease) in cash and cash equivalents	340,548	483,527	(28,293)	101	795,883
Cash and cash equivalents, October 1, 2023	<u>5,124,139</u>	<u>5,361,546</u>	<u>21,055</u>	<u>39,425</u>	<u>10,546,165</u>
Cash and cash equivalents, September 30, 2024	<u>\$ 5,464,687</u>	<u>\$ 5,845,073</u>	<u>\$ (7,238)</u>	<u>\$ 39,526</u>	<u>\$ 11,342,048</u>
Reconciliation of Operating Income to					
Net Cash Provided (Used) by Operating Activities					
Operating income	\$ 232,531	\$ 1,003,484	\$ 7,531	\$ (5,026)	\$ 1,238,520
Adjustments to reconcile operating income to					
net cash provided (used) by operating activities:					
Depreciation expense	722,545	240,855	-	5,026	968,426
(Increase) decrease in accounts receivable	32,652	(2,567)	1,410	-	31,495
(Increase) decrease in supplies inventory	(2,940)	-	-	-	(2,940)
Increase (decrease) in accounts payable	(97,198)	(26,646)	(36,873)	-	(160,717)
Increase (decrease) in accrued payroll	3,184	(693)	(411)	-	2,080
Increase (decrease) in customer meter deposits	19,402	-	-	-	19,402
Increase (decrease) in net pension balances	(18,178)	7,098	-	-	(11,080)
Increase (decrease) in total OPEB balances	1,042	523	-	-	1,565
Total adjustments	<u>660,509</u>	<u>218,570</u>	<u>(35,874)</u>	<u>5,026</u>	<u>848,231</u>
Net cash provided by operating activities	<u>\$ 893,040</u>	<u>\$ 1,222,054</u>	<u>\$ (28,343)</u>	<u>\$ -</u>	<u>\$ 2,086,751</u>
Noncash Investing, Capital and Financial Activities					
Vehicle acquired with lease financing	\$ 169,687	-	-	-	\$ 169,687
Vehicle acquired with financed purchases	<u>504,089</u>	<u>504,089</u>	<u>-</u>	<u>-</u>	<u>504,089</u>
	<u>\$ 169,687</u>	<u>\$ 504,089</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 169,687</u>

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City operates under a Home Rule/Commission/Manager form of government and provides the following services as authorized by its charter: public safety (police and fire), highway and streets, sanitation, social services, public improvements, planning and zoning, parks and recreation, and general administration services. Other services include water production and distribution and sewer disposal.

The reporting entity consists of the City of Breckenridge, Texas ("City") and its component unit. Component unit are legally separate entities for which the City is financially accountable or other organizations whose nature and significant relationship with the City are such that the exclusion would cause the City's financial statements to be misleading or incomplete. Financial accountability is defined as the appointment of a voting majority of the component unit's board, and either the City's ability to impose its will on the organization or there is potential for the organization to provide a financial benefit to or impose a financial burden on the City.

The financial statements include one discretely presented component unit which has a September 30 year-end. The discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is legally separate from the City.

Discretely Presented Component Unit

The Breckenridge Economic Development Corporation (the "BEDC") was incorporated under the Development Corporation Act of 1979 (the "Act"), with the approval of the City. The purpose of the BEDC is to promote the economic development of the City of Breckenridge through the use of a ½% 4B sales tax approved by the voters of the City. The BEDC receives its authority from the City of Breckenridge. While legally separate from the City, it is reported as part of the reporting entity under the discretely presented method because the City's elected officials are financially accountable for the BEDC. The City has the authority to appoint board members and approve budgets and contracts. The City is the sole beneficiary of the BEDC and will receive the remaining assets and assume the remaining liabilities upon termination. Readers can find separately issued financial statements for the Breckenridge Economic Development Corporation at the Chamber of Commerce, 100 East Elm Street, Breckenridge, Texas 76424.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Separate financial statements are provided for governmental funds and proprietary funds. Major individual funds and individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Basis of Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized as soon as they are measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers all revenues available if they are collected within 60 days after year-end. Expenditures generally are recorded when the related fund liability is incurred, however, debt service expenditures and expenditures related to compensated absences and claims and judgments, are recognized when payment is due.

Property taxes, sales taxes, franchise taxes, licenses, charges for service, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when the government receives payment.

The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The City reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *general debt service fund* was established to account for payment of principal and interest on long-term general obligation debt and other long-term debts for which a tax has been dedicated.

The *general capital projects fund* is used to account for bonds proceeds issued for capital projects.

The City reports the following major proprietary funds:

The *water fund* is used to account for the operation of the water utility.

The *wastewater fund* is used to account for the operation of the wastewater utility.

The *sanitation fund* is used to account for the operation of residential trash.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges and transfers between the governmental activities and the business-type activities, which cannot be eliminated.

Amounts reported as program revenues include 1) charges for customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. *Internally* dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds, distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water fund and wastewater fund are charges to customers for sales and services. Operating expenses for the enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. Financial Statement Amounts

1. Deposits and Investments

The government's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments that are highly liquid with maturity within three months or less when purchased.

2. Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds". Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

All trade and property tax receivables are shown net of an allowance for uncollectibles. The property tax receivable allowance for the general fund of \$141,309 and the general debt service fund of \$51,338 is equal to 50% of outstanding delinquent property taxes at September 30, 2024. The court fines and fees receivable is reported net of an allowance of \$20,596 which is 50% of the outstanding receivable. Trade accounts receivable in the enterprise funds are reported net of an allowance of \$133,755 which is the accounts aged over 60 days. The Breckenridge Economic Development Corporation notes receivable are reported net of an allowance of \$32,854 which is based on historical experience and collectability.

3. Property Tax

Ad valorem property taxes are levied each October 1 from valuations assessed as of the prior January 1 for all real and business personal property. Taxes are due on receipt of the tax bill and are delinquent if not paid before the following February 1. On January 1 of each year, a tax lien attaches to property to secure the payment of all taxes, penalties and interest.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

4. Inventory

The City's water fund inventory is recorded under the purchase method. Under the purchase method the inventory is first recorded as an expense when purchased and then adjusted at the end of the year to reflect the value of inventory at that date. Inventories held by the water fund are priced at the lower of cost or market on the first-in, first-out method.

5. Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets, are reported in the applicable governmental activities or business-type activities columns in the government-wide financial statements and in the proprietary funds financial statements. The City defines capital assets as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at cost or estimated historical cost if purchased or constructed. Donated fixed assets are recorded at their estimated fair value at the date of donation.

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

Property, plant and equipment of the primary government and proprietary funds are depreciated using the straight-line method over the following estimated useful lives.

Infrastructure	30 - 50 years
Building	50 years
Building improvements	20 years
Vehicles	2 - 15 years
Office equipment	3 - 15 years
Computer equipment	3 - 5 years

The City has reported infrastructure capital assets acquired prior to the implementation of GASB Statement No. 34 at estimated historical cost.

6. Compensated Absences

Regular full-time employees earn vacation and sick leave in accordance with City guidelines. Vacation time may be accumulated up to 240 hours. The City does allow for the accumulation of sick leave, however, the sick leave is not paid upon an employee's separation from services therefore a long-term liability has not been accrued.

7. Long-term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statements of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bond issuance costs are expensed when they are incurred and are no longer amortized over the term of the related debt. Bonds payable are reported net of the applicable bond premium or discount.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

8. Use of Estimates

The preparation of financial statements in conformity with Generally Accepted Accounting Principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent liabilities at the date of the financial statements and report amounts of revenues and expenses during the period. Actual amounts could differ from those estimates.

9. Fund Balances – Governmental Funds

In accordance with GASB No. 54, the City classified fund balances in the governmental funds as follows:

Nonspendable – includes amounts that cannot be spent because they are either not spendable in form or are legally or contractually required to be maintained intact.

Restricted – includes amounts restricted by external sources (creditors, laws of other governments, etc.) or by constitutional provision or enabling legislation.

Committed – includes amounts that can only be used for specific purposes. Committed fund balance is reported pursuant to formal action by City Commission, the City's highest level of decision making authority. Commitments may be modified or rescinded only through formal action of City Commission.

Assigned – includes amounts that the City intends to use for a specific purpose, but do not meet the definition of restricted or committed fund balance. Under the City's adopted policy, amounts may be assigned by the City Manager and the City Secretary.

Unassigned – All amounts not included in other spendable classifications.

When expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been first spent out of committed funds, then assigned, and finally unassigned as needed.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The following table is a summary of the fund balance of the governmental funds.

	General Fund	General Debt Service Fund	General Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
Restricted:					
Debt service	\$ -	\$ 204,855	\$ -	\$ -	\$ 204,855
Property tax reduction	17,678	-	-	-	17,678
Public Safety	-	-	-	21,573	21,573
Public Works	-	-	-	368,937	368,937
Cemetery	-	-	-	629,371	629,371
Parks	-	-	-	9,638	9,638
Capital projects	-	-	7,583,829	-	7,583,829
Committed:					
Equipment replacement	-	-	-	351,030	351,030
Unassigned	1,938,658	-	-	-	1,938,658
	<u>\$ 1,956,336</u>	<u>\$ 204,855</u>	<u>\$ 7,583,829</u>	<u>\$ 1,380,549</u>	<u>\$ 11,125,569</u>

10. Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the City's policy is to apply restricted net position first.

11. Pensions

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

NOTE 2: DEPOSITS AND INVESTMENTS

The City of Breckenridge investment policies and types of investments are governed by the State Public Funds Investment Act (the "Act"). The Act authorizes the City to invest, with certain restrictions, in obligations of the U.S. Treasury or the State of Texas, certain U.S. agencies, certificates of deposit, money market savings accounts, certain municipal securities, repurchase agreements, banker's acceptances, mutual funds and investment pools. The City's management believes that it complied with the requirements of the Act and the City's investment policies.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 2: DEPOSITS AND INVESTMENTS (continued)

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government’s deposits may not be returned to it. The City’s funds are required to be deposited and invested under the terms of a depository contract. The City’s deposits are required to be collateralized with securities held by the pledging institution’s trust department or agent in the City’s name. The pledge of approved securities is waived only to the extent of the depository bank’s dollar amount of Federal Deposit Insurance Corporation (“FDIC”) Insurance. The BEDC’s deposits are secured by a pledge of securities and FDIC Insurance in BEDC’s name. At September 30, 2024, the City’s and BEDC’s deposits were fully collateralized and insured.

Credit Risk– Investments

The City controls credit risk by limiting its investments to those instruments allowed by the State Public Funds Investment Act described above.

Interest Rate Risk – Investments

As a means of limiting its exposure to interest rate risk, the City diversifies its investments by security type and institution, and limits holdings in any one type of investment with any one issuer. The City coordinates its investment maturities to closely match cash flow needs and restricts the maximum investment term to less than five years from the purchase date.

The City’s fiduciary funds (Cemetery Perpetual Care Trust Fund) are invested in accordance with the provision of a trust agreement. These funds are invested by the trustee according to Section 113.056 of the Texas Trust Code. The City has the following types of investments:

Investment	Credit Rating	Cost	Fair Value	Percentage of Total Investments	Investment Maturities (in Years)			
					Less than 1 year	1-5 Years	6-10 Years	Over 10 Years
Cash	N/A	10,558	10,558	0.13%	10,558	-	-	-
Equity Mutual Funds	N/A	126,797	172,908	2.08%	172,908	-	-	-
Bond Mutual Funds	N/A	192,058	181,854	2.19%	181,854	-	-	-
Corporate Bonds	Aaa - Baa2	126,001	121,028	1.46%	10,963	83,872	12,752	13,440
U.S. Treasuries	N/A	69,567	62,229	0.75%	-	20,756	8,064	33,409
U.S. Government Agencies	N/A	84,222	80,794	0.97%	-	2,833	18,109	59,852
Logic Investment Pool	AAAm	7,680,887	7,680,887	92.43%	7,680,887	-	-	-
		<u>\$8,290,090</u>	<u>\$8,310,258</u>		<u>\$8,057,170</u>	<u>\$107,461</u>	<u>\$ 38,925</u>	<u>\$106,701</u>

Investment Valuation

All securities are stated at fair value as reported by the City’s portfolio manager. For securities traded on a major exchange, market values are priced as of the statement date, September 30, 2024, as provided by various pricing services (Level 1 inputs). The method and frequency of pricing assets not traded on major exchanges varies depending on the type of assets (Level 2 inputs); therefore, the market value may not be a current value as of the statement date.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 3: RESTRICTED ASSETS

The following cash and investments in the government-wide statement of net position are restricted for the following purposes:

	Cash
Business-type Activities	
Customer water deposits	\$ 287,221
Construction - water fund	3,589,327
Construction - wastewater fund	4,292,302
	\$ 8,168,850

\$7,992,313 of the City’s restricted cash balances are held in escrow accounts that investment in government securities money market funds. These funds were deposited in these escrow accounts pursuant to an agreement with the Texas Water Development Board. The escrowed funds are kept in separate accounts and can only be disbursed or withdrawn to pay the costs of approved projects and solely upon written authorization from the Texas Water Development Board.

NOTE 4: DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then. The City has two items that qualify in this category. They are deferred outflow related to TMRS pension and deferred outflows related to TMRS OPEB reported in the government-wide statement of net position and proprietary funds statement of net position.

In addition to liabilities, the statement of financial position and governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resource (revenue) until that time. The City has three types of items in this category. Unavailable revenues for governmental funds and deferred inflows related to pensions and deferred inflows related to OPEB in the government-wide statement of net position and propriety funds statements are reported as deferred inflows of resources. The BEDC has deferred inflows related to leases. At the end of the fiscal year the components of deferred inflows in the governmental funds were as follows:

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 4: DEFERRED OUTFLOWS/INFLOWS OF RESOURCES (continued)

Deferred inflows of resources - governmental funds	
Deferred property taxes receivable (general fund)	\$ 141,309
Deferred property taxes receivable (general debt service fund)	51,338
Deferred franchise taxes receivable (general fund)	69,345
Deferred court fines (general fund)	<u>20,596</u>
Total deferred inflows for governmental funds	<u>\$ 282,588</u>

NOTE 5: INTERFUND RECEIVABLE, PAYABLES AND TRANSFERS

The composition of interfund transfers for the City's individual major funds and nonmajor funds at September 30, 2024, is as follows:

<u>Transfer In</u>	<u>Transfer Out</u>	<u>Amount</u>
General Fund	Water Fund	\$ 100,000
General Fund	Wastewater Fund	495,000
General Debt Service	Wastewater Fund	159,911
Other governmental funds	Water Fund	41,499
Other governmental funds	General Fund	<u>181,034</u>
Total Governmental Funds Transfers In		<u>\$ 977,444</u>
Revenue Debt Service	Wastewater Fund	\$ 7,759
Wastewater Fund	Other governmental funds	<u>3,364</u>
Total Enterprise Funds Transfers In		<u>\$ 11,123</u>

Each year the water fund and wastewater fund transfer unrestricted revenues to finance various programs accounted for in the general fund in accordance with budgetary authorizations. Amounts transferred to the general capital projects fund and other governmental funds were for construction projects and equipment replacement. The general debt service fund was created to pay part of the water and wastewater debt and the amounts paid were treated as transfers.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 6: CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2024 was as follows:

Governmental activities:	Primary Government				Ending Balance
	Beginning Balance	Increases	Decreases	Transfers	
Non - Depreciable Assets:					
Land	\$ 194,785	\$ -	\$ (200)	\$ -	\$ 194,585
Construction in Progress	1,049,400	1,184,205	-	(1,034,150)	1,199,455
Total non-depreciable assets	1,244,185	1,184,205	(200)	(1,034,150)	1,394,040
Depreciable Assets:					
Buildings and improvements	1,561,651	27,654	(87,500)	-	1,501,805
Infrastructure	7,881,190	-	-	1,034,150	8,915,340
Vehicles and Equipment	2,389,358	158,546	(311,697)	-	2,236,207
Intangible Right-to-Use Lease vehicles and equipment	153,184	743,607	(50,695)	-	846,096
Total capital assets being depreciated	11,985,383	929,807	(449,892)	1,034,150	13,499,448
Accumulated Depreciation and Amortization:					
Buildings and improvements	(1,066,812)	(41,514)	72,780	-	(1,035,546)
Infrastructure	(2,102,120)	(210,978)	-	-	(2,313,098)
Vehicles and Equipment	(1,968,708)	(106,088)	299,002	-	(1,775,794)
Intangible Right-to-Use Lease - vehicles and equipment	(30,016)	(69,119)	6,759	-	(92,376)
Total accumulated depreciation and amortization	(5,167,656)	(427,699)	378,541	-	(5,216,814)
Governmental activities capital assets, net	\$ 8,061,912	\$ 1,686,313	\$ (71,551)	\$ -	\$ 9,676,674

Depreciation and amortization expense was charged to functions/programs of the governmental activities as follows:

Governmental activities:	
General government	30,652
Public Safety	102,427
Public Works	222,424
Cemetery	10,647
Parks	60,655
Community services	892
Total - governmental activities	<u>\$ 427,697</u>

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 6: CAPITAL ASSETS - (Continued)

Business-type activities:	Primary Government				Ending Balance
	Beginning Balance	Increases	Decreases	Transfers	
Non - Depreciable Assets:					
Land	\$ 193,297	\$ -	\$ -	\$ -	\$ 193,297
Construction in Progress	636,386	210,722	-	(583,308)	263,800
Total non-depreciable assets	829,683	210,722	-	(583,308)	457,097
Depreciable Assets:					
Land improvements	51,442	-	-	-	51,442
Buildings and improvements	1,310,830	-	-	-	1,310,830
Water and sewer systems	30,433,734	-	-	583,308	31,017,042
Vehicles and equipment	900,235	564,089	(193,014)	-	1,271,310
Intangible Right-to-Use Lease Vehicles and equipment	40,559	169,687	-	-	210,246
Total capital assets being depreciated	32,736,800	733,776	(193,014)	583,308	33,860,870
Accumulated Depreciation and Amortization:					
Land improvements	(21,784)	(923)	-	-	(22,707)
Buildings and improvements	(992,069)	(26,493)	-	-	(1,018,562)
Water and sewer systems	(11,816,758)	(875,432)	-	-	(12,692,190)
Vehicles and equipment	(694,893)	(35,090)	161,614	-	(568,369)
Intangible Right-to-Use Lease - Vehicles and equipment	(5,288)	(30,488)	-	-	(35,776)
Total accumulated depreciation and amortization	(13,530,792)	(968,426)	161,614	-	(14,337,604)
Business-type activities capital assets, net	\$ 20,035,691	\$ (23,928)	\$ (31,400)	\$ -	\$ 19,980,363

Depreciation and amortization expense was charged to functions/programs of the business-type activities as follows:

Business-type activities:	
Water	\$ 722,545
Wastewater	240,855
Sanitation	-
Trade Days	5,026
Total - business-type activities	<u>\$ 968,426</u>

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 6: CAPITAL ASSETS - (Continued)

Discretely Presented Component Unit

Activity for the Breckenridge Economic Development Corporation for the year ended September 30, 2024 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Non - Depreciable Assets:				
Land	\$ 56,546	\$ -	\$ (27,080)	\$ 29,466
Total non-depreciable assets	<u>56,546</u>	<u>-</u>	<u>(27,080)</u>	<u>29,466</u>
Depreciable Assets:				
Buildings and improvements	280,030	-	(158,240)	121,790
Office furniture and equipment	5,400	-	(5,400)	-
Total capital assets being depreciated	<u>285,430</u>	<u>-</u>	<u>(163,640)</u>	<u>121,790</u>
Accumulated Depreciation:				
Buildings and improvements	(96,299)	(5,571)	51,428	(50,442)
Office furniture and Equipment	(3,750)	(1,650)	5,400	-
Total accumulated depreciation	<u>(100,049)</u>	<u>(7,221)</u>	<u>56,828</u>	<u>(50,442)</u>
Governmental activities capital assets, net	<u>\$ 241,927</u>	<u>\$ (7,221)</u>	<u>\$ (133,892)</u>	<u>\$ 100,814</u>

Properties Held for Economic Development

BEDC's goal is to promote and develop the industrial and manufacturing enterprises in order to encourage employment in the City of Breckenridge. Property and equipment are acquired with the intent of making these properties available to prospective companies at a reasonable price as an incentive to relocate their business in Breckenridge. These properties are not considered investments and are reported at cost. At September 30, 2024, properties held for economic development at cost was \$1,781,757.

NOTE 7: FINANCED PURCHASES

The City has entered into agreements to finance the acquisition of equipment for the general fund and water fund. These leases qualify as financed purchases for accounting purposes and, therefore, have been recorded at the present value of the future minimum lease payments as of the date of inception.

\$199,876 agreement dated April 1, 2015, for a fire truck due in annual payments of \$23,719 including interest at 3.24% maturing April 1, 2025.

\$151,241 agreement dated April 15, 2022, for four trucks due in annual payments of \$50,414 including interest at 3.35% maturing April 15, 2025. This was split between the governmental activities and business-type activities.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 7: FINANCED PURCHASES- (Continued)

\$125,138 agreement dated February 15, 2024 for 2 backhoe loaders due in monthly payments of \$2,462 including interest at 6.72% maturing February 15, 2029.

\$378,951 agreement dated February 22, 2024, for sewer cleaner equipment due in annual payments of \$59,133 including interest at 6.72% maturing May 1, 2029.

Future minimum commitments are as follows:

	Governmental Activities	Business-type Activities
2025	\$ 63,493	\$ 99,312
2026	-	88,672
2027	-	88,672
2028	-	88,672
2029	-	187,798
Total debt service requirements	63,493	553,126
Less: Interest Portion	2,033	101,913
Debt Principal	<u>\$ 61,460</u>	<u>\$ 451,213</u>

Assets and related accumulated depreciation are as follows:

	Governmental Activities	Business-Type Activities
Vehicles and equipment	\$ 330,838	\$ 526,200
Less: Accumulated depreciation	(185,650)	(349,036)
Net	<u>\$ 145,188</u>	<u>\$ 177,164</u>

NOTE 8: LEASE FINANCING

The City, as a lessee, has entered into lease agreements involving copiers, printers and vehicles. The total of the City's leased assets are recorded at a cost of \$1,056,341, less accumulated amortization of \$128,151. With the implementation of Governmental Accounting Standards Board Statement No. 87, Leases, a lease meeting the criteria of this statement requires the lessee to recognize a lease liability and an intangible right to use asset. This lease and assets are split between governmental and business-type activities.

The lease agreement is summarized as follows:

Description	Date	Payment Terms	Interest Rate	Total Lease Liability	Balance 9/30/2024
Copiers/Printers	5/28/2021	60 months	3.10%	\$ 70,661	\$ 26,416
Vehicles		60 months	7.25 - 8.01%	985,680	916,822
Total				<u>\$ 1,056,341</u>	<u>\$ 943,238</u>

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 8: LEASE FINANCING – (Continued)

The future lease payments under lease agreements are as follows:

	Governmental Activities			Business-Type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2025	\$ 150,857	53,108	\$ 203,965	\$ 38,354	\$ 12,305	\$ 50,659
2026	157,397	41,689	199,086	40,767	9,344	50,111
2027	159,632	29,696	189,328	42,827	6,186	49,013
2028	170,111	16,872	186,983	43,535	2,815	46,350
2029	125,959	4,182	130,141	13,800	252	14,052
Total	\$ 763,956	\$ 145,547	\$ 909,503	\$ 179,283	\$ 30,902	\$ 210,185

NOTE 9: LONG-TERM DEBT

The following is a summary of long-term debt transactions of the City for the year ended September 30, 2024.

Primary Government	09/30/2023	Additions	Retirements	09/30/2024	Due Within One Year
Governmental Activities:					
Direct Placement					
Certificates of Obligation, Series 2017B	\$ 3,260,000	\$ -	\$ 71,000	\$ 3,189,000	\$ 73,000
Certificates of Obligation, Series 2023	8,385,000	-	235,000	8,150,000	265,000
Series 2023 unamortized premium	447,007	-	41,311	405,696	38,225
Financed purchases	120,952	-	59,492	61,460	61,460
Lease Financing Payable	124,771	743,607	104,422	763,956	150,857
Net pension liability	673,392		215,217	458,175	-
Total OPEB liability	141,160	14,814		155,974	-
Total Governmental Activities	13,152,282	758,421	726,442	13,184,261	588,542
Business-type Activities:					
Direct Placement					
Certificates of Obligation	9,087,000	-	294,000	8,793,000	299,001
Financed purchases	20,257	504,089	73,135	451,211	70,015
Lease Financing Payable	35,751	169,687	26,156	179,282	38,355
Net pension liability	201,369		55,888	145,481	-
Total OPEB liability	42,214	7,313	-	49,527	-
Total Business-type Activities	9,386,591	681,089	449,179	9,618,501	407,371
Total Long-Term Liabilities	\$ 22,538,873	\$ 1,439,510	\$ 1,175,621	\$ 22,802,762	\$ 995,913

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 9: LONG-TERM DEBT – (continued)

At September 30, 2024, governmental activities and business-type activities bonds payable consisted of the following issues:

	<u>Primary Government</u>
<u>Governmental Activities</u>	
\$4,262,000 Combination Tax and Revenue Certificates of Obligation, Series 2017B, due in annual installments through September 15, 2057, bearing interest at 2.75%	\$ 3,189,000
\$8,385,000 Combination Tax and Revenue Certificates of Obligation, Series 2023, due in annual installments through September 15, 2043, bearing interest at 4.00 - 5.00%	<u>8,150,000</u>
Total Governmental Activities	<u>\$ 11,339,000</u>
<u>Business-Type Activities</u>	
\$1,680,000 Combination Tax and Surplus Revenue Certificates of Obligation Series 2012, due in annual installments through September 15, 2044, bearing interest at 0% - 2.27%.	\$ 485,000
\$840,000 Combination Tax and Surplus Revenue Certificates of Obligation Series 2013, due in annual installments through September 15, 2044, bearing interest at 0% - 2.27%.	590,000
\$2,380,000 Combination Tax and Surplus Revenue Certificates of Obligation Series 2014, due in annual installments through September 15, 2045, bearing interest at 0% - 4.30%	1,905,000
\$846,000 Combination Tax and Revenue Certificates of Obligation Series, 2017A, due in annual installments through September 15, 2057, bearing interest at 2.75%	698,000
\$2,935,000 Combination Tax and Surplus Revenue Certificates of Obligation Series 2022A, due in annual installments through March 15, 2053, bearing interest at 0.9%-2.02%	2,855,000
\$2,325,000 Combination Tax and Surplus Revenue Certificates of Obligation Series 2022B, due in annual installments through March 15, 2053, bearing interest at 0.74%-1.89%	<u>2,260,000</u>
Total business-type activities	<u>\$ 8,793,000</u>

Certain Certificates of Obligation Bonds are direct placements and include provisions that in the event the City defaults in the payments or performance of covenants, conditions, or obligations, the bond holders shall be entitled to seek a writ of mandamus issued by a court of proper jurisdiction compelling and requiring the governing body of the City to observe and perform the covenant, condition and obligation prescribed by the bond ordinance.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 9: LONG-TERM DEBT – (continued)

The annual requirements to amortize governmental activities and business-type activities bonds outstanding as of September 30, 2024 are as follows:

Primary Government	Certificates of Obligation					
	Governmental Activities			Business-type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2025	\$ 338,000	\$ 453,761	\$ 791,761	\$ 299,000	188,301	\$ 487,301
2026	355,000	438,100	793,100	305,000	183,392	488,392
2027	372,000	421,635	793,635	310,000	178,206	488,206
2028	389,000	404,588	793,588	316,000	172,793	488,793
2029	406,000	386,290	792,290	321,000	167,011	488,011
2030-2034	2,347,000	1,627,069	3,974,069	1,639,000	740,022	2,379,022
2035-2039	2,937,000	1,032,075	3,969,075	1,571,000	567,370	2,138,370
2040-2044	2,922,000	407,936	3,329,936	1,795,000	357,956	2,152,956
2045-2049	668,000	130,121	798,121	1,227,000	161,185	1,388,185
2050-2054	605,000	33,821	638,821	977,000	47,625	1,024,625
2055-2059	-	-	-	33,000	450	33,450
Total debt service requirements	\$ <u>11,339,000</u>	\$ <u>5,335,396</u>	\$ <u>16,674,396</u>	\$ <u>8,793,000</u>	\$ <u>2,764,311</u>	\$ <u>11,557,311</u>

Tax and revenue bonds are payable from property taxes pledges and surplus revenues of the water and wastewater system. The debt ordinances provide for tax pledges to be budgeted annually to the extent budgeted net operating water and wastewater system revenues fall short of annual retirements of principal and interest. A tax rate of \$.255100 per \$100 of assessed valuation was levied for this purpose during the current year. The debt ordinances also provide for the establishment of sinking funds for the retirement of debt principal and interest. The balances in the interest and sinking funds was \$204,855 for the general debt service at year-end. Management of the City believes that it is in compliance with all significant financial requirements required by debt covenants as of September 30, 2024.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 10: RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City purchases commercial insurance to cover these risks. There have been no significant reductions in coverage and the amount of settlements during the past three years has not exceeded the insurance coverage.

NOTE 11: TAX ABATEMENTS

The City of Breckenridge is authorized to provide assistance for economic development under Chapter 380 of the Texas Local Government Code. The economic development must serve the purpose of promoting state or local economic development by stimulating business or commercial activity within the City. The assistance may be in the form of loans, grants, tax rebates and use of City personnel and services. The City has entered into Chapter 380 Economic Development Program Agreements with a developer and has agreed to provide sales tax grants and rebates. The City will pay to developer an amount equal to 60% of the project sales tax revenue for a period of ten years up to a maximum of \$325,000. The first payment was made in February 2018 and the final payment will be made in February 2027 if the maximum has not been paid at that date. The 380 Agreement was entered into in conjunction with a Performance Agreement between a developer and Breckenridge Economic Development Corporation, the two agreements being contingent upon execution of the other.

Below is a table of tax abatements for the year ended September 30, 2024.

Type of Business	Purpose	Tax Abated	Percent Abated	Abated		
					City	BEDC
Retail shopping center	Purchase, remodel and redevelop property	Sales Tax	60% of 1 cent	\$17,458		

NOTE 12: DEFINED BENEFIT PENSION PLANS

Plan Description

The City participates as one of 934 plans in the defined benefit cash-balance plan administered by the Texas Municipal Retirement System (TMRS). TMRS is a statewide public retirement plan created by the State of Texas and administered in accordance with the Texas Government Code, Title 8, Subtitle G (TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS’s defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) that can be obtained at www.tmrs.com.

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

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 12: DEFINED BENEFIT PENSION PLANS – (Continued)

Benefits Provided

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

At retirement, the member’s benefit is calculated as if the sum of the member’s contributions, with interest, and the city-financed monetary credits with interest, and their age at retirement and other actuarial factors. The retiring member may select one of seven monthly benefit payment options. Members may also choose to receive a portion of their benefit as a lump sum distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member’s deposits and interest.

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

	Plan Year 2023
Employee deposit rate	5%
Matching ratio (city to employee)	1.5 -1
Years required for vesting	5
Service retirement eligibility (expressed as age/years of service)	60/5, 0/20
Updated service credit	100% Repeating, Transfers
Annuity increase (to retirees)	70% of CPI Repeating

At the December 31, 2022 valuation and measurement date, the following employees were covered by the benefit terms:

Active Employees	61
Inactive employees or beneficiaries currently receiving benefits	56
Inactive employees entitled to but not yet receiving benefits	65
	182

Contributions

The contribution rates for members in TMRS are either 5%, 6%, or 7% of the member’s total compensation, and the city matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the city. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The City’s contribution rate is based on the liabilities created from the benefit plan options selected by the City and any changes in benefits or actual experience over time.

Employees for the City were required to contribute 5% of their annual gross earnings during the fiscal year. The contribution rates for the City were 8.54% and 8.57% in calendar years 2023 and 2024, respectively. The city’s contributions to TMRS for the year ended September 30, 2024, were \$254,215, and were more than the required contributions.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 12: DEFINED BENEFIT PENSION PLANS – (Continued)

Net Pension Liability

The City's Net Pension Liability (NPL) was measured as of December 31, 2023, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions:

The Total Pension Liability in the December 31, 2023, actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	2.75% per year
Investment Rate of Return	6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members are based on the PUB(10) mortality tables with the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-distinct 2019 Municipal Retirees of Texas mortality tables. The rates for active, healthy retirees and beneficiaries are projected on a fully generational basis by Scale UMP to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4-year set forward for males and a 3-year set forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who became disabled. The rates are projected on a fully generational basis by Scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS of the four-year period December 31, 2014 to December 31, 2018. They were adopted in 2019 and first used in the December 31, 2019 actuarial valuation. The post-retirement mortality assumption for Annuity Purchase Rate (APRs) are based on the Mortality Experience Investigation Study covering 2009 through 2011, and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 12: DEFINED BENEFIT PENSION PLANS – (Continued)

Asset Class	Target Allocation	Long-Term Expected Rate of Return (Arithmetic)
Global Equity	35.00%	6.70%
Core Fixed Income	6.00%	4.90%
Non-Core Fixed Income	20.00%	8.00%
Other Public and Private Markets	12.00%	8.00%
Real Estate	12.00%	7.60%
Hedge Funds	5.00%	6.40%
Private Equity	10.00%	11.80%
Total	100.0%	

Discount Rate

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

Changes in the Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at 12/31/22	\$ 9,034,750	\$ 8,159,987	\$ 874,763
Changes for the year:			
Service cost	258,438	-	258,438
Interest	599,877	-	599,877
Difference between expected and actual experience	257,409	-	257,409
Changes of assumptions	(96,004)	-	(96,004)
Contributions-employer	-	224,293	(224,293)
Contributions-employee	-	131,320	(131,320)
Net investment income	-	941,264	(941,264)
Benefit payments, including refunds of employee contributions	(553,810)	(553,810)	-
Administrative expense	-	(6,008)	6,008
Other changes	-	(42)	42
Net changes	465,910	737,017	(271,107)
Balance at 12/31/23	\$ 9,500,660	\$ 8,897,004	\$ 603,656

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 12: DEFINED BENEFIT PENSION PLANS – (Continued)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

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

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
City's Net Pension Liability	\$ 1,762,305	\$ 603,656	\$ (356,042)

Pension Plan Fiduciary Net Position

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

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

For the year ended September 30, 2024, the City recognized pension expense of \$207,650.

At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 193,968	\$ 59,361
Differences between projected and actual investment earnings	230,364	-
Contributions subsequent to the measurement date	195,800	-
Total	<u>\$ 620,132</u>	<u>\$ 59,361</u>

\$195,800 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction to the net pension liability for the year ending September 30, 2024. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 12: DEFINED BENEFIT PENSION PLANS – (Continued)

Year ended December 31:	<u>Net Deferred outflows (inflows of resources</u>
2024	\$ 154,746
2025	111,854
2026	176,464
2027	(78,093)
2028	-
Thereafter	-
	<u>\$ 364,971</u>

NOTE 13: POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

A. Plan Description

TMRS administers a defined benefit group-term life insurance plan known as the Supplemental Death Benefits Fund (SDBF). This is a voluntary program in which participating member cities may elect, by ordinance, to provide group-term life insurance coverage for their active members, including or not including retirees. The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death). The death benefit for retirees is considered an other postemployment benefit (OPEB) and is a fixed amount of \$7,500. The SDBF covers both active and retiree participants, with no segregation of assets, the SDBF is considered to be an unfunded OPEB plan (i.e. no assets are accumulated).

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

B. Benefits Provided

At the December 31, 2023 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	36
Inactive employees entitled to but not yet receiving benefits	9
Active employees	<u>61</u>
	106

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 13: POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) – (Continued)

C. Total OPEB Liability

The City's total OPEB liability was measured as of December 31, 2023, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions:

The Total OPEB Liability in the December 31, 2023 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.50% to 11.50% including infation
Retirees' share of benefit related costs	\$0

All administrative expenses are paid through the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68.

Mortality rates for service retirees were based on the 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP.

Mortality rates for disabled retirees were based on the 2019 Municipal Retirees of Texas Mortality Tables with a 4 year set-forward for males and a 3 year set-forward for females. In addition, a 3.5% and 3% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by scale UMP to account for future mortality improvements subject to the floor.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of an actuarial experience study for the period December 31, 2014 to December 31, 2018.

Discount Rate:

The discount rate used to measure the Total OPEB Liability was 3.77%. The discount rate was based on Fidelity Index's "20-Year Municipal GO AA Index" rate as of December 31, 2023.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 13: POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) – (Continued)

Changes in the OPEB Liability

	Total OPEB Liability (a)
Balances as of December 31, 2022	\$ 183,374
Changes for the year:	
Service cost	7,879
Interest on total OPEB liability	7,427
Effect of plan changes	-
Effect of economic/demographic gains or losses	4,218
Effect of assumptions changes or inputs	10,482
Benefit payments	(7,879)
Net changes	22,127
Balances as of December 31, 2023	\$ 205,501

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the City, calculated using the discount rate of 2.00%, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.00%) or 1-percentage-point higher (3.00%) than the current rate:

	1% decrease discount rate 2.77%	Current Discount Rate 3.77%	1% increase discount rate 4.77%
Total OPEB Liability	\$ 242,767	\$ 205,501	\$ 176,060

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2024, the City recognized OPEB expense of \$7,498.

At September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources relate to OPEB for the following sources:

Item 8.

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 13: POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) – (Continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 3,437	\$ 7,753
Changes in assumptions	20,495	54,128
Contributions made subsequent to measurement date	5,969	-
Total	<u>\$ 29,901</u>	<u>\$ 61,881</u>

\$5,969 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability for the year ending September 30, 2024. Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Plan year ended December 31:	
2024	\$ (8,915)
2025	(15,056)
2026	(14,403)
2027	425
2028	-
Thereafter	-
Total	<u>\$ (37,949)</u>

NOTE 14: CONTINGENT LIABILITIES

A. Federal and State Programs

Federal and state funding received related to various grant programs are based upon periodic reports detailing reimbursable expenditures made, in compliance with program guidelines, to the grantor agency. These programs are governed by various statutory rules and regulations of the grantors. Amounts received and receivable under these various funding programs are subject to periodic audit and adjustment by the funding agencies. To the extent, if any, the City has not complied with all the rules and regulations with respect to performance, financial or otherwise, adjustment to or return of fund monies may be required.

As it pertains to other matters of compliance, in the opinion of the City's administration, there are no significant contingent liabilities relating to matters of compliance and accordingly, no provision has been made in the accompanying financial statements for such contingencies.

B. USDA Loan Program

The Breckenridge Economic Development Corporation (BEDC) has in the past received funds from the USDA for a loan program to allow BEDC to assist new businesses with low interest loans. There are no reporting requirements on the use of the funds; however, the funds are required to be maintained intact with interest earned for the loan program. To the extent, if any, the BEDC has not complied with all the rules and regulations return of fund money may be required.

50

126

CITY OF BRECKENRIDGE, TEXAS
Notes to Financial Statements
September 30, 2024

NOTE 15: SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS

GASB Statement No. 96, Subscription-Based Information Technology Arrangements was effective for the fiscal year ended September 30, 2024. The City has entered into subscription-based information technology arrangements involving:

- A SCADA (Supervisory Control and Data Acquisition) watch service suite regarding the Agency’s water system.
- Various desktop and server software subscriptions
- Accounting and payroll services software
- Work order and code enforcement software
- Police and dispatch
- Emergency notification system

The City has outflows of resources during the fiscal year totaling \$65,637 that are not included in the measurement of a subscription liability. The City’s software subscriptions are not commitments longer than twelve months therefore a subscription liability is not calculated.

NOTE 16: SUBSEQUENT EVENTS

Subsequent events were evaluated through January 28, 2025, which is the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

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EXHIBIT F-1

CITY OF BRECKENRIDGE, TEXAS

General Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual

For the year ended September 30, 2024

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
Revenues:				
Taxes:				
Property taxes	\$ 2,117,819	\$ 2,159,476	\$ 2,171,466	11,990
Sales and use tax	1,472,750	1,474,150	1,416,918	(57,232)
Franchise	445,000	445,000	442,287	(2,713)
Hotel motel taxes	60,000	60,000	42,369	(17,631)
Charges for service	196,300	202,495	212,934	10,439
Grants and contributions	10,700	73,215	73,215	-
Interest income	1,735	4,535	5,069	534
Other revenue	18,700	37,201	44,716	7,515
Total revenues	<u>4,323,004</u>	<u>4,456,072</u>	<u>4,408,974</u>	<u>(47,098)</u>
Expenditures:				
Current				
General government	1,325,402	1,370,309	1,340,034	30,275
Public Safety	2,395,417	2,488,258	2,366,507	121,751
Public Works	456,618	472,217	393,894	78,323
Cemetery	88,942	88,942	78,254	10,688
Parks	333,164	333,164	292,989	40,175
Community services	14,700	14,700	14,594	106
Tourism	60,000	60,000	46,825	13,175
Debt service:				
Principal	-	-	13,670	(13,670)
Interest and fiscal charges	-	-	967	(967)
Total expenditures	<u>4,674,243</u>	<u>4,827,590</u>	<u>4,547,734</u>	<u>279,856</u>
Excess (deficiency) of revenue over (under) expenditures)	\$ <u>(351,239)</u>	\$ <u>(371,518)</u>	\$ <u>(138,760)</u>	<u>232,758</u>
Other financing sources (uses):				
Insurance recoveries	-	42,012	42,012	-
Gain on Sale of Equipment	-	75,042	75,042	-
Transfers in	595,000	595,000	595,000	-
Transfers out	<u>(181,034)</u>	<u>(181,034)</u>	<u>(181,034)</u>	<u>-</u>
Net change in fund balances	62,727	159,502	392,260	232,758
Fund balance, October 1, 2023	<u>1,564,076</u>	<u>1,564,076</u>	<u>1,564,076</u>	<u>-</u>
Fund balance, September 30, 2024	\$ <u><u>1,626,803</u></u>	\$ <u><u>1,723,578</u></u>	\$ <u><u>1,956,336</u></u>	<u><u>232,758</u></u>

The accompanying notes to required supplementary information are an integral part of this schedule.

CITY OF BRECKENRIDGE
Schedule of Changes in Net Pension Liability and Related Ratios
September 30, 2024

Total pension liability

Plan Year	2014	2015	2016	2017
Service Cost	\$ 180,948	\$ 202,264	\$ 210,034	\$ 208,582
Interest (on the Total Pension Liability)	523,394	529,436	528,297	542,655
Differences between expected and actual experience	(78,389)	9,535	7,317	(186,991)
Change of assumptions	-	20,408	-	-
Benefit payments, including refunds of employee contributions	(609,804)	(490,767)	(513,801)	(550,633)
Net Change in Total Pension Liability	16,149	270,876	231,847	13,613
Total Pension Liability-Beginning	\$ 7,691,481	\$ 7,707,630	\$ 7,978,506	\$ 8,210,353
Total Pension Liability-Ending (a)	\$ 7,707,630	\$ 7,978,506	\$ 8,210,353	\$ 8,223,966

Plan Fiduciary Net Position

Contributions-Employer	\$ 192,605	194,097	190,642	202,916
Contributions-Employee	110,082	111,625	108,714	120,197
Net Investment Income	383,868	10,008	446,397	946,773
Benefit payments, including refunds of employee contributions	(609,804)	(490,767)	(513,801)	(550,633)
Administrative Expense	(4,008)	(6,097)	(5,039)	(4,905)
Other	(330)	(302)	(272)	(248)
Net Change in Plan Fiduciary Net Position	72,413	(181,436)	226,641	714,100
Plan Fiduciary Net Position-Beginning	6,711,368	6,783,781	6,602,345	6,828,986
Plan Fiduciary Net Position-Ending (b)	\$ 6,783,781	\$ 6,602,345	\$ 6,828,986	\$ 7,543,086
Net Pension Liability/(Asset) -Ending (a) - (b)	\$ 923,849	\$ 1,376,161	\$ 1,381,367	\$ 680,880

Plan Fiduciary Net Position as a Percentage of Total Pension Liability	88.01%	82.75%	83.18%	91.72%
Covered Employee Payroll	\$ 2,201,639	\$ 2,232,491	\$ 2,174,270	\$ 2,152,549
Net Pension Liability as a Percentage of Covered Employee Payroll	41.96%	61.64%	63.53%	31.63%

The accompanying notes to the required supplementary information are an integral part of this schedule.

EXHIBIT F-2

2018	2019	2020	2021	2022	2023
\$ 216,654	\$ 221,658	\$ 207,065	\$ 198,705	\$ 236,527	\$ 258,438
544,367	547,074	563,096	561,614	575,798	599,877
(211,430)	(23,452)	(200,387)	5,208	102,048	257,409
-	48,717	-	-	-	(96,004)
(535,182)	(488,813)	(609,861)	(565,226)	(583,396)	(553,810)
14,409	305,184	(40,087)	200,301	330,977	465,910
\$ 8,223,966	\$ 8,238,375	8,543,559	\$ 8,503,472	\$ 8,703,773	\$ 9,034,750
\$ 8,238,375	\$ 8,543,559	8,503,472	\$ 8,703,773	\$ 9,034,750	\$ 9,500,660
195,613	199,772	186,334	176,398	210,001	224,293
112,140	114,375	106,734	102,320	121,911	131,320
(225,809)	1,094,327	606,416	1,078,262	(660,505)	941,264
(535,182)	(488,813)	(609,861)	(565,226)	(583,396)	(553,810)
(4,367)	(6,189)	(3,929)	(4,997)	(5,730)	(6,008)
(228)	(187)	(152)	36	6,836	(42)
(457,833)	913,285	285,542	786,793	(910,883)	737,017
7,543,086	7,085,253	7,998,537	8,284,079	9,070,872	8,159,989
\$ 7,085,253	\$ 7,998,538	8,284,079	\$ 9,070,872	\$ 8,159,989	\$ 8,897,006
\$ 1,153,122	\$ 545,021	\$ 219,393	\$ (367,099)	\$ 874,761	\$ 603,654
86.00%	93.62%	97.42%	104.22%	90.32%	93.65%
\$ 2,242,795	\$ 2,287,492	\$ 2,134,687	\$ 2,046,397	\$ 2,416,006	\$ 2,626,401
51.41%	23.83%	10.28%	-17.94%	36.21%	22.98%

The accompanying notes to the required supplementary information are an integral part of this schedule.

EXHIBIT F-3

CITY OF BRECKENRIDGE
Schedule of Contributions
Last 10 Fiscal Years

Fiscal Year Ending September 30	Actuarially Determined Contribution	Actual Employer Contribution	Contribution Deficiency (Excess)	Pensionable Covered Payroll	Contribution as a % of Covered Payroll
2015	178,086	193,572	(15,486)	2,193,754	8.82%
2016	180,812	196,535	(15,723)	2,224,633	8.83%
2017	172,193	187,357	(15,164)	2,174,270	8.62%
2018	176,428	194,107	(17,679)	2,222,130	8.74%
2019	173,077	198,814	(25,737)	2,285,528	8.70%
2020	159,687	197,208	(37,521)	2,260,850	8.72%
2021	142,074	176,634	(34,560)	2,043,408	8.64%
2022	153,711	206,889	(53,178)	2,400,092	8.62%
2023	155,043	217,960	(62,917)	2,545,260	8.56%
2024	187,562	254,215	(66,653)	2,968,699	8.56%

The accompanying notes to required supplementary information are an integral part of this schedule.

EXHIBIT F-4

CITY OF BRECKENRIDGE
Schedule of Changes in Total OPEB Liability and Related Ratios
September 30, 2024

Total OPEB liability	2017		2018		2019		2020		2021		2022		2023	
Plan Year														
Service Cost	\$	6,888	\$	8,298	\$	7,091	\$	10,033	\$	9,823	\$	11,355	\$	7,879
Interest (on the Total Pension Liability)		6,417		6,520		6,933		6,120		5,230		4,884		7,427
Changes of benefit terms		-		-		-		-		-		-		-
Differences between expected and actual experience		-		(10,010)		(11,819)		(6,035)		(13,794)		277		4,218
Change of assumptions or other inputs		14,955		(12,381)		33,783		32,024		7,546		(89,506)		10,482
Benefit payments, including refunds of employee contributions		(1,507)		(2,019)		(1,830)		(1,708)		(4,502)		(6,765)		(7,879)
Net Change in Total Pension Liability		26,753		(9,592)		34,158		40,434		4,303		(79,755)		22,127
Total Pension Liability-Beginning		167,073		193,826		184,234		218,392		258,826		263,129		183,374
Total Pension Liability-Ending (a)	\$	193,826	\$	184,234	\$	218,392	\$	258,826	\$	263,129	\$	183,374	\$	205,501
Covered Employee Payroll		\$ 2,152,549		\$ 2,242,795		\$ 2,287,492		\$ 2,134,687		\$ 2,046,397		\$ 2,416,006		\$ 2,626,401
Employee Payroll		9.00%		8.21%		9.55%		12.12%		12.86%		7.59%		7.82%

The accompanying notes to required supplementary information are an integral part of this schedule.

CITY OF BRECKENRIDGE
Notes to the Required Supplementary Information
For the Year Ended September 30, 2024

Budget

Annual operating budget is adopted on a basis consistent with generally accepted accounting principles for all general fund, special revenue, capital projects and proprietary funds. All annual appropriations lapse at fiscal year end.

The City Commission follows these procedures in establishing budgetary data reflected in the financial statements.

- a. The City Commission prior to October 1 formally adopts the City's budget at a duly advertised public meeting and before expenditure of funds for the budget year. The budget is legally enacted by the adoption of an ordinance.
- b. The budget may be amended with the approval of a voting majority of the members of the City Commission. The budget was amended once during the year.
- c. Budgetary control is maintained at the fund level, subject to adjustments permitted as described above.

Excess of Expenditures over Appropriations

Debt Service expenditures exceeded the budget in the general fund, however total expenditures were \$279,856 less than budgeted.

CITY OF BRECKENRIDGE
Notes to the Required Supplementary Information
For the Year Ended September 30, 2024

Schedule of Contributions

Valuation Date:

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

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	21 years (longest amortization ladder)
Asset Valuation Method	10 Year smoothed market; 12% soft corridor
Inflation	2.50%
Salary Increases	3.60% to 11.85% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2023 valuation pursuant to an experience study of the period ending 2022.
Mortality	Post retirement: 2019 Municipal Retirees of Texas Mortality Tables. Male rates are multiplied by 103% and female rates are multiplied by 105%. The rates are projected on a fully generational basis by the most recent Scale MP-2021 (with immediate convergence). Pre-retirement: PUB(10) mortality tables, with the 110% of the Public Safety table used for males and the 100% General Employee tables used for females. The rates are projected on a fully generational basis by the most recent Scale MP-2021 (with immediate convergence).

Other Information:

Notes There were no benefit changes during the year.

Schedule of Changes in Total OPEB Liability

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

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COMBINING FINANCIAL STATEMENTS
NONMAJOR GOVERNMENTAL FUNDS

CITY OF BRECKENRIDGE, TEXAS
 Nonmajor Funds
 Combining Balance Sheet
 September 30, 2024

	Special Revenue Funds			
	Fire Department	Park	Police Department	Total Special Revenue Funds
Assets:				
Cash	\$ 7,924	\$ 9,638	\$ 13,649.00	\$ 31,211
Investments	-	-	-	-
Receivables (Net of allowances)				
Other taxes	-	-	-	-
Grant	-	-	-	-
Total assets	\$ 7,924	\$ 9,638	\$ 13,649	\$ 31,211
Liabilities and fund balance:				
Liabilities:				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-
Total liabilities	-	-	-	-
Fund Balances:				
Restricted fund balance	\$ 7,924	\$ 9,638	\$ 13,649	\$ 31,211
Committed fund balance	-	-	-	-
Total fund balance	7,924	9,638	13,649	31,211
Total liabilities and fund balances	\$ 7,924	\$ 9,638	\$ 13,649	\$ 31,211

EXHIBIT G-1

Capital Project Funds			Permanent Fund	
Equipment Replacement	Street Maintenance Fund	Total Capital Projects Funds	Cemetery Fund	Total Nonmajor Funds
\$ 351,030	\$ 321,248	\$ 672,278	\$ -	\$ 703,489
-	-	-	629,371	629,371
-	47,689	47,689	-	47,689
-	-	-	-	-
<u>\$ 351,030</u>	<u>\$ 368,937</u>	<u>\$ 719,967</u>	<u>\$ 629,371</u>	<u>\$ 1,380,549</u>
\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-
-	-	-	-	-
\$ -	\$ 368,937	\$ 368,937	\$ 629,371	\$ 1,029,519
<u>351,030</u>	<u>-</u>	<u>351,030</u>	<u>-</u>	<u>351,030</u>
<u>351,030</u>	<u>368,937</u>	<u>719,967</u>	<u>629,371</u>	<u>1,380,549</u>
<u>\$ 351,030</u>	<u>\$ 368,937</u>	<u>\$ 719,967</u>	<u>\$ 629,371</u>	<u>\$ 1,380,549</u>

CITY OF BRECKENRIDGE, TEXAS

Nonmajor Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balance

For the year ended September 30, 2024

	Special Revenue Funds			
	Fire Department	Park	Police Department	Total Special Revenue Funds
Revenues:				
Sales and use tax	\$	\$	\$	\$ -
Grants and contributions	628	3,460		4,088
Investment earnings	23	26	35	84
Other revenue	-	-		-
	<u>651</u>	<u>3,486</u>	<u>35</u>	<u>4,172</u>
Total revenue				
Expenditures:				
Current:				
General Government	-	-	-	-
Public Safety	2,119.00	-	-	2,119
Public Works	-	-	-	-
Parks	-	3,460	-	3,460
Cemetery	-	-	-	-
Capital Outlay	-	-	-	-
Debt service:				
Principal	-	-	-	-
Interest and fiscal charges	-	-	-	-
	<u>2,119</u>	<u>3,460</u>	<u>-</u>	<u>5,579</u>
Total expenditures				
Excess (deficiency) of revenue over (under) expenditures	<u>(1,468)</u>	<u>26</u>	<u>35</u>	<u>(1,407)</u>
Other financing sources (uses):				
Gain on Sale of Assets	-	-	-	-
Insurance Casualty Loss				
Lease Financing	-	-	-	-
Transfers in	-	-	-	-
Transfers out	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(1,468)	26	35	(1,407)
Fund Balance, October 1, 2023	<u>9,392</u>	<u>9,612</u>	<u>13,614</u>	<u>32,618</u>
Fund Balance, September 30, 2024	<u>\$ 7,924</u>	<u>\$ 9,638</u>	<u>\$ 13,649</u>	<u>\$ 31,211</u>

EXHIBIT G-2

Capital Project Funds			Permanent Fund	Total Nonmajor Funds
Equipment Replacement	Street Maintenance Fund	Total Capital Projects Funds	Cemetery Fund	
\$	\$ 282,209	\$ 282,209	\$	\$ 282,209
		-		4,088
954	474	1,428	89,694	91,206
		-	3,488	3,488
<u>954</u>	<u>282,683</u>	<u>283,637</u>	<u>93,182</u>	<u>380,991</u>
-	-	-	-	-
-	-	-	-	2,119
1,873	13,808	15,681	-	15,681
-	-	-	-	3,460
-	-	-	19,735	19,735
868,469	-	868,469	-	868,469
				-
150,245	-	150,245	-	150,245
<u>24,696</u>	<u>-</u>	<u>24,696</u>	<u>-</u>	<u>24,696</u>
<u>1,045,283</u>	<u>13,808</u>	<u>1,059,091</u>	<u>19,735</u>	<u>1,084,405</u>
<u>(1,044,329)</u>	<u>268,875</u>	<u>(775,454)</u>	<u>73,447</u>	<u>(703,414)</u>
67,918	-	67,918	-	67,918
87,676		87,676		87,676
743,607	-	743,607	-	743,607
222,533	-	222,533	-	222,533
<u>(3,365)</u>	<u>-</u>	<u>(3,365)</u>	<u>-</u>	<u>(3,365)</u>
74,040	268,875	342,915	73,447	414,955
<u>276,990</u>	<u>100,062</u>	<u>377,052</u>	<u>555,924</u>	<u>965,594</u>
\$ <u>351,030</u>	\$ <u>368,937</u>	\$ <u>719,967</u>	\$ <u>629,371</u>	\$ <u>1,380,549</u>

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OTHER SUPPLEMENTARY INFORMATION
(Unaudited)

CITY OF BRECKENRIDGE, TEXAS

Schedule of Delinquent Property Taxes Receivable
For the fiscal year ended September 30, 2024

Last Ten Years Ended Sept 30	Tax Rate		Assessed Value	Beginning Balance October 1
	Maintenance	Debt Service		
2015 and prior	0.5652	0.2966	201,105,727	39,781
2016	0.6148	0.3252	196,762,440	7,647
2017	0.6588	0.3812	184,686,029	9,089
2018	0.6846	0.3519	185,111,143	13,944
2019	0.7330	0.2870	186,178,825	20,102
2020	0.7850	0.2850	186,070,474	23,338
2021	0.8384	0.2839	180,018,850	30,990
2022	0.7605	0.2995	200,655,886	75,034
2023	0.7648	0.2552	257,613,426	126,733
2024(Year under audit)	0.7996	0.2551	283,363,231	
TOTALS				<u>\$ 346,658</u>

EXHIBIT G-3

Current Year's Total Levy	Maintenance Collections	Debt Service Collections	Entire Year's Adjustments	Ending Balance September 30
	(2,743)	(1,440)	(292)	35,306
	(298)	(158)	(106)	7,085
	(588)	(341)	(106)	8,054
	(2,271)	(1,168)	(123)	10,382
	(2,908)	(1,138)	(1,063)	14,993
-	(3,292)	(1,196)	(1,333)	17,517
-	(5,972)	(2,022)	(1,385)	21,611
	(20,567)	(8,099)	(3,342)	43,026
	(35,242)	(11,757)	(15,060)	64,674
2,822,816	(2,007,092)	(640,331)	(21,113)	154,280
<u>\$ 2,822,816</u>	<u>\$ (2,080,973)</u>	<u>\$ (667,650)</u>	<u>\$ (43,923)</u>	<u>\$ 376,928</u>

EXHIBIT G-4

City of Breckenridge, Texas
 Statistics - Water and Wastewater Fund
 For the year ended September 30, 2024
 (Unaudited)

Number of water connections at end of year	2,361
Number of wastewater connections at end of year	2,008
Gallons of water billed through the system during the fiscal year	217,859,150

	2024	2023
<u>Outstanding Bonds and Certificates:</u>		
Combination Tax and Revenue Certificates of Obligation, Series 2012	\$ 485,000	\$ 535,000
Combination Tax and Revenue Certificates of Obligation, Series 2013	590,000	615,000
Combination Tax and Revenue Certificates of Obligation, Series 2014	1,905,000	1,965,000
Combination Tax and Revenue Certificates of Obligation, Series 2017A	698,000	712,000
Combination Tax and Revenue Certificates of Obligation, Series 2022A	2,855,000	2,935,000
Combination Tax and Revenue Certificates of Obligation, Series 2022B	2,260,000	2,325,000
	\$ 8,793,000	\$ 9,087,000

<u>Water and Wastewater Operating Income Available for Debt Retirement:</u>		
Net Operating Income	\$ 1,236,014	\$ 1,294,285
Net Nonoperating Interest Income	378,288	299,263
Add Depreciation and Amortization Expense	963,400	812,617
	\$ 2,577,703	\$ 2,406,165

Annual Debt Service Requirements and Coverage:

Combination Tax and Revenue Certificates of Obligation, Series 2012	\$ 58,781	\$ 75,544
Combination Tax and Revenue Certificates of Obligation, Series 2013	36,965	37,288
Combination Tax and Revenue Certificates of Obligation, Series 2014	138,893	135,707
Combination Tax and Revenue Certificates of Obligation, Series 2017A	33,440	35,431
Combination Tax and Revenue Certificates of Obligation, Series 2022A	123,293	51,170
Combination Tax and Revenue Certificates of Obligation, Series 2022B	95,662	36,225
	487,034	371,365
Total Debt Service Requirements		
Less Paid by Property Taxes	-	(371,365)
Net System Fund Requirements	\$ 487,034	\$ -
Coverage of Total System Fund Debt Service	5.29	not applicable

Cash Available in Bond Sinking Funds

General Debt Service	\$ 204,855	\$ 151,300
Revenue Debt Service	38,224	-
	\$ 243,079	\$ 151,300

EXHIBIT G-5

CITY OF BRECKENRIDGE, TEXAS
Insurance in Force
September 30, 2024
(Unaudited)

	<u>Coverage</u>
Flood, Fire and Extended Coverage Buildings and Contents	\$ 19,925,137
Errors & Omission Liability	
Each Wrongful Act	1,000,000
Aggregate	2,000,000
Commercial General Liability	
Per Occurrence	1,000,000
Aggregate	2,000,000
Law Enforcement Personal Liability	
Each Wrongful Act	1,000,000
Annual Aggregate	2,000,000
Fidelity Bonds	
City Secretary	10,000
Finance Director	10,000
Other Public Employees not Excluded	10,000
City Manager	15,000
Accounts Payable/Payroll/Human Resources	10,000
Municipal Court Clerk	10,000
City Vehicles	
Liability/Uninsured Motorist	1,000,000
Combined Single Limit	25,000
Heavy Equipment	
Physical Damage	1,053,484
Crime	
Public Employee Dishonesty	5,000
Theft Disappearance & Destruction	5,000
Cyber Insurance	
Tower 1: Data & Network & Media Aggregate Limit of Liability	2,000,000
Tower 2: Aggregate Limit of Liability Coverage	250,000
Tower 3: Breach Response Aggregate Limit Coverage	150,000

This statement is prepared from the insurance policies. It is intended as a descriptive summary only and no expression of opinion as to the adequacy of the coverage is given. As the actual coverage per policy varies depending on the nature of the event and other factors, these dollar limitations reflect the approximate upper limitation of losses recoverable under the policies.

List of Insurance Carriers

<u>Company</u>	<u>Insurance Type</u>	<u>Expiration</u>
Texas Municipal League	Fire - Buildings and Contents	10/1/2024
Texas Municipal League	Commercial Auto	10/1/2024
Texas Municipal League	Flood	10/1/2024
Texas Municipal League	Public Officials Liability	10/1/2024
Texas Municipal League	Law Enforcement Liability	10/1/2024
CNA Surety Corporation	Fidelity Bond - City Secretary	4/25/2025
CNA Surety Corporation	Fidelity Bond - Finance Director	1/20/2025
CNA Surety Corporation	City Manager & Other Public Employees	1/20/2025
Texas Municipal League	Heavy Equipment	10/1/2024
CNA Surety Corporation	Fidelity Bond - Accounts Payable/PR/HR	12/20/2024
CNA Surety Corporation	Fidelity Bond - Municipal Court Clerk	1/20/2025

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**OVERALL COMPLIANCE AND INTERNAL CONTROL
SECTION**

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INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Members of the City Commission
City of Breckenridge, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the City of Breckenridge, Texas (the “City”) as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements and have issued our report thereon dated January 28, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for determining audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

George Morgan Sneed, P.C.

Weatherford, Texas
January 28, 2025



BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding approval of an engineering contract for a 2025-2026 CDBG Grant.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The City of Breckenridge is again pursuing a Community Development Block Grant. This is for the 2025/2026 CDBG. We applied for a grant during the prior period but did not get selected.

The City has already procured a grant consultant, Public Management, Inc. This is the Engineering procurement. We received eight submissions (Statement of Qualifications) for this Request for Qualifications. We advertised (Jan. 8, 2025) and submissions were due by January 23, 2025.

Submissions were received by the following:

- Burkes & Walker Engineering
- eHT Engineering
- Freeman-Millican, Inc. (FMI)
- Jacobs & Martin
- MRB Group
- Mundo & Associates
- Sealy Engineering, Inc.
- WTC Engineers/Surveyors

Based on the scoring committee’s score, the recommendation is to select eHT as the winning proposal.

FINANCIAL IMPACT:

The City will negotiate the fee schedule with the winning proposer.

STAFF RECOMMENDATION:

Consider selecting eHT as recommended by the scoring committee and authorize the City Manager to negotiate and execute the contract.

RESOLUTION 2025-01

A RESOLUTION OF THE CITY OF BRECKENRIDGE, TEXAS, AUTHORIZING PROFESSIONAL SERVICE PROVIDER SELECTION FOR A 2025/2026 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)- PROJECT THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE (TDA).

WHEREAS, participation in the CDBG requires implementation by professionals experienced in the administration/project delivery of federally-funded projects and creation of planning documents;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Qualifications (RFQ) process for engineering and design services has been completed in accordance with the Texas Department of Agriculture requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That _____ is selected to provide application and project-related engineering and design services for a 2025/2026 CDBG Grant for the City.
- Section 2. That a cost-price analysis will be conducted to determine the negotiated fee to be appropriate and reasonable based upon program requirements and rules.
- Section 3. That any and all project-related services contracts or commitments made with the above-named service provider(s) are dependent on the successful negotiation of a contract with the service provider(s).

PASSED AND APPROVED ON _____, 2025.

APPROVED:

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
Name of Respondent eHT
Evaluator's Name Cynthia Northing P

TxCDBG Contract No. _____
Date of Rating 1.24.25

Experience -- Rate the respondent for experience in the following areas:

Comments

Factor	Max.Pts.	Score
1. Has previously designed _____ type of projects	20	<u>20</u>
2. Has worked on federally funded construction projects	10	<u>10</u>
3. Has worked on projects that were located in this general region.	10	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)		
4. Extent of experience in project construction management	15	<u>15</u>
5. TxCDBG Project Experience	5	<u>5</u>
Subtotal, Experience	<u>60</u>	<u>60</u>

Work Performance

Factor	Max.Pts.	Score
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	<u>25</u>	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

Factor	Max.Pts.	Score
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>15</u>

TOTAL SCORE

Factor	Max.Pts.	Score
<input type="checkbox"/> Experience	60	<u>60</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	<u>100</u>	<u>100</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient COB TxCDBG Contract No. _____
 Name of Respondent Burkes & Walker Date of Rating 1.24.25
 Evaluator's Name Cynthia Neethrup

Experience -- Rate the respondent for experience in the following areas:

Comments

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Has previously designed _____ type of projects	20	<u>15</u>
2. Has worked on federally funded construction projects	10	<u>10</u>
3. Has worked on projects that were located in this general region.	10	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)		
4. Extent of experience in project construction management	15	<u>8</u>
5. TxCDBG Project Experience	5	<u>4</u>
Subtotal, Experience	60	<u>51</u>

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	25	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>14</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>51</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	100	<u>89</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient CDB TxCDBG Contract No. _____
 Name of Respondent FMI Freeman Millican Inc Date of Rating 124.25
 Evaluator's Name Cynthia Northrop

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>9</u> <u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	<u>60</u>	<u>59</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	<u>25</u>	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>59</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	<u>100</u>	<u>97</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient COB
Name of Respondent J&M
Evaluator's Name Cynthia Northrop

TxCDBG Contract No. _____
Date of Rating 1.24.25

Experience -- Rate the respondent for experience in the following areas:

Comments

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Has previously designed _____ type of projects	20	<u>20</u>
2. Has worked on federally funded construction projects	10	<u>10</u>
3. Has worked on projects that were located in this general region.	10	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)		
4. Extent of experience in project construction management	15	<u>10</u>
5. TxCDBG Project Experience	5	<u>5</u>
Subtotal, Experience	<u>60</u>	<u>60</u>

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	<u>25</u>	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>15</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>60</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	<u>100</u>	<u>99</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient COB
 Name of Respondent NRB Group
 Evaluator's Name Cynthia Northrop

TxCDBG Contract No. _____
 Date of Rating 1.24.25

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>9</u> <u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60		

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	
1. Past projects completed on schedule	10	<u>10</u>	
2. Manages projects within budgetary constraints	5	<u>5</u>	
3. Work product is of high quality	10	<u>9</u>	
Subtotal, Performance	25	<u>24</u>	

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	
1. Staff Level / Experience of Staff	5	<u>5</u>	
2. Adequacy of Resources	5	<u>5</u>	
3. Professional liability insurance is in force	5	<u>5</u>	
Subtotal, Capacity to Perform	15	<u>15</u>	

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	
<input type="checkbox"/> Experience	60	<u>59</u>	
<input type="checkbox"/> Work Performance	25	<u>24</u>	
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>	
Total Score	100	<u>98</u>	

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient COB
 Name of Respondent Muendo Assoc.
 Evaluator's Name Cynthia Northrop
 TxCDBG Contract No. _____
 Date of Rating 1.24.25

Experience -- Rate the respondent for experience in the following areas:

Factor	Max.Pts.	Score	Comments
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>9</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	<u>60</u>	<u>58</u>	

Work Performance

Factor	Max.Pts.	Score
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	<u>25</u>	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

Factor	Max.Pts.	Score
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>15</u>

TOTAL SCORE

Factor	Max.Pts.	Score
<input type="checkbox"/> Experience	60	<u>58</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	<u>100</u>	<u>97</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient COB
 Name of Respondent Sealey Engineering
 Evaluator's Name Cynthia Northrop

TxCDBG Contract No. _____
 Date of Rating 1.24.25

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>18</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>9</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>56</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	25	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>14</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>56</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	100	<u>94</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient COB
 Name of Respondent WTC
 Evaluator's Name Cynthia Northrop

TxCDBG Contract No. _____
 Date of Rating 1.24.75

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>19</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>9</u> <u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>58</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	25	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>58</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	100	<u>96</u>

EHT

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name Blake Hamilton

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

Comments

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Has previously designed _____ type of projects	20	<u>20</u>
2. Has worked on federally funded construction projects	10	<u>10</u>
3. Has worked on projects that were located in this general region.	10	<u>10</u>
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)		
4. Extent of experience in project construction management	15	<u>15</u>
5. TxCDBG Project Experience	5	<u>5</u>
Subtotal, Experience	<u>60</u>	<u>60</u>

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	<u>25</u>	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>15</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>60</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	<u>100</u>	<u>100</u>

Jacob H Martin

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name _____

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	<u>60</u>	<u>59</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	<u>25</u>	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>15</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>59</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	<u>100</u>	<u>99</u>

Mundo

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name Blake Hamilton

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

Comments

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Has previously designed _____ type of projects	20	<u>15</u>
2. Has worked on federally funded construction projects	10	<u>8</u>
3. Has worked on projects that were located in this general region.	10	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)		
4. Extent of experience in project construction management	15	<u>6</u> <u>12</u>
5. TxCDBG Project Experience	5	<u>4</u>
Subtotal, Experience	60	<u>45</u>

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>8</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>8</u>
Subtotal, Performance	25	<u>20</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>4</u>
3. Professional liability insurance is in force	5	<u>4</u>
Subtotal, Capacity to Perform	15	<u>12</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>45</u>
<input type="checkbox"/> Work Performance	25	<u>20</u>
<input type="checkbox"/> Capacity to Perform	15	<u>12</u>
Total Score	100	<u>77</u>

Freeman

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name _____

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>15</u>	
2. Has worked on federally funded construction projects	10	<u>8</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>5</u> <u>12</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	<u>60</u>	<u>44</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>8</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>8</u>
Subtotal, Performance	<u>25</u>	<u>20</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>4</u>
3. Professional liability insurance is in force	5	<u>4</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>12</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>44</u>
<input type="checkbox"/> Work Performance	25	<u>20</u>
<input type="checkbox"/> Capacity to Perform	15	<u>12</u>
Total Score	<u>100</u>	<u>76</u>

Sealy

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name Blake Hamilton

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>15</u>	
2. Has worked on federally funded construction projects	10	<u>8</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>12</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	60	<u>43</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>8</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>8</u>
Subtotal, Performance	25	<u>20</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>4</u>
3. Professional liability insurance is in force	5	<u>4</u>
Subtotal, Capacity to Perform	15	<u>12</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>43</u>
<input type="checkbox"/> Work Performance	25	<u>20</u>
<input type="checkbox"/> Capacity to Perform	15	<u>12</u>
Total Score	100	<u>75</u>

M R B

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name _____

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>15</u>	
2. Has worked on federally funded construction projects	10	<u>8</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>12</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	60	<u>42</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>8</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>8</u>
Subtotal, Performance	25	<u>20</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>4</u>
3. Professional liability insurance is in force	5	<u>4</u>
Subtotal, Capacity to Perform	15	<u>12</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>42</u>
<input type="checkbox"/> Work Performance	25	<u>20</u>
<input type="checkbox"/> Capacity to Perform	15	<u>12</u>
Total Score	100	<u>74</u>

WTC

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name _____

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>15</u>	
2. Has worked on federally funded construction projects	10	<u>8</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>12</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	60	<u>41</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>8</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>8</u>
Subtotal, Performance	25	<u>20</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>4</u>
3. Professional liability insurance is in force	5	<u>4</u>
Subtotal, Capacity to Perform	15	<u>12</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>41</u>
<input type="checkbox"/> Work Performance	25	<u>20</u>
<input type="checkbox"/> Capacity to Perform	15	<u>12</u>
Total Score	100	<u>73</u>

Burkas & Walker

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient _____
 Name of Respondent _____
 Evaluator's Name Blake Hamilton

TxCDBG Contract No. _____
 Date of Rating _____

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>15</u>	
2. Has worked on federally funded construction projects	10	<u>8</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>12</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	60	<u>40</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>8</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>8</u>
Subtotal, Performance	25	<u>20</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>4</u>
3. Professional liability insurance is in force	5	<u>4</u>
Subtotal, Capacity to Perform	15	<u>12</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>40</u>
<input type="checkbox"/> Work Performance	25	<u>20</u>
<input type="checkbox"/> Capacity to Perform	15	<u>12</u>
Total Score	100	<u>72</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckennridge
 Name of Respondent EHT
 Evaluator's Name Jessica Sutter

TxCDBG Contract No. _____
 Date of Rating 1/27/2025

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10	<u>10</u>	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>60</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	25	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>15</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>60</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	100	<u>100</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckenridge
 Name of Respondent Bunkes + Walker
 Evaluator's Name Jessica Sutter

TxCDBG Contract No. _____
 Date of Rating 1-27-2025

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>14</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>9</u> <u>13</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	60	<u>50</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	25	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>14</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>50</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	100	<u>89</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckenridge
 Name of Respondent Freeman-Millican Inc.
 Evaluator's Name Jessica Suller
 TxCDBG Contract No. _____
 Date of Rating 1-27-2005

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10		
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>8</u> <u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>58</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	25	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>15</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>58</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	100	<u>98</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckennridge
 Name of Respondent Jacob Martin
 Evaluator's Name Jessica Suttler

TxCDBG Contract No. _____
 Date of Rating 1-27-2005

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10	<u>10</u>	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>60</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>4</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	25	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>15</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>60</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	100	<u>99</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckennridge
 Name of Respondent MKB Group
 Evaluator's Name Jessica Sutter

TxCDBG Contract No. _____
 Date of Rating 1-27-2025

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10	<u>8</u>	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>58</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	25	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>14</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>58</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	100	<u>97</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckennidge
Name of Respondent Mundo + Associates
Evaluator's Name Jessica Suller

TxCDBG Contract No. _____
Date of Rating 1-27-2025

Experience -- Rate the respondent for experience in the following areas:

Factor	Max.Pts.	Score	Comments
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region. Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)	10		
4. Extent of experience in project construction management	15	<u>9</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	<u>60</u>	<u>59</u>	

Work Performance

Factor	Max.Pts.	Score
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>9</u>
Subtotal, Performance	<u>25</u>	<u>24</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

Factor	Max.Pts.	Score
1. Staff Level / Experience of Staff	5	<u>5</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>15</u>

TOTAL SCORE

Factor	Max.Pts.	Score
<input type="checkbox"/> Experience	60	<u>59</u>
<input type="checkbox"/> Work Performance	25	<u>24</u>
<input type="checkbox"/> Capacity to Perform	15	<u>15</u>
Total Score	<u>100</u>	<u>98</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckennage
Name of Respondent Social Engineering
Evaluator's Name Jessica Miller

TxCDBG Contract No. _____
Date of Rating 1-27-2025

Experience -- Rate the respondent for experience in the following areas:

Factor	Max.Pts.	Score	Comments
1. Has previously designed _____ type of projects	20	<u>17</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region. Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)	10		
4. Extent of experience in project construction management	15	<u>8</u>	
5. TxCDBG Project Experience	5	<u>4</u>	
Subtotal, Experience	<u>60</u>	<u>53</u>	

Work Performance

Factor	Max.Pts.	Score
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	<u>25</u>	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

Factor	Max.Pts.	Score
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	<u>15</u>	<u>14</u>

TOTAL SCORE

Factor	Max.Pts.	Score
<input type="checkbox"/> Experience	60	<u>53</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	<u>100</u>	<u>92</u>

Engineer/Architect/Surveyor Rating Sheet

Grant Recipient City of Breckenridge
 Name of Respondent WTC
 Evaluator's Name Jessica Sutter

TxCDBG Contract No. _____
 Date of Rating 1/27/2025

Experience -- Rate the respondent for experience in the following areas:

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>	<u>Comments</u>
1. Has previously designed _____ type of projects	20	<u>20</u>	
2. Has worked on federally funded construction projects	10	<u>10</u>	
3. Has worked on projects that were located in this general region.	10	<u>9</u>	
Note: Location for A/E (Architect/Engineer) may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract. 2 CFR 200.319(b)			
4. Extent of experience in project construction management	15	<u>15</u>	
5. TxCDBG Project Experience	5	<u>5</u>	
Subtotal, Experience	60	<u>59</u>	

Work Performance

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Past projects completed on schedule	10	<u>10</u>
2. Manages projects within budgetary constraints	5	<u>5</u>
3. Work product is of high quality	10	<u>10</u>
Subtotal, Performance	25	<u>25</u>

NOTE: Information necessary to assess the respondent on these criteria should be gathered by contacting past/current clients.

Capacity to Perform

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
1. Staff Level / Experience of Staff	5	<u>4</u>
2. Adequacy of Resources	5	<u>5</u>
3. Professional liability insurance is in force	5	<u>5</u>
Subtotal, Capacity to Perform	15	<u>14</u>

TOTAL SCORE

<u>Factor</u>	<u>Max.Pts.</u>	<u>Score</u>
<input type="checkbox"/> Experience	60	<u>59</u>
<input type="checkbox"/> Work Performance	25	<u>25</u>
<input type="checkbox"/> Capacity to Perform	15	<u>14</u>
Total Score	100	<u>98</u>



January 13, 2025

Cynthia Northrop, City Manager

City of Breckenridge
105 N. Ross Avenue
Breckenridge, Texas 76424

RE: Request for Qualifications for Engineering Services
2025-2026 Community Development Fund TxCDBG Program

Cynthia Northrop:

Member(s) of Burkes and Walker Engineering have 8 years of overall relevant experience in preparing grant applications for water and wastewater improvement projects. Additionally, Burkes and Walker Engineering has at least 15 years of water/wastewater engineering design experience, 1 year of storm drainage analysis and design, at least 15 years of design review experience for a local municipality in North Texas and 30 years overall in the water and wastewater industry. The City of Breckenridge is applying for grant assistance in the 2021-2022 CDBG program and is seeking assistance from professional engineers by way of statement of qualifications to assist the City in the grant application and design process.

Burkes and Walker Engineering has a team of professional civil engineers that are dedicated to the City of Breckenridge now and in the future. The following proposal emphasizes each team member's engineering experience.

Burkes and Walker Engineering works with each city and their projects with an incredible amount of respect and care. We want to deliver a complete set of engineering design plans that consist of cost saving recommendations that will benefit the City of Breckenridge and its residents. It is our intense desire to help cities improve their water and wastewater infrastructure with cost saving recommendations, high quality design plans submitted with an even higher degree of effective communication that makes our partnerships with cities one of the best. We look forward to the opportunity to discuss more about us in an effort to provide the City of Breckenridge with preliminary engineering services and design engineering services.

Sincerely,
Burkes and Walker Engineering LLC

A handwritten signature in blue ink that reads "Bobby Burkes".

Bobby Burkes, P.E.
Managing Member

A handwritten signature in blue ink that reads "Alva Walker III".

Alva Walker III, P.E.
Managing Member

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

N/A

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 Al Wake III
 Signature of vendor doing business with the governmental entity

1/13/2025
 Date

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, BURKES AND WALKER ^{ENGINEERING}, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Al Walker III

* NO LOBBYING. NOT APPLICABLE.

Signature of Contractor's Authorized Official

ALVA WALKER III / MANAGING MEMBER

Printed Name and Title of Contractor's Authorized Official

1/13/2025

Date

OVERVIEW AND EXPERIENCE	1
SERVICES PROVIDED	4
GRANT APPLICATION & ADMINISTRATION	5
PROJECT APPROACH	7
MUNICIPAL OVERVIEW	11
GRANT PROJECT EXPERIENCE	13
DFW PROJECT EXPERIENCE	18
PROOF OF GOOD STANDING	28
FEDERALLY FUNDED PROJECTS	30
NORTH TEXAS PROJECTS	31
ASSURANCES	34
CURRENT AND PAST GOVERNMENT CLIENTS	35
STAFF RESUMES	36
COMPANY INSURANCE	39

Burkes and Walker Engineering LLC is an Ellis County, Texas based civil engineering company. Founded in 2020 in Waxahachie, Burkes and Walker Engineering consists of two managing members: Bobby Burkes and Alva Walker III (Trey). The managing members met and formed their company while being employed for a local municipality and both members came from local Texas towns. Bobby Burkes, P.E., managing member, was raised in Waxahachie while Alva (Trey) Walker III, P.E., managing member, grew up in Van Alstyne which is about an hour north of Dallas. Bobby graduated with his Bachelor's degree in Civil Engineering from University of Texas at Arlington (UTA) while Trey received his Bachelor's degree in Civil Engineering from Texas A&M University.

As managing members, Bobby and Trey have submitted the project information form (PIF) under the Drinking Water State Revolving Fund for

the following cities in North Texas: City of Blum, City of Dawson, City of Covington, City of Knollwood and Penelope Water Supply Corporation (WSC).

Additionally, Burkes and Walker Engineering has been selected as the engineer for the cities of Blum and Oglesby for the 2021-2022 TxCDBG submission. Further, Burkes and Walker Engineering was selected as the engineer for the 2023-2024 TXCDBG submission for the City of Tehuacana, Chilton Water Supply Corporation.

Burkes and Walker Engineering was also selected as the engineer for the City of Pelican Bay, City of Frost, and City of Tehuacana for the American Rescue Plan Act (ARPA) funds.

Bobby is a Certified Floodplain Manager, has over fourteen years of experience working for a local municipality and is very familiar with the process behind why and how cities operate. His

area of experience in the water and wastewater sector has ranged from water/wastewater engineering design, to review of engineering design plans related to water, wastewater improvement projects for both city and private development contracts.

Bobby's level of experience with floodplain and drainage improvements includes reviewing City floodplain alteration permits, fill permits, non-substantial improvement projects, sizing and drafting drainage design improvements and cost estimates. Bobby has been increasing his skill level in using ARCMAP GIS and floodplain modeling software like HEC-RAS and HEC-HMS.

In terms of overall leadership, Bobby has several years of experience serving at a local municipality as the Committee Chairperson for the City's wastewater material review committee. He also has his Lean Six Sigma Green Belt

certification and is very familiar with the process improvement tools and methodology to help save cities time and money. His experience thus far in the area of process improvement has ranged from reducing time it takes for a local municipality to find lateral/cleanout location information, creating a structure and list of internal procedures for the wastewater material review committee's review process. With several years of experience in wastewater operations, Bobby also has field and operations experience that has helped him spot potential issues in construction and maintenance of the wastewater collection system that other design engineers may not see. Additionally, Bobby has at least a year of water wastewater engineering plan review experience pertaining exclusively to private development projects. Bobby is experienced in communicating with developers, consulting engineers with how to

overcome design challenges.

Trey has commendable work experience from the time he was with a private consulting firm in Oklahoma where he performed grant related work, engineering design and construction management work of grant related projects. He has 4 years of experience in Oklahoma and 2 years additional experience in Texas working with cities and water supply corporations applying for financial assistance to improve their infrastructure. His comprehensive experience related to various sources of funding include, but are not limited to: DWSRF (Drinking Water State Revolving Fund), Clean Water State Revolving Fund (CWSRF), Community Development Block Grant (CDBG), Rural assistance fund, etc.

He has helped more than 20 cities in Oklahoma and approximately 13 cities and water supply corporations apply for

grants along with completing cost estimates for grant applications, managing and overseeing the engineering design and construction management duties related to the improvement of water and wastewater mains.

Trey has managed projects that included multiple phases over a 4-year period and has at least 4 years of experience preparing engineering reports that included some or all of the following components:

- Geographic locations
- Demographics
- Existing conditions
- Proposed projects
- Considered alternatives/recommendation
- Environmental impact/Energy efficiency
- Grant or local funding
- Projected O&M costs
- Prop. cost estimate
- Prop. project layout
- USGS soil report
- Hydraulic analysis

OVERVIEW AND EXPERIENCE

He has several years of experience managing funds for disbursement, change orders and pay requests through the entire project. He also has experience managing project budgets for

construction timeline to adhere to the contract.

Additionally, Trey has over 6 years' experience reviewing water and wastewater engineering design projects for private development related

projects at a local municipality. He has worked with Real Estate and Survey staff to coordinate and complete proposed easements by separate instrument/by plats.

Burkes and Walker Engineering LLC

Personnel:

-Seasoned Professional Engineers

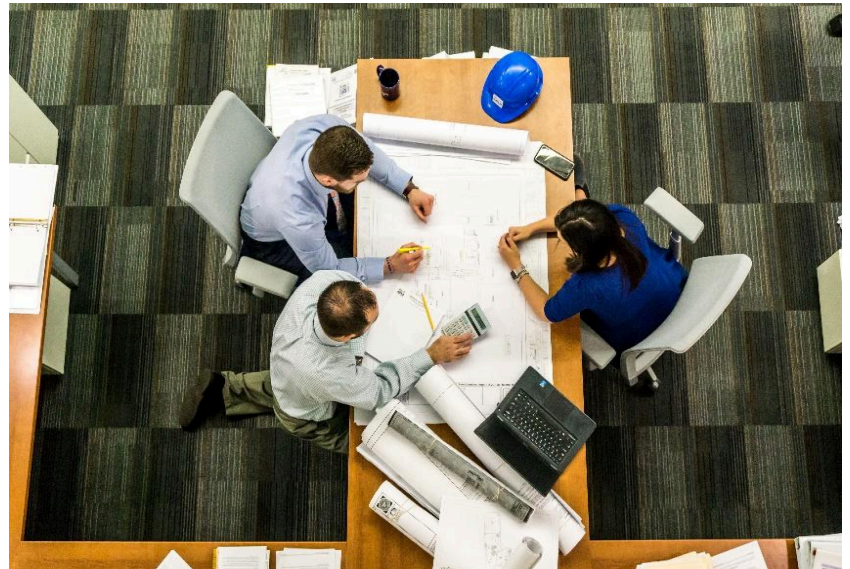
-Over 10 years of grant related application, design and construction management experience.

-Over 30 years of City employment experience.

-Project management professionals.

-Lean Six Sigma Green Belt Certified.

Engineering Services will be conducted and managed from the company's registered address at 407 Seneca Drive, Waxahachie, Texas 75165.



SERVICES PROVIDED

<u>Water Infrastructure</u>	<u>Wastewater Infrastructure</u>	<u>Geographic Information Systems (GIS)</u>	<u>Drainage/ Floodplain</u>
<ul style="list-style-type: none"> Grant Application Assistance DWSRF Application Assistance TxDOT Coordination Right of Way (ROW) Acquisition Water Supply and Distribution Design Water Tank Design Public Utilities Plans, Specifications & Estimates Manage invoices and/or change orders on the city's behalf. 	<ul style="list-style-type: none"> Grant Application Assistance CWSRF Application Assistance TxDOT Coordination Right of Way (ROW) Acquisition/Esmt. Wastewater Collection System Design Public Utilities Plans, Specifications & Estimates Manage invoices and/or change orders on the city's behalf. 	<ul style="list-style-type: none"> Create and manage as-built records for cities. Provide annual GIS reports with locations and descriptions of water/wastewater, drainage assets. Asset Management Plan (if necessary). 	<ul style="list-style-type: none"> Grant Application Assistance Drainage Design Fill permits, FP alteration permits.

Burkes and Walker Engineering works with grant writers for various grants and principle forgiveness loans related to water, wastewater and drainage improvements. The most common grants and loans we focus on are:

- **Texas Water Development Board (Drinking Water State Revolving Fund and Clean Water State Revolving Fund)**
- **CDBG from TDA (Community Development Block Grants from the Texas Department of Agriculture)**

Drinking Water State Revolving Fund (DWSRF)

The Drinking Water State Revolving Fund is administered by the Texas Water Development Board (TWDB). Small towns (less than 1,000 in population) under this program could qualify to receive up to 100% principal forgiveness (up to \$300,000) to improve their water infrastructure. Certain other requirements may also apply such as the annual household median income (AMHI) must be less than 150% of the State's values. Other items such as household cost factor are also reviewed and evaluated. In general, there are three parts to this program: 1. Project Information Form (PIF), 2. Application and 3. Granting of funds.

The PIF is first submitted to the TWDB by either a town representative or local engineer and is evaluated and ranked in comparison to other cities. Afterwards,

specific towns are invited to apply for and may receive funding. Burkes and Walker Engineering has been working diligently with local North Texas towns and has submitted the PIF for the following North Texas cities: City of Blum, City of Dawson, City of Covington, City of Knollwood and Penelope Water Supply Corporation. Our heart is to do our best to help small towns under this program receive the max benefit of \$300,000 when necessary to help improve their overall water infrastructure.

City of Dawson recently received an invitation to apply for the DWSRF for the possibility to receive \$300,000 in principal loan forgiveness. The status of this is still pending.

Community Development Block Grants (CDBG)

Trey Walker, P.E. and Bobby Burkes, P.E. have completed the TxCDBG Implementation Training webinar by TDA and are certified TxCDBG administrators.

Typically, a municipality may have a greater chance of receiving a grant based on the amount they are willing to invest. Funds received from grants may vary widely (typically up to \$500,000). The grant fund amount is determined by the regional council of governments and its regional review committee.

The primary purpose of the Community Development Block Grant Program is to develop communities by improving living environments and creating economic opportunity for local low to moderate income residents. The grant program can accomplish this by retaining jobs and by preventing and eliminating unsafe living conditions.

The goal of all projects funded through CDBG is to meet the national objective of benefiting 51% of low to moderate income citizens. Staff of Burkes and Walker Engineering have at least 6 years of prior experience related to the grant procurement process. Most recently, Burkes and Walker Engineering was selected as the engineer for the 2021-2022 TxCDBG submission for the following cities in Texas: Blum and Oglesby as well as the engineer for Tehuacana and Chilton Water Supply Corporation.

American Rescue Plan Act (ARPA)

The ARPA (i.e. CLFRF) is overseen and administered by the Texas Department of Emergency Management (TDEM). Towns were allocated a specific amount of money by the Federal Government to spend on certain eligible uses. One such use of the funds can be spent towards water and sewer improvements.

For ARPA, Burkes and Walker Engineering was selected as the preferred engineer of choice for the City of Pelican Bay to do drainage improvements. Further, Burkes and Walker Engineer was selected as the

engineer to complete water storage tank improvements for the City of Frost.

Conclusions

Burkes and Walker Engineering can assist the City of Breckenridge with engineering design services for planning, design, acquisition and construction aspects contingent upon TWDB funds being received. If needed, we can assist Breckenridge in identifying projects that will generate a higher score on the evaluation criteria, prepare the engineering estimates and the application forms as required. We will effectively communicate with the City of Breckenridge and grant administrator (if applicable) from pre-application to the funds being awarded to the City. Member(s) of Burkes and Walker Engineering have previous experience working with certified grant writers and will work side-by-side with the Grant Administrator (if applicable) contracted by the City to verify all criteria and requirements are adhered to before all applicable deadlines.

Once the City receives the funds, Burkes and Walker Engineering has the knowledge to develop design plans and provide specifications to advance the project to advertisement, bid and award. Provided on the next page is our project proposal detailing our general strategy to completing projects. Burkes and Walker Engineering can perform limited site visits during the construction phase to ensure all of the project is being constructed per the design.

Grant Application

Application Assistance

Burkes and Walker Engineering will work with the City of Breckenridge in identifying a project that will benefit the City of Breckenridge (if needed) should the funds from the Texas Water Development Board be received.

Cost Estimate

Once the City has come to a decision on which project to pursue with the fund application, Burkes and Walker Engineering will conduct a preliminary site visit to assess the field conditions. Based on field conditions, Burkes and Walker Engineering can prepare a signed and sealed preliminary cost estimate. The estimate will include projected construction costs, professional engineering design and survey costs. Depending on the size and nature of the project and fund, the City may be required to increase their financial obligation and participation in the project.

Project Exhibits

As part of the grant application, Burkes and Walker Engineering will prepare the necessary exhibit(s) showing the location of the project within the City and limits of the project in more detail.

Design & Construction

Design Plans and Specifications

The difficulty and overall size of the project will dictate the design and construction of the project. Below is a general step by step summary for a typical project. Some projects may not require as many steps while bigger, more difficult projects require even more extensive steps and services.

- **Communication:** To be readily available to communicate, Bobby Burkes and Trey Walker will be the project personnel to communicate with regarding any project related matters. Having two points of contact assures you are able to speak to a representative of our company whenever needed. Both Bobby and Trey will meet with your staff as often as needed to assure the overall project is a success. Bobby and Trey will initially meet to confirm all parties are on the same page when it comes to what the expectations and deadlines are for the project.
- **Coordination with Grant Administrator:** Once the City is notified that they have received the funds from TWDB, Burkes and Walker Engineering will propose a meeting with the City Staff and the Fund Administrator. The meeting will be informational to provide the following: overall awarded fund

amount, what portions of the project the fund will cover, what the City will provide as a match (if applicable) and the overall schedule of the approved fund. Since the schedule must be met in accordance with the approved fund, it will be the primary discussion topic of this meeting.

- **Schedule:** Once the approved schedule is received from the Fund Administrator, members of the Burkes and Walker Engineering team and your staff will develop a project schedule which includes the design timeline and submittals. It will also include estimated bid schedule (advertising dates, council award dates, construction notice to proceed) and planned dates of completion of the project.
- **Budget:** Burkes and Walker Engineering will continuously monitor the budget with respect to the grant fund allocations to ensure the project stays on schedule and within budget. Any budget overruns will be addressed throughout the project to maintain a streamlined design and construction schedule. Burkes and Walker Engineering will also monitor any budget surplus to capitalize and maximize use of funds received for the City.
- **Survey:** Burkes and Walker Engineering will receive an applicable survey from a registered licensed professional survey company in the state of Texas to obtain the topographic and elevation information necessary for the project. The Surveyor will coordinate with the City's staff and property owners to gain access where needed to provide a comprehensive and complete survey for the project.
- **Paving Overlays/Paving Reconstruction:** Many grant projects and TWDB related funds might include the rehabilitation and/or reconstruction of an existing roadway. In cases where street reconstruction or rehabilitation is being requested and it does not include the water, wastewater and storm main improvements, Burkes and Walker Engineering will oversee the work completed by a third-party engineering firm.
- **Water/Wastewater/Stormwater Design:** The existing horizontal and vertical alignment will be determined. The proposed alignment will be designed to avoid existing underground utility conflicts and above ground structures. The proposed alignment will also provide ease of construction as well as better operation and maintenance of the newly constructed water, wastewater,

and storm mains. All proposed appurtenances will have adequate clearance (horizontal and vertical) as well as meet local, state, and federal requirements. Additionally, all project related construction activities shall be installed to minimize disturbance of service for all residents adjacent to the construction. Future use of all water, wastewater and storm water mains must not only meet applicable water supplier's and state criteria, but it must be installed to accommodate planned or proposed connections in the future. If necessary, Burkes and Walker will oversee the work completed by a third-party engineering firm.

- **Franchise Utilities:** Coordination with franchise utility owners will be done to identify and locate all available franchise utilities that may be in the area. Burkes and Walker Engineering staff will accommodate the location of known franchise utilities in their design to avoid conflicts.
- **Subsurface Utility Engineering:** Burkes and Walker Engineering will have a 3rd party perform applicable SUE that may be required as part of the project and will manage and oversee the work they perform.
- **Permitting:** Sometimes projects require permits from other entities such as ACOE, EPA, railroads,

TCEQ, TxDOT, etc. Burkes and Walker Engineering will start coordination with permitting agencies early in the project to ensure the project continues to move forward smoothly.

- **ROW/Easement Acquisition:** All Right of way/ easement acquisitions will be identified and completed prior to the start of construction.
- **Public Relations:** Constant and consistent communication is one of the biggest keys to success for completion of any project. Burkes and Walker Engineering will communicate with all parties, including City personnel, permitting agencies and residents of the City of Breckenridge.
- **Reducing Cost:** Burkes and Walker Engineering will continue making suggestions and present ideas that will benefit the City's overall budget and their residents. Burkes and Walker Engineering always looks for opportunities to present cost saving solutions starting from the initial start of the project to the construction phase of every project.
- **Quality Assurance Program:** Burkes and Walker Engineering Quality Assurance Plan is founded and maintained by consistent communication. Visits to the project site as needed and a continuous dialogue with City staff allows Burkes

and Walker to excel in meeting expectations. Prior to any submittal provided to the client or review agency, an internal review will be conducted by a managing member.

Project Phases

Listed below are the typical phases of a project. In general, larger projects may require all phases listed. However, smaller projects may not require all phases.

- **Initial Design:** Evaluate possible alignment options, and identify potential issues, challenges and hurdles to overcome.
- **Preliminary Design:** Prepare 30% design plans.
- **Intermediate Design:** Prepare 60% design plans including proposed alignments with appurtenances, and plan callouts.
- **Pre-Final Design:** Prepare 90% design plans. Included with this submittal is all design details and specifications that have been finalized. Minor adjustments may still be necessary.
- **Final Design:** The engineering plans will be signed, sealed and submitted for advertisement and bid.
- **Advertise and Bid:** Burkes and Walker will assist the City with

advertisement and bidding the project. If needed, a pre-bid meeting will be conducted. Burkes and Walker will conduct the bid opening, evaluate bids, provide reference checks and make a recommendation of bid award.

- **Construction:** Burkes and Walker Engineering will help facilitate the pre-construction meeting, attend applicable project meetings, facilitate change orders, review contractor pay requests, make periodic site visits, and prepare as-built drawings after construction of the project is completed.
- **Preparation of Bid Documents:** Burkes and Walker Engineering will prepare the bid documents (standard construction contract, bid proposal, technical specifications, and any fund related forms.
- **Field Testing and Inspection:** Periodic field testing and monthly inspections will be incorporated in accordance with the contract requirements.



MUNICIPAL EXPERIENCE: WATERWORKS PROJECTS



Burkes and Walker Engineering staff has at least 9 years of engineering design and drafting experience for numerous water and wastewater improvement projects for several municipalities across Texas and Oklahoma. Additionally, Burkes and Walker Engineering staff have close to one year of experience related to the assessment and drafting of drainage improvement projects and review of floodplain related projects submitted by outside engineers. At least 5 of the 9 years of experience mentioned above was accumulated while being employed at the City of Dallas. Our main area of expertise when it comes to design and construction is water distribution systems and wastewater collection systems. Our team has accumulated design experience of more than 75,000 linear feet of water main and 50,000 linear feet of wastewater mains. At least one member of our staff has over 5 years of experience working for City of Dallas Water Utilities Wastewater Collection Division where he reviewed an estimated three to five wastewater engineering design plans per week that were submitted by outside consulting firms. His job at that time was to review and provide wastewater operation and maintenance recommendations on design plans submitted while also help prepare the TCEQ annual Sanitary Sewer Overflow Initiative (SSOI) report for the division.

The Burkes and Walker team is also very familiar with coordination requirements, design requirements and required permitting with outside agencies such as TCEQ, TxDOT, nearby municipality

coordination, franchise utilities, etc. Our expertise will give you dependability that our projects are in compliance with all local, state and federal regulations.

Burkes and Walker Engineering will analyze and help determine the most efficient design and cost-effective construction for each project. With alternative rehabilitation design options available (like cured in place pipe, pipe bursting, slip lining, etc.) and for areas where by other than open cut is more economically feasible, our staff can provide a more cost-effective solution for their designs that will minimize public disruption.

Summary of Grant Project Experience

Member(s) of Burkes and Walker Engineering have at least 6 years of overall water and wastewater engineering experience related to grants and principle forgiveness programs. Staff has assisted with grants and engineering design with more than 20 cities. Below are just a few projects expanded on in more detail. Burkes and Walker Engineering submitted the project information form (PIF) for the Drinking Water State Revolving Fund (DWSRF) for the following Texas towns shown below. Burkes and Walker Engineering has been selected as the engineer for the cities of Blum and Oglesby for the 2021-2022 TXCDBG submission and recently selected for the 2023-2024 TXCDBG submission for the City of Tehuacana, Chilton Water Supply Corporation.

The design and construction management of grant related projects of cities in Oklahoma listed below were performed by Trey as an engineer in training with a firm out of Oklahoma and were sealed by a professional engineer not listed. Currently, projects for two towns in Texas are under design: Pelican Bay and Frost.

City of Blum, Texas

- The City requested Burkes and Walker Engineering to submit the project information form (PIF) on their behalf in hopes they may receive the \$300,000 max. allowable principle

forgiveness for design and construction to improve their water system. Based on specific needs expressed by Blum representatives, the PIF was prepared and submitted.

City of Covington, Texas

- The City requested Burkes and Walker Engineering to submit the project information form (PIF) on their behalf in hopes they may receive the \$300,000 max. allowable principle forgiveness for design and construction to improve their water system. Based on specific needs expressed by Covington representatives, the PIF was prepared and submitted.

City of Dawson, Texas

- The City requested Burkes and Walker Engineering to submit the project information form (PIF) on their behalf in hopes they may receive the \$300,000 max. allowable principle forgiveness for design and construction to improve their water system. Based on specific needs expressed by Dawson, the PIF was prepared and submitted. Dawson appears to be in the process of receiving the \$300,000 in principal loan forgiveness.

City of Knollwood, Texas

- The City requested Burkes and Walker Engineering to submit the project information form (PIF) on their

behalf in hopes they may receive the \$300,000 max. allowable principle forgiveness for design and construction to improve their water system. Based on specific needs expressed by Knollwood representatives, the PIF was prepared and submitted.

City of Frost, Texas

- Burkes and Walker Engineering was selected as the engineer for the City of Frost to complete a water project using the American Rescue Plan Act (ARPA) funds. This project includes design and construction administration services of a new 60,000 gallon storage tank in response to a TCEQ violation the town received.

City of Tehuacana, Texas

- Burkes and Walker Engineering was selected as the engineer for multiple water improvement projects through the following grant funds: American Rescue Plan Act (ARPA), Texas Water Development Board (TWDB) Drinking Water State Revolving Fund, and 2023-2024 TX Community Development Block Grant (TX CDBG).

City of Pelican Bay

- Burkes and Walker Engineering was selected as the engineer for a drainage improvement project for the City of Pelican Bay through the

American Rescue Plan Act (ARPA) fund. The current status of this project is that it is under design.

City of Garber, Oklahoma

- This was considered a regionalization project. This project consisted of a new 8" water main line (approximately 50,000 LF), a pump station with dual pumps, relocation of existing water lines in town (all new lines replaced with 6" and 8" lines) and the abandonment of 2 existing water wells. New PVC pipes and elimination of contaminated water wells by regionalizing with the City of Enid was required to bring Garber into compliance with ODEQ (Oklahoma Department of Environmental Quality). This project was completed ahead of schedule and under budget.

City of Seiling, Oklahoma

- This project included providing professional services for the expansion of the City of Seiling water and sewer service area. It included a 250,000-gallon standpipe, a pump station with dual pumps, the design of approximately 15,000 LF of water main and design of approximately 10,000 LF of sewer lines. The biggest challenge for this project was crossing ODOT ROW. Crossing perpendicular was not an option due to grades, cover of main and existing utilities. Coordination with ODOT was critical in coming to a resolution. This

project was completed ahead of schedule and at budget.

Town of Fort Supply, Oklahoma

- This project included a collaboration of 3 grants: 2 from Rural Economic Action Plan (REAP) Grants and a CDBG Grant. The project was required to improve the 47% water loss the town was experiencing through the 1939 cast iron water lines. This project was completed ahead of schedule and under budget.
- The professional design service included replacing the old lines as well as identifying and eliminating all existing connections between the PVC lines from another firm's previous project and the old cast iron lines. One of the most critical challenges to reduce water loss was identifying cross connections between PVC and cast iron lines. This task was completed by studying the previous plans, opening and closing valves to determine which services remain active, and help from the Fort Supply water operator.

Town of Nash, Oklahoma

- This engineering design consisted of the removal of "sludge" from the wastewater lagoons. The critical design concern on this project was ensuring that the clay bentonite soil layer remained unaffected during construction. This layer prevents seepage (ODEQ requirement) into

the surrounding soil. This project was completed on schedule and at budget.

- Another project included wastewater improvements in the Town of Nash for the replacement of manholes and upsizing of wastewater mains near the downstream end of the system close to the lift station. Replacement of these mains significantly improved the wastewater flow throughout the system. This project was completed on schedule and under budget.

Town of Forgan, Oklahoma

- This water tower (standpipe) rehabilitation project included the blasting/abatement of lead-based paint on the exterior, proper shrouding, containment and hazardous waste disposal, and blasting/coating the interior. Professional engineering services were engineering bidding and construction administration. This project was completed on schedule and at budget.

Town of Meno, Oklahoma

- The professional engineering services for this project included a connection to a secondary water source for the sole purpose of obtaining a secure and adequate supply for fire protection. This project also included the replacement of water mains along a couple of the main streets in town. This project

was completed ahead of schedule and under budget.

City of Waynoka, Oklahoma

- This project consisted of project bidding and construction management for the replacement of all water meters in town with automated meters. The meters are read with AMI (Automated Meter Infrastructure) towers and a main central hub is located at City Hall. The critical design component of this project was the determination of the location for the AMI towers. This project was completed ahead of schedule and at budget.

Town of Kremlin, Oklahoma

- This project included the installation of approximately 11,000 LF 8" water main to connect to an alternate source of water. It also included replacement of an old telemetry system with a SCADA system for maintaining water levels in the water tower (standpipe). This project was completed on schedule and at budget.
- Another project for Kremlin was a bore for a water main under the Union Pacific Railroad to improve water service to the citizens on the other side of the railroad. This project was completed ahead of schedule and at budget.

Town of Fairmont, Oklahoma

- This regionalization project consisted of a connection to a City of Enid transmission main, a master meter, approximately 10,000 LF of 8" main from the connection into Fairmont and replacing all of the water mains in town with new 6" PVC. One of the more challenging aspects of this project were the archeological artifacts found during the environmental assessment. The alignment of some of the water mains had to be adjusted to avoid a significant delay in the construction of the project. Due to the insight of the operator, this project was completed on schedule and under budget.

Town of Goodwell, Oklahoma

- This project included the replacement of approximately 3,000 LF of wastewater main. There were a couple of different key components of this project. The first was the timeline for obtaining a permit from the Union Pacific Railroad. Second, with help of the system operator, it was determined a significant portion of the proposed replacement alignment would be extremely difficult trenching. The knowledge of this was immensely beneficial in creating an accurate project budget and scope. This project was completed ahead of schedule and under budget.

Town of Helena, Oklahoma

- This project included the design of a 250,000-gallon standpipe (water tower). One of the biggest challenges on this project was determining the location of the new water tower. It required strategic locations based on elevation, limited areas of town owned land/land that could be acquired and constructability at the location selected. This project was completed on schedule and at budget.

Town of Buffalo, Oklahoma

- This ground storage tank and chlorine injection relocation/replacement, realignment of water main piping and installation of a new

SCADA system project was vital to the operation of the Buffalo water system. The existing ground storage tank was leaking a significant percentage of pumped water through multiple holes in the tank, one of which was rusting the chlorine injection line. However, the biggest hurdle on this project was location and realignment of the piping around the tank. There were no records available and with minimal valves, an in-depth site investigation was required by the contractor. Once the information was acquired, the design was adjusted by change order to accommodate the field conditions. This project was completed ahead of schedule and under budget.

Summary of Water/Wastewater Projects in DFW

Member(s) of Burkes and Walker Engineering have over 20 years of combined engineering experience within the DFW metroplex. The majority of staff's design, project review and management experience within the DFW metroplex has come from their employment with the City of Dallas. Below are some projects with project detail summarized that demonstrate Burkes and Walker Engineering's ability to design, review, and manage infrastructure related projects within the DFW metroplex and the State of Texas. The design and drafting of projects listed below were performed by Bobby Burkes as an engineer in training and were sealed or overseen by a Texas professional engineer that is not listed. Members of Burkes and Walker Engineering submitted the project information form under the Drinking Water State Revolving Fund for the following North Texas Cities: City of Blum, City of Covington, City of Dawson, City of Knollwood. Additionally, Burkes and Walker was recently selected as the engineer for the cities of Blum and Oglesby for the 2021-2022 TxCDBG submission and for the City of Frost and Chilton Water Supply Corporation for the 2023-2024 TxCDBG.

Large Valve Design Projects for the City of Dallas

- *36" Valve Replacement (Ranchview Road) at Irving North ROFC Meter Vault, Valve 3*

Bobby researched all existing design records and laying plans to determine the type of pipe and the original designed configuration of the ex. pipes, ex. valve adaptors and valves. He visited the site and analyzed the physical setting of the valve and determined what physical conditions that might be construction related issues such as overall traffic patterns and type of pavement. Bobby coordinated with other utilities (including franchise utilities) in the area so as not to interrupt their service and insure our constructability.

He calculated the dimensions of the valve adaptors. Bobby specified the joint types (flanged or mechanical) for the valve adaptors that transitioned the valve onto the pipe. He determined the locations of the manholes over the operating mechanisms and, where needed, for the blow-off fixtures taking into account accessibility and location relative to pavement and curbs. Bobby prepared an engineered plan and profile detailing the existing pipe, adaptors and valve. He calculated a cost estimate for the valve based on recent costs found for similar work.

A Notable Wastewater Project

Project Name: Turtle Creek Blvd-From Maple Ave. to Cedar Springs Road

Scope of Work

- 2000 Linear Feet of 54-Inch R.T.R.P. Wastewater main.
- 2000 Linear Feet of 36-Inch C.I.P.P. Wastewater main.
- 50 Linear Feet of 16-Inch D.I. Water Main.
- 170 Linear Feet of 16-Inch P.V.C. Wastewater main.
- 150 Linear Feet of 12-Inch P.V.C. using slip lining applications
- 30 Linear Feet of 8-Inch P.V.C. Wastewater main
- 10 Linear Feet of 6-Inch V.C.T. Wastewater main
- 2- 54" diameter siphons
- 1-Diversion process involved with upstream siphon.
- Total Approx. Estimated Cost: \$2,200,000

As an engineer in training, Bobby's primary role in this project was the preparation of the design of all wastewater mains and water mains, including using applicable

trenchless technology where needed (CIPP, Slip lining). Also included in the scope was a 16-inch water main, 2-inverted siphons and 1-diversion process involved with the upstream siphon.

Bobby analyzed the locations and depths of the existing and proposed wet and dry utilities. He determined the best engineering solution for all pipe alignments based on constructability and cost. He prepared and engineered a plan and profile precisely locating all proposed appurtenances, vertical and horizontal inflections and curves. He calculated the invert elevations at each of the manholes and the grades of each of the wastewater mains. Bobby made sure that all applicable standards were met with the City of Dallas and with the Texas Commission on Environmental Quality (TCEQ). Bobby evaluated the capacity of the existing 36-inch wastewater main and recommended it to be upsized to a 54-inch diameter pipe to accommodate future flow.

The biggest challenges with this project involved two inverted 54-inch siphons that were also included in the scope of this project. Bobby analyzed the locations of each proposed siphon and determined the most suitable choice of alignment. He analyzed the traffic conditions associated with the proposed alignment as well. Bobby calculated both the dry normal design flow and the wet normal design flow for the proposed 54-inch pipe segment. A particularly difficult challenge was to establish a method for diverting flow from the upstream inverted siphon to an existing

parallel 36-inch cured in place pipe. Bobby determined that slip lining 150 ft of the existing 36-inch parallel cured in place pipe would allow a minimum of two feet per second at all times per TCEQ standards. The 36-inch main was slip lined with a 12-Inch pipe. Bobby recommended a 12-Inch pipe due to the ability to maintain minimum velocity requirements when the pipe was flowing full. Thus, once the 12-Inch pipe is flowing full, any additional wastewater would be diverted to the parallel upstream siphon as planned. Bobby calculated the potential rise of the wastewater into each manhole for the 54-inch segments and determined that the wastewater may safely rise inside the manhole, but not overflow any part of the collection system.

Bobby prepared a cost estimate for the project based on material costs from other recent construction projects.

Other Water/Wastewater Engineering Design Projects

Project Name: Cullum St.-From Coit Road to Waterview Parkway

Scope of Work

- 3,506 Linear Feet of 12" PVC Water Main
- Estimated Cost: \$677,000

Project Name: Warren Avenue-From Malcolm X Ave. to Jeffries St.

Scope of Work

- 665 linear feet of 8" PVC water main
- 500 linear feet of 8" PVC wastewater main
- Estimated Cost: \$228,000

Project Name: Alley Between San Medina and Gus Thomasson

Scope of Work

- 45 linear feet of 6" water main
- 487 linear feet of 8" wastewater main
- Estimated Cost: \$50,000

Project Name: Garden Springs-From CF Hawn to Ravenview Rd.

Scope of Work

- 776 linear feet of 8" water main
- 1180 linear feet of 8" wastewater main
- Estimated Cost: \$397,000

Project Name: Alley east of Harrison-From Alley Between Harrison St. and Atlanta St.

Scope of Work

- 1,647 linear feet of 12" wastewater main
- Estimated Cost: \$200,000

Project Name: Glenda Ln.-Between Goodnight Lane and Stemmons.

Scope of Work

- 1,003 linear feet of 8" water main
- 1,000 linear feet of 8" wastewater main
- Estimated Cost: \$375,000

Project Name: Leo Lane-From Virgo Lane to M.K.T. Railroad

Scope of Work

- 1,380 linear feet of 12" water main
- Estimated Cost: \$400,000

Project Name: Edd Road-Between Nile Dr. and Foothill Rd.

Scope of Work

- 1,330 linear feet of 8" water main
- Estimated Cost: \$120,000

Project Name: Emerald St-From Joe Field Rd. to Royal Lane

Scope of Work

- 1,000 linear feet of 8" water main
- Estimated Cost: \$114,000

Project Name: Hathaway St-From Park Lane to Walnut Hill Lane

Scope of Work

- 2,000 linear feet of 8" water main
- 1,200 linear feet of 8" wastewater main
- Estimated Cost: \$160,000

Project Name: Audrey St.- From Agnes St. to Greenbay St.

Scope of Work

- 2,000 linear feet of 8" water main
- Estimated Cost: \$360,000

Project Name: Louisiana Ave-From Corinth St. to East of Acacia

Scope of Work

- 700 linear feet of 8" water main.
- Estimated Cost: \$140,000

Alley South of Henderson Ave.-From Milam St. to Alley West

Scope of Work

- 730 Linear feet of 12" water main.
- Estimated Cost: \$113,000

Drainage Improvement and Floodplain review projects

Plans for the drainage improvement projects mentioned below were drafted as part of an emergency contract work order in house for the City of Dallas. Since work was determined by the City to be for maintenance and survey was not provided for plans (sketch), a professional engineer did not seal the proposed layout.

Project Name: 14028 Brookcrest (Emergency Contract-Work Order)

Scope of Work

270 LF of 30" RCP Class III, 3-10 ft inlets, and headwall

Estimated Cost: \$170,040

*Current Status: Under construction

Project Name: 6623 Clubhouse Circle (Emergency Contract-Work Order)

Scope of Work

260 LF of 2'X4' Reinforced Concrete Culvert Box, junction box manhole, three-10 ft inlets, and headwall.

Estimated Cost: \$175,070

*Current Status: Expected to start construction in the coming weeks.

Floodplain permit review projects mentioned below were submitted by outside consulting engineers and are either in the process of being reviewed for eventual approval or have been reviewed and approved.

Project Name: 9328 Harry Hines Blvd

Scope of Work

Floodplain Fill Permit Review (On-going)

Submitted by: Cardinal Strategies

Project Name: Wright Farms Phase II (3501 Telephone Road)

Scope of Work

Floodplain Alteration Permit review (Review was completed with assistance from external review consultant.)

Project Name: One World Bank (2449 Walnut Hill Lane)

Scope of Work: Non substantial improvement analysis. Floodplain Alteration permit was reviewed and approved.

Leadership Experience (City of Dallas) Committee Chairperson-Wastewater Material Review Committee

Before becoming Committee Chairperson, Bobby was heavily involved in the first ever wastewater material review committee with the city of Dallas. In particular, he was responsible for setting up meetings with potential vendors, analyzing their products and recommending wastewater products to the Wastewater Material Review Committee for further consideration.

After Bobby became the Committee Chairperson, he created a process based on his background knowledge and

experience in lean six sigma. Bobby is a certified green belt in Lean Six Sigma and used his experience to deliver a structured framework and methodology for evaluating wastewater materials for a local large municipality. Bobby served in this role for at least three years.

Water/Wastewater Engineering Project Review-Municipal Experience

Bobby has reviewed a lot of design plans from consulting engineers on behalf of the City of Dallas. Examples of water and wastewater engineering projects Bobby has reviewed for the City of Dallas include but are not limited to the following:

Review of Preliminary Design Reports (PDR)-Water/Wastewater Projects

- *Project Name: Easement East of Glen Oaks Blvd.-From Oak Trail to West Red Bird Lane*
- *Project Name: Alley between Sunnyvale St & Illinois-From Kiest Blvd. to Sutter St.*
- *Project Name: Munger Ave.-From Annex Ave. to Prairie Ave.*
- *Project Name: Annex Ave.-From Munger Avenue West*
- *Project Name: Alley Between Hollywood Avenue and Montreal Avenue from Wilton Ave. to Brandon St.*

- *Project Name: Paulus Avenue-From Alley South of Gaston Ave. Southwest.*
- *Project Name: Dickason Avenue-From Welborn Street west.*
- *Project Name: Gaston Ave.-From South of Haskell Avenue Southwest*
- *Project Name: Parkland Avenue-From Crestview Drive to Hudnall Street.*

Review of Water/Wastewater Engineering Design Plans for Municipality

Project name: Wheatland Road-From Lancaster City Limits to Lancaster Road

- Reviewed and made wastewater engineering and operation related comments for design plans on approx. 1,300 linear feet of 8", 10" and 12" wastewater mains on behalf of the City of Dallas.

Project Name: Flora St. (Ann Williams Way) From Art's Plaza to North Central Expy.

- Reviewed and made wastewater engineering related comments for design plans on approx. 475 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Hawkins Street-From San Jacinto St. to Ross Ave.

- Reviewed and made wastewater engineering related comments for design plans on approx. 475 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Hord Street-From Griffin St. Northeast

- Reviewed and made wastewater engineering related comments for design plans on approx. 220 LF of 12" WW main on behalf of the City of Dallas.

Project Name: Laws Street-From Hord St. to Woodall Rodgers Freeway

- Reviewed and made wastewater engineering related comments for design plans on approx. 400 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Bayside Street-From N. Hampton Road to Harston Street

- Reviewed and made wastewater engineering related comments for design plans on approximately 1375 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Tom Landry Freeway (I-30)-From N. Westmoreland Rd. to Terre Colony

- Reviewed and made wastewater engineering related comments for design plans on approx. 1,250 linear feet of 8" WW main on behalf of the City of Dallas.

Project Name: Commerce St.-From Vilbig Rd. to Ormsby St.

- Reviewed and made wastewater engineering related comments for design plans on approx. 2,950 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Farrington St.-From Chemical St. to Trinity River Channel

- Reviewed and made wastewater engineering related comments for design plans on approx. 675 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Crampton Street-From Farrington Street Southwest

- Reviewed and made wastewater engineering related comments for design plans on approx. 275 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Ross Avenue-From Lamar Street to Field Street

- Reviewed and made wastewater engineering related comments for

design plans on approx. 995 LF of 8" WW main on behalf of the City of Dallas.

Project Name: San Jacinto Street-From Lamar Street to Griffin Street

- Reviewed and made wastewater engineering related comments for design plans on approx. 355 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Elsbeth Street-From Davis St. to Neely St.

- Reviewed and made wastewater engineering and maintenance related comments for design plans on approx. 275 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Martin Luther King Jr. Blvd.-From Malcolm X Blvd. to Meadow Street

- Reviewed and made wastewater engineering and maintenance related comments for design plans on approx. 830 LF of 8" WW main on behalf of the City of Dallas.

Project Name: Alley-Taos Rd.-From Lemmon to Alley-Hopkins & Stigall

- Reviewed and made wastewater engineering and maintenance related

comments for design plans on approx. 340 LF of 18" WW main on behalf of the City of Dallas.

Project Name: Holmes Street-From Warren Ave. to Service Road.

- Reviewed and made wastewater engineering and maintenance related comments for design plans on approx. 185 LF of 12" WW main on behalf of the City of Dallas.

Water and Wastewater Engineering Review of Private Development Design Plans for Municipality

Project Name: Shady Trail Warehouses-Industrial Development Project of two lots.

- Reviewed and made water and wastewater engineering related comments on proposed design plans consisting of two wastewater lateral service connections, abandonment of ex. 8" wastewater main, abandonment of ex. sanitary sewer easement, four water service lines, valves and meters, two-8" fire line services, meter vaults and valves.

Project Name: 1918 California Condos-Condos Development Project

- Reviewed and made water and wastewater engineering related

comments on proposed engineering design plan that included two water services with meters, 53 LF of 8" PVC water main, valves, fittings and one 6" wastewater lateral connection and cleanout on behalf of the City of Dallas.

Project Name: 2139-2143 Mail Ave.-Condos Development Project which consisted of two-3 story buildings.

- Reviewed and made water and wastewater engineering related comments on proposed engineering design plan that included two water services with meters, 108 LF of 8" PVC water main, valves, fittings and two-6" wastewater lateral connections and cleanouts on behalf of the City of Dallas.

Project Name: Stonehawk Beckley: 5 Story Multifamily Building consisting of 340 units, pool, prop. 7'X17' water easement (By plat).

- Reviewed and made water and wastewater engineering related comments to proposed engineering design plan that included one water service with meter, one 8" combination (Fire and Dom. water service) meter and vault, 452 LF of 8" DI water main, valves, fittings and 6-6" wastewater lateral connections and cleanouts on behalf of the City of Dallas.

Project Name: Thomas Jefferson Highschool and PK-3 which also involved easement encroachment letter and approval, proposed easement(s) by plat, abandonment of ex. easements.

- Reviewed and made water, wastewater engineering related comments to proposed engineering design plans that included several water services with meters, at least a couple 6" fire services, meters and vaults, approx. 370 LF of 8" public water main for prop. fire hydrants, valves, fittings and at least 1-8" wastewater lateral connection and cleanout on behalf of the City of Dallas.

Project Name: Dominos Fair Park Addition: A proposed Domino's restaurant.

- Reviewed and made water and wastewater engineering related comments to proposed engineering design plans that included replacement and upsize of 122 LF of ex. 6" wastewater main to an 8" main, two water service connections and meters, TxDOT coordination and approval for installation of the water services within TxDOT right of way on behalf of the City of Dallas.

Project Name: 4626 Coles Manor Place: 5 unit-3 story building multifamily development project.

- Reviewed and made water and wastewater engineering related comments to proposed engineering design plans designed by Macatee Engineering LLC that included replacement and upsize of 65 LF of ex. 6" water main to an 8" main along with applicable fittings and valves, two water service connections and meters, 1-6" wastewater lateral connection and cleanout.

Project Name: Enclave at Vanguard Way: 21-lot residential development.

- Reviewed and made water and wastewater engineering related comments to proposed engineering design plans that included 800 linear feet of prop. 8" water main along with applicable fittings and valves, 21- ¾" water service connections and meters, 922 linear feet of 8" wastewater main along with applicable manholes, 21-6" wastewater lateral connections and cleanouts on behalf of the City of Dallas.

Project Name: Cedardale Park Addition Building No. 1 Industrial Development

- Reviewed and made comments to the revision to final plans submitted but was not the reviewer of the

previously approved design. Bobby reviewed and made comments based on discrepancies found between plat and previously approved water and wastewater engineering design plans on behalf of the City of Dallas.



Engineering Firm Registration Information	
Firm Number	F-21952
Registration Expiration	09/30/2025 (you can renew starting 08/01/2025)
Name ?	Burkes and Walker Engineering LLC
DBA ?	
Type ?	Multiple Employees
Registration Status ?	ACTIVE
EIN ?	85-2395846

PE Number	114204
Granted	05/22/2013
License Expiration	03/31/2025 (renewal status)
Name ?	Mr. Bobby Ray Burkes
License Status ?	ACT
Branch(es) ?	Civil
Continuing Education Exemptions ?	None (apply for inactive status online)

PE Number	126113
Granted	03/22/2017
License Expiration	12/31/2025 (renewal status)
Name ?	Alva Kenneth Walker, III
License Status ?	ACT
Branch(es) ?	Civil
Continuing Education Exemptions ?	None (apply for inactive status online)

Type of Federal Fund	City, State	Type of Work
USDA-RD	Billings, OK	Wastewater
REAP	Boise City, OK	Water
CDBG	Buffalo, OK	Water
DWSRF	Fairmont, OK	Water
CDBG	Fargo, OK	Water
CDBG	Forgan, OK	Water
CDBG and REAP*	Fort Supply, OK	Water
DWSRF	Garber, OK	Water
REAP*	Goltry, OK	Water
REAP*	Goodwell, OK	Wastewater
REAP*	Hardesty, OK	Wastewater
CDBG	Helena, OK	Water
CDBG	Kremlin, OK	Water
CDBG and REAP*	Meno, OK	Water
CDBG and REAP*	Nash, OK	Wastewater
CDBG	Pond Creek, OK	Water
CDBG	Ringwood, OK	Wastewater
DWSRF and CWSRF	Seiling, OK	Water and Wastewater
REAP*	Shattuck, OK	Water
REAP*	Waynoka, OK	Water

**REAP: Rural Economic Action Plan*

CITY, STATE	PROJECT NAME	RESPONSIBILITIES**
*Blum, TX	Water Main and Valve Replacements	Prepared and submitted Project Information Form (PIF) for DWSRF
*Covington, TX	Water System Improvements	Prepared and submitted Project Information Form (PIF) for DWSRF
*Dawson, TX	Water Main Replacement	Prepared and submitted Project Information Form (PIF) for DWSRF; Currently in application phase and may get awarded \$300,000 in principal loan forgiveness.
*Knollwood, TX	Water Main Replacement and Addition of Isolation Valves	Prepared and submitted Project Information Form (PIF) for DWSRF
***Frost, Texas	Water Storage Tank Improvements	Currently under design.
***Chilton Water Supply Corporation	Wastewater Treatment Plant Improvements	Currently in the application phase of the 2023-2024 TxCDBG funds.
***Tehuacana, Texas	Water System Improvements	Currently in the application phase of the 2023-2024 TxCDBG funds. Prepared cost estimate and preliminary exhibits.
***Pelican Bay, Texas	Drainage Improvements	Currently under design.
***Hilltop Water Supply Corporation	Generator Project	Currently in the application review phase of FEMA HMGP 4485 grant fund. Waiting project approval by FEMA.
Dallas, Texas	36" Valve Replacement (Ranchview Road) at Irving North ROFC Meter Vault, Valve 3	Prepared engineering plan and profile and calculated cost estimate.
Dallas, Texas	18" Valve Replacement at Henderson Ave and Columbia Ave.	Prepared engineering plan and profile and calculated cost estimate.

Dallas, Texas	Turtle Creek Blvd-From Maple Ave. to Cedar Springs Road	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Cullum St.-From Coit Road to Waterview Parkway</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Warren Avenue-From Malcolm X Ave. to Jeffries St.</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Alley Between San Medina and Gus Thomasson</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Garden Springs-From CF Hawn to Ravenview Rd.</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Alley East of Harrison-Alley Between Harrison St. and Atlanta St.</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Glenda Ln.-Between Goodnight Lane and Stemmons.</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Leo Lane-From Virgo Lane to M.K.T. Railroad</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Emerald St- From Joe Field Rd to Royal Lane</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Hathaway St-From Park Lane to Walnut Hill Lane</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Audrey St.-From Agnes St. to Greenbay St.</i>	Prepared engineering plans and calculated cost estimate.
Dallas, Texas	<i>Louisiana Ave-From Corinth St. to East of Acacia</i>	Prepared engineering plans and calculated cost estimate.

Dallas, Texas	<i>Alley South of Henderson Ave.-From Milam St. to Alley West</i>	Prepared engineering plans and calculated cost estimate.
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*The project information form (PIF) was submitted under the Drinking Water State Revolving Fund (DWSRF) for the City of Blum, City of Dawson, City of Covington and Knollwood. Work done and PIF submitted on behalf of the corresponding cities were completed by Bobby Burkes and Trey Walker.

**The responsibilities of design and drafting of projects listed above was performed by Bobby Burkes as an engineer in training but was sealed by a Texas professional engineer that is not listed. Additional review projects previously mentioned prior to the table were submitted by other engineering consultants to the City of Dallas for review and comments. As a professional engineer, Bobby reviewed and provided comments related to water and wastewater engineering design plans that were submitted by outside consultants.

***Current active or pending projects being worked on by Burkes and Walker Engineering LLC.

PROOF ENGINEER/FIRM IS NOT DEBARRED OR SUSPENDED

BURKES AND WALKER ENGINEERING LLC ● Active Registration

Entity Information

Unique Entity ID CAGE/NCAGE
P53HMXDRW675 8VGL5

Expiration Date
May 13, 2025

Physical Address
**407 Seneca Drive
Waxahachie, Texas
75165-6418, United States**

Mailing Address
**407 Seneca Drive
Waxahachie, Texas
75165, United States**

Purpose of Registration
Federal Assistance Awards Only

Version
Current Record ▼

Current Clients

Blum, TX
B&B WSC, TX
Chilton WSC, TX
Covington, TX
Dawson, TX
Frost, TX
Hilltop WSC, TX
Pelican Bay, TX
Penelope WSC, TX
Tehuacana, TX

Past Clients

Billings, OK
Boise City, OK
Buffalo, OK
Fairmont, OK
Fargo, OK
Forgan, OK
Fort Supply, OK
Garber, OK
Goltry, OK
Goodwell, OK
Guymon, OK
Hardesty, OK
Helena, OK
Kremlin, OK
Meno, OK
Nash, OK
Pond Creek, OK
Ringwood, OK
Seiling, OK
Shattuck, OK
Waynoka, OK
Woodward, OK



**BOBBY
BURKES, P.E.**

Phone: (972) 935-2220

E-mail: bburk03@gmail.com

Address: 407 Seneca Drive, Waxahachie, TX 75165

SKILLS SUMMARY

Solid experience in analyzing and creating effective solutions to difficult challenges. Excellent skills in communication and "big picture" thinking. Confident in relationship building and presentation skills. Committed and disciplined in meeting all professional challenges with a positive attitude. Always striving to learn something new in order to meet and exceed all current and future company goals. Proven skills in the ability to complete challenging projects in a timely manner.

EXPERIENCE

MANAGING MEMBER **Burkes and Walker Engineering LLC (2020-Present)**

SENIOR ENGINEER **City of Dallas Water Utilities Flood Plain Management (2020- Present)**

SENIOR ENGINEER **City of Dallas Sustainable Development and Construction (SDC) (2019 - 2020)**

- Review water and wastewater engineering design plans and provide design related comments on proposed development projects within the City of Dallas.
- Attend all pre-development meetings, Perform research and prepare notes for pre-development meetings scheduled with developers and/or consultants.
- Coordinate the review of projects with other outside and internal agencies such as TxDOT, DART, DWU Wastewater Collection, DWU Distribution, Dallas Fire and Rescue, etc.

PROMOTED TO SENIOR ENGINEER FROM ENGINEER

City of Dallas Water Utilities (DWU) Wastewater Collection Division (2014 - 2019)

- Review wastewater design plans and provide operation comments to DWU project managers and outside consultants in a timely manner.
- Developed a structured process for evaluating new wastewater materials submitted to the Wastewater Material Review Committee; Currently, serving as Committee Chairperson.
- Complete the preparation of the Annual TCEQ SSO Initiative Report.
- Certified through City of Dallas as a Lean Six Sigma Green Belt and have improved efficiency and effectiveness of Wastewater Collection Division.

PROMOTED TO ENGINEER FROM ENGINEERING ASSISTANT

City of Dallas Water Utilities (DWU) Engineering Services ((Professional Engineer: From 2013-2014), (Engineer Assistant: From 2008 to 2013)

- Cost estimating on Water/Wastewater Replacement Projects.
- Engineering design and drafting on Water/Wastewater Replacement projects.
- Provide support to sealing engineer by designing and drafting large, complex and expensive wastewater replacement projects including a 54 inch wastewater main with two siphon locations.
- Experience in coordinating project designs with various outside agencies such as local gas companies, power companies, transportation agencies and working with interdepartmental agencies like DWU Pipeline Project Managers, etc

**GRADUATE ENGINEER,
E.I.T.**

Baird Hampton & Brown Inc. (June 2008 to Sept. 2008)

- Experience in helping complete various cost estimates and draft Engineering Design Plans for local land development projects.

ENGINEERING INTERN

Structural Group-VSL (From June 2006 to June 2007)

- Part time intern; completed variety of cost estimating tasks. Examples include but are not limited to the following: post tensioning force, barrier cable, steel takeoff, and sheer rail enforcement. I was a full time student attending UTA in pursuit of an Engineering degree while working.

INTERN (RODMAN)

Davis and McDill, Inc. (From May 2005 to Aug. 2005)

- Performed various tasks and duties assisting field surveyors. Always took the initiative with a positive attitude as Rodman for the surveyor. Location of duties performed was sometime in areas full of brush and debris as well as lightly congested places.

SKILLS

- Toastmasters International Charter Member (Ziglar Toastmasters in Plano, TX)
- Certified Lean Six Sigma Green Belt (Center of Performance Excellence for the City of Dallas.)
- Microsoft Office (Excel, Word, Powerpoint, etc.)
- Computer Aided Design (CAD) software: (Micro station In Roads)
- Emerging Leaders Training Program.
- Building Relationships

EDUCATION

**BS IN CIVIL
ENGINEERING**

- University of Texas at Arlington (UTA) (2005 - 2008)

**AS IN GENERAL
STUDIES**

- Navarro College (2003 - 2005)

HS DIPLOMA

- Waxahachie High School (2000 - 2003)

EXCELLENT REFERENCES AVAILABLE UPON REQUEST



Trey Walker (Alva Kenneth Walker, III), P.E. No 126113

249 Hog Eye Road, Abilene, TX 79602 • 903-818-2658 walkertrey71@gmail.com

Career Goals: _____

Continue to develop my career in the field of civil engineering. Make a difference in small towns by applying skills, knowledge, experience and wisdom gained on civil engineering projects.

Professional Strengths: _____

Experienced project manager for an estimated 40-50 projects that include municipal water and sewer line replacement, and water tower construction among others. Develops quality client relationships with city employees, acts as a liaison among elected government officials, regulatory agencies, contractors, COGs, and funding agencies.

Career History: _____

Managing Member, Burkes and Walker Engineering, LLC – Waxahachie, Texas – August 2020 – Present

Utility Engineer, City of Abilene – Abilene, Texas – February 2024 - Present

- Utility Engineer
 - Review water/wastewater engineering plans
 - Design water/wastewater plans

Civil Engineer, City of Dallas – Dallas, Texas – December 2016 – February 2024

- Plan Reviewer
 - Review water/wastewater engineering plans
 - Meet with developers, engineers and owners on plan review of projects

Civil Engineer, Cardinal Engineering, L.L.C. – Woodward, Oklahoma – September 2012 – Present

- Project Management
 - Company liaison for clients, funding agencies, regulatory agencies, and contractors.
 - Prepared and presented project plans and communicated status on various projects to elected officials and employees.
 - Managed projects over a 4-year period.
 - Managed project budgets for construction timeline and estimates to adhere to the contract.
 - Prepared engineering reports that included some or all of the following components: 1) Geographic locations, 2) Demographics, 3) Existing conditions, 4) Proposed projects, 5) Project recommendation, 6) Energy efficiency, 7) Grant/local funding, 8) Projected operational costs and maintenance, 9) Proposed project cost estimate, 10) Proposed project layout, 11) Soil report, 12) Flood frequency data, 13) Other site conditions, and 14) Hydraulic analysis.
 - Solicit clients to take advantage of grant opportunities as well as grant application assistance.
 - Observed local laws and open meetings requirements, when warranted.
 - Created and supervised project designs that were completed by AutoCAD draftsman.
 - Management of funds for disbursement, change orders and pay requests through the entire project.

Education: _____

2012 Bachelor Degree of Science in Civil Engineering from Texas A&M University, College Station, Texas

Skills _____

- | | | |
|---------------------------------|--------------------------------|--------------------------------|
| • Project Management | • Project Liaison | • Prepare and Project Meetings |
| • Grant Assist. & Bid Prep. | • AutoCAD | • MS Excel/Word |
| • Municipal Presentations | • Time and Deadline Management | • Customer Service-oriented |
| • Council of Government Liaison | • Critical Thinker | |



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/25/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 5 Concourse Parkway Suite 2150 Atlanta GA, 30328	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No): E-MAIL ADDRESS: contact@hiscox.com														
INSURED Burkes & Walker Engineering 407 Seneca Dr Waxahachie, TX 75165	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Hiscox Insurance Company Inc</td> <td>10200</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hiscox Insurance Company Inc	10200	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/PO/ AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			P100.090.589.4	02/08/2024	02/08/2025	Each Claim: \$ 1,000,000 Aggregate: \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---------------------------	--

References

City of Blum – 254-874-5772 – Jackie Teel (City Secretary)

City of Frost – 903-682-3861 – Rachel Williams (City Secretary)

Hilltop Water Supply Corporation - 254-479-0750 - Buster Russell (Operator)

City of Pelican Bay - 817-444-1234 - Teri Anthony (City Secretary)

City of Tehuacana – 254-395-4408 – Norma Fielder (City Secretary)



STATEMENT OF QUALIFICATIONS

PROFESSIONAL ENGINEERING SERVICES

The City of Breckenridge
105 North Rose Avenue
Breckenridge, TX 76424

January 22, 2025



STATEMENT OF INTEREST



Sealy Engineering, Inc.

Deana Sealy, P.E.
P.O. Box 171
Richland Springs, Texas 76871
(325) 656-3452 (P)
sealy@wcc.net

Sealy Engineering, Inc. is pleased to present this statement of qualifications to be considered for engineering services within the State of Texas. Sealy Engineering is in its seventeenth year of operation as an engineering business. The firm currently has three employees located at the company headquarters. Deana Sealy, P.E., president of Sealy Engineering, has 27 years of experience in water, wastewater, roadway, bridge and soil and water projects. She has extensive background in civil and environmental engineering and permitting as well as public relations

Our team has a long history of providing consulting services for various projects including water systems, wastewater systems, pressure stations, pump stations, elevated tanks, environmental assessments, flood control structures, foundations, earthwork, and earth embankment projects. Our individual team members have long-standing relationships with various clients providing these types of projects and we look forward to the opportunity to start a relationship with the City of Breckenridge to complete these projects successfully.

Our project manager will be Mrs. Deana Sealy, P.E., an experienced water and wastewater project designer in the Central Texas area for the last 27 years. She will lead our management and technical team for this pursuit, be proactive in the design process, and supervise all aspects of the project.

Sealy Engineering is a small, woman-owned business that is excited about the opportunity to serve the City of Breckenridge. Sealy Engineering will retain at least 90% of the professional services by personally handling the contract management, team responsibility, environmental services, general civil plan, and public relations efforts. If the need arises, we are also prepared to include another small firm on our team that has an excellent reputation. We understand that this project will include the engineering services for planning studies, economic analysis, design and construction services according to USDA and or TWDB standards. Our team is prepared to handle every element of work documented in the RFQ.

Our project manager has working relationships with all of our team members including all sub consultant principals and staff professionals. Sealy Engineering is prepared to serve as an extension of the City of Breckenridge personnel and all proposed team members are available to provide the design knowledge, professional management, and technical review necessary to produce successful projects.

SUBMITTAL COVER/SIGNATURE PAG



SUBMITTAL COVER / SIGNATURE SHEET

RFQ POSTING DATE:	January 8, 2025	Request For Qualification Title:
		Professional Engineering Services
DATE OF CLOSING:	January 23, 2025	
TIME OF CLOSING:	(No later than) 5:00 P.M. Local Time	RFQ ID#
		DEPARTMENT / DIVISION:
SUBMIT TO:	City of Breckenridge 105 North Rose Ave. Breckenridge, TX 76424	

Legal Name of Firm: Sealy Engineering, Inc.	
Address: P.O. Box 171	
City: Richland Springs	
State: Texas	Zip Code: 76871
Contact Person: Deana Sealy	
Office Phone Number: (325) 656-3452	Alternate Phone Number:
E-Mail Address: sealy@wcc.net	Fax Number: N/A

Signature of Authorized Individual
January 22, 2025

Date

Deana Sealy

Typed Title of Authorized Individual
President

Typed Name of Authorized Individual

SUBMITTAL CHECKLIST & TABLE OF CONTENT



SUBMITTAL CHECKLIST AND TABLE OF CONTENTS

Page No.	Form No.	Form Title
2	No Form	Statement of Interest
3	No Form	Submittal Cover Sheet / Signature Page
4	No Form	Submittal Checklist (Table of Contents)
5-8	No Form	Experience and Certifications
9-11	No Form	Project Team
12-15	No Form	Representative Projects
16-17	No Form	Best Practices
Submission includes: digital submittal Check Here: <u>X</u>		



EXPERIENCE AND CERTIFICATIONS



Deana K. Sealy, P.E.

Principal-in-Charge

Education | Bachelor of Science, Agricultural Engineering (Environmental Engineering specialization), Texas A&M University (1996)

Registration | P.E. No. 90293, Texas (2002)

Years Licensed | 22 years

Years Employed with Firm | 20

Years of Experience in Proposed Role | 27 years

City of Residence | Fort McKavett, Texas

Professional Experience

Ms. Sealy has more than 27 years of experience in a variety of municipal civil engineering fields. She has served as a design engineer for TxDOT linear projects and worked in three different offices as a design engineer. As a consulting engineer, she was responsible for a large planning project for the City of Albuquerque, New Mexico. For the last 20 years, Ms. Sealy has operated Sealy Engineering, Inc. She has been responsible for planning, designing, obtaining funding, and construction oversight on numerous projects for water districts and small municipalities. She has worked with water districts, SUD's, and municipalities to economically solve problems with their systems to allow them to stay in compliance with the TCEQ. Ms. Sealy has worked with technical and non-technical personnel, explained projects to various city council and board of directors and grant writing personnel, and collaborated with system managers, other engineers, and the review team at TCEQ. She has developed design packages for the state regulatory agency (TCEQ), bid packages for contractors, and various change orders. Ms. Sealy has also coordinated with state agencies on various grants including USDA-RD, TWDB, EDAP, STEP, CDBG, and SRF projects. She has been responsible for scheduling various contractors while minimizing interruption in service to customers of water districts, SUD's, and municipalities while staying within budget and time constraints. Mrs. Sealy is also very involved in designing stormwater detention basins, stormwater quality basins, sanitary lift stations, water supply plants, sewage treatment plants, and municipal utility district operations.

Project Experience

Pendaries Village Community, Pendaries, New Mexico - As project engineer, Ms. Sealy designed water system modifications for the mountain village community of Pendaries. These modifications consisted of changing the metering system, adding pipelines, and changing pumping configurations. She also designed changes and additions for the golf course and was responsible for the oversight of construction to these modifications.

Lake Crest Estates, Hamilton, Texas - Ms. Sealy served as project engineer for the planning, design, and construction of a water well, and water and sewer system for a subdivision. Her duties also included all environmental permitting.

San Saba County Ellenburger Well, Phase I, Richland Springs, Texas - As Project Manager, Ms. Sealy was responsible for the planning, design, and construction/inspection of the re-drilling of an existing well that was flowing continuously at more than 700 gallons per minute. As engineer for the Richland SUD, she was responsible for bringing the Richland SUD into compliance with TCEQ Drinking Water Regulations. As common in this area of Texas, most water wells have a high concentration of combined Radium 226 and 228. During the planning phase, several options were studied and considered. Ms. Sealy recommended the blending method for the reduction of combined Radium 226 and 228 to bring the water into compliance with TCEQ regulations and the Clean Water Act.

EXPERIENCE AND CERTIFICATIONS



Sealy • continued

McCulloch County Transmission Line, Phase II, Richland Springs, Texas - Ms. Sealy served as project engineer for this phase of the project to bring the Richland SUD into compliance with TCEQ's Drinking Water Regulations for combined Radium 226 and 228. This project included the planning, design, construction, and inspection of 24 miles of pipeline and pump stations. During the planning phase, environmental permits (404, 401) were obtained. The Texas Historical Commission permits were also involved because of the archeological artifacts in the area. TxDOT permits were obtained for this project. Ms. Sealy was responsible for the acquisition of grant funding, which was coordinated with TCEQ, county commissioners, and county judges in two counties. Additionally, all right-of-way acquisitions were completed by Ms. Sealy. This project was complex in design due to the length and number of pump stations to move the volume of water 24 miles with more than 1,000 feet of elevation increase.

Circle T Arena, Hamilton, Texas - Ms. Sealy served as project engineer for the planning, design, and construction of a water well and water system upgrades for a Circle T Arena. Her duties also included all environmental permitting and TCEQ approval of several variances.

City of Richland Springs, San Saba County, Texas - Ms. Sealy served as project engineer for the planning, design, and construction of a various projects including CDBG wastewater upgrades project, and the complete replacement of all water lines in the City through a SRF project. Her duties also included all environmental permitting and surveying.

EXPERIENCE AND CERTIFICATIONS



Jacody Sealy

QA/QC

Education | Bachelor of Science, Animal Science,
Texas A&M University (1995)

Years Employed with Firm | 15

Years of Experience in Proposed Role | 21 years

City of Residence | Fort McKavett, Texas

Professional Experience

Mr. Sealy has more than 20 years of diverse project management and construction administration experience in a variety of engineering projects. His priority throughout his years of experience has been creating and maintaining high QA/QC standards. He currently serves as QA/QC program manager for Sealy Engineering. In this role, he is responsible for maintaining and improving the QA/QC program for all public works, land, and site development projects. He personally manages changes to the firm's standard design procedures, design details, construction notes, and technical specifications.

With a background in Animal Science and vet medicine, Mr. Sealy is invaluable in the area of biological issues and concerns. He has developed the groundwork for many environmental and biological studies over the past 20 years and is a key player in the Environmental Engineering studies.

Mr. Sealy also serves as contract estimator for Sealy Engineering. He has provided opinions of probable construction cost for many years. Mr. Sealy has reviewed recent bid results and published average unit bid prices. In addition, he has consulted with local contractors and suppliers to obtain the best estimates. Virtually all projects completed by Sealy Engineering include opinions of probable construction costs.

EXPERIENCE AND CERTIFICATIONS

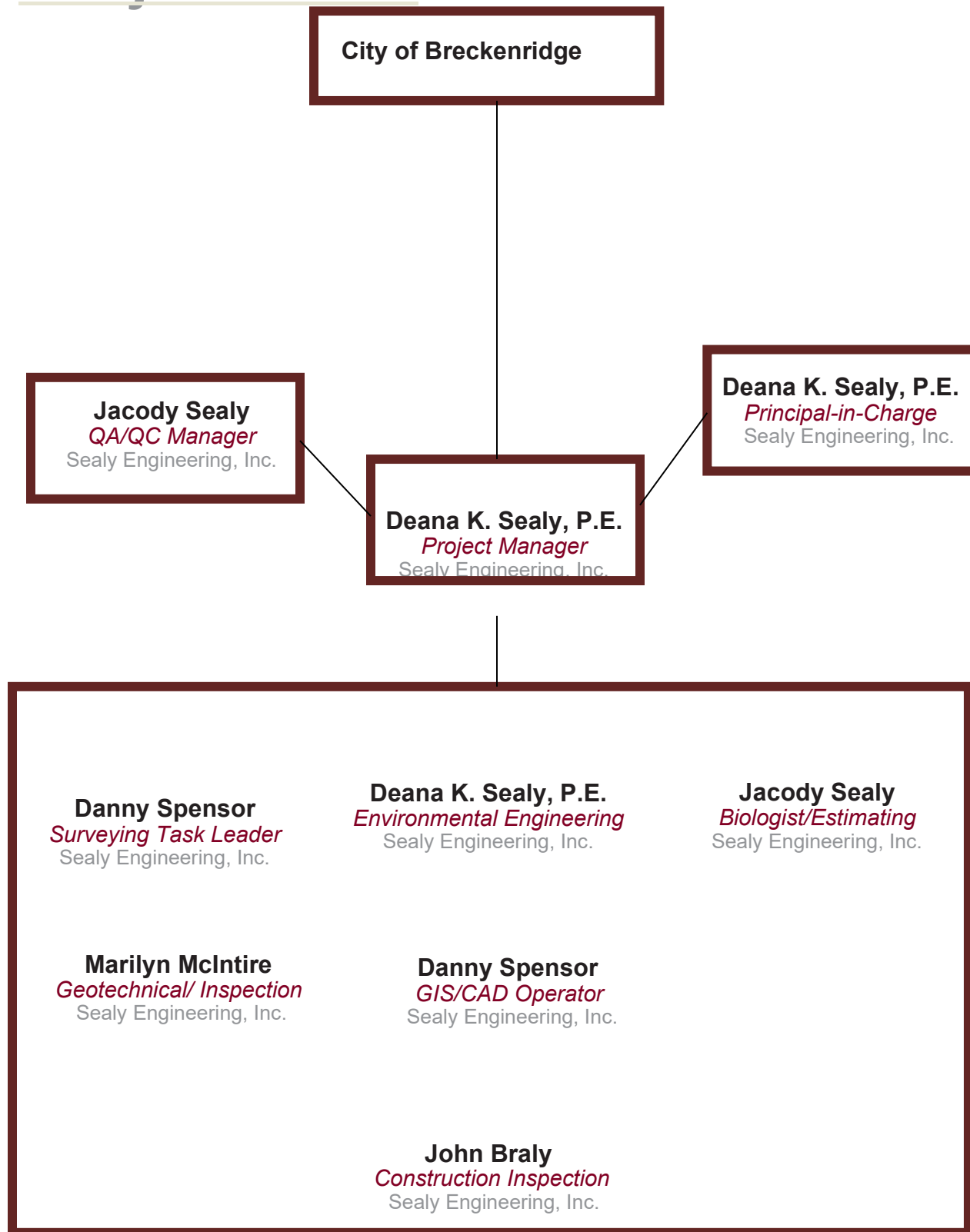


Key Personnel Time Commitment and Task Responsibilities

Name	Firm	Preliminary Engineering	Design	Construction
Deana K. Sealy	Sealy Eng.	90%	90%	40%
Jacody Sealy	Sealy Eng.	80%	80%	40%
Danny Spensor	Sealy Eng.	80%	80%	10%
Marilyn McIntire	Sealy Eng.	20%	2%	90%
John Braly	Sealy Eng.	0%	2%	90%



PROJECT TEAM



PROJECT TEAM



Sealy Engineering Inc., with Deana K. Sealy, P.E., President, is in its twenty-second year in business. Mrs. Sealy has assembled a team of employees that have worked together on many projects in the Central Texas area. Mrs. Sealy will serve as the principal-in-charge and use her experience with TCEQ, TWDB, NRCS and TxDOT design projects and entrepreneurial wisdom to complete environmental studies and compile permits for the projects assigned to our team. She strategically assembled this team due to their ability to work together and the relationships developed over the past 22 years across the state. Mrs. Sealy will serve as project manager and will handle the day-to-day contact for the entire project team and any assigned project(s). She has working relationships with the staff at TCEQ, TWDB and USDA-RD understands how to communicate with them efficiently to successfully complete a project. Continual communication on these projects will be essential to develop a timely and successful project.

Sealy Engineering will provide surveying for the various projects that will be implemented. Our survey team also has experience in setting local project control that the contractor can easily re-establish prior to construction. The survey crew has performed project surveying services in the Central Texas area for several years and will play an important supporting role.

Another key component to projects is public outreach and communication. **Sealy Engineering, Inc.** will be handling the set-up and coordination of any public meetings and outreach necessary to gain public support. Ms. Sealy will use her outgoing personality and experience to serve as a facilitator for the City of Breckenridge. She has the experience necessary to work with groups that are involved in these projects and other community organizations. Our team understands that early communication is essential to a successful project. Ms. Sealy's experience with design will be beneficial depending on the project needs.

The projects assigned will be planned, designed, and managed to meet the City of Breckenridge ordinances and the existing USDA-RD, TWDB and TCEQ rules and guidelines, as well as Economic and Environmental Principals and Guidelines for Safe Drinking Water Act Standards. Special attention will be given to the differing characteristics and needs of each project from both the TCEQ, USDA-RD and TWDB design perspectives, as well as the impacts on the citizens served by these projects. Sealy Engineering will approach each project with direct and open communication and coordination with City personnel and local related agencies to work through the challenges associated with design, estimating, and construction. Our project manager, principal-in-charge, and entire support team will be actively engaged in the projects. The project management team will regularly meet with the Council to address each project's specific needs.

PROJECT TEAM



We believe that we have developed the leading team for these proposed projects. Our professionals have coordinated efficiently with the contractors and worked to save the owners money through construction modifications and site layout for various projects. Our experience and dedication to this project will allow us to provide outstanding services to the City of Breckenridge.

One of the greatest challenges is determining the best solution for the least cost while still providing a quality solution that will last for a long period of time. In working with individual clients, project cost is not always the tightest constraint, but in working with government projects it is always important to use the available funding to get the most done with the project with the least amount of funding. Proper engineering practices must be used to get as many of these projects done as funding will allow in each fiscal year.

The team at Sealy Engineering has mostly worked on municipal and water supply projects for the past several years. The EPA's enforcement of the combined Radium 226 and 228 levels in the ground water in the Central Texas area has created such a need for water supply projects over the last 10 to 12 years that the focus of Sealy Engineering has been with those types of projects. We hope to have the opportunity to work with the City of Breckenridge on these upcoming projects with the CDBG grant.

REPRESENTATIVE PROJECTS



Waterline Replacement Project Richland Springs, Texas

Project Description

Sealy Engineering provided engineering services for this project to replace all pipelines in the City and bring them into compliance with TCEQ requirements. This project included the planning, design, construction, and inspection of 8 miles of pipeline and pump stations. During the planning phase, environmental permits (404, 401) were obtained. The Texas Historical Commission permits were also involved because of the archeological artifacts in the area. TxDOT permits were obtained for this project. Additionally, Sealy Engineering was responsible for the acquisition of grant funding which was coordinated with USDA RD and TWDB. All right-of-way acquisitions were also completed for this project. This project was complex in design due to the existing water and sewer pipelines being in unknown locations. Sealy Engineering performed cost estimates, bid packages, bid advertising, bidding, and construction administration. The construction phase included TxDOT coordination, OSHA, Davis Bacon, US Army Corps of Engineers and construction inspection. All current employees of Sealy Engineering were an integral part of this project.

Year of Project	2023	Respondent's Role	Sealy Engineering served as prime civil engineering consultant.
Project Designer	Deana Sealy, P.E.	Project Manager	Deana Sealy, P.E.
Original Const. Amount	\$4,200,000	Final Const. Amount	\$3,700,000
Proposed Comp. Date	January 2024	Actual Comp. Date	October 2023

City of Richland Springs |
Frank Pearce 281-413-2944 |

Prime Firm - SMWBE Status Sealy Engineering, Inc. - SMWBE Certified



City of Breckenridge

REPRESENTATIVE PROJECTS



Brady Creek Environmental Study Brady, Texas

Project Description	Sealy Engineering was selected to do an environmental study for Brady Creek from the dam at Brady Lake to 10 miles downstream. The environmental study was conducted to study the effect of reusing grey water that comes from the Waste Water Treatment plant downstream of the City and putting that water back into Brady Lake where the City gets a portion of their drinking water. Sealy Engineering, Inc. provided all survey, biologist, environmental work and public relations for this project. As is typical for the City of Brady, there has always been public opposition for everything that happens there. This project was quite a challenge to keep the public informed at every step of the process and including applying for National permits, statewide permits and holding public meetings. Along with this study, Sealy Engineering also performed an engineering study to determine the feasibility of pumping the grey water from the waste water treatment plant to the lake. Permits from the US Army Corps of Engineers were obtained. This included project cost estimating. All current employees of Sealy Engineering were involved in this project with the exception of Mr. John Braly.		
Year of Project	2013	Respondent's Role	Sealy Engineering served as the prime civil engineering design consultant.
Project Designer	Deana Sealy, P.E.	Project Manager	Deana Sealy, P.E.
Original Const. Amount		Final Const. Amount	
Proposed Comp. Date	October 2013	Actual Comp. Date	September 2013
Name of Owner Owner Rep Phone	City of Brady Joe Mosier 325-456-6530		
Prime Firm - SMWBE Status	Sealy Engineering, Inc. - SMWBE firm		



REPRESENTATIVE PROJECTS



Kothmann Commission Company Feedlot Menard, Texas

Project Description

Sealy Engineering provided the design and inspection services for Kothmann Sheep Feedlot on US HWY 190 in Menard, Texas. Sealy Engineering conducts the required five year evaluation of the Retention Control Structures (RCS). We review the engineering documentation, liner documentation and complete a site evaluation of the structural controls of the existing retention control structures located at the feedlot.

The structures are evaluated on the design and construction to meet the capacity requirements for the feedlot area and the design rainfall event for the location. The effective runoff volume of the required 24 hour 25 year rainfall event using the Curve Number approach. Using these calculations, the sizing of the retention control structures is evaluated. These structures were built in accordance with good engineering practices and NRCS design standards. The embankments are evaluated to be free of foreign material and according to permeability test samples taken at the site, the embankments compactions are tested and certified by Sealy Engineering. The embankment walls are evaluated for stabilization and deterioration or erosion. The existing retention control structures and liners are evaluated each year. Sealy Engineering also determines if the structures are properly maintained, are without any recent modifications, and have no apparent leakage or structural issues.

Year of Project	2024	Respondent's Role	Sealy Engineering serves as prime Civil Engineering design consultant
Project Designer	Deana Sealy, P.E.	Project Manager	Deana Sealy, P.E.

Name of Owner | Owner Rep | Phone | Kothmann Commission Company | Walter McAllister | (325) 396-4521

Prime Firm - SMWBE Status Sealy Engineering - SMWBE Firm



REPRESENTATIVE PROJECTS



McCullough County Transmission Line Phase II Richland Springs, Texas

Project Description
 Sealy Engineering provided engineering services for this phase of the project to bring the Richland SUD into compliance with TCEQ requirements. This project included the planning, design, construction, and inspection of 24 miles of pipeline and pump stations. During the planning phase, environmental permits (404, 401) were obtained. The Texas Historical Commission permits were also involved because of the archeological artifacts in the area. TxDOT permits were obtained for this project. Additionally, Sealy Engineering was responsible for the acquisition of grant funding which was coordinated with TCEQ, county commissioners, and county judges in two counties. All right-of-way acquisitions were also completed for this project. This project was complex in design due to the length and number of pump stations to move the volume of water 24 miles with more than 1,000 foot of elevation increase. Another interesting attribute of this project was the telemetry system which posed a challenge because of the rural nature of this project. The rural area also made design of pump stations difficult due to the lack of three phase electricity. Sealy Engineering performed cost estimates, bid packages, bid advertising, bidding, and construction administration. The construction phase included TxDOT coordination, OSHA, Davis Bacon, US Army Corps of Engineers and construction inspection. All current employees of Sealy Engineering were an integral part of this project.

Year of Project	2023	Respondent's Role	Sealy Engineering served as prime civil engineering consultant.
Project Designer	Deana Sealy, P.E.	Project Manager	Deana Sealy, P.E.
Original Const. Amount	\$8,200,000	Final Const. Amount	\$7,800,000
Proposed Comp. Date	January 2024	Actual Comp. Date	October 2023

Richland SUD | Kelly Edwards 325-205-1815 |
 Sealy Engineering, Inc. - SMWBE Certified

Prime Firm - SMWBE Status



BEST PRACTICES



Primary project objectives

The primary objectives for the project are to create a successful project that is economically feasible, provides safe drinking water and an environmentally safe wastewater system, aesthetically pleasing and provides low impact to the environment in the project areas. These projects must be designed within a very tight budget to save as much money as possible for the City. Low maintenance is the key principle for design, construction, and finished product. The project will be aesthetically pleasing by using both sound engineering practices and common sense. Our team is constantly researching ways to achieve the best product for the most reasonable price. The most expensive solution is not always the best solution. This also includes working closely with the selected contractor to provide minor field adjustments cut costs. Every project has unique features. Our team will design with the natural environment and a budget in mind for these projects.



Constraints/technical challenges related to the scope of the RFQ and approach to addressing each

There are several constraints within each project, but sound engineering will allow for a successful project. Constraints that may be encountered include poor soil conditions; traffic control; environmental permits; and keeping residences supplied with services during construction with the absolute minimum of interruption in service. Sealy Engineering will evaluate these factors and make adjustments as possible to avoid any extreme situations. Sealy Engineering will coordinate with the City of Breckenridge, and all state agencies to avoid delays as much as possible and eliminate the need for individual permits. Ms. Sealy will use her 20 years of permitting experience to complete nationwide permits and project assessments that will be necessary for this project. It is possible that at least one project will require coordination with an archaeological team and geologic assessment. Ms. Sealy's agricultural and environmental knowledge and experience will provide the team and the City with the needed support.

Public awareness and involvement in project development in the local area

Our team has been involved in multiple projects that required public interaction and input. We are familiar with how to filter through and adjust to the conflicting viewpoints that the public provides.

Describe approach to obtaining input from stakeholders, assessing biases, and gaining consensus and support

Ms. Sealy conducted public meetings and organized teams for TxDOT to handle public relations for state and local projects. She will be supported in this task by the in-house GIS department. Renderings will be provided early in the preliminary planning process to gain support and buy-in from the community. Our

BEST PRACTICES



previous experience with projects allows us the knowledge of having worked with a variety of local groups. Ms. Sealy and any of her staff are prepared to present to any other group or board if the City of Breckenridge deems a meeting necessary.

Management Plan

Our project manager, Ms. Sealy will have overall responsibility and serve as the day-to-day-contact for this project. She will be assisted by our team, to ensure that all project deliverables are met and that the project remains on schedule and budget. All of the proposed team members are committed to providing services for this project throughout the life of the project. A chart indicating the time commitments and task responsibilities for each team member at each phase of the project can be found in this submittal.

To expeditiously complete this design effort, our team will require proactive project management, clarity of identified issues, and a committed approach to providing solutions to design issues. In addition, the professional presentation of project deliverables by our team will facilitate your review of materials. A critical aspect of the successful performance on this project is to recognize and honor the order of steps and procedures that are necessary to complete the project. Specifically, this translates into not starting a particular phase of the project without completing preceding tasks or approval processes. A detailed (task and subtask) schedule with milestones for performances will be developed during the contract negotiation phase. We believe that communication is a critical element for the success of the design process. To this end, our project team will conduct regular meetings with the City to discuss project direction and progress. Through these meetings, our team along with City personnel, will become partners in the development of the projects and avoid unwanted "surprises".

Our project manager understands the focus, communications, coordination, and drive needed to make sure the project is carried out promptly and with the quality that the City expects. Utilizing weekly progress reporting and timely coordination meetings, we have the experience to detect issues and resolve them before they become problems. Our team is experienced, local, and has demonstrated success working together on previous projects. Our team also has the depth of resources and quality of leadership to ensure that this project remains on the production schedule necessary to meet the construction completion date.

Our team includes a QA/QC Manager, Jacody Sealy, designated for this project. He will be aware of the project requirements from a technical perspective and periodically meet with our design personnel to ensure the project technical constraints are fulfilled. This element of the project is critical and will assist in reducing or eliminating the need for negative change orders.

Coordination and assistance with applicable permitting and code requirements as required

Our team members have worked on a number of projects that require permits locally. The permits that have been necessary within these general projects scopes have consisted of environmental permits, hydrology and hydraulic drainage permits, nationwide permits through the USACE, Texas Historical Commission permits, and all necessary local codes.

Coordination/assistance with bidding of documents utilizing a variety of project delivery methods

Ms. Sealy has completed projects across the state using the design- bid- build method as well as the design-build method. These projects were completed for small and large cities and for projects across multiple county lines. Coordination of the bidding documents does take time and advance planning to stay on schedule. Our team is prepared to coordinate with the City of Breckenridge and all state agencies, as required, to provide an exemplary project.

Sealy Engineering, Inc. is a HUB certified small woman owned business in the State of Texas.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 01/21/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: BIBERK, P.O. Box 113247, Stamford, CT 06911
CONTACT NAME: PHONE (A/C, No, Ext): 844-472-0967, FAX (A/C, No): 203-654-3613
E-MAIL ADDRESS: customerservice@biBERK.com
INSURER(S) AFFORDING COVERAGE: INSURER A: Berkshire Hathaway Direct Insurance Company, NAIC #: 10391

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation, and Professional Liability (Errors & Omissions).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Additional Named Insured: Sealy Engineering

CERTIFICATE HOLDER: Deana Sealy, DBA Sealy Engineering, 12318 Treadwell Lane, Fort Mc Kavett, TX 76841
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

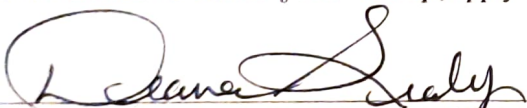
Certification Regarding Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, SEALY ENGINEERING certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

DEANA SEALY, OWNER

Printed Name and Title of Contractor's Authorized Official

1-22-2025

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

SEALY ENGINEERING, INC.

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

NONE

A Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

NONE

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1)

Dana Sealy
Signature of vendor doing business with the governmental entity

1-22-2015
Date



PROFESSIONAL ENGINEERING SERVICES

2025-2026 TX COMMUNITY DEVELOPMENT FUND PROJECTS | TDA - CDBG



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01-22-2025

City of Breckenridge
Attn: Cynthia Northrop, MPA, CPM
City Manager
105 North Rose Avenue
Breckenridge, Texas 76424

RE: 2025-2026 Texas Community Development Fund | TDA-CDBG

Members of the Selection Committee:

JACOB | MARTIN is pleased to respond to the Request for Qualifications for the City of Breckenridge’s 2025-26 Texas Community Development Fund Project. We understand the significance of this project and the importance to “deliver a return on investment” to the City of Breckenridge and its citizens on this high-visibility project. We understand clearly the scope of services the City is requesting. We feel the qualifications of our team, our local expertise and our methodology are best suited for the successful completion of this project.

Since 1948, our firm has been providing engineering, surveying, and more recently architectural services to local governmental entities throughout the area. We pride ourselves on providing our clients with projects which are on time and under budget. We are committed to delivering “best in class” engineering, architectural, and surveying services using the latest technologies and the most efficient processes for the given project.

Thank you again for considering our Statement of Qualifications. If you have any questions regarding our company, feel free to call us. I will be available at your convenience to meet with you to discuss our submittal and answer any questions you might have concerning our qualifications. We are excited about this opportunity and have the office and field staff ready to start immediately. Take a minute and hear what our clients have to say by scanning the QR code below with your phone's camera. Please contact me directly if you have any questions or if you need any additional information.

Regards,

Emma Meek, PE
Professional Engineer
emeek@jacobmartin.com
325.695.1070



Municipal Testimonials



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Section 1: Ability to Provide Service



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About Us

Our firm offers a wide scope of architectural, engineering, surveying, and specialized services to meet the needs of municipalities, counties, utility districts, and private organizations. We believe that direct and personal interaction and consultation with you, the City of Breckenridge, is the most important component to the problem-solving process.

JACOB | MARTIN strives every day to deliver results. Even though we have had the privilege to work for some of our clients for decades, we strive to earn their business with each and every project. Our project managers' "hands-on approach" to design and construction administration ensure a successful project delivery while keeping the City of Breckenridge informed every step of the way.

Our team of highly qualified professionals are the strength of **JACOB | MARTIN**. Each team member is uniquely gifted and contributes according to his or her area of expertise. Our employees bring experience, innovation, and a pledge to excellence every day. We encourage opportunities to grow professionally, personally, and spiritually. That's what makes us unique. That's what makes us strong.



What We Believe.

Integrity • Excellence • Trust

These principles define who we are and guide everything we do. We believe that relationships are built on a foundation of integrity, excellence, and trust. We believe that honesty and open communication are the keys to success for every relationship and every project. The services we make available, the designs we generate, and the method in which we deliver them are testimony to these principles.

Our Services



ENGINEERING



ARCHITECTURE



SURVEYING



CONSTRUCTION ADMINISTRATION



ENVIRONMENTAL

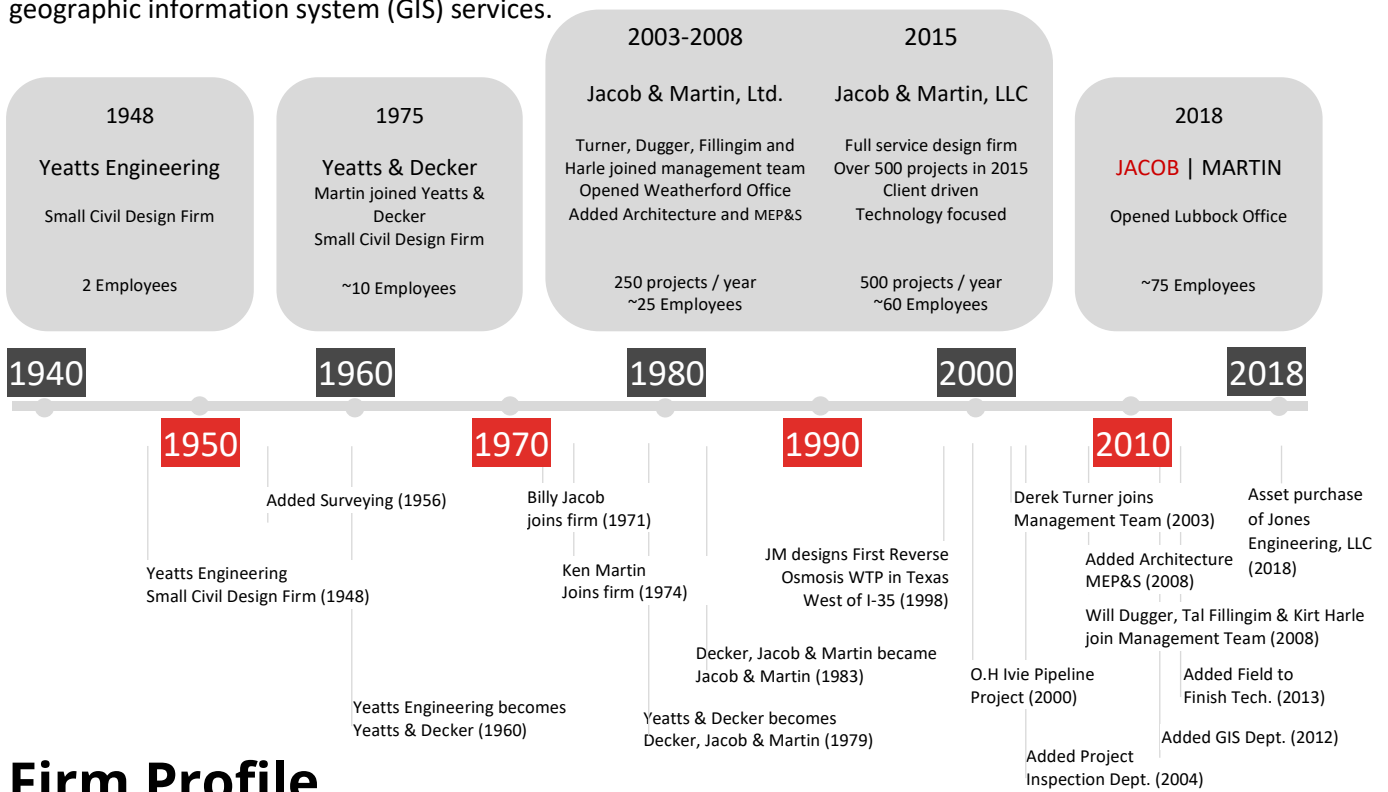


GIS



Company History

JACOB | MARTIN can trace its roots back to Abilene, Texas in 1948 when a man named Earnest Yeatts began Yeatts Engineering. The company has seen only a handful of owners in the past 70+ years, providing excellent service to communities throughout Texas. The firm began as a civil design firm adding a surveying department back in 1956. While public infrastructure projects are still the core of our business, our service offering has expanded to include architecture, mechanical, electrical, plumbing, and structural design along with a full complement of support services. We also provide environmental services, project inspection, and geographic information system (GIS) services.



Firm Profile

Legal Name
Jacob & Martin, LLC

Address
3465 Curry Lane
Abilene, Texas 79606

Date of Formation
1948

Legal Description
Limited Liability Corporation

Team Members
JACOB | MARTIN

Corporate ID
DUNS #: 128010667
CAGE CODE: 5TYQ2

Point of Contact
Emma Meek, PE
Professional Engineer
Project Manager
(325) 695-1070
emeek@jacobmartin.com

Firm Registrations

TBPE Firm #: 2448 | TBAE Firm #: BR 2261 | TBPELS Firm #: 10194493



Financial Stability

JACOB | MARTIN holds a valid Certificate of Registration from the Texas Board of Professional Engineers and Land Surveyors. Our firm number is F-2448. Jacob & Martin also holds a valid Certificate of Registration for the Texas Board of Architectural Examiners. Our firm number is BR-2261. The Certificate of Filing with the State of Texas Office of the Secretary of State demonstrates our license to do business in the State of Texas. The Certificate of Conversion documents the Limited Partnership’s conversion to a Limited Liability Corporation effective January 30, 2015.



Statement of Existence

JACOB | MARTIN has operated an established office in the State of Texas since 1948.

Statement of Experience

JACOB | MARTIN employs numerous licensed architects and engineers with no less than five (5) years’ experience licensed by the State of Texas.

Material Adverse Changes in Financial Position

JACOB | MARTIN, converted from a Limited Partnership to a Limited Liability Corporation in January 2015. This does not represent an adverse change in financial position. No other historical, existing, or anticipated changes in financial position exist.

Affirmative Action

JACOB | MARTIN is an Affirmative Action/Equal Opportunity Employer.

Bankruptcy

JACOB | MARTIN has never declared bankruptcy or filed for protection from creditors under state or federal proceedings.

Completion of Contracts

JACOB | MARTIN has completed all contracts within the determined schedule.

Violation of Laws

JACOB | MARTIN has not been convicted of any criminal conduct or been found in violation of any federal, state, or local statute, regulation, or court order.



Range of Services and Capabilities

CIVIL ENGINEERING

- Environmental Permitting
- Floodplain Management
- Land Development
- Paving Rehabilitation
- Regional Utility Studies
- Site Design
- Street and Roadway Design
- Storm Water Facilities
- Structural Design
- Thoroughfare Planning Studies
- Wastewater System Infrastructure
- Water System Infrastructure
- Water, Wastewater, and Storm Water Master Plans
- Water and Wastewater Treatment

ARCHITECTURE AND DESIGN SERVICES

- Campus Master Planning
- Commercial/Residential/Retail/Mixed-Use Design
- Design Guidelines
- Design Visualization Services
- Feasibility Studies
- K-12 Education/Higher Education
- Public Facilities
- Municipal Facilities
- Renovation and Additions
- Historic Preservation
- Adaptive Re-Use

GOVERNMENTAL CONSULTING

- Capital Improvement Planning
- Construction Standards and Specifications
- Corps of Engineers, TCEQ, and FEMA Requirements
- Grant/Loan Applications
- Plan, Site Plan, Zoning and Plat Reviews
- Roadway Alignment Studies
- Street Condition Evaluations
- Subdivision Ordinances
- Zoning and Platting Requirements

CONSTRUCTION ENGINEERING INSPECTION

- Bid Phase Services
- Constructability Analysis
- Construction Staking
- Contract Administration
- Field and Change Orders
- Materials QA/QC
- Project Records to support Agency Audits
- Project Survey Controls
- Quantity Accounting and Contractor Payments
- Record Drawings
- Value Engineering

RIGHT-OF-WAY ACQUISITION

- Property Acquisitions through Negotiations
- Route Feasibility Studies and Analysis
- Surveys, Right-of-Way Maps, Legal Descriptions

ELECTRICAL ENGINEERING

- Design and Analysis of Electrical Systems
- Power distribution system design
- Lighting System design
- Load calculations and demand analysis
- Equipment selection and specification
- Safety assessments and compliance with codes and standards
- System troubleshooting and diagnostics
- Efficiency and conservation measures
- Backup Power Design and Analysis

LANDSCAPE ARCHITECTURE AND PLANNING

- Comprehensive Master Plans
- Land Development Planning
- Landscape Design
- Park and Trail Design
- Parks, Recreation and Trails Master Plans
- Streetscape Design

LAND SURVEYING AND MAPPING

- Computerized Mapping
- Construction Staking
- Design and Topographic Surveys
- Geographic Information Systems (GIS)
- Global Positioning System Surveying (GPS)
- Land, Easement, and Right-of-Way Surveys
- Monumentation
- Platting
- Right-of-Way, Property, and Easement Document Preparation

WATER RESOURCES (H&H)

- Hydrologic Studies (HEC-HMS)
- Hydraulic Studies (HEC-RAS)
- Drainage Infrastructure Design
- Storm Water Master Plans/Studies
- Detention/Retention Pond Analysis and Design
- Stream Rehabilitation and Bank Stabilization
- Municipal Floodplain Administration
- FEMA Floodplain Mapping and Permitting
- NPDES Phase II Storm Water Compliance Permitting
- NPDES Stormwater Construction Inspection
- Water Supply Yield Studies

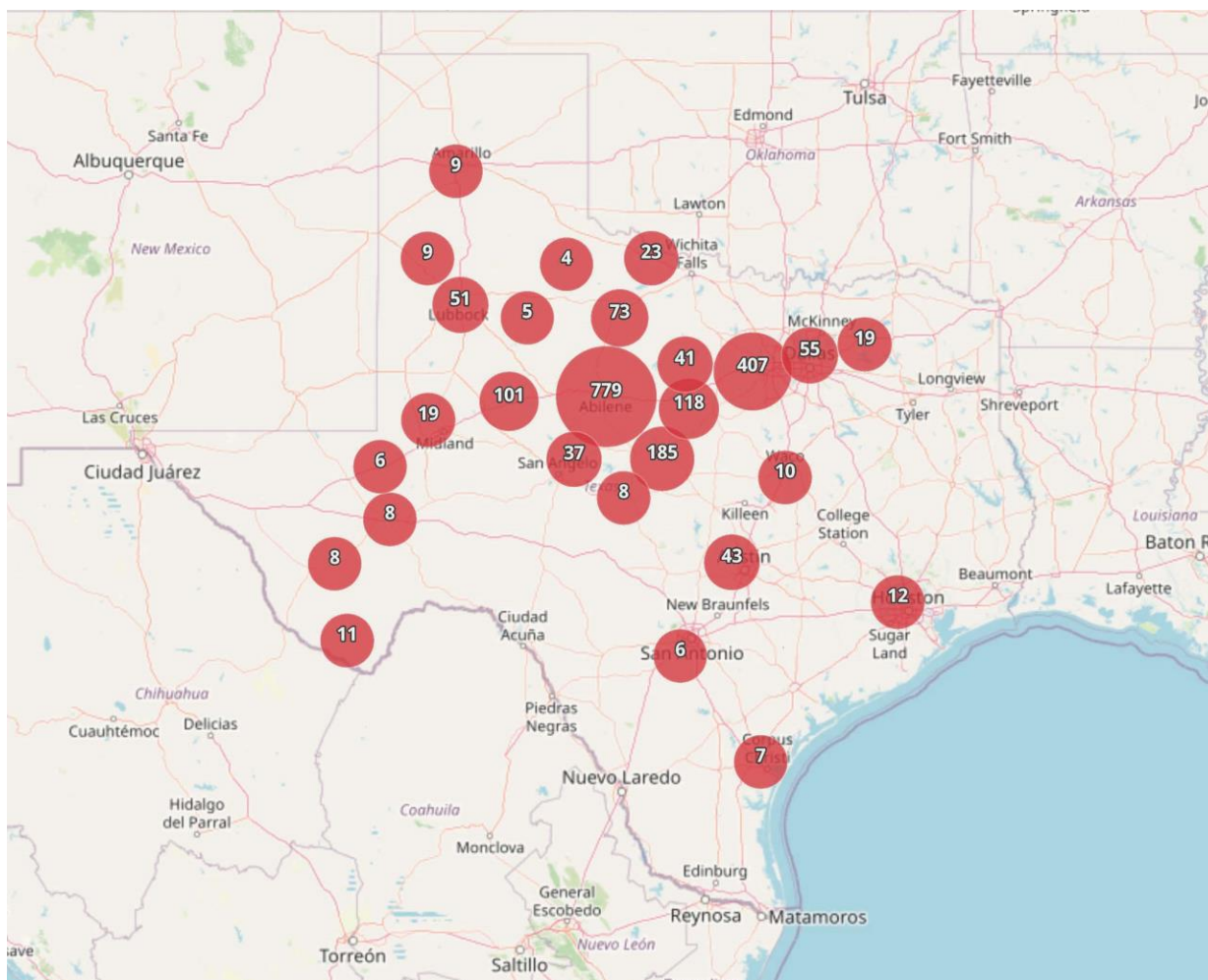
SITE AND LAND DEVELOPMENT

- On-Site and Off-Site Engineering
- Site Planning
- Site Assessments
- Grading
- Drainage Studies and Storm Drainage Design
- Parking Lot and Roadway Design
- Floodplain Studies and Reclamation
- Storm Water Pollution Prevention Plans
- FEMA Mapping and 404 Permitting
- Water and Sanitary Sewer Design
- Detention/Retention Pond Design
- Off-Site Water and Sanitary Sewer Extensions
- Perimeter Road and Drainage Improvements



Regional Projects

JACOB | MARTIN understands the services required to execute this project successfully. For over 75 years, we have worked with municipalities and rural water systems to deliver successful projects for their communities. We have executed countless projects funded through Texas Department of Agriculture (TDA) programs, including CDBG, DRP, TCF, STEP, and Colonia as well as TWDB, ARPA, and USDA funded projects. We are also highly competent and efficient at the administrative procedures, contract documents, funding approval and construction administration requirements necessary to deliver a successful project for the Owner, other stakeholders, and funding agencies involved. **JACOB | MARTIN** has completed multiple state and/or federally funded construction projects across the State of Texas. Below is a sample of projects completed across Texas over the last several years (2015+). We are proud to say we are familiar with the West Texas region, but with offices in multiple locations, we are able to serve communities across the state.





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Section 2: Project Approach



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Weatherford, TX 76086
817.594.9880



Project Approach

JACOB | MARTIN has a proven track record of delivering wastewater, water system, drainage, and paving projects. Our approach and delivery of the project is provided entirely in-house with **JACOB | MARTIN**'s experienced and proven personnel. This allows for a seamless line of communication which is paramount for the success of any project.

JACOB | MARTIN will provide the following project approach to deliver the City of Breckenridge's Improvement project. Our surveying crews will provide all required topographic and construction surveying using the latest technologies guaranteeing unparalleled accuracy, speed of collection, and efficiency in processing. We will provide preliminary design services with current-day cost estimates. Our knowledge of local contractors will ensure that these estimates serve as solid planning tools for the City of Breckenridge. The project design team will finalize design and cost estimates after consultation with the City of Breckenridge. Our engineers and support staff will finalize construction plans, specifications, and contract documents for bidding purposes.



JACOB | MARTIN will assist the City of Breckenridge in selecting the most qualified bidder and prepare all construction contracts. The project management team will conduct a pre-construction conference with Owner, contractor, and others. Our engineering staff will provide periodic and final inspection of the project(s) to confirm the projects are built according to specifications. Lastly, our project management team will provide construction management throughout the project, coordinate efforts with the contractor, and provide construction plan interpretation. We take pride in managing the process while keeping you, our client, apprised of each milestone.



Project Scope of Services (Provided In-House)

- Determine sizing of infrastructure requirements
- Prepare preliminary and final plans and specifications
- Topographic and construction surveying
- Preparation of all construction and bid documents
- Conduct pre-construction conference
- Construction administration and management



DEDICATED CITY OF BRECKENRIDGE TEAM

Emma Meek, PE - Project Manager
 Kirt Harle, PE - Senior Principal In Charge
 Tristan King, PE - Civil Engineering Team
 David Watkins, PE - Structural Engineer
 Jerry Ramsey, PE, RA - MEP Engineer
 Barry Fowlkes, PE - Materials Testing Engineer
 David Hudson & Charles Keith - Environmental Team
 Lee Rosenbaum, RPLS - Surveying Team
 Robert Cheek - Inspection Team

MANAGEMENT TEAM

SENIOR PRINCIPALS

Derek Turner, PE, CFM
 Kirt Harle, PE
 Tal Fillingim, PE
 Will Dugger

PRINCIPALS

Allen Phillips, PE
 Clayton Farrow, PE
 William Duncan, AIA

**MUNICIPAL ENGINEERING TEAM
 ABILENE OFFICE**

Kirt Harle, PE
 Senior Principal

Tristan King, PE - Associate Principal
 Emma Meek, PE
 Ken Martin, PE

WEATHERFORD OFFICE

Derek Turner, PE, CFM
 Senior Principal

Nic Kirk, PE
 Cruz Trujillo, EIT
 Kristy Allen

LUBBOCK OFFICE

Allen Phillips, PE
 Principal

Josh Baker, EIT
 Sarah Davis
 Jeff Burns

BOERNE OFFICE

Luke Van Diest, PE
 Associate Principal

SAN ANGELO OFFICE

Andy Vecellio, PE
 Team Leader

Kori Kirk

LAND DEVELOPMENT TEAM

Tal Fillingim, PE
 Senior Principal

Clayton Farrow, PE
 Principal

Jax Pimentel, EIT
 Damon Butterfras, EIT
 Ruben Madrid
 Santiago Medina

ARCHITECTURAL TEAM

William Duncan, AIA
 Principal Architect

Tyser Robertson, AIA - Associate Principal
 Richard Flores, AIA
 Tim Hopkins, AIA, RID
 Mark Roberson, AIA
 Priscila Ruiz-Beck, Assoc., AIA
 Mariel Delgado, RID, NCIDQ
 Natalie Loomis
 Adelaide Hopkins
 Jase Higgins

ENVIRONMENTAL TEAM

David Hudson
 Team Leader

Charles Keith
 Sarah Fernandez
 Mark Lawrence

STRUCTURAL TEAM

David Watkins, PE
 Team Leader

Sam Hurley, PE

SURVEYING TEAM

Lee Rosenbaum, RPLS
 Associate Principal

Mark Brown, RPLS
 Logan Afshar, RPLS, EIT
 Dustin Van Zandt
 Toby Coomer
 Brett Roberts
 Nathaniel McCue
 Michael Ehler
 Ethan Wright
 Justin Maddux

**MECHANICAL, ELECTRICAL, AND
 PLUMBING ENGINEERING TEAM**

Jerry Ramsey, PE, RA
 Team Leader

Cole Carpenter, EIT

FIELD INSPECTION TEAM

Robert Cheek
 Team Leader

Andrew Lopez - Licensed W/WW Operator
 Ronny Koehn
 Landon Jones
 Mike Ammons
 Tim McMurray
 Andrew Dews
 Rick Mangum
 Mike Hervey
 Chris Estes

**MATERIALS TESTING AND
 ENGINEERING TEAM**

Barry Fowlkes, PE
 Team Leader

Blake Steen
 Steven Romero
 Chase Mann
 Landon Jones
 Coleton Davis
 Edward Layne
 Blas Hernandez

**GEOGRAPHICAL INFORMATION
 SYSTEMS (GIS) TEAM**

Chris Mayhall
 Team Leader

Dave Browne



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Section 3: Staffing Capabilities



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Emma Meek, PE

Professional Engineer - Civil Engineering Services



Education

B.S. of Science in Civil
Engineering
Texas A&M University, 2020

Registrations

Registered Professional Engineer,
Texas, P.E. No. 153765

Expertise

- Land Development Design
- Construction Administration
- Construction Documents
- Project Budgeting
- Project Management
- Feasibility Studies
- Drainage Analysis
- Regulatory Assistance
- Hydraulic Modeling
- Permitting
- Water Distribution
- Water Supply Studies
- Water Treatment
- Wastewater Collection

Summary

Emma Meek graduated from Texas A&M University with a Bachelor of Science in Civil Engineering in 2020. She completed an engineering internship with LJA Engineering in Dallas where she was eventually hired and joined their design team. In January of 2022, Mrs. Meek joined JACOB | MARTIN as an EIT with our Land Development Team in Abilene. She grew up in Breckenridge, Texas, and she understands small community needs. Being familiar with private developments and municipal engineering, Mrs. Meek moved to our Municipal Services team in 2023.

Project Specific Expertise

During her time with JACOB | MARTIN, Mrs. Meek has been responsible for plan production of single-family residential developments and the design of water and wastewater systems. She coordinates with various municipalities, clients, and contractors on project progress. She also produces feasibility and cost analysis prior to plan production.

Relevant Project Expertise

- 2024 - New Horizons Ranch and Center, Inc. - WWTP Improvements
- 2024 - City of Coleman - ARP Sewer Line Replacement
- 2024 - City of Coleman - WWTP Evaluation
- 2024 - City of Coleman - Airport Drainage Improvements
- 2024 - City of Electra - SCADA System
- 2024 - City of Throckmorton - TDA Sidewalk Improvements
- 2024 - City of Coleman - CDBG Drainage Channel Improvements
- 2024 - City of Electra - Water System Improvements
- 2024 - City of Munday - CDBG Lift Station Improvements
- 2024 - City of Electra - Fire Hydrant Replacements
- 2023 - City of Abilene - Maple Street Improvements, Phase II
- 2023 - City of Alpine - Hydraulic Model
- 2023 - City of Abilene - Water Line Relocation
- 2023 - City of Graham - TPWD Park Improvements
- 2023 - City of Abilene - Maple Street Improvements, Phase I
- 2022 - Carriage Hills Subdivision - Residential Development



Kirt Harle, PE

Senior Principal Engineer - Civil Engineering Services



Education

B.S.in Civil Engineering
Texas Tech University, 2002
M.S.in Civil Engineering
Texas Tech University, 2003

Registrations

Registered Professional
Engineer,
Texas, P.E. No. 98381

Expertise

- Detention & Retention Facilities
- Drainage Analysis
- Roadway & Paving Design
- Sidewalk Design
- Utility Infrastructure
- Hydraulic Modeling
- Master Planning
- Pump Station Design
- Water Distribution
- Water Storage
- Water Treatment
- Sanitary Sewer Rehabilitation
- Sewer Collection
- Wastewater Treatment

Summary

Kirt Harle graduated from Texas Tech University with a Bachelor of Science degree in Civil Engineering. Mr. Harle continued his education and completed his Master of Civil Engineering in December of 2003. Since joining JACOB|MARTIN in 2003, Mr. Harle has worked with numerous municipalities, water supply corporations and water district projects. Mr. Harle has played a primary role in many projects from conception to completion.

Project Specific Expertise

Mr. Harle has designed and been the project manager for numerous wastewater and water system improvements. Mr. Harle is proficient in hydraulic modeling, design of elevated tanks, ground storage tanks, rural water lines, lift stations, sewer lines, wastewater treatment plant, microfiltration and reverse osmosis treatment. He has prepared numerous engineering reports to secure funding for federal and local municipalities. These reports include hydraulic analyses of existing water and wastewater systems, cost estimates and recommendations for proposed improvements.

Relevant Project Expertise

2025 - City of Alpine - WWTP Improvements Phase II
 2024 - City of Merkel - WWTP Improvements
 2023 - City of Goldthwaite - Reservoir Dredging and Liner
 2023 - City of Abilene - 2nd Pressure Plane Supply Lines Ph II
 2023 - Zephyr WSC - Water System Master Plan
 2023 - Coleman County SUD - Water System Improvements
 2023 - Zephyr WSC - Thunderbird Bay Water System Improvements
 2022 - City of Abilene - 2nd Pressure Plane Supply Lines Ph I
 2022 - City of Bronte - USDA Water Treatment Plant
 2022 - City of Alpine - WWTP Improvements Phase I
 2021 - City of Snyder - WTP and WWTP Improvements
 2021 - City of Lawn - AMR Metering System & Water System Improvements TWDB-DWSRF
 2020 - City of Big Spring - Water and Sewer Line Replacements
 2020 - City of Snyder - Water and Sewer Line Replacements
 2019 - City of Big Spring - 2018/19 Water Line Replacements
 2019 - City of Big Spring - F700 30 " Sewer Line Replacement



Tristan King, PE

Associate Principal Engineer - Civil Engineering Services



Education

- A.A. in General Studies
Cisco College, 2015
- B.S. in Civil Engineering
Tarleton State University, 2019

Registrations

Registered Professional Engineer,
Texas, P.E. No. 145624

Expertise

- Culvert Design
- Disinfection Design
- Drainage Studies
- Hydraulic Modeling
- Lift Station Design
- Master Planning
- Pump Station Design
- Recreational Parks
- Sewer Collection
- Sidewalks & Accessibility
- Street Design & Planning
- Water & Wastewater Treatment
- Water Distribution
- Water Storage Design
- Water Supply Studies

Summary

Tristan King graduated from Tarleton State University in 2019 with a Bachelor of Science in Civil Engineering. Mr. King joined the JACOB | MARTIN team in 2018. Mr. King has worked with numerous municipalities, water supply corporations, and private entities while working for JACOB | MARTIN. He specializes in planning studies, drainage design, water distribution and sewer collection systems, water and wastewater treatment, pumping facilities, street improvements, and site development.

Project Specific Expertise

Mr. King has provided planning, design, and project management services for a number of water, wastewater, paving, and drainage projects. He is proficient in preparing engineering reports, cost estimation, and obtaining regulatory approval from agencies such as TCEQ. Mr. King has experience in all phases of project development, including project planning, funding acquisition, project design, generation of construction plans and specifications as well as construction management.

Relevant Project Expertise

- 2025 - City of Graham - Virginia Street Water Line Replacement
- 2025 - City of Hawley - USDA New Wastewater System
- 2025 - Town of Buffalo Gap - USDA Generators
- 2024 - City of Graham - TPWD Park Improvements Phase I
- 2024 - City of Carbon - TWDB Standpipe and SCADA System
- 2024 - City of Munday - WWTP Improvements
- 2024 - City of Big Spring - Birdwell Lift Station
- 2024 - City of Moran - TWDB WWTP Improvements
- 2024 - City of Abilene - I-20 & Loop 322 Sewer Line Replacement
- 2024 - City of Big Spring - Water System SCADA Improvements
- 2024 - Millersview-Doole WSC - Veribest Pump Station
- 2024 - City of Big Spring - WTP Improvements
- 2023 - City of Stephenville - West College St. Reconstruction (in design)
- 2024 - City of Abilene - Polaris Drive Sewer Line Extension
- 2024 - City of Dublin - TWDB Henry Street Sewer Line Replacement
- 2023 - City of Graham - 21/22 CDBG Texas St. Water Line Replacement
- 2023 - City of Abilene - Grimes WTP Evaluation
- 2023 - City of Seymour - Solid Waste Transfer Station Pad Replacement
- 2023 - City of Tuscola - New Lift Station
- 2022 - City of Stephenville - Brick St. Reconstruction (in design)
- 2022 - City of Big Spring - WTP Sludge Collection & De-watering Eval.
- 2021 - City of Stephenville - Downtown Revitalization



Lee Rosenbaum, RPLS

Associate Principal - Director of Surveying Services



Education

B.S. in Geography
Texas A&M University, 2005

Registrations

Registered Professional Land
Surveyor,
Texas, R.P.L.S. No. 6394

Expertise

- ALTA Survey
- Boundary Survey
- Detention & Retention Facilities
- Construction Staking
- Easement Acquisition
- Elevation Studies
- Groundwater Development
- Master Planning
- Regulatory Assistance
- Topographic Survey
- Commercial Site Development
- Utility Infrastructure

Summary

Lee Rosenbaum has been licensed by the State of Texas as a Registered Professional Land Surveyor since December 2012. Mr. Rosenbaum joined JACOB|MARTIN in April of 2005. Since March of 2019, he has been our Chief Land Surveyor and Survey Department Supervisor. Mr. Rosenbaum oversees all survey operations which include land acquisition, platting, preliminary topographic mapping, and construction layout.

Project Specific Expertise

During his career at JACOB|MARTIN, Mr. Rosenbaum has served as a Survey Project Manager on multiple land development and building services projects. Additionally, Mr. Rosenbaum has worked with numerous municipalities, school districts, water supply corporations, water districts, and wastewater entities.

Relevant Project Expertise

- 2024 - City of Abilene - Cypress Street Renovation
- 2024 - City of Abilene - New Fire Station #9
- 2024 - AYSA - New Clubhouse & Multi-Sport Athletic Complex
- 2023 - Abilene ISD - New Indoor Turf Facilities at AHS & CHS
- 2023 - Jim Ned CISD - New Intermediate School
- 2022 - City of Abilene - Griffith Road Reconstruction
- 2022 - City of Coleman – Phase II Sidewalk Improvements
- 2021 - City of Post – Downtown Sidewalk Improvements
- 2020 - Abilene ISD – Transportation Maintenance Yard Paving Improvements
- 2019 - City of Willow Park – Side Street Improvements
- 2018 - City of Lueders - Water System Improvements
- 2018 - City of Abilene – SODA Roadway Improvements
- 2018 - City of Goldthwaite - TDA Sidewalk Improvements
- 2018 - City of Abilene - Sidewalk Capital Plan Phase 1
- 2017 - Zephyr WSC - Waterline Improvements
- 2016 - Town of Buffalo Gap - Water Line Improvements
- 2016 - Town of Buffalo Gap - First Time Sewer Project



Barry Fowlkes, PE

Professional Engineer - Materials Testing Services



Education

B.S.in Civil Engineering
Texas A&M University, 1983

Registrations

Registered Professional
Engineer,
Texas, P.E. No. 98759
NICET
Civil Engineering Technology,
C.T. Certificate No. 509
NICET Level IV
Certified Engineering
Technician, S.E.T.
Concrete, Soils & Asphalt
Certificate No. 68488

Expertise

- Construction Materials Engineering & Testing
- Geotechnical Engineering Services
- Investigation of Construction Design
- Foundation Investigations
- Pavement Design and Analysis
- Concrete and Asphalt Pavement Mix Design

Summary

Barry Fowlkes graduated from Texas A & M University in 1983 with a Bachelor of Science in Civil Engineering Technology. Mr. Fowlkes has 36 years of experience in materials testing and geotechnical engineering services. Mr. Fowlkes served 21 years with Trinity Engineering Corporation / Kleinfelder as an Area Manager. He was responsible for providing materials and geotechnical engineering services throughout Abilene, San Angelo, Brownwood and Wichita Falls area. Mr. Fowlkes joined JACOB | MARTIN in 2006 as Manager of JACOB | MARTIN's Geotechnical and Material Testing Division.

Project Specific Expertise

Mr. Fowlkes has directly supervised many government and private sector construction projects throughout Texas. He has provided interpretation and analysis for material investigations in which he issues reports stating whether the work and material met the specific project specifications. Mr. Fowlkes has developed and designed construction material engineering and testing programs for many projects.

Relevant Project Expertise

2024 - City of Abilene - Cypress Street Renovation
2024 - City of Abilene - New Fire Station #9
2024 - AYSA - New Clubhouse & Multi-Sport Athletic Complex
2023 - Abilene ISD - New Indoor Turf Facilities at AHS & CHS
2022 - City of Coleman - Sidewalk Improvements
2021 - City of Cross Plains -Multifamily Rental Development
2019 - City of Abilene - Water & Sewer Construction Projects
2019 - City of Big Spring - Water Line Replacements
2019 - City of Coleman - Water Treatment Improvements
2018 - Morton Valley WSC – Water System Improvements
2018 - City of Seymour - WTP Improvements
2017 - City of Baird - New Wastewater Treatment Plant
2017 - City of Early - New Wastewater Treatment Plant
2017 - City of Munday - NCTMWA Water Treatment Plant



David Watkins, PE

Professional Engineer - Structural Services



Education

B.S. in Civil Engineering
Texas Tech University, 2011

Registrations

Registered Professional
Engineer,
Texas, P.E. No. 151186

Expertise

- Assessment and Remediation of Existing Structures
- Foundation Design
- Masonry Design
- Steel Design
- Structural Design
- Tilt-up and Cast-in-Place Concrete Design
- Wood Design

Summary

David Watkins graduated from Texas Tech University in May of 2011 with a Bachelor of Science in Civil Engineering. Before joining JACOB | MARTIN in 2024, Mr. Watkins worked for Cadco Architects - Engineering, Inc. in Abilene, where he performed design and analysis of structural components (i.e., foundations, columns, beams, joists, concrete walls, and CMU walls). Most of the projects involved structural design and analysis of new buildings for school districts. He also worked for Rentech Boiler Systems as an engineer where he performed calculations for sizing and selection of boiler system components and evaluated and analyzed major equipment for boiler systems.

Project Specific Expertise

Mr. Watkins has a background in a wide variety of project types including ground-up construction and renovation for both the public and private sectors. His experience includes retail, multi-family residential, commercial offices, warehouses, and public works buildings constructed from tilt-up concrete, cast-in-place concrete, steel, timber, and masonry structures. His role in these projects has been to produce plans, details, calculations, and specifications throughout the design and construction phases.

Relevant Project Expertise

2024 - Jim Ned ISD – Locker Room Addition

2024 – Midland Athletic Syndicate – New Multi-Sport Facility

2024 – City of Tuscola – Jim Ned CTE

Previous Employer

2023 - Veribest ISD – New Classroom Addition

2021 - City of Lamesa - Lamesa ISD – Competition Gym

2021 - City of Rankin - Rankin ISD – New Elementary School

2020 - City of Eden – Eden ISD – New K-12 School and Gym

2018 - City of Haskell - Haskell CISD – Competition Gym

2018 - City of Abilene - Wylie ISD – Wylie Junior High School



Cole Carpenter, EIT

Engineer-In-Training - Electrical Engineering Services



Education

B.S. in Electrical Engineering
Tarleton State University, 2021

Registrations

Registered EIT,
Texas, No. 73221

Expertise

- Electrical Service Sizing & Design
- Energy Conservation
- Electrical Distribution & Transmission Systems
- Lighting Design
- Grounding
- Backup Power System Design
- MEP Design
- Electrical evaluations

Summary

Cole Carpenter joined the JACOB | MARTIN Engineering Team in June of 2021. He graduated from Tarleton State University in May of 2021 with a Bachelor of Science Degree in Electrical Engineering. Prior to joining Jacob & Martin in 2021, he worked as an Electrical Engineering Intern with Comanche Peak Nuclear Power Plant working on a wide variety of power projects.

Project Specific Expertise

During his time with JACOB | MARTIN, Mr. Carpenter has been responsible for providing design, drafting, specifications, and construction administration for a wide array of electrical projects. These projects include lighting, power, and generator designs for municipalities, water corporations, and commercial clients.

Relevant Project Expertise

- 2025 - Pecos County WCID – Water System Improvements
- 2025 - City of Abilene – Elevated Tank Improvements
- 2025 - City of Azle – Walnut Creek Lift Station
- 2025 - Town of Buffalo Gap – USDA Generators
- 2025 - Steamboat WSC – VFD Improvements
- 2024 - City of Abilene – Northwest Pump Station
- 2024 - City of Abilene – Zoo Parking Lot Improvements
- 2024 - Johnson County SUD – Generator Improvements
- 2024 - Millersview-Doole WSC – Veribest Pump Station
- 2024 - City of Abilene – Cypress Street Improvements
- 2024 - City of Willow Park – WWTP Improvements
- 2024 - City of Coleman – WWTP Evaluation
- 2024 - Cisco SAFE – Park Improvements
- 2024 - First Financial Bank – Parking Lot Improvements
- 2023 - Jim Ned CISD – New Intermediate School
- 2023 - City of Tuscola – New Lift Station
- 2023 - City of Throckmorton – Sidewalk Improvements
- 2022 - Kyle Paul – Colony Hills Multifamily Development
- 2022 - City of Idalou – Water Treatment Improvements



David Hudson

Environmental Coordinator – Environmental Services



Education

B.S. in Geography
Texas State University, 1988

Certifications

Certified OSHA Instructor
40 Hour Hazwoper
24 Hour Hazwoper Instructor
CLEAR Certified Investigator
Environmental Site Assessment
Ground Penetrating Radar

Expertise

- RCRA permitting, STEERS & manifests, CDX
- EPCRA Tier II reporting
- TPDES/NPDES permitting
- NEPA Environmental Assessments & Categorical Exclusions
- SPCC plans and training
- MSW Permits
- EPA Risk and Resilience Plans
- Oil spill clean up
- Air permits including Title V

Summary

David is a graduate of Texas State University earning a B.S. in Geography with a concentration in Resource & Environmental Studies and a Chemistry minor. Mr. Hudson provides wastewater permitting, adjudicated water rights amendments, NEPA environmental assessments, Phase 1 environmental assessments, industrial waste analysis and landfill compliance. Prior to joining Jacob & Martin, he owned various small businesses, was a solid waste and regional coordinator for a Council of Governments (COG), TCEQ Enviromentor, was an Environmental Health & Safety manager for Fortune 500, Fortune 100 and wind energy companies. Mr. Hudson has over 15 years of technical and professional State of Texas service with the TCEQ, DSHS and RRC.

Project Specific Expertise

Mr. Hudson has worked on projects regulated by every Texas state agency that oversees environmental concerns. This runs the gamut from endangered species with TPWD to remediation and technical support for TCEQ, archeology with THC, high risk wells and spill cleanup for RRC and various public health endeavors with DSHS. This provides a solid background and knowledge for proper wastewater permit applications, landfill permits, public drinking water (EPP, Risk & Resilience, Lead & Copper, Monitoring Plans), air permit applications, adjudicated water rights, NEPA filings (for USDA, TWDB and TXDOT), PUC filings (CCN and EPP) as well as Phase 1 investigations for banks and real estate transactions.

Relevant Project Expertise

- 2024 – SRM – Concrete batch plan discharge permit
- 2024 – Archer City – WWTP Renewal
- 2024 – City of Gorman – WWTP Renewal & Amendment
- 2024 – City of Anson – WWTP Renewal
- 2024 – City of Aspermont – WWTP Renewal
- 2024 – City of Gordon – WWTP Renewal
- 2024 – City of Carbon – PUC filings for CCN amendment
- 2024 – City of Alpine – WWTP permit amendment & renewal
- 2024 – Willow Park – new WWTP permit
- 2024 – Abilene Aero – SPCC Plan
- 2023 – City of Idalou – NEPA filings
- 2023 – Marathon WSC – NEPA filings USDA



Charles Keith

Senior Engineering Technician - Environmental Services



Education

B.S.in Microbiology
Texas Tech University, 1978

Registrations

Registered Sanitarian,
Texas, No. 1799

Expertise

- Groundwater Development
- Operational Assistance
- Permitting
- Regulatory Assistance
- Sanitary Sewer Rehabilitation
- Sludge Handling & Disposal
- Water Distribution
- Water Storage
- Water Supply Studies
- Water Treatment
- Wastewater Treatment

Summary

Charles Keith received his Bachelor of Science Degree in Microbiology from Texas Tech University in 1978. Mr. Keith retired from the Texas Commission on Environmental Quality (TCEQ) in 2006 where he served as the Region 3, Abilene Water Section Director. Mr. Keith joined JACOB | MARTIN in 2006 where he currently serves as the Director of Environmental Services. Mr. Keith has used his extensive knowledge of water and wastewater operations along with his notable expertise with TCEQ regulations and procedures to manage the environmental, operational and regulatory facets of numerous successful projects throughout West Central Texas.

Project Specific Expertise

During his tenure at TCEQ, Mr. Keith inspected and assisted public water systems, wastewater treatment facilities, septic systems, municipal solid waste, storm water and surface water quality monitoring of natural waterways. Since joining JACOB|MARTIN, Mr. Keith has lead our environmental team to assist clients in regulatory compliance for all matters relating to water and waste water systems.

Relevant Project Expertise

2022 - City of Dublin - WWTP Operational Improvements
 2022 - City of Comanche - WWTP Improvements
 2022 - City of Colorado City - Lift Station Upgrades
 2022 - City of Baird - WWTP Operational Improvements
 2021 - City of Merkel - WWTP Improvements
 2021 - City of Vernon - WWTP Improvements
 2020 - City of Alpine - WWTP Improvements
 2019 - City of Ralls - WWTP Improvements
 2019 - City of Colorado City – WWTP Facility Major upgrade
 2018 - City of Gordon - Water System Improvements
 2018 - City of Coleman - Water Treatment Plant
 2017 - City of Baird - New Wastewater Treatment Plant
 2016 - City of Bronte - Water Supply Improvements
 2016 - City of Cross Plains - Water Distribution/Pump Station Improvements



Robert C. Cheek

Senior Landman – Inspection Services



Expertise

- Complete Abstracting
- Construction Supervisor
- Cursory Title
- Customer Relations
- Data Entry and Presentation
- Database Management
- Drilling Information
- Deed Plotting
- Flowcharting
- Lease Acquisition (State & Private)
- Lease Take Offs (HBP & Urban)
- Mineral Ownership Reports
- Resident Project Inspection
- Team Management

Summary

Robert C. Cheek joined JACOB | MARTIN in 2019 as Senior Landman. During his time with JACOB | MARTIN, Mr. Cheek has provided project inspection on numerous projects involving both water and wastewater improvements and also for utility installations and relocations. He has negotiated pump station sites, tower sites, numerous oil and gas leases and prepared contracts and lease packages, once in agreement, all over Texas, Louisiana, and in Oklahoma. Mr. Cheek has over 25 years of experience in construction management and project inspection. Mr. Cheek was an independent Petroleum Landman in West Texas before joining the JACOB | MARTIN team. He also has extensive knowledge of preparing comprehensive flow charts of surface and mineral ownership based on sovereignty to present.

Relevant Project Experience

- 2024 – City of Big Spring – Tank Cleaning and Rehabilitation
- 2024 – City of Bangs – Water System Improvements TWDB DWSRF
- 2024 – SUN WSC – USDA/RD Bitter Creek Water Supply
- 2024 – City of Colorado City – Hospital Water Supply
- 2024 – Zephyr WSC – Thunderbird Bay Water Supply
- 2024 – City of Colorado City – TDA Water Line Improvements
- 2024 – Potosi WSC – Elevated Water Storage
- 2024 – City of Big Spring – TDA Water Line Replacement
- 2024 – Millersview-Doole WSC – Veribest Pump Station ARP
- 2024 – Richland SUD – TxDot Water Line Relocate
- 2024 – Hawley ISD – FM 3403 Sewer Line Relocation
- 2024 – 2024 Big Spring Seal Coat
- 2023 – City of Lawn – TWDB Water System Improvements
- 2023 – Coleman Co SUD – USDA Phase 8 Water System Improvements
- 2023 – SUN WSC – USDA/RD Bitter Creek Water Supply
- 2023 – City of Dublin – TWDB Sewer System Improvements
- 2022 – City of Rotan - TCF Water Supply Line Improvements
- 2022 – City of Aspermont - USDA ECWAG US 380 Water Line Replacement
- 2021 – City of Dublin – CWSRF Wastewater Improvements
- 2021 – City of De Leon – Hwy 6 Water & Sewer Relocates



INTEGRITY
EXCELLENCE
TRUST

Section 4: History of Successful Performance



3465 Curry Lane
Abilene, TX 79606
325.695.1070

908 S. Main Street, Suite 100
Boerne, TX 78006
325.695.1070

4920 S. Loop 289, Suite 106
Lubbock, TX 79414
806.368.6375

1925 Fort Worth Highway
Weatherford, TX 76086
817.594.9880



Texas Department of Agriculture Projects

Funding Cycle	Program	Client	Project Description	Population
2023/2024	CDBG	City of Paint Rock	Street Improvements	246
2023/2024	CDBG	City of Keene	Fairview Street Reconstruction	6,106
2023/2024	CDBG	City of Bangs	Street Improvements	1,535
2023/2024	CDBG	City of West Tawakoni	Water Treatment Plant Improvements	1,898
2023/2024	CDBG	City of Smyer	Street Improvements	441
2021/2022	DRP	City of San Saba	Sidewalk, Lighting, and Drainage Improvements	3,158
2021/2022	CDBG	City of Roby	Wastewater Treatment Plant Improvements	581
2021/2022	CDBG	City of Azle	Lift Station Improvements	14,289
2021/2022	CDBG	City of Strawn	Infrastructure Improvements	540
2021/2022	CDBG	City of Gordon	Infrastructure Improvements	478
2021/2022	CDBG	City of Joshua	Street Improvements	7,891
2021/2022	CDBG	City of Cross Plains	Water System Improvements	989
2021/2022	CDBG	City of Archer City	Water System Improvements	1,620
2021/2022	CDBG	City of Oak Valley	Drainage Improvements	415
2021/2022	DRP	City of Gorman	Sidewalk, Lighting, and Drainage Improvements	1,083
2021/2022	CDBG	City of Lueders	Paving and Drainage Improvements	257
2021/2022	CDBG	City of Comanche	Water Storage Improvements	4,253
2021/2022	CDBG	City of Paducah	Street Improvements	1,001
2021/2022	CDBG	City of Rule	Lift Station Improvements	557
2021/2022	CDBG	Coke County	Pump Station Improvements	3,333
2021/2022	CDBG	City of Brady	Sewer System Improvements	5,005
2021/2022	CDBG	City of Electra	Water Storage Improvements	2,791
2021/2022	CDBG	City of Graham	Water Line Improvements	8,750
2021/2022	CDBG	City of Clyde	Sewer Improvements	3,945
2021/2022	CDBG	City of Gorman	Water Storage Improvements	982
2021/2022	CDBG	City of Blackwell	Street Improvements	256
2021/2022	CDBG	City of Chillicothe	Water System Improvements	546
2021/2022	CDBG	City of Munday	Lift Station Improvements	1,273
2021/2022	DRP	City of Coleman	Sidewalk Improvements	4,709
2021/2022	DRP	City of Throckmorton	Sidewalk Improvements	778
2019/2020	CDBG	City of Azle	Locust Street Channel Improvements	14,289
2019/2020	CDBG	City of Seymour	Water Line Replacements	2,584
2019/2020	CDBG	City of Grandview	Sewer Improvements	1,753
2019/2020	DRP	City of Stephenville	Sidewalk and Improvements	21,990
2019/2020	CDBG	City of Ropesville	Lift Station Improvements	434
2019/2020	CDBG	City of Moran	Sewer System Improvements	270
2019/2020	CDBG	City of Rotan	Water Supply Line	1,508
2019/2020	CDBG	City of Lorenzo	Lift Station Improvements	1,147
2019/2020	CDBG	City of Bronte	Water Line Improvements	995
2019/2020	CDBG	City of Cross Plains	Water Line Replacement	989
2019/2020	TCF	City of Keene	Paving Improvements	6,106



Texas Department of Agriculture Projects **Continued**

Funding Cycle	Program	Client	Project Description	Population
2019/2020	CDBG	City of Granite Shoals	Water Treatment Improvements	4,910
2019/2020	CDBG	City of Rising Star	AMR Water Meter System	829
2019/2020	CDBG	City of De Leon	Public Infrastructure Improvements	2,246
2019/2020	DRP	City of Mineral Wells	Sidewalk Improvements	15,447
2019/2020	CDBG	City of Mingus	Water Improvements	235
2019/2020	CDBG	City of Munday	AMR Water Meter System	1,273
2019/2020	CDBG	City of Dublin	Sewer System Improvements	3,654
2019/2020	CDBG	City of Azle	Channel Improvements	14,289
2019/2020	CDBG	City of Gordon	Water Improvements	478
2019/2020	DRP	City of Grandview	Downtown Revitalization	1,753
2019/2020	DRP	City of Post	Sidewalk Design	5,547
2017/2018	CDBG	City of Anson	Wastewater Treatment Plant Improvements	2,430
2017/2018	CDBG	City of Wellman	Water Distribution Improvements and Water Well Rehab	203
2017/2018	CDBG	City of Wolfe City	TDA Public Infrastructure Improvements Water System Interconnection	1,412
2017/2018	CDBG	Concho County	Millersview Doole SUD Water Well	4,276
2017/2018	CDBG	City of Azle	Bailey Street Improvements	14,289
2019/2020	CDBG	Haskell County	Paint Creek WSC – Water Line Improvements	5,813
2017/2018	CDBG	City of San Saba	Pump Station & Water Well Improvements	3,158
2017/2018	CDBG	City of Gustine	Pump Station Improvements	455
2017/2018	CDBG	North San Saba WSC	San Saba County Water Line Replacement	6,054
2017/2018	CDBG	McCulloch County	Wastewater Treatment Plant Improvements	7,987
2017/2018	CDBG	City of Electra	Elevated Storage Tank Improvements	2,791
2017/2018	DRP	City of Goldthwaite	Sidewalk Improvements	1,878
2017/2018	CDBG	City of Rule	Wastewater Treatment Plant Improvements	636
2017/2018	CDBG	City of Goldthwaite	Water Line Replacement	1,878
2017/2018	CDBG	City of Goree	Sewer Line Replacement	203
2017/2018	CDBG	City of Lawn	Water Line Replacement	315
2017/2018	CDBG	City of Melvin	Elevated Storage Tank Improvements	178
2015/2016	CDBG	City of Wolfe City	TDA WWTP Improvements	1,412
2015/2016	CDBG	City of West Tawakoni	TDA Lift Station Rehab Improvements	1,576
2015/2016	CDBG	City of Azle	Wilshire Avenue Drainage Improvements	13,258
2015 / 2016	CDBG	City of Gorman	Staff Water Line	1,083
2015 / 2016	CDBG	Loop WSC	Gaines County RO Water Treatment Plant	20,901
2015 / 2016	DRG	City of Gordon	Emergency Water Line	478
2015 / 2016	DRP	City of Coleman	Sidewalks Improvements	4,709
2015 / 2016	CDBG	City of Bangs	Sewer Collection System Improvements	1,603
2015 / 2016	CDBG	City of Coleman	Planning Grant	4,709
2015 / 2016	CDBG	City of Santa Anna	Wastewater Treatment Plant Pond Improvements	1,039
2015 / 2016	CDBG	City of Goldthwaite	Water Distribution System Improvements	1,878
2015 / 2016	CDBG	City of Graford	Water System Improvements	584
2015 / 2016	CDBG	City of West Tawakoni	Lift Station Rehabilitation	1,576



Texas Water Development Board Projects

Year	Program	Client	Project Description	Population
2024	CWSRF	City of Moran	Wastewater Treatment Plant Improvements	236
2024	DWSRF	City of Carbon	SCADA System	348
2024	DWSRF	City of Gordon	Water System Improvements	478
2024	CWSRF	City of Lone Oak	Wastewater Treatment Improvements	725
2024	CWSRF	City of Millsap	Wastewater System Improvements	750
2023	DWSRF	City of Carbon	Pump Station Improvements	348
2022	DWSRF	City of Lawn	AMR Metering System and Water System Improvements	353
2022	CWSRF	City of Grand Saline	Wastewater Treatment Improvements	3,165
2021	DWSRF	City of Rotan	Water Supply Line Improvements	1,404
2021	DWSRF	Fort Griffin SUD	Raw Water Line Improvements	3,294
2021	CWSRF	City of Dublin	Wastewater System Improvements	3,554
2021	DWSRF	City of Carbon	Water System Improvements	348
2021	DWSRF	Palo Pinto WSC	Water System Improvements	495
2021	VSS	Coke County WSC	AMR Meters and Valve Replacements	400
2021	CWSRF	City of Ralls	Wastewater Treatment Plant	1,816
2021	DWSRF	City of Paint Rock	Water Distribution Improvements	223
2021	VSS	Comanche County WSC	New Pump Station	1,029
2020	DWSRF	Study Butte WSC	Water System Improvements	291
2020	DWSRF	City of Wellman	Reverse Osmosis Water Treatment Plant	190
2018	DWSRF	Barton WSC	Water System Improvements	891
2018	DWSRF	City of Ballinger	DWSRF Phantom PAD	3,774
2018	DWSRF	City of Bangs	Water System Improvements	1,603
2018	CWSRF	City of Colorado City	WWTP Improvements	4,146

USDA Projects

Year	Client	Project Description	Population
2024	SUN WSC	Water Line Improvements	2,500
2024	SUN WSC	Barnett Pump Station	2,500
2023	SUN WSC	AMR Meters	2,500
2023	Coleman County SUD	Water System/Pump Station Improvements	5,000
2023	SUN WSC	Barnett Standpipe and Henderson Storage Tank	2,500
2023	Morton Valley WSC	Water Line Improvements – USDA Surplus Funds	350
2022	Marathon WSC	Water System Improvements	430
2022	Ira WSC	Waterline Improvements and AMR Meters	680
2022	City of Bronte	Water Treatment Plant	945
2022	City of Ralls	Wastewater Treatment Plant Improvements	1,639
2022	Ira WSC	Elevated Storage Tank/Disinfection	680
2022	City of Lorenzo	Water System Improvements	964
2021	City of Aspermont	Water Line Replacement	759
2021	City of Clyde	Geotechnical Study	3,923
2020	Town of Buffalo Gap	Pump Station/Water Line Improvements	463
2020	City of Lawn	Abilene Water Supply/Bufalo Gap/Tuscola	312
2019	Fort Griffin SUD	Water Line Improvements	3,294



Project Schedule History

Client	Project Description	Completion	Schedule History
City of Dublin	Sidewalk Improvements	2024	Design and Construction Schedule Met
City of Seymour	Ground Storage Tank Rehabilitations	2024	Design and Construction Schedule Met
City of Blackwell	Street Improvements	2023	Design and Construction Schedule Met
City of Snyder	Water Distribution and WW Collection Improvements	2023	Design and Construction Schedule Met
City of Big Spring	Water Distribution System Improvements	2023	Design and Construction Schedule Met
City of Abilene	Second Pressure Plane Supply line – Phase 2	2023	Design and Construction Schedule Met
City of Mundav	Drainage Improvements	2023	Design and Construction Schedule Met
City of Graham	Texas Street Water Line Replacement	2023	Design and Construction Schedule Met
City of Tuscola	Intermediate School Lift Station	2023	Design and Construction Schedule Met
City of Seymour	Solid Waste Transfer Station Pad Replacement	2023	Design and Construction Schedule Met
City of Abilene	Second Pressure Plane Supply Line – Phase 1	2022	Design and Construction Schedule Met
City of Keene	County Road 316 Paving Improvements - TDA	2021	Design and Construction Schedule Met
City of Leuders	Water System Improvements	2020	Design and Construction Schedule Met
City of Keene	4 th Street & College Dr. Sewer Line Replacement	2020	Design and Construction Schedule Met
Abilene Youth Sports Authority	Dodge Jones Youth Sports Center	2020	Design and Construction Schedule Met
City of Melvin	Radium Removal Water Treatment Plant	2019	Design and Construction Schedule Met
Hardin-Simmons University	Houston Lantry Facility	2019	Design and Construction Schedule Met
City of Abilene	Buffalo Gap Elevated Tank Rehabilitation	2019	Design and Construction Schedule Met
City of Early	Wastewater Treatment Plant	2018	Design and Construction Schedule Met
City of Baird	Wastewater Treatment Plant	2018	Design and Construction Schedule Met

Project Budget History

Client	Project Description	Completion	Budget	Final Cost
City of Dublin	Sidewalk Improvements	2024	\$127,000	\$107,045
City of Seymour	Ground Storage Tank Rehabilitations	2024	\$205,000	\$166,000
City of Mundav	WWTP Improvements	2023	\$55,000	\$35,000
City of Mundav	Drainage Improvements	2023	\$125,000	\$106,198
City of Roby	Ground Storage Tank	2023	\$550,000	\$518,010
City of San Saba	Water Line Improvements	2023	\$786,537	\$763,791
City of Ranger	Water System Improvements	2022	\$1,729,300	\$1,729,300
City of Rotan	Water Supply Line Replacement	2022	\$223,250	\$220,050
City of Abilene	Second Pressure Plane Supply Line - Phase 1	2022	\$7,295,724	\$6,794,322
City of Cross Plains	Water Line Improvements	2021	\$209,500	\$208,960
City of Rising Star	AMR Water Meter Improvements	2021	\$205,954	\$110,835
City of Keene	County Road 316 Paving Improvements – TDA Texas	2021	\$1,075,000	\$946,897
City of Lueders	Water System Improvements	2020	\$500,000	\$445,763
City of Keene	4 th Street & College Dr. Sewer Line Replacement	2020	\$160,000	\$134,824
City of Wolfe City	Water System Interconnection Improvements – TDA	2020	\$222,250	\$183,950
Abilene Youth Sports Authority	Dodge Jones Youth Sports Center	2020	\$10,100,000	\$10,003,085
City of Mingus	Water System Improvements – TDA CDBG	2020	\$550,000	\$550,000
City of Azle	Oak Harbor Drainage Channel	2019	\$175,000	\$172,000
City of Willow Park	Well Supply	2019	\$500,000	\$450,000
City of Gordon	Water Treatment Plant Improvements – TDA CDBG	2019	\$550,000	\$550,000
City of Abilene	Buffalo Gap Elevated Tank Rehabilitation	2019	\$950,000	\$768,500
City of Early	Wastewater Treatment Plant	2018	\$4,900,000	\$3,800,000
City of Baird	Wastewater Treatment Plant	2018	\$2,890,000	\$2,860,000



Water Storage Projects

Year	Client	Project Description	Tank Capacity	Tank Type	Materials
2024	City of Carbon	New Standpipe	0.105 MG	Standpipe	Welded Steel
2024	Fort Griffin SUD	New Standpipe	0.115 MG	Standpipe	Welded Steel
2023	Potosi WSC	Elevated Storage Tank	0.5 MG	Elevated Tank	Concrete
2023	City of Electra	North Elevated Storage Tank Rehabilitation	0.25 MG	Multi-Leg Elevated	Welded Steel
2023	City of Lorenzo	Elevated Storage Tank	0.15 MG	Elevated Tank	Welded Steel
2023	City of Seymour	Multiple Ground Storage Tank Rehabilitations	0.5 MG 0.22 MG	Ground	Welded Steel
2022	City of Abilene	O.H. Ivie Booster Pump Station – Ground Storage Tank Rehab	6.0 MG	Ground	Concrete
2022	City of Vernon	Orbison Park Ground Storage Tank	0.036 MG	Ground	Welded Steel
2021	City of Lawn	New Standpipe	0.120 MG	Standpipe	Welded Steel
2021	City of Abilene	Elmdale Elevated Storage Tank Rehab	0.5 MG	Multi-Leg Elevated	Welded Steel
2021	Town of Buffalo Gap	New Standpipe	0.120 MG	Standpipe	Welded Steel
2020	City of Keene	Ground Storage Tank Rehab	0.2 MG	Ground	Welded Steel
2019	City of Abilene	Buffalo Gap Elevated Storage Tank Rehab	1.0 MG	Multi-Leg Elevated	Welded Steel
2019	City of Melvin	Elevated Storage Tank Recoat	0.05 MG	Multi-Leg Elevated	Welded Steel
2019	Steamboat Mountain WSC	Cedar Gap Ground Storage Tank	0.2 MG	Ground	Welded Steel
2019	City of Gustine	Ground Storage Tank	0.03 MG	Ground	Welded Steel
2019	Ira WSC	Elevated Storage Tank	0.1 MG	Multi-Leg Elevated	Welded Steel

Drainage Projects

Year	Client	Project Description
2025	City of Coleman	Drainage Channel Improvements
2024	City of Willow Park	Drainage Improvements Phase 2
2023	City of Azle	Broadway Drainage Improvements
2022	City of Willow Park	2022 Drainage Projects
2022	Texas Tech University	Parking and Drainage Improvements
2022	City of Willow Park	Stormwater Fee Studies
2022	Taylor County	Potosi Drainage Improvements
2022	City of Joshua	Veatch Street Drainage Improvements
2022	City of Snyder	Drainage Evaluation & Improvements
2022	City of Tuscola	Turner Lane Drainage Improvements
2022	City of Keene	Industrial Park Sign & Drainage Analysis
2022	City of Big Spring	Kentwood Addition Drainage Plan Review
2022	Rick and Holly Betenbough Residential Development	Drainage Analysis & Watershed Timing Evaluation – “Creekside Addition”
2022	Jim Ned Holdings Residential Development	Detention Pond Design & Hydraulic Routing – “Hills of Tuscola”
2022	Countryside Homes Residential Development	Regional Detention Pond Design & Hydraulic Routing – “Holloway Farms”



Pump Station & Tank Experience

NEW ELEVATED TANK | POTOSI WATER SUPPLY CORPORATION

Location: Potosi, Texas
 Date of Completion: 2023
 Construction Cost: \$2,421,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Administration
 Project Manager: Ken Martin, PE
 Design Engineer: Ken Martin, PE
 Electrical Engineer: Ed Wells, PE
 Const. Ad. Engineer: Luke Van Diest, PE

Project Description: Engineering design and construction administration for the installation of a new 0.5 MG composite, elevated storage tank



REFERENCE:
 Holly Casey, Manager
 (325) 529-3269

BUFFALO GAP ELEVATED TANK REHABILITATION | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: 2019
 Construction Cost: \$768,500

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/ Construction Admin.
 Project Manager: Kirt Harle, PE
 Design Engineer: Kirt Harle, PE



REFERENCE:
 City of Abilene
 Rodney Taylor, Director of Water Utilities
 (325) 676-6452

Project Description: Engineering design and construction administration for the rehabilitation of a 1.0 MG welded steel multi-legged elevated storage tank including structural repairs and recoating of interior and exterior of tank.



NEW STANDPIPE | CITY OF CARBON

Location: Carbon, Texas
 Date of Completion: 2024
 Construction Cost: \$545,112
 Funding Source: TWDB

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Tristan King, PE
 Design Engineer: Tristan King, PE



Project Description: Engineering design and construction administration for the construction of a new 0.105 MG welded steel standpipe, chloramine disinfection building and equipment, and a new SCADA system.

REFERENCE:
 City of Carbon
 Sylvia Gosnell, City Secretary
 (254) 631-1920

ELMDALE PUMP STATION | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: 2018
 Construction Cost: \$1,648,600

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Administration
 Project Manager: Kirt Harle, PE
 Design Engineer: Kirt Harle, PE



Project Description: Engineering design and construction administration for the installation of 9 MGD pump station and 500,000-gallon welded steel ground storage tank.

REFERENCE:
 City of Abilene
 Rodney Taylor, Director
 of Water Utilities
 (325) 676-6452



Drainage Experience

DRAINAGE CHANNEL IMPROVEMENTS | CITY OF COLEMAN

Location: Coleman, Texas
 Date of Completion: 2025 (in construction)
 Construction Budget: \$420,000
 Funding Source: TDA-CDBG



JM Project Team:
 Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Kirt Harle, PE/Emma Meek, PE
 Design Engineer: Emma Meek, PE

Project Description: Engineering design and construction administration for the reconstruction of the existing drainage channel along the west side of 5th Avenue as well as earthen channel improvements from Martin Street to 5th Avenue.

REFERENCE:
 City of Coleman
 Diana Lopez, City Manager
 (325) 625-5114

DRAINAGE IMPROVEMENTS PHASE I AND PHASE II | CITY OF WILLOW PARK

Location: Willow Park, Texas
 Phase I Construction Cost: \$731,035
 (Completed 2022)
 Phase II Construction Cost: \$1,018,595
 (Completed 2024)
 Funding Source: Local



JM Project Team
 Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Derek Turner, PE/Nic Kirk, PE
 Design Engineer: Derek Turner, PE/Nic Kirk, PE

Project Description: Phase I consisted of installing new 4'x8' and 3'x5' box culverts and channel improvements. Phase II consisted of installing new HDPE and RCP culverts and channel improvements.

REFERENCE:
 City of Willow Park
 Bryan Grimes, City Manager
 (806) 773-6116



Water Line and Distribution Experience

2ND PRESSURE PLANE SUPPLY LINES PHASE I AND PHASE II | CITY OF ABILENE

Location: Abilene, Texas
 Phase I Const. Cost: \$6,850,000 (Completed 2022)
 Phase II Const. Cost: \$11,620,000 (Completed 2023)

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Kirt Harle, PE
 Design Engineer: Kirt Harle, PE



Project Description: Engineering design and construction administration for the installation of approximately 40,000 linear feet (total for both phases) of 30" PVC water pipelines including all valves, fittings, water line connections, bore and encasement, pavement repair, and associated incidentals.

REFERENCE:
 City of Abilene
 Rodney Taylor,
 Director of Water Utilities
 (325) 676-6452

MAIN STREET WATER LINE REPLACEMENT | CITY OF AZLE

Location: Azle, Texas
 Date of Completion: 2019
 Construction Cost: \$1,144,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Derek Turner, PE
 Design Engineer: Derek Turner, PE



Project Description: Engineering design and construction administration for the installation of approximately 14,300 linear feet of 8" and 10" PVC water lines including all valves, fittings, water line connections, bore and encasement, pavement repair.

REFERENCE:
 City of Azle
 Rick White
 Public Services
 (817) 444-2541



WATER SYSTEM IMPROVEMENTS | CITY OF WILLOW PARK

Location: Willow Park, Texas
 Date of Completion: 2018
 Construction Cost: \$1,200,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Derek Turner, PE
 Design Engineer: Derek Turner, PE



Project Description: Engineering design and construction administration for the installation of approximately 24,000 linear feet of 6-inch PVC water line, bore & encasement, valves, fittings, meter connections, and incidentals.

REFERENCE:
 City of Willow Park
 Bryan Grimes
 City Administrator
 (806) 441-7108

AMBLER WATER LINE REPLACEMENT | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: 2017
 Construction Cost: \$1,900,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Ken Martin, PE
 Design Engineer: Ken Martin, PE



Project Description: Engineering design and construction administration for the installation of approximately 20,360 linear feet of 12" thru 1" water lines, valves, fittings, water line connections, service re-connections, bore & encasement, and incidentals.

REFERENCE:
 City of Abilene
 Rodney Taylor
 Director of Water Utilities
 (940)422-4051



Water Treatment Experience

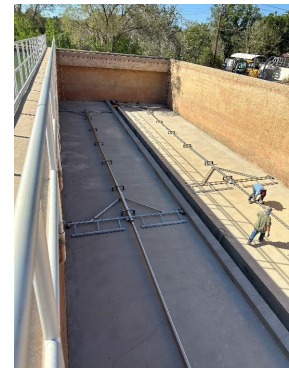
YEAR	CLIENT	PROJECT DESCRIPTION	WTP TYPE	POPULATION
MUNICIPALITIES				
2025	City of Abilene	Grimes WTP Improvements	Conventional	122,225
2025	City of Big Spring	WTP Improvements	Conventional	25,318
2024	City of Idalou	WTP Improvements	Aeration	2,129
2024	City of Bronte	New WTP	Microfiltration	948
2024	City of Snyder	WTP & WTP Improvements	Conventional	11,202
2023	City of Abilene	Grimes WTP Evaluation	Conventional	122,225
2022	City of Big Spring	WTP Evaluation	Conventional	25,318
2021	City of Gordon	WTP Improvements	Microfiltration	474
2021	City of Coleman	New WTP	Ultrafiltration	4,709
2021	City of Throckmorton	WTP Improvements	Conventional	828
2020	City of Wellman	WTP Improvements	Reverse Osmosis	225
2019	City of Coleman	WTP Evaluation	Ultrafiltration	4,709
2019	City of Gordon	WTP Improvements	Microfiltration	467
2019	City of Melvin	New WTP (Radium Removal)	Ion Exchange	148

WATER TREATMENT PLANT IMPROVEMENTS PHASE I AND PHASE II | CITY OF BIG SPRING

Location: Big Spring, Texas
 Date of Completion: Phase I: 2022
 Phase II: 2025
 Construction Cost: \$3,145,800

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Planning/Design/
 Construction Management
 Project Manager: Tristan King, PE
 Civil Engineer: Kirt Harle, PE/Tristan King, PE
 Electrical Engineer: Ed Wells, PE



REFERENCE:
 City of Big Spring
 Mr. John Medina
 Assistant City Manager
 (325) 264-2345

Project Description: Phase I consisted of an evaluation of the current sludge collection and dewatering system at the Roy C. Hester WTP. The evaluation consisted of a detailed analysis of each component of the sludge management system, identification of deficiencies, a life cycle assessment, cost-benefit analysis, and recommendations for improvements. Phase II consisted of replacing the existing sludge collection system in four sedimentation basins with a new vacuum system for sludge collection and rehabilitating the existing centrifuge for dewatering operations. Also included was a new equalization basin, sludge pumps, polymer feed improvements, SCADA improvements, yard piping, and incidentals.



GRIMES WATER TREATMENT PLANT IMPROVEMENTS PHASE I AND PHASE II | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: Phase I: 2023
 Phase II: 2025
 Construction Cost: \$451,900



JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Planning/Design/Construction Management/Permitting
 Project Manager: Emma Meek, PE
 Design Engineer: Kirt Harle, PE/Emma Meek, PE

REFERENCE:
 City of Abilene
 Mr. Robert Hanna
 City Manager
 (325) 676-6206

Project Description: Phase I consisted of a comprehensive evaluation of the Grimes WTP. The evaluation consisted of a detailed analysis of each component of the plant, identification of deficiencies, a life cycle assessment, cost-benefit analysis, and recommendations for improvements. Phase II consisted of rehabilitating two clarifiers and the existing backwash tank.

NEW ULTRAFILTRATION WATER TREATMENT PLANT | CITY OF COLEMAN

Location: Coleman, Texas
 Date of Completion: 2021
 Construction Cost: \$8,000,000



REFERENCE:
 City of Coleman
 Ms. Diana Lopez
 City Manager
 (325) 625-5114

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Planning/Design/Const. Management/Permitting
 Project Manager: Allen Phillips, PE
 Civil Engineer: Allen Phillips, PE
 MEP Engineer: Jeremy Dickson, PE
 Structural Engineer: Sam Hurley, PE
 Electrical Engineer: Ed Wells, PE
 Architect: Richard Flores, AIA



Project Description: 4.5 MGD Surface Water Treatment Plant Improvements The project included an evaluation of existing treatment efficiencies and alternatives for new treatment techniques. This project also included a pilot study of multiple membrane filtration vendors and construction of a 4.5 MGD membrane ultrafiltration system and new Water Treatment Plant. The project also included the construction of a new high service pump station as well as a new chemical storage facility.



Wastewater Treatment & Collection Experience

YEAR	CLIENT	PROJECT DESCRIPTION	POPULATION
2025	City of Alpine	WWTP Improvements	5,815
2025	City of Willow Park	New WWTP	5,650
2025	City of Snyder	WTP & WWTP Improvements	11,187
2024	City of Hawley	New Wastewater System	565
2024	City of Willow Park	East Bankhead Water & Sewer Extension	5,650
2024	City of Lone Oak	Wastewater Treatment Improvements	725
2024	City of Keene	Sewer Replacement	6,728
2024	City of Munday	WWTP Improvements	1,240
2024	City of Moran	WWTP Improvements	236
2024	City of Coleman	WWTP Evaluation	3,966
2023	City of Comanche	TWDB WWTP Improvements	4,294
2023	City of Merkel	WWTP Lagoon Aeration and Dredging	2,433
2023	City of Plainview	WWTP Evaluation	19,420
2022	City of Grand Saline	Wastewater Treatment Improvements	3,165
2022	City of Vernon	ARP WWTP Improvements	10,509
2022	City of Graford	Sewer System Improvements	706
2022	City of Alpine	WWTP Evaluation	5,815
2021	City of Vernon	TWDB CWSRF WWTP Improvements	10,509
2021	City of Dublin	TWDB Sewer System Improvements	3,435
2021	City of Grandview	Sewer Improvements	1,904
2021	City of Alpine	WWTP Improvements	5,815
2020	City of Ranger	WWTP Pond System	2,468
2020	City of Vernon	WWTP Improvements	10,509
2020	City of Goree	Sewer System Improvements	158
2019	City of Ralls	WWTP Improvements	1,639
2019	City of Big Spring	Sewer Line Replacement	25,318
2019	City of Colorado City	WWTP Facility Major Upgrade	4,146
2019	City of Abilene	Sanitary Sewer Overflow- Sewer Main & Manhole Rehabilitation	127,385
2019	City of Azle	Ash Avenue Sewer Replacement	13,956



Wastewater Treatment Experience

WASTEWATER TREATMENT PLANT IMPROVEMENTS PHASE I AND PHASE II | CITY OF ALPINE

Location: Alpine, Texas
 Ph I Construction Cost: \$784,000
 (Completed 2022)
 Ph II Construction Cost: \$1,760,000
 (Completed 2025)
 Funding Source: ARP/Local



JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Kirt Harle, PE/Andy Vecellio, PE
 Design Engineer: Kirt Harle, PE/Andy Vecellio, PE

REFERENCE:

City of Alpine
 Megan Antrim, City Manager
 (432) 837-3301

Project Description: Engineering design and construction administration for rehabilitation of the aeration basin, clarifiers, and drying beds.

WASTEWATER TREATMENT PLANT IMPROVEMENTS | CITY OF VERNON

Location: Vernon, Texas
 Date of Completion: 2019-2022
 Construction Cost: \$2,134,806
 Funding Source: Local



JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction
 Management/Permitting
 Project Manager: Allen Phillips, PE
 Design Engineer: Allen Phillips, PE



Project Description: Engineering design and construction administration of a 1.64 MGD wastewater facility. This project included the replacement of the existing head works with a new automatic bar screen and washer press. The project also included new grit pumps and grit removal system, oxidation ditch rotor replacement, and the installation of disc tertiary filters.

REFERENCE:

Darell Kennon, City Manager
 (940) 552-2581



WASTEWATER TREATMENT PLANT IMPROVEMENTS | CITY OF COLORADO CITY

Location: Colorado City, Texas
 Date of Completion: 2024
 Construction Cost: \$2,251,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction
 Management/Permitting
 Project Manager: Luke Van Diest, PE
 Design Engineer: Luke Van Diest, PE



Project Description: Engineering design and construction administration for the rehabilitation of a 1.8 MGD wastewater treatment plant. This project included the reconstruction of the headworks with a new automatic drum screen and grit processor, and also included sludge dredging for land application.

REFERENCE:

City of Colorado City
 Donna Madrid, City Manager
 (325) 728-3464

NEW WASTEWATER TREATMENT PLANT | CITY OF BAIRD

Location: Baird, Texas
 Date of Completion: 2018
 Construction Cost: \$ 2,860,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction
 Management/Permitting
 Project Manager: Allen Phillips, PE
 Design Engineer: Allen Phillips, PE



Project Description: Engineering design and construction administration of a 250,000 gpd facultative lagoon WWTP pond system.

REFERENCE:

City of Baird
 Lori Higgins, City Administrator
 (325) 854-1212



Wastewater Collection System Experience

NEW WASTEWATER SYSTEM | CITY OF HAWLEY

Location: Hawley, Texas
 Date of Completion: 2025 (in design)
 Construction Budget: \$5,600,000
 Funding Source: USDA

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/ Construction Admin.
 Project Manager: Tristan King, PE
 Design Engineer: Tristan King, PE



Project Description: Engineering design and construction administration for the construction of approximately 50,000 linear feet of 6", 8", and 10" gravity sewer lines, approximately 5,000 linear feet of 4" force main, 150 manholes, and a new lift station.

REFERENCE:
 City of Hawley
 Billy Richardson, Mayor
 (325) 537-9528

SEWER LINE REPLACEMENT | CITY OF COLEMAN

Location: Coleman, Texas
 Date of Completion: 2024
 Construction Cost: \$787,612.50
 Funding Source: ARP

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/ Construction Admin.
 Project Manager: Emma Meek, PE
 Design Engineer: Emma Meek, PE



Project Description: Engineering design and construction administration for the replacement of approximately 1,460 LF of 18" sanitary sewer line, 540 LF of 12" sanitary sewer line, 160 LF of 6" sanitary sewer line, two aerial creek crossings, manholes, connections and associated incidentals.

REFERENCE:
 City of Coleman
 Diana Lopez, City Manager
 (325)625-5114



SEWER SYSTEM IMPROVEMENTS | CITY OF GRAFORD

Location: Graford, Texas
 Date of Completion: 2022
 Construction Cost: \$425,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Derek Turner, PE
 Design Engineer: Derek Turner, PE



Project Description: Engineering design and construction administration for the installation of approximately 5,000 linear feet of 8" PVC sewer lines including all manholes, bore and encasement, pavement repair, and incidentals and lift station improvements.

REFERENCE:
 City of Graford
 Wylie Frances
 Public Works Director
 (940) 452-4338

SANITARY SEWER OVERFLOW INITIATIVE – SEWER MAIN AND MANHOLE REHABILITATION | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: 2019
 Construction Cost: \$960,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/ Construction Admin.
 Project Manager: Kirt Harle, PE
 Design Engineer: Kirt Harle, PE



Project Description: Engineering design and construction administration for the rehabilitation of approximately 7,500 linear feet of 6", 10", 18", and 21" sewer lines by CIPP and pipe bursting and rehabilitation of 40 manholes.

REFERENCE:
 City of Abilene
 Rodney Taylor, Director of
 Water Utilities
 (325) 676-6452



Paving and Street Experience

Each of the projects listed include the following services provided by **JACOB | MARTIN** personnel: all topographic and any boundary survey required, determination of all boundaries necessary for roadway right of way, all visible and located utilities, and encroachments. In some instances, right-of-way acquisitions and preparation of required platting was provided. **JACOB | MARTIN** prepared all construction plans with dimensional control layouts, paving plan and profiles, drainage plans, erosion control plans, and associated construction details. During the bidding and construction phases of these projects, **JACOB | MARTIN** provided construction administration and on-site inspection for construction completeness, verification of all pay requests, construction cost estimates, bidding of prepared construction plans, pre-construction and construction meetings, review of all shop drawings and all associated coordination. Additionally, materials testing services were provided by **JACOB | MARTIN** for all construction elements, including but not limited to subgrade preparation, road base installation and asphaltic hot-mix and/or concrete placement.

Year of Completion	Client	Project Description	Reference
2024	City of Stephenville	College Street Reconstruction (in Design)	Nick Williams, Dir. of Public Works
2024	City of De Leon	Gonzales Ave & Houston St. Reconstruction	David Denman, City Manager
2024	City of Smyer	CDBG Street Improvements	Joe Riddle, Mayor
2024	City of Abilene	Maple Street Improvements – Phase II	Robert Hanna, City Manager
2024	City of Paint Rock	CDBG Street Reconstruction (in Design)	Theresa Justice, City Secretary
2024	City of Abilene	Cypress Street Improvements (In Design)	Robert Hanna, City Manager
2024	City of Keene	Fairview Dr Reconstruction	Don Martin, Asst. City Manager
2024	City of Azle	Dunaway Reconstruction (in Design)	Rick White, Dir. Of Public Services
2023	City of Paducah	CDBG-TDA Street Improvements	Chris Pray, Mayor
2023	City of Blackwell	TDA Street Improvements	Laura Rozzlle, Mayor
2023	City of Abilene	Maple Street Improvements – Phase I	Robert Hanna, City Manager
2022	City of Big Spring	Seal Coat	John Medina, Asst. City Manager
2022	City of Azle	Ash Avenue Reconstruction	Rick White, Dir. Of Public Services
2022	City of Willow Park	Street Reconstruction	Bryan Grimes, City Manager
2022	Texas Tech University	Parking and Drainage Improvements	Don Roulain, Asst. Director Operations Division & Grounds Maintenance
2022	City of Abilene	Griffith Road Reconstruction	Robert Hanna, City Manager
2022	City of Grandview	4 th Street Reconstruction	Katherine Reading, City Manager
2021	City of Keene	CR316 Reconstruction	Don Martin, Asst. City Manager
2021	City of Big Spring	Seal Coat	John Medina, Asst. City Manager



CITY OF ABILENE | CYPRESS STREET IMPROVEMENTS

Location: Abilene, Texas
 Start Date: October 2023
 Date of Completion: April 2025
 Type of Construction: New Construction
 Design Budget: \$10,000,000
 Design Start/Finish: Oct 2022-Sep 2023



JM Project Team

Firm Role: Design/Construction Administration
 Project Format: Design / Bid / Build
 Project Managers: Tal Fillingim, PE (Civil)
 William R. Duncan, AIA, NCARB (Architectural)
 Architect: William R. Duncan, AIA, NCARB
 Civil Engineer: Tal Fillingim, PE
 Structural Engineer: Sam Hurley, PE

REFERENCE:
 Robert Hanna, City Manager
 325-676-6206

Project Description: Project is currently in design and will be a multi-phase/multi-year project to improve the walkability and pedestrian safety along the Cypress Street between the new conference center hotel and Everman Park. This improvement plan will change the vehicular circulation to a 2-way traffic pattern with a single lane in each direction with parallel parking along the edges of the traffic lane. This new traffic and parking pattern will slow vehicular traffic along Cypress and will allow the expansion of the pedestrian walk to allow for additional circulation width and enhanced landscaping. To further control traffic, mid-block elevated crosswalks will be provided as well as elevated intersections. These elevated intersections and crosswalks will slow traffic at the areas but also allow for improved pedestrian and handicap accessibility. Traffic lights will be removed at the intersections and replaced with 3-way stop signs as the cross traffic will remain the current 1-way traffic pattern. Enhanced and decorative paving types will be used at intersections as well as similar concepts for the concrete sidewalks. Improvements include all drainage improvements, street parking, sidewalks, street lighting, catenary lighting system, landscaping, gateway monuments, pedestrian wayfinding, and sound system improvements along the Cypress Street corridor.





SOUTH DOWNTOWN PAVING IMPROVEMENTS - PHASE I | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: Ongoing
 Original Budget: \$1,200,000
 Construction Cost: \$800,237

JM Project Team

Firm's Role: Design/Construction Admin.
 Project Manager: Tal Fillingim, PE
 Design Engineer: Roy Wright, PE
 Survey Team Lead: Mark Brown, RPLS
 Materials Testing: Barry Fowlkes, PE



City of Abilene

Robert Hanna | City Manager
 325.676.6206 | robert.hanna@abilenetx.gov

GRIFFITH ROAD RECONSTRUCTION | CITY OF ABILENE



Location: Abilene, Texas
 Date of Completion: 2022
 Original Budget: \$1,334,196
 Construction Cost: \$1,341,572

JM Project Team

Firm's Role: Design/Construction Admin.
 Project Manager: Clayton Farrow, PE
 Design Engineer: Clayton Farrow, PE
 Survey Team Lead: Lee Rosenbaum, RPLS
 Materials Testing: Barry Fowlkes, PE

ASH AVENUE STREET IMPROVEMENTS | CITY OF AZLE



Location: Azle, Texas
 Date of Completion: 2020
 Original Budget: \$2,000,000
 Construction Cost: \$2,100,000

JM Project Team

Firm's Role: Design/Construction Admin.
 Project Manager: Derek Turner, PE
 Survey Team Lead: Mark Brown, RPLS
 Materials Testing: Barry Fowlkes, PE

City of Azle

Rick White | Director of Public Services
 817.444.3851 | rwhite@cityofazle.org



Sidewalk Projects

Year Completed	Client	Project Description
2024	City of Dublin	Sidewalk Improvements
2024	City of De Leon	DRP Sidewalk & Street Improvements
2024	City of Hico	DRP Sidewalk & Lighting Improvements
2024	City of Throckmorton	DRP Sidewalk Improvements
2023	City of Strawn	DRP Sidewalk Improvements
2022	City of Coleman	DRP Sidewalk Improvements – Phase II
2021	City of Post	DRP Sidewalk & Lighting Improvements
2021	City of Mineral Wells	DRP Sidewalk & Lighting Improvements
2020	City of Stephenville	DRP Sidewalk Improvements
2020	City of Grandview	DRP Parking, Sidewalk, & Lighting Improvements
2019	City of Goldthwaite	DRP Sidewalk Improvements
2018	City of Abilene	Sidewalk Capital Plan – Phase I
2018	City of Coleman	DRP Sidewalk Improvements
2015	City of Goldthwaite	Fourth Street Sidewalk Improvements
2014	City of San Saba	Lighting Improvements - TxDot
2012	City of San Saba	Sidewalk and Lighting Improvements
2011	City of Goldthwaite	Fisher Street Sidewalk Improvements
2010	City of Seymour	DRP Sidewalk Improvements

SIDEWALK **AND** LIGHTING IMPROVEMENTS - DRP | CITY OF POST

Location: Post, Texas
Date of Completion: 2021
Original Budget: \$ 344,000
Construction Cost: \$ 326,000
Project Format: Design/Bid/Build
Firm's Role: Design
Project Manager: Allen Phillips, PE
Design Engineer: Allen Phillips, PE



Project Description: Engineering design and construction administration for the installation of four blocks of concrete sidewalk reconstruction in downtown Post. The project included, curb and gutter, steps, and sidewalk ramps along the sidewalk as well as handicap accessible ramps, handrails, and 16 light poles.

REFERENCE:
 Mr. Rhett Parker, City Manager
 806-495-2811



Sidewalk Experience

SIDEWALK CAPITAL PLAN - PHASE I | CITY OF ABILENE

Location: Abilene, Texas
 Date of Completion: 2018
 Original Budget: \$ 731,000
 Construction Cost: \$ 492,000

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Tal Fillingim, PE
 Design Engineer: Tal Fillingim, PE



Project Description: Engineering design and construction administration for the installation of 11,000 LF of concrete sidewalks, including sidewalk ramps, drive way repairs, and retaining walls

REFERENCE:

City of Abilene
 Zack Rainbow
 Assistant Director of Planning Services
 (325) 676-6234

SIDEWALK IMPROVEMENTS - DRP | CITY OF GOLDTHWAITE

Location: Goldthwaite, Texas
 Date of Completion: 2019
 Original Budget: \$ 226,100
 Construction Cost: \$ 220,910

JM Project Team

Project Format: Design/Bid/Build
 Firm's Role: Design/Construction Admin.
 Project Manager: Kirt Harle, PE
 Design Engineer: Cory Higgins, PE



Project Description: Engineering design and construction administration of 600 SY of concrete sidewalk reconstruction, including ramps, curb and gutter, and street lighting

REFERENCE:

City of Goldthwaite
 Rob Lindsey, City Manager
 325-648-3186



INTEGRITY
EXCELLENCE
TRUST

Section 5: Additional Information



3465 Curry Lane
Abilene, TX 79606
325.695.1070

908 S. Main Street, Suite 100
Boerne, TX 78006
325.695.1070

4920 S. Loop 289, Suite 106
Lubbock, TX 79414
806.368.6375

1925 Fort Worth Highway
Weatherford, TX 76086
817.594.9880



Client References

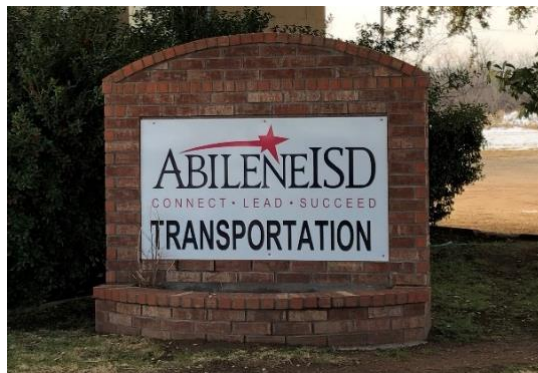
Client	Contact	Phone/Email
City of Abilene	Mr. Robert Hanna City Manager	325-676-6201 robert.hanna@abilenetx.gov
City of Big Spring	Mr. John Medina Assistant City Manager	432-264-2345 jmedina@mybigspring.com
City of Graham	Mr. Eric Garretty City Manager	940-549-3324 egarretty@grahamtexas.net
City of Cross Plains	Ms. Debbie Gosnell City Administrator	254-725-6114 deb@crossplains.org
City of Snyder	Mr. Eli Torres City Manager	325-573-4957 etorres@ci.snyder.tx.us
City of Coleman	Ms. Diana Lopez City Manager	325-625-5114 diana.lopez@cityofcolemantx.us
City of San Saba	Mr. Scott Edmonson City Manager	325-372-5144 citymanager@centex.net
City of Early	Mr. Tony Aaron City Administrator	325-643-5451 taaron@earlytx.net
City of Goldthwaite	Mr. Rob Lindsey City Manager	325-648-3186 citymgr@centex.net
City of Willow Park	Mr. Bryan Grimes City Manager	806-773-6116 bgrimes@willowpark.org
City of Azle	Mr. Rick White Public Services Director	817-444-2541 rwhite@cityofazle.org
City of Dublin	Mr. Bobby Mendez City Manager	817-914-7096 bmendez@ci.dublin.tx.us
City of Idalou	Ms. Suzette Williams City Administrator	806-892-2531 swilliams@cityofidalou.com
City of Post	Mr. Rhett Parker City Manager	806-495-2811 rparker@postgarza.net
City of Ropesville	Ms. Brenda Rabel Mayor	806-562-3531 mayor@cityofropesville.com
Ft. Griffin SUD	Mr. Mark Gardenhire Manager	325-762-2575 markg@fortgriffinsud.net
SUN WSC	Ms. Molly Bryant Office Manager	325-668-8082 sunwsc@windstream.net
Potosi WSC	Ms. Holly Casey Manager	325-928-5406 potosiws@taylortel.net



Materials Testing and Engineering

PROJECT EXAMPLE: TRANSPORTATION MAINTENANCE YARD PAVING IMPROVEMENTS | ABILENE ISD

Location:	Abilene, Texas
Start Date:	July 2020
Date of Completion:	October 2020
Budget:	\$ 750,000
Type of Construction:	Pavement Rehabilitation
Design Start/Finish:	April 2020 - June 2020
JM Project Team:	
Project Format:	Competitive Sealed Proposal
Project Manager:	Tal Fillingim, P.E.
Project Designer:	Tal Fillingim, P.E.



Project Description: Project consisted of pavement improvements for Abilene ISD Transportation Maintenance Yard which houses all the district buses and passenger vehicles. The scope included pavement rehabilitation utilizing pulverizing and cement stabilizing existing base and recycled asphalt pavement with a Hotmix

asphalt overlay. The project also included a small amount of concrete paving at drive entrances as well as several concrete valley gutters and improving existing drainage conveyance structures.

Scope of Services Provided on Example Projects

SOILS:

- Field Sampling
- Atterberg Limits
- Sieve Analysis
- Developed Moisture Density Curves
- Field Compaction Tests of the soils

CONCRETE:

- Sampling Freshly Mix Concrete
- Temperature of Concrete
- Slump Test of Concrete
- Entrained Air Content of Concrete
- Made and Cured Concrete Test Specimens
- Tested Compressive Strength Concrete Specimens



ASPHALT PAVING:

- Sampling Hot Mix Pavement
- Rice Theoretical Specific Gravity of HMA
- Established Roller Patterns for HMA using Nuclear Density Gauge
- Drilled core samples
- Laboratory Density of Compacted HMA samples



Certifications

Barry Fowlkes, PE, CT, SET

- Registered Professional Engineer in Texas
- Certified Engineering Technologist, CT
- Certified Senior Engineering Technician, SET, Level IV, Asphalt, Concrete, Soils



Employee	Certification	Issuing Agency
NICET		
Barry Fowlkes, PE	Certified Engineering Technologist in Civil Engineering, C.T.	NICET
Barry Fowlkes, PE	Certified Senior Engineering Technician, Level IV Asphalt	NICET
Barry Fowlkes, PE	Certified Senior Engineering Technician, Level IV Concrete	NICET
Barry Fowlkes, PE	Certified Senior Engineering Technician, Level IV Soils	NICET
American Concrete Institute		
Blake Steen	ACI Concrete Strength Testing Technician	ACI
Steve Romero	ACI Concrete Strength Testing Technician	ACI
Blake Steen	Concrete Field Testing Technician – Grade 1	ACI
Blas Hernandez	Concrete Field Testing Technician – Grade 1	ACI
Steve Romero	Concrete Field Testing Technician – Grade 1	ACI
Chase Mann	Concrete Field Testing Technician – Grade 1	ACI
Coleton Davis	Concrete Field Testing Technician – Grade 1	ACI
Edward Layne	Concrete Field Testing Technician – Grade 1	ACI
Landon Jones	Concrete Field Testing Technician – Grade 1	ACI
Nuclear Density/Moisture Gauge		
Barry Fowlkes, PE	Nuclear Gauge Radiation Safety Officer Training	Component Sales
Barry Fowlkes, PE	Nuclear Gauge Safety Certification	Component Sales
Blake Steen	Nuclear Gauge Safety Certification	Troxler
Steve Romero	Nuclear Gauge Safety Certification	Troxler
Blas Hernandez	Nuclear Gauge Safety Certification	Troxler
Chase Mann	Nuclear Gauge Safety Certification	Troxler
Coleton Davis	Nuclear Gauge Safety Certification	Troxler
Edward Layne	Nuclear Gauge Safety Certification	Troxler
Landon Jones	Nuclear Gauge Safety Certification	Troxler
Hazmat Certifications		
Barry Fowlkes, PE	Hazmat Certification	Component Sales
Blake Steen	Hazmat Certification	Troxler
Steve Romero	Hazmat Certification	Troxler
Blas Hernandez	Hazmat Certification	Troxler
Chase Mann	Hazmat Certification	Troxler
Landon Jones	Hazmat Certification	Troxler
Edward Layne	Hazmat Certification	Troxler
Coleton Davis	Hazmat Certification	Troxler
Texas Hot Mix Asphaltic Concrete Pavement Association		
Coleton Davis	Level 1A HMA Plant Specialist Certification	TxAPA
Coleton Davis	Level 1B HMA Roadway Specialist Certification	TxAPA
Chase Mann	Level 1A HMA Plant Specialist Certification	TxAPA
Chase Mann	Level 1B HMA Roadway Specialist Certification	TxAPA



Current Certification of TxCDBG Project Implementation Training

JACOB | **MARTIN** holds multiple current certificates for employees who passed the Certified Administrator Test on October 2, 2024. This certification is valid for one year.

Katy Stryker, Project Coordinator

Kelli Wilcox, Contract Document Specialist

Abigayle VanCleave, Contract Document Specialist



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) **Item 9.**
11/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Arthur J Gallagher Risk Management Services, LLC 3005 S Treadaway Blvd Abilene TX 79602	CONTACT NAME: PHONE (A/C. No. Ext): 325-437-6916		FAX (A/C. No):
	E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE			NAIC #
INSURER A : Acuity, A mutual Insurance Company			14184
INSURER B : Texas Mutual Insurance Company			22945
INSURER C : Pacific Insurance Company, Limited			10046
INSURER D :			
INSURER E :			
INSURER F :			

COVERAGES **CERTIFICATE NUMBER: 231091650** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CG2033R (06/13) <input checked="" type="checkbox"/> CG2010F (04/13) GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	ZH3603	12/1/2024	12/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	ZH3603	12/1/2024	12/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	ZH3603	12/1/2024	12/1/2025	EACH OCCURRENCE \$ 7,000,000 AGGREGATE \$ 7,000,000 \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	0001185875	12/1/2024	12/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			83 OH 0557325-24	8/8/2024	8/8/2025	Per Claim \$2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER FOR INFORMATION ONLY	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



JACOB & MARTIN LTD

Unique Entity ID CTY8LEQ1XA15	CAGE / NCAGE 5TYQ2	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Feb 26, 2025	
Physical Address 3465 Curry LN Abilene, Texas 79606-8217 United States	Mailing Address 3465 Curry Lane Abilene, Texas 79606-8217 United States	


Certification Regarding Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Jacob & Martin, LLC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.



 Signature of Contractor's Authorized Official

Kirt Harle, PE - Senior Principal Engineer
 Printed Name and Title of Contractor's Authorized Official

01/22/2025

 Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY	
Date Received	

1 Name of vendor who has a business relationship with local governmental entity.

N/A

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No


B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7



Signature of vendor doing business with the governmental entity

01/22/2025

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:
 - (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
 - (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or
- (2) the date the vendor becomes aware:
 - (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
 - (B) that the vendor has given one or more gifts described by Subsection (a); or
 - (C) of a family relationship with a local government officer.

STATEMENT OF QUALIFICATIONS

CITY OF BRECKENRIDGE

REQUEST FOR QUALIFICATIONS FOR ENGINEERING FOR TXCDBG PROJECT

JANUARY 23, 2025



Enprotec | **Hibbs & Todd**

Abilene | Lubbock | Granbury

PE Firm Registration No. 1151

PG Firm Registration No. 50103

RPLS Firm Registration No. 10011900

Corporate Headquarters

402 Cedar Street

Abilene, Texas 79601

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January 23, 2025

City of Breckenridge
Attn: Cynthia Northrop
City Manager
105 N. Rose Ave.
Breckenridge, Texas 76424
cnorthrop@breckenridgetx.gov

Re: Request for Qualifications for Engineering Services TxCDBG Project

Dear Ms. Northrop:

Enprotec / Hibbs & Todd, Inc. (eHT) is pleased to submit the qualifications of our firm to the City of Breckenridge (City) for consideration to provide professional engineering services for the TxCDBG project. We are committed to providing the City with the highest quality of professional services and consulting for this important and timely project.

Our Abilene, Granbury and Lubbock offices are staffed with highly-skilled engineers, scientists, surveyors, construction management personnel and technicians that stand ready to work on this project. Further, you will be personally taken care of by principals of our firm. We have provided engineering and scientific services to numerous entities and municipalities in the region over the past 35 years, and our company is well staffed to handle your project.

We feel that our firm is best suited to assist the City. Should additional information be desired, please don't hesitate to contact me.

Sincerely,
Enprotec / Hibbs & Todd, Inc.

A handwritten signature in blue ink that reads 'Sage Diller'.

Sage Diller, PE
Vice President



TABLE OF CONTENTS

Profile

- About eHT
- Client Vision Statement
- Funding Objectives & Sources
- Company Principals
- eHT Services

Experience

- Funded Project Experience
- Relevant Experience

Capacity to Perform

- Organizational Chart
- Team Experience
- Key Personnel

Work Performance

- Regional Funded Projects
- Ability to Meet Schedules
- Community Service Projects
- Federally Funded Construction Projects
- Cost Control
- Permitting & Regulatory Compliance
- Labor Resources
- Quality of Work
- Project Approach

Appendix

- Insurance
- Affirmative Action
- Registration
- System for Award Management
- Certification Regarding Lobbying
- Conflict of Interest Questionnaire

PROFILE

About eHT

Enprotec / Hibbs & Todd, Inc. (eHT) is a civil, municipal, environmental and geotechnical engineering firm with offices in Abilene, Granbury and Lubbock in the State of Texas. Our staff consists of engineers, surveyors, geologists, scientists, construction material lab technicians and field operations professionals.

Our success is based on enduring partnerships with our clients. eHT professionals bring a solid foundation of expertise and innovation to each client's project.

Client Vision Statement

Our goal is to be an organization where we attract clients with whom we can create enduring relationships. We want our clients to feel that we care about them personally and to view our people as being knowledgeable (experts) and honest. We desire to be a "user-friendly" company, providing clear, informative communication and quality work. We define product quality as timely, accurate and complete work. We define service quality as being dependable, trustworthy and confident in our work.

eHT is a forward-thinking and progressive team of engineers and scientists with deep industry expertise, knowledge and resources. We understand the importance of being a consulting firm that clients can depend on for knowledge and expertise.

More than 80% of our business comes from repeat clients. We feel that in order to take care of our clients, we must learn their business. We realize that we are working for you, and for the citizens you serve as well.

We are in the business of improving community infrastructure while creating sustainable development and preserving some of our most prized natural resources. In essence, we offer engineering solutions with a view for tomorrow.

With offices serving Texas, our resources are strategically located to meet our clients' need for personal and reliable service. Each of our offices has a unique set of skill sets that complement each other. We have helped our clients place the past behind them, manage the present and plan for a profitable future. Our diverse staff of professionals is one of our greatest assets. Our people care about their work and their relationships with clients. From planning to completion, each project is personally handled by people who know our clients and their businesses. Our staff of engineers and professionals provides clients with practical, cost-effective engineering solutions.



Resources

High Senior Staff Interaction

Regional Texas Offices

Diverse Expertise Across Texas

Low Overhead

Engineering-Science-Operations Mix

System Operators on Staff

Emphasis on Relationships

Regulatory Agency Relationships

Funding Agency Relationships

Client Commitment

Experienced Attention to Project Needs and Goals

Partnership, Advocacy and Planning

Client Benefits

Appropriate Attention to Project Needs and Goals

Higher Personal Interaction and Responsiveness

Solid Advice to Clients on Infrastructure Issues

Efficient and Effective Design and Construction

User-Friendly Engineering Design

Efficient and Effective Funding Agency Coordination

Our experience with mid-sized clients provides a customized approach – ONE SIZE DOES NOT FIT ALL!

**WE ARE IN THE BUSINESS OF IMPROVING
COMMUNITY INFRASTRUCTURE WHILE
CREATING SUSTAINABLE DEVELOPMENT
AND PRESERVING SOME OF OUR
MOST PRIZED NATURAL RESOURCES.
IN ESSENCE, WE OFFER ENGINEERING
SOLUTIONS WITH A VIEW FOR
TOMORROW.**

Funding Objectives and Sources

Engineering and construction services funded under the Texas Department of Agriculture (TDA) can improve, modernize and expand local resources enabling entities to accommodate current and future needs of the community. eHT has extensive experience with TDA-funded projects and processes. You can rely on our services to assist in the application process and you can rely on our expertise to deliver sound engineering projects. Our project team has a long-term record of experience with state and federal funding agency requirements to manage projects without unnecessary delays. An important aspect of working with local governments is understanding the funding mechanisms and programs. eHT has been involved over the past 30 years in helping municipalities and counties obtain the necessary funding they need for their public works projects.

We have experience with the following programs and agencies:

- Texas Department of Agriculture (TDA): Community Development Fund (CD), Community Development Block Grant (CDBG), Texas Capital Fund (TCF), Colonia Planning Fund (CPF), Colonia Construction Fund (CFC), Colonia Economically Distressed Areas Program (CEDAP), Planning and Capacity Building Fund (PCB), Disaster Relief Fund (DR), Urgent Need (UN), Small Towns Environment Program (STEP), Renewable Energy Demonstration Pilot Program (REDPP), American Recovery & Reinvestment Act (ARRA), Disaster Recovery, Renewable Energy
- Texas Water Development Board (TWDB): Economically Distressed Areas Program (EDAP), Drinking Water State Revolving Fund (DWSRF), Clean Water State Revolving Fund (CWSRF), Rural Water Assistance Fund, Water Infrastructure Fund, State Participation Program-Regional Water and Wastewater Facilities, Regional Facility Planning Grant Program, Texas Water Development Fund (DFund)
- USDA Rural Development (RD)
- Economic Development Administration (EDA)
- North American Development Bank (NADBank)
- South Texas Development Council (STDC)
- Texas Department of Transportation (TxDOT)
- Texas Parks and Wildlife Department (TPWD)

Company Principals

Scott F. Hibbs, PE, CEO	Jordan S. Hibbs, PE, President
Keith P. Kindle, PE, VP	Brad Evans, CPA, CFO
Scott Yungblut, PE, VP	Sage Diller, PE, VP
Chris S. Hay, PE, VP	Colden S. Rich, VP

eHT Services

General Civil

Street, Paving, Grading and Drainage Design
Land Development
Stormwater Management
Park and Trail Design
Municipal Pool Design
Athletic Facilities
Downtown Revitalization and Sidewalk Improvements

Construction Management and Inspection

Construction Administration and Management
Peer Review
Bidding Support
Start-up Support
Construction Support
Resident Construction Inspection

Water Resources

Water Supply Planning
Development of Water Supplies
Water Transmission / Distribution
Water Treatment
Elevated / Ground Storage
Pump Station Design and Improvements

Wastewater Services

Wastewater Treatment
Wastewater Collection and Transmission
Reclaimed Water
Wastewater Master Planning

Assessment Services

Monitoring Programs
Feasibility Studies
Risk-Based Assessments
TRRP Assessments
Air Quality Sampling
Water and Soil Sampling
Subsurface and Groundwater Assessments
Phase I and II Transaction Assessments
Indoor Air Quality Assessments
Pollution Prevention

Regulatory Compliance

Process Safety Management
Risk Management Plans
Compliance Audits
Sara Title III Compliance
Regulatory Agency Interface
NEPA Environmental Documents

Remediation Services

Corrective Action Plans
 Feasibility Studies
 Pilot Tests
 Groundwater Recovery
 Implementation of Remedial Technologies such as Vapor Extraction, Bioremediation, Soil Venting, Air Sparging
 Water, Soil and Air Treatment
 Plume Stability Monitoring
 Closure Plans

Geotechnical Engineering

Subsurface Explorations - Borings
 Soil Property Evaluations
 Foundation Recommendations
 Pavement Recommendations
 Roadway and Parking Lot Upgrades

Solid / Hazardous Waste

Landfill Design and Permitting
 Solid Waste Planning
 Landfill Construction Quality Control and Assurance
 Soil Liner Evaluations, Inspections and Reports
 Landfill Closure / Post Closure Monitoring
 Hazardous Waste Management Plans
 RCRA Facility Permitting
 TSD Facility Audits
 Air Quality Sampling
 Water and Soil Sampling
 Aquifer Testing
 Soil Vapor Surveys
 Subsurface and Groundwater Assessments

Permitting

Domestic Wastewater Permitting
 Industrial Wastewater Permitting
 Air Permitting
 Solid / Hazardous Waste Permitting
 Development of CT Studies for Potable WTPs

Pollution Prevention Services

Recycling and Resource Recovery
 Waste Stream Reduction and Alternatives
 Stormwater Management
 Pollution Prevention Plans
 Spill Prevention Control and Countermeasure Plans

Mold Consulting

Sampling and Testing
 Mold Inspection and Assessment
 Mold Remediation Plans

Surveying Services

Boundary, Topographic, Route, ALTA/ACSM, Plats/Maps

Contract Operations

Surface and Groundwater Treatment Plant Operations
 Wastewater Treatment Plant Operations
 Water Distribution System Flushing Programs
 Public Water System Tank Inspections
 Monthly, Quarterly and Annual Monitoring and Reports
 Collection and Analysis of Compliance Samples
 Organizing and Digitizing Plant Information
 Optimizing and Troubleshooting Chloramine Residuals
 Identifying and Resolving System and Water Quality Issues
 Monitoring Plans, Laboratory Approval and NAPs
 Water and Wastewater Facilities Startup and Commissioning
 Production of Operations and Maintenance Manuals
 Response Measures to TCEQ Issued Violations
 Alternative Capacity Requirements for Public Water Systems
 Water Conservation and Drought Contingency Plans and Annual Water Conservation Reporting
 Risk Management Plans (RMP) and RMP Training
 Emergency Response Plans

Asbestos Consulting

Building / Facility Surveys
 Condition Assessments
 Bulk Sample Collection
 Preparation of Operation and Maintenance Programs
 Asbestos Abatement Project Design & Specifications
 Asbestos Abatement Contractor Bid Evaluation
 Abatement Monitoring and Administration
 Hazard Awareness Training and Consulting
 OSHA Compliance Consulting
 AHERA Compliance Consulting
 NESHAP Compliance Consulting

Construction Materials Testing

Material Sampling
 Concrete Mix Design
 Concrete Cylinders and Beams
 Slump Testing
 Air Content Testing
 Plant Inspection
 Moisture Contents
 Atterberg Limits Testing
 Sieve Analysis
 Specific Gravity and Absorption
 Proctor Information
 Field Density Testing
 Core Sampling
 Wet Ball Mill Testing
 Soundness Testing
 Abrasion Testing
 CBR Testing
 Hot Mix Design

EXPERIENCE Experience with Federal and Grant Programs Past 10 Years

City of Abilene	2018 TWDB Water Meter Replacement
Acton MUD	2022 TWDB Wastewater Treatment Plant #1 2022 TWDB Wastewater Treatment Plant #2
City of Alamo	2022 TWDB Wastewater Treatment Plant
City of Albany	2023 TWDB Water System Improvements 2023 CDBG Street Improvements
Arimak WSC	2023 TWDB Water System Improvements
City of Ballinger	2022 ARPA Water Meter Replacement 2021 CDBG Paving Improvements
City of Beeville	2018 TWDB WTP Improvements
City of Big Lake	2022 ARPA Water System Improvements 2021 CDBG Water Line Improvements 2017 CDBG Water System Improvements
City of Blanket	2022 CDBG Water System Improvements
City of Brady	2022 TWDB and EDAP Radium Reduction Project
City of Breckenridge	2023 CDBG Downtown Revitalization Project 2022 TWDB Water System Improvements 2022 ARPA Water Meters and Lift Station 2021 TWDB Wastewater Improvements 2016 TWDB Wastewater Treatment Plant 2015 TWDB Water Treatment Plant
City of Brownfield	2018 TDA Downtown Revitalization Project
City of Brownwood	2023 CDBG Water and Sewer Improvements
City of Cisco	2022 TWDB WWTP Improvements 2018 TWDB Water Treatment Plant 2018 CDBG Paving Improvements 2017 FEMA HGMP Emergency Sirens 2016 TWDB Water Treatment Plant
City of Coahoma	2022 USDA RD Wastewater Improvements 2020 CDBG Wastewater Treatment Plant Imp.
Corix Utilities - Lometa	2023 TWDB Lometa Water Treatment Plant
Crockett County WCID1	2016 CDBG Sewer Line Improvements
City of Eden	2023 TWDB Water System Improvements 2020 CDBG Water Line Improvements 2019 USDA RD Water and Wastewater System 2015 CDBG Water Line Replacement
City of Eastland	2022 TWDB FIF Flood Study 2021 GLO Flood Mitigation Improvements 2018 TWDB Water System Improvements 2017 CDBG WWTP Improvements 2016 TWDB Wastewater Treatment Plant
Eastland County (ECWSD)	2021 GLO Flood Mitigation Improvements 2019 TWDB Water System Improvements 2017 CDBG Water Lines
City of Evant	2016 CDBG Water System Improvements
Fisher County	2021 CDBG Water Line Improvements
City of Glen Rose	2020 CDBG Street and Drainage Improvements 2018 TWDB Collection System Improvements 2016 CDBG Water System Improvements
City of Granbury	2022 CDBG Drainage Improvements 2021 ARPA Lift Station Improvements 2018 TWDB Water Treatment Plant Expansion 2018 TWDB Wastewater Treatment Plant 2017 TWDB Water System Improvements 2016 TWDB Meter Replacement Project 2016 TCF Water System Improvements
Hawley WSC	2016 CDBG Water System Improvements
Hood County	2021 CDBG Pump Systems 2015 CDBG Sewer System Improvements
Johnson County SUD	2019 TWDB Water System Improvements
Jones County	2016 CDBG Water System Improvements
Lake Alan Henry Water District	2023 USDA RD Water System Improvements

City of Leakey	2024 CDBG Downtown Sidewalk Improvements 2023 CDBG System Improvements
City of Loraine	2021 CDBG Water System Improvements 2021 CDBG Comprehensive Plan 2017 CDBG Water System Improvements
City of Malone	2015 TWDB Water System Improvements
City of Mason	2023 CDBG Wastewater System Improvements 2017 TWDB Water Treatment Project
City of Mertzton	2023 TWDB Water Treatment Improvements 2022 TWDB Wastewater Improvements 2016 CDBG Water and WW Improvements
City of Mineral Wells	2017 CDBG Water System Improvements
Mullin ISD	2022 TWDB Water System Improvements
City of New Deal	2019 CDBG Water System Improvements 2018 TWDB Water System Improvements
City of Paducah	2020 TWDB Water System Improvements
Parker County SUD	2023 TWDB Water Treatment Plant 2022 TWDB Water System Improvements
Town of Pecos City	2019 TWDB Wastewater System Improvements
Pecos County	2017 CDBG Water Transmission Line 2014 CDBG Water System Improvements
Reagan County	2022 TxDOT Street Improvements 2021 TxDOT Street Improvements 2020 TxDOT Street Improvements 2016 TxDOT Street Improvements
City of Robert Lee	2022 ARPA Project
City of Roma	2022 TWDB Wastewater Treatment Plant 2020 CDBG Paving Improvements 2017 CDBG Paving Improvements 2015 TWDB Regional Water System
Rolling Shores Water	2022 TWDB/FEMA Water System Improvements
City of Roscoe	2021 ARPA Water System Improvements 2019 TWDB Water Distribution Improvements 2016 TWDB Wastewater Collection System
Rowena WSC	2023 TWDB Water System Improvements
City of San Angelo	2019 TWDB Groundwater Supply Project
City of Santa Anna	2022 ARPA Wastewater Improvements 2019 CDBG Wastewater System Improvements
Scurry County	2016 TxDOT Street Improvements
City of Seminole	2022 ARPA System Improvements 2022 CDBG Drainage Improvements
City of Slaton	2024 CDBG Drainage Improvements
City of Smyer	2022 USDA RD Application
City of Sonora	2022 ARPA Sewer System Improvements
City of Spur	2019 CDBG Water and Sewer Improvements
City of Stamford	2023 CDBG Downtown Revitalization Project 2023 CDBG Water System Improvements 2016 TWDB Water System Improvements
Sutton County	2020 CDBG Wastewater Improvements
City of Sweetwater	2022 APRA Emergency Generator 2020 TWDB Water System Improvements 2020 TWDB Wastewater System Improvements 2018 CDBG Water Line Replacement 2016 TWDB Water System Improvements
City of Texico	2017 CDBG Wastewater System Improvements
City of Tye	2022 CDBG Water System Improvements
ULRMWD	2022 TWDB Water System Improvements
Westbound WSC	2023 TWDB Water System Improvements

City of Breckenridge Experience

ARPA Water and Wastewater System Improvements

eHT provided project management for a water and wastewater improvement project utilizing ARPA funds which included AMR meter replacement and AMI meter replacement project, as well as lift station rehabilitation that included the retrofit of lift station 4 from a self-priming pump configuration to a submersible pump configuration and the replacement of existing self-priming pumps at lift station 4.

TXDOT US 183 North Sewer Relocation

The City of Breckenridge (City) contracted with eHT to provide project management, design, and construction administration for the replacement of all existing sewer lines within the TxDOT right-of-way in preparation for the planned rehabilitation for US 183 North from the City's downtown area to north of the City Limits. The project included approximately 5,000 linear feet of 4-inch thru 15-inch SDR-26 PVC gravity sewer main along with steel encasement, manholes, service laterals and pavement replacement. The City contracted a utility contractor to construct the improvements and was reimbursed by TxDOT once complete. eHT coordinated with the TxDOT Brownwood District on behalf of the city from beginning to end. The project provided approximately \$1.4 million of improvements.

Drainage, Paving and Utilities Improvements

eHT provided project management, design, bid phase services, funding application support and construction administration services for this multi-faceted USDA-RD Parks Street project for the City of Breckenridge. The project included roadway rehabilitation including roadway excavation, new base material, grading, compaction, new hot mix asphalt and concrete pavement and new concrete curb and gutter. A storm drainage system was installed that includes curb inlets, grate inlets, pipe, junction boxes and outfalls. The project included the installation of new water lines and sewer lines in all areas of the paving project. 4,065 linear feet of 4-inch, 3,265 linear feet of 6-inch, 4,005 linear feet of 8-inch and 170 linear feet of 12-inch water lines were installed, as well as 1,050 linear feet of 6-inch, 555 linear feet of 8-inch and 5,750 linear feet of 10-inch sewer line. New driveway approaches and tie-ins to adjoining streets with 4,310 square yards of sidewalk replacement was also included in the project. The project was funded through United States Department of Agriculture (USDA) Rural Development (RD) funding. The project included a Traffic Control Plan and Stormwater Pollution Prevention Plan.

TXDOT US 180 Utility Relocation

eHT provided planning, design, project management, construction management, and inspection for water and sewer system relocations on US 180 in Breckenridge. The project included 230 linear feet (LF) of 8-inch, 861 LF of 10-inch, 76 LF of 15-inch, and 126 LF of 18-inch gravity sewer lines, as well as 9,198 LF of 6-inch, 2,031 LF of 8-inch, 751 LF of 10-inch, and 3,660 LF of 12-inch water line. The project included steel encasement for all highway crossings. The utility relocation work was included in the overall TxDOT roadway contract and eHT performed the design and construction management services on behalf of the City. eHT built a strong working relationship with the TxDOT Brownwood District during the successful completion of this project. The utility relocation portion of the project was approximately \$2 million.

Wastewater Treatment Plant Upgrade

To maintain compliance with the Texas Commission on Environmental Quality (TCEQ) regarding its wastewater system, the City of Breckenridge (City) selected eHT to provide design and construction management for an upgrade of its wastewater treatment plant (WWTP) to respond to challenges with infiltration and inflow (I/I) of water into the City's wastewater collection system, which led to excessive flow loading at the WWTP during wet weather events. Those high flows combined with the lack of solids storage at the WWTP resulted in violation of the Texas Pollutant Discharge Elimination System (TPDES) permitted effluent limits. The WWTP also received notices of violation (NOV) following recurring overflows, mostly due to an internal re-lift pump station failing to restart after power outages. The plant was also at risk for major permit violations since the WWTP only had one operable clarifier.

The completed project consisted of constructing a new clarifier at the south edge of the plant, converting the existing small clarifier to a sludge holding tank, and rehabilitating the rest of the plant. The completed project also included isolation of the unused filters, electrical and control system improvements, influent screening, installation of aspirating aerators to replace the old floating disc aerators, rehabilitation of the chlorine contact basin structure, plant water system improvements, RAS/WAS pumping rehabilitation, and installation of a backup generator.

Water Treatment Plant Improvements

eHT provided planning, design and construction services for improvements to the City of Breckenridge's 3.4 MGD surface water treatment plant (WTP). eHT designed and constructed improvements to the raw water piping, pretreatment units, clarifiers, filters, pump stations, chemical feed systems, and electrical and controls systems. The raw water piping improvements included the construction of new raw water metering stations, chemical injection points, flow control valves, and rapid mix basin improvements. Plate settler packs were added to the two clarifiers to increase the efficiency of the units while maintaining the existing sludge disposal systems. The plant utilizes two dual media filters which had recently been rehabilitated with the replacement of filter media. For this project, filter-to-waste piping was installed to increase the operational flexibility of the filters as well as the associated waste piping. Filtered water is pumped from a transfer pump station to the plant clearwell. The transfer pumps and associated discharge piping were also replaced. The existing high service pumps were improved with the installation of variable frequency drives (VFDs) for each of the pumps and one pump which was in disrepair was replaced. The project also included upgrading and expanding the chemical systems including the replacement of the chemical day tanks and chemical feed skids, as well as the replacement of the plant electrical system and supervisory control and data acquisition (SCADA) system.

Plan Review and Engineer of Record

eHT assists the City in review and coordination of planned commercial and residential developments, which includes plat review, utility system analysis, TxDOT coordination and many other services. In addition, eHT provides consulting services to the City when utility extensions and system upgrades are required for system upgrades. Service has also been provided to aid the Economic Development Corporation in mapping and planning efforts.

Water Treatment Plant Filter Assessment

eHT completed a filter rehabilitation project for the City of Breckenridge surface water treatment plant (WTP) that included initial filter assessments which indicated the need to replace the filter media. eHT assisted the City in preparing specifications for media replacement and provided engineering support through removal of the old media, inspection of the underdrain system and placement of the new media. At the request of the City, eHT returned in following years to conduct follow-up filter assessments to determine how the media was aging and to evaluate operational practices related to filter operation, backwash procedures and filter maintenance.

The City implemented modifications to filter operations to include shortening the backwash cycle and reducing the amount of filter washing to shorten and reduce the post-backwash turbidity spike. Other recommendations included that the bed expansion be measured on a monthly basis to determine if backwash rate modifications were warranted throughout the year on a seasonal basis.

CDBG Water Line Improvements

eHT provided planning, design and construction phase services for 3,505 linear feet of 6-inch and 200 linear feet of 4-inch water line. The project utilized funds from the Texas Department of Agriculture.

Downtown Revitalization Project

eHT provided planning, design and construction phase services for ADA sidewalk improvements including approximately 850 square yards of concrete sidewalk. The project included site demolition, handicap ramps, utility relocation, striping and other miscellaneous items.

CDBG Water Line Improvements

eHT provided planning, design and construction phase services for installation of C900 PVC water line, fire hydrants, gate valves, tapping sleeves and saddles, pavement replacement and related appurtenances. The project utilized funds from the Texas Department of Agriculture.

Additional Relevant Experience

Northeast Water System Improvements City of Midland



The City of Midland experienced a large amount of development growth in the northeast section of the water distribution area, defined as north of State Highway Loop 250 and east of Big Spring Street. The City hired eHT to provide professional services to plan and design water system improvements to support existing and expected future water system demands in this portion of the service area. The project included transmission system improvements to provide water supply from the Water Purification Plant to the area. Additional project elements included pump station improvements and an elevated storage tank (EST) to provide storage and pressure in the project area. Distribution system improvements were also incorporated to connect the system with the new elevated storage tank. The project design included approximately 50,000 linear feet (LF) of 24-inch transmission piping and 18,000 LF of 30-inch transmission piping, encased highway boring, air release valves, a 2 MG EST and high service pumps.

Contact: Carl Craig, PE, Director of Utilities, (432) 685-7937

Water System Improvements City of Granbury



eHT provided application support, project management, design and construction phase services for this water system improvement project funded through the Texas Water Development Board's (TWDB) Drinking Water State Revolving Fund (DWSRF) Program to implement improvements that account for the new 2.5 million gallons per day (MGD) water treatment plant (WTP), as well as the future WTP expansion.

CITY OF BRECKENRIDGE
REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES
TEXAS COMMUNITY DEVELOPMENT GRANT FUND PROGRAM
JANUARY 23, 2025

Project elements included:

- Scout Camp Pump Station and Distribution Improvements consisting of a new pump station, a pressure release valve (PRV) relocation and 21,400 linear feet (LF) of 16-inch water line.
- Hospital and Bridge Crossing Distribution System Improvements consisting of 10,400 LF of 20-inch water line.
- Lakewood Hills Distribution System Improvements consisting of 850 LF of 8-inch water line, a PRV and valve opening and closing.
- North Elevated Tank Distribution System Improvements consisting of 50 LF of 12-inch water line and valve improvements.
- Water Treatment Plant Distribution System Improvements consisting of 350 LF of 20-inch water line to replace an existing 8-inch water line in the area. The improvement aids the distribution of water leaving the WTP by carrying the water to several water mains along Highway 377. eHT implemented modeling to design these improvements which enhance the operation of Granbury's potable water distribution system.
- Loop 567 Water Distribution System Improvements consisting of 20,150 LF of 12-inch water line that was paid for by project savings from the original project scope above.

Contact: Rick Crownover, Assistant City Manager,
(817) 573-7030

Water System Improvements City of Sweetwater

eHT provided application support, project management, design and construction phase services for this water system improvement project funded through the Texas Water Development Board's (TWDB) Drinking Water State Revolving Fund (DWSRF) Program to create a safer, more reliable, and efficient water supply system for the customers of the City of Sweetwater (City). The project included construction of approximately 2,600 linear feet (LF) of 6-inch C900 DR18 PVC water line, 4,300 LF of 10-inch C900 DR18 PVC water line, related fitting and valves and related work to reconnect existing water lines and meters to new water lines. Additionally, the project includes raw water pump station improvements and membrane replacement. Rehabilitation of the City's 820,000-gallon welded steel clearwell at the water treatment plant (WTP), including the recoating of the interior and exterior, was completed separately utilizing the American Rescue Plan Act funds.

Contact: Justin Clowers, Utilities Director, (325) 235-4166

Grand Avenue Lift Station Improvements City of Glen Rose

eHT was retained by the City of Glen Rose to provide professional services to design and manage the replacement of the existing Grand Avenue Lift Station in a new location adjacent to Barnard Street, across the Paluxy River. The project included the installation of gravity sewer and force main associated with the relocation of the lift station.

Contact: Jim Holder, Public Works Director, (254) 897-2272

CDBG Wastewater System Improvements City of Winters

eHT provided project management, application assistance, design, and construction administration for the installation of 1,751 linear feet of sanitary sewer mains, manholes, service reconnections and pavement and surface restoration for the City of Winters. The project utilized funds from the Texas Department of Agriculture (TDA) Community Development Block Grant (CDBG) Program.

Contact: Nate Smith, City Administrator, (325) 754-5635

Trunk Sanitary Sewer Main Replacement City of Huntsville



eHT provided project management, design, and construction administration for an upgrade of approximately 4.6 miles of trunk main that serves the AJ Brown Wastewater Treatment Plant (WWTP), owned and operated by the City of Huntsville. The project included the installation of approximately 1.1 miles of 48-inch PVC sewer line and 3.5 miles of 42-inch PVC sewer line. The project also included approximately 72 pre-cast concrete manholes and 15 branch connections.

Contact: Brent Sherrod, Public Works Director, (936) 294-5707

Water and Wastewater Improvements City of Eden

eHT provided project management, funding application assistance and design for construction of water and sewer infrastructure improvements consisting of the replacement of old dilapidated water distribution piping and sewer collection piping within existing systems for the City of Eden. The project included construction of a low-pressure sewer collection system in lower areas of the system, as well as a lift station on the east side of town. Some portions of the City's water and sewer systems had reached the end of their design life and were no longer capable of reliably serving the residents of the city. Faced with constant pipe repair costs and interrupted service to their customers, the city decided to replace the most problematic sections in the systems. The project also included new lines to loop the water system and increase water availability. The project included installation of a 250-kW emergency generator for the water treatment plant and a 200-kW emergency generator for Well No. 3. The project utilized funds through United States Department of Agriculture (USDA) Rural Development (RD) and Rural Utilities Service (RUS).

Contact: Priscilla Aguirre, City Manager, (325) 869-2211

East North 10th and Maple Street Paving and Drainage City of Abilene



eHT provided project management, design, survey, and construction management for roadway improvements for East North (EN) 10th Street, including approximately 8,080 linear feet of hot mix asphalt and reconstructing and widening approximately 6,260 linear feet of roadway. The project included a five-lane roadway, two lanes in each direction and one turning lane, and the addition of a sidewalk along the south side of EN 10th Street, as well as the incorporation of design that will allow for a future sidewalk to be constructed along the North side of the roadway. The project incorporated a new curb and gutter system.

Contact: Max Johnson, Director of Public Works,
(325) 676-6283

CDBG Paving and Drainage City of Seminole

eHT provided project management for roadway paving and drainage improvements along NE Avenue A, NE Avenue B and NE Avenue C between NE 5th Street and NE 8th Street for the City. The project consisted of 16,500 square yards of asphalt and base removal and replacement, 700 square yards of new concrete paving and 7,500 linear feet of new concrete lay-down curbing.

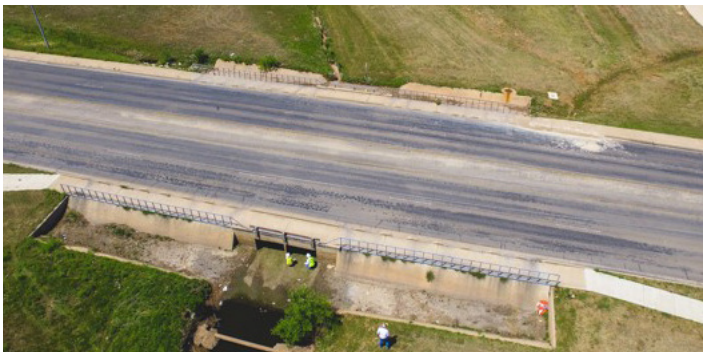
Contact: Jeff Rose, Public Works Director, (806) 319-2825

Street and Drainage Improvements City of Glen Rose

eHT provided project management, design, bidding support and construction administration for street and drainage improvements for the City. The project received funding through the Texas Department of Agriculture (TDA) Community Development Block Grant (CDBG) Program. The project included approximately 1,300 linear feet of 4th Street, Webster Street, and Clay Street, including removal of existing pavement and installation of new asphalt pavement with curb and gutter. Additionally, approximately 620 linear feet of storm drain was installed ranging from 2' x 4' concrete box culvert to 18-inch RCP, storm drain inlets, headwalls and construction of a detention pond.

Contact: Jim Holder, Public Works Director, (254) 897-2272

College Hills Boulevard Paving and Drainage City of San Angelo



eHT provided project management, design, and construction administration for the replacement of aging roadway surface with full depth base, as well as drainage improvements along College Hills Boulevard (CHB). The project included the rehabilitation of water and sewer utilities, roadway design, drainage evaluation and improvements, right-of-way verification, design survey, geotechnical investigation, and the development of plans and specifications.

Originally constructed in the 1970s, College Hills Boulevard crosses the Red Arroyo drainage basin which frequently experiences roadway closures due to floodwaters overtopping the roadway. eHT has determined that raising the roadway out of the 100-year floodplain would require upwards of 4 feet of vertical fill, significant re-grading of adjacent streets, and mitigation of multiple other flooding considerations. eHT is now assisting the City with development of solutions through a Master Drainage Plan and the City has applied for grant funding through the FHA BUILD program to fund drainage improvements.

Drainage analysis completed by eHT as part of the project showed that the primary cause of flooding of CHB was the low and flat roadway profile across the Red Arroyo floodplain. The existing drainage structures under CHB were undersized and contributed little to preventing the roadway from overtopping during frequent rainfall events. Cost analysis performed by eHT showed that raising the profile of CHB across the Red Arroyo out of the floodplain exceeds the budget due to the vertical fill required to raise the roadway and the impacts on intersecting streets, commercial driveways and existing adjacent structures. Implementation of an underground drainage system along CHB was evaluated but large flows and high-water levels within the Red Arroyo limited the effectiveness of the system without some form of upstream improvement. To meet the City's budgeted timeline while drainage solutions are developed and evaluated, eHT prepared a utility replacement package to bid prior to roadway improvements.

Contact: Shane Kelton, Executive Director of Public Works, (325) 657-4206

TDA CDBG Water and Paving Improvements City of Big Lake

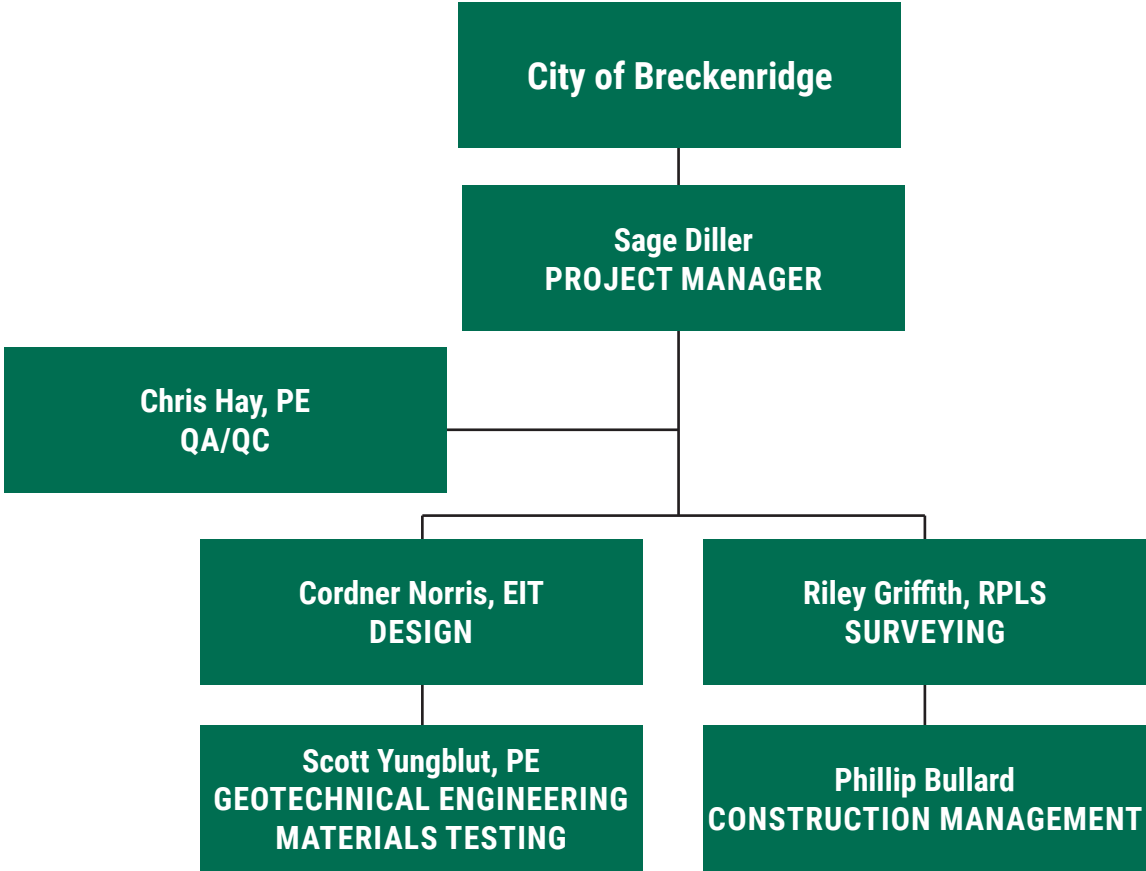
eHT provided project management, design, and construction administration for water line replacement with full-depth pavement replacement along Montana Avenue. The existing water line was replaced, and the full width of the existing asphalt pavement was replaced due to its deteriorated condition. The project consisted of 3,250 square yards of asphalt removal and replacement.

Contact: Sheri Benson, City Administrator, (325) 884-2511

CAPACITY TO PERFORM

Organizational Structure

Key Personnel are listed herein. Additional personnel are available as needed.



Team Experience

Our Project Manager and Team Members have a strong understanding of the design, construction, regulatory and funding issues related to TDA funded projects.

We have listed key Team Members who will assist in accomplishing the objectives of various projects. Additional support personnel are available for the Project as needed.

Our resources include additional engineering professionals, survey crew members and Registered Professional Land Surveyors, geologists/geoscientists, field technicians and drafting personnel.

Resumes for the above personnel follow.

Sage Diller, PE Project Manager

PROFESSIONAL EXPERIENCE

Mr. Diller has over 19 years of experience in project design, management and construction oversight on a wide range of projects for municipal, state and private entities. His past projects have included municipal water and sewer systems, groundwater wells and storage facilities, state and county roadways and private developments. In addition to design and construction management, Mr. Diller has extensive experience assisting clients in applying for grant/loan funding through various funding agency programs, including Texas Water Development Board DWSRF and CWSRF, USDA Rural Development, Texas Department of Agriculture CDBG and DTR and TxDOT Utility Relocation and TAP Programs.

Mr. Diller has assisted clients with drought related planning projects that have included water conservation, water supply options and improved water system efficiency options. Each project has included close client interaction, reports outlining possible alternatives, funding agency assistance and regulatory agency interaction.

PROJECT EXPERIENCE

- **DWSRF Water System Improvements, City of Breckenridge:** Project Manager for water system improvements including approximately 17,000 linear feet of water lines in various locations throughout the City, replacement of asphalt and water service reconnects. The project also included improvements to the water treatment plant including upgrades to the existing clearwell, chemical bulk storage system, a chemical transfer building and a concrete lined backwash waste basin. It also included improvements to the raw water intake structure including the replacement of wheel-operated intake gates and valves, replacement of stairway access and concrete repairs.
- **Drought Management Strategies, City of Breckenridge:** Project Manager for the identification and evaluation of available water supply management strategies, report development and submittal of funding application to address proposed improvements.
- **Water Distribution System Improvements, City of Breckenridge:** Project Manager for the design and bid administration for over 5 miles of new water distribution mains and valve replacement.
- **CWSRF Wastewater Improvements, City of Breckenridge:** Project Manager for an I&I study; rehabilitation and replacement of lift stations; replacement of collection lines; and, design improvements for the wastewater treatment plant. The improvements consisted of a new clarifier, converting the existing small clarifier to a sludge holding tank, and additional rehabilitation.
- **Park Street Paving and Drainage Improvements, City of Breckenridge:** Project Manager for construction of approximately 1,000 tons of hot mix asphalt paving, 23,400 square yards of concrete paving, 32,900 square yards of flexible base material, 11,500 linear feet of 4-inch to 12-inch water line, 7,400 linear feet of 6-inch to 10-inch sewer line, 1,400 linear feet of 18-inch to 36-inch storm drain, including curb, gutter and sidewalks.



EDUCATION

Bachelor of Science, Civil Engineering
Texas Tech University, 2001

REGISTRATIONS

Registered Professional Engineer –
Texas #96645, 2005

PROFESSIONAL/CIVIC ORGANIZATIONS

Texas Society of Professional Engineers

United Way of Abilene, Executive Board and Finance Committee Chair

Texas Tech Alumni Abilene Chapter, President, 2015

CERTIFICATIONS/EDUCATION

eHT Leadership Development Program, 2013

Construction Specifications Institute

Priority Management, Dale Carnegie

HEC-RAS, Floodplain Management

Highway Capacity, Geopak I & II

PROFESSIONAL ENDEAVORS

Enprotec / Hibbs & Todd, Inc.
Vice President
Abilene, Texas
2007 - present

Texas Department of Transportation (TxDOT), Lubbock District
Project Engineer
Lubbock, Texas
2001 - 2007

Chris S. Hay, PE

QA/QC

PROFESSIONAL EXPERIENCE

Mr. Hay has 17 years of experience with a particular focus on civil and municipal projects. His experience includes planning, design and project management in the areas of water distribution and transmission, wastewater collection and conveyance, roadway and drainage improvements and various park and recreational improvements including multi-purpose trails. He has worked with various funding agencies on different projects including the Texas Water Development Board (TWDB), Texas Department of Agriculture (TDA), Texas Parks and Wildlife Department (TPWD) and United States Department of Agriculture (USDA).

PROJECT EXPERIENCE

- Engineer of Record, City of Glen Rose:** Mr. Hay provides consulting services to the City of Glen Rose for a variety of projects as the City's Engineer of Record. Mr. Hay has provided professional services for development review, capital improvements planning, drainage studies, lift stations, utility easements, sanitary sewer and water line installation, GIS mapping, utility location surveying, water conservation planning and street reconstruction. He works closely with City staff to ensure on-going projects coincide with planned future improvements and that projects are developed in accordance with established City standards.
- DWSRF Water System Improvements, City of Granbury:** Mr. Hay provided application support, project management, design and construction phase services for this water system improvement project funded through the Texas Water Development Board's (TWDB) Drinking Water State Revolving Fund (DWSRF) Program to implement improvements that account for the new 2.5 MGD water treatment plant (WTP), as well as the future WTP expansion. Project elements included: Scout Camp Pump Station and distribution improvements consisting of a new pump station, a PRV relocation and 21,400 linear feet (LF) of 16-inch water line; Hospital and bridge crossing distribution system improvements consisting of 10,400 LF of 20-inch water line; Lakewood Hills distribution system improvements consisting of 850 LF of 8-inch water line, a PRV and valve opening and closing; North Elevated Tank distribution system improvements consisting of 50 LF of 12-inch water line and valve improvements; and, water treatment plant (WTP) distribution system improvements consisting of 350 LF of 20-inch water line to replace an existing 8-inch water line in the area.
- Phase I Distribution Improvements, Parker County Special Utility District:** Mr. Hay served as project manager for distribution improvements including a new 500,000-gallon elevated storage tank; new central transmission line (25,600 linear feet (LF) of 16-inch water line); new north transmission line (6,700 LF of 12-inch water line); new south transmission line (1,300 LF of 12-inch water line for river crossing); Brock Pump Station improvements; piping improvements at Sugartree Pump Station and Jack Wright Pump Station; and, new pressure reducing valve for the southern service area.



EDUCATION

Bachelor of Science, Civil Engineering, Texas A&M University, 2007

REGISTRATIONS

Registered Professional Engineer – Texas #111453, 2012

PROFESSIONAL/CIVIC ORGANIZATIONS

American Waterworks Association, Texas Branch

CERTIFICATIONS/EDUCATION

InfoSWMM Sewer System Modeling
 H2Omap Water Distribution Modeling
 H2OSurge Transient Modeling
 InfoWater Water Distribution Modeling
 Innovyze Advanced Water Training
 Site Engineering and Land Development Software

PROFESSIONAL ENDEAVORS

Enprotec / Hibbs & Todd, Inc.
 Vice President
 Granbury, Texas
 2013 - present

Johnson and Pace, Inc.
 Project Manager
 Tyler, Texas
 2012 - 2013

Adams Engineering
 Land Development
 Tyler, Texas
 2007 - 2012

Corder Norris, EIT

Design

PROFESSIONAL EXPERIENCE

Mr. Norris has worked on a variety of civil and municipal projects in Texas. His experience includes paving and drainage, pond design, site development, client coordination and cost estimation. Additionally, he is experienced with utility design, including water distribution, wastewater and site utilities. He has provided environmental support including assisting with development of stormwater pollution prevention plans and site inspections to identify possible contaminants on construction sites.

PROJECT EXPERIENCE

- US 180-FM 3099 Utility Relocation, City of Breckenridge
- Downtown Paving Project, City of Eden
- E.N. 10th Street Roadway Rehabilitation and Reconstruction, City of Abilene
- Athletic Facilities, Parking and Paving Improvements, Caldwell ISD
- Industrial Park Paving Renovations, City of Eden
- Annexed Properties Utility Improvements, City of Seminole
- Stormwater Pollution Prevention Plan- Sierra Sunset Apartment Additions
- Public Works Building, City of Clyde
- Carter Asset Management Office Building, Parkhill
- US 190 Waterline Relocation, TxDOT/Lometa
- E.N. 10th Street Utility Relocation, City of Abilene
- South 14th Street Pedestrian Improvements, City of Abilene
- Shotwell Stadium Pressbox, Abilene ISD
- Paving and Drainage Improvements, Hanner Chevrolet
- Track and Field Improvements, Alice ISD



EDUCATION

Bachelor of Science, Civil Engineering, Angelo State University, 2021

REGISTRATIONS

Engineer in Training

PROFESSIONAL/CIVIC ORGANIZATIONS

American Society of Civil Engineers
Angelo State Ramngineers

PROFESSIONAL ENDEAVORS

Enprotec / Hibbs & Todd, Inc.
Staff Engineer
Abilene, Texas
2022 - present

Harding Earthworks
Project Engineer Intern
San Angelo, Texas
2020 - 2022

Scott Yungblut, PE

Geotechnical Engineering and Materials Testing

PROFESSIONAL EXPERIENCE

Mr. Yungblut has 27 years of experience in performing engineering analysis and design on geotechnical and construction materials testing projects throughout Texas, Louisiana, Arkansas and Oklahoma. He supervises and manages eHT's soil and materials testing laboratory responsibilities including proposal preparation, field investigation, field and laboratory analysis, report preparation and construction quality assurance and quality control.

The eHT laboratory staff utilizes state-of-the-art equipment and instrumentation. eHT procedures and methodologies conform to federal and/or state standards such as American Standards and Testing Methods (ASTM), TxDOT and American Concrete Institute (ACI).

PROJECT EXPERIENCE

Geotechnical Expertise

Mr. Yungblut's geotechnical expertise includes:

- Subsurface Exploration
- Soil Property Evaluations
- Shallow and Deep Foundation Design Recommendations
- Foundations on Expansive Soils
- Pavement Design and Evaluation
- Roadway and Parking Lot Upgrades
- Airfield Pavements

Notable Civil Projects

- Abilene ISD: Various new schools and athletic facilities
- City of Midland Monopole Tower Sites
- Lamesa High School Improvements
- Hampton Inn & Suites, Lubbock
- Abilene Fire Training Academy
- Burger King/Popeyes, Midland
- Chisolm Truck Stop, Lubbock
- Hendrick Home for Children, Main Building, Abilene
- Avis Lube 126, Midland



EDUCATION

Bachelor of Science, Civil Engineering
University of Texas at Arlington, 1993

REGISTRATIONS

Registered Professional Engineer –
Texas #85640, 1999

CERTIFICATIONS/EDUCATION

Concrete Evaluation and Repair I & II,
2011

Retaining Wall Design, 2010

Shrink Swell Soils, Texas A&M

Forensics Engineering Conference,
2007

Texas Accessibility Academy, 2005

TxDOT HotMix (HMACP) Inspector,
2003

ParSales Training, 1996

Dale Carnegie Leadership Course,
1995

PROFESSIONAL ENDEAVORS

Enprotec / Hibbs & Todd, Inc.
Vice President
Abilene, Texas
2000 - present

Giles Engineering Associates
Project Engineer
Dallas, Texas
1997 - 2000

Professional Service Industries, Inc.
Project Manager, Department
Manager, Technician, Geotechnical
Services
Dallas, Texas
1994 - 1997

Phillip Bullard

Construction Management

PROFESSIONAL EXPERIENCE

Mr. Bullard has over 30 years of experience in construction management and inspection. He is hard-working, conscientious, and responsible with effective problem solving and analytical skills. He is skilled in planning and execution of projects during time critical environments. He has extensive knowledge in directing, coordinating and exercising authority for planning, organization, control and completion of projects as well as managing employee talents. He has conducted critical inspections on projects and provided solutions for related issues. He is skilled at solving customer relations issues by seeking first to understand and then to be understood. He is effectively able to communicate with customers, contractors and management to meet customer needs while still maintaining compliance with applicable codes. He can approach projects with a contractor's understanding of how to complete a project as well as an understanding of the engineering concepts of the project.

Mr. Bullard serves as a Resident Project Representative for eHT. In this capacity, he inspects materials for uniformity to the approved submittal and the incorporation of materials and labor into projects. Mr. Bullard witnesses all testing, such as: hydrostatic water line and bacteria tests, air test sanitary sewer tests, vacuum manhole tests, tapping sleeve air tests, soil/base densities and asphalt core samples for testing. He coordinates information between contractors, owners, engineers and utility owners. He also records installation locations and quantities for as builts and pay applications.

PROJECT EXPERIENCE

- **TxDOT Water Utility Relocation, City of Breckenridge:** Continued installation of new water mains, water services, water meters, gate valves, fire hydrants, asphalt repair and traffic control. Installation of new water mains, water services, water meters, gate valves, fire hydrants, asphalt repair and traffic control.
- **CDBG Water Line Replacement, City of Breckenridge:** Installation of new water mains, water services, gate valves, fire hydrants and asphalt repair, as well as resurfacing one block of asphalt overlay.
- **TxDOT Sanitary Sewer Utility Relocation, City of Breckenridge:** Installation of new sanitary sewer main line, sewer services, manholes, asphalt repair and traffic control.
- **Prison Elevated Storage Tank Rehab, City of Breckenridge:** Sand blast and three coats of epoxy paint in the interior of elevated storage tank.
- **Parks Street Paving and Drainage, City of Breckenridge:** Installation of new water mains, water services, gate valves, and fire hydrants. New sanitary sewer mains, sewer services, cleanouts and manholes. New storm drain, 10 inlet boxes and three outlet boxes. Installation of 21 blocks of new reinforced concrete streets with sidewalks on both sides of streets, with ADA handicap ramps throughout the project.



EDUCATION

Bachelor of Science, Civil Engineering, Texas Tech University, 1993

Associate of Science, Pre-Engineering, South Plains College, 1990

CERTIFICATIONS/EDUCATION

Hot Mix Asphalt Level 1B, 2014

Nuclear Density Gauge Certification, 2014

Water Distribution Operator Class C, 2013, WD0011340

Class A Commercial Drivers License, 2011

Wastewater Collection Operator 1, 2011, WW0044811

Water Utilities Safety Certification, 2011

Cross Connection Control & Pumps Certification, 2009

Confined Space Entry Certification, 2008

PROFESSIONAL ENDEAVORS

Enprotec / Hibbs & Todd, Inc.
Construction Inspector
Abilene, Texas
2017 - present

PSI Groundworks, Inc.
Contractor/Owner
Lubbock, Texas
2015 - 2017

City of Lubbock
Senior Construction Inspector
Lubbock, Texas
2011 - 2015

Riley Griffith, RPLS

Surveying

PROFESSIONAL EXPERIENCE

Mr. Griffith is the Survey Department Manager of Enprotec / Hibbs & Todd, Inc., and has 20 years experience in the field of land surveying. He has worked on residential and commercial land development projects; ALTA surveys; wind farms; oil and gas pipelines; oil field projects; water and sewer projects; a flood control dam; TxDOT ROW projects; Patent Surveys for the GLO; residential, commercial, and farm and ranch surveys. He has experience with pipeline route surveys, construction staking and ALTA surveys across West Texas, including boundary and topographic surveys; elevation certificates; ground bed surveys in Texas and Oklahoma; subdivision platting; and, oil well location staking.

PROJECT EXPERIENCE

- Airport Lift Station Improvements, City of Midland
- Water Distribution System, City of Midland
- Wadley Elevated Storage Tank Improvements, City of Midland
- Northeast Water System Improvements, City of Midland
- Wadley Boosting Station, City of Midland
- Central Business District Street Repair, City of Abilene
- Convention Center Renovations, City of Abilene
- Fire Training Facility, City of Abilene
- Memorial Hospital District, City of Ballinger
- Hendrick South Medical Buildings
- Dyess Air Force Base Hospital Facilities, SES Construction and Fuel Services, LLC
- Stonewall County Nursing Facility
- Rehabilitation of Hospital of Abilene, Med Properties
- Fire Station #7, City of Abilene
- Abilene Law Enforcement Center, City of Abilene
- Tuscany Ridge Development
- ACU Irrigation Pump Station
- Hampton Hills Development
- Water System Improvements, City of Stamford
- Wylie ISD New Elementary School
- College Hills Boulevard Rehabilitation Project, City of San Angelo
- Hardin-Simmons University Moody Center and Behrens Auditorium
- Highway 18/36 Development, Development Corporation of Abilene



EDUCATION

Bachelor of Science, Horticulture
Texas A&M University, 1993

REGISTRATIONS

Registered Professional Land
Surveyor – Texas #4683, 2006; OK
#1662

PROFESSIONAL ENDEAVORS

Enprotec / Hibbs & Todd, Inc.
Survey Department Manager
Abilene, Texas
2017 - present

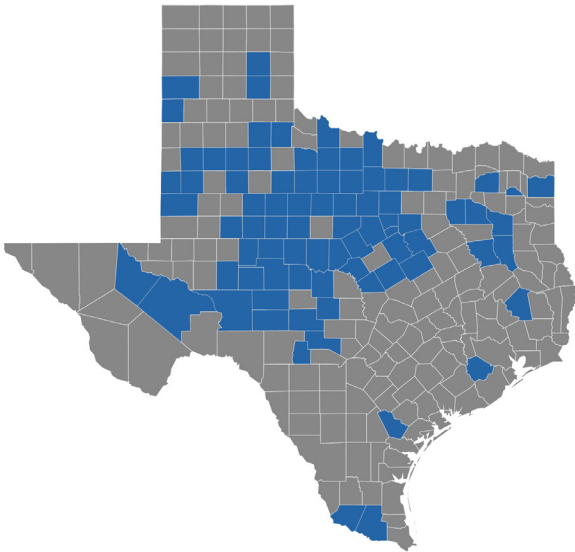
RG Surveying, Inc.
Owner
2015 - 2017

West Company of Abilene Land
Surveying
Managing RPLS
2006 - 2015

WORK PERFORMANCE

Regional Funded Projects

We have provided engineering services for a large part of Texas for TDA-funded projects. Our experience includes many successfully completed municipal infrastructure projects. The insight gained through this experience coupled with our level of service will allow us to provide a design that will meet the needs of the residents in the area. Our design will be cost effective, efficient and practical. The map below highlights areas of the State where we have provided engineering services for state or federally funded projects.



Ability to Meet Schedules



Based on current staffing, existing projects and known awards, sufficient staff will be available during the time period of this contract. In the event of workload peaks or the need for specialized disciplines, eHT has access to additional employees to meet project requirements. eHT will commit the appropriate staff resources to meet necessary schedules. eHT assures that this project will be a priority and we will have the qualified staff necessary to ensure its success.



Community Service Projects

We have provided engineering services for a large part of Texas for TDA-funded projects. eHT regularly assists our clients with community service programs such as Supplemental Environmental Projects (SEPs) which reduce the amount of pollution reaching the environment and enhance the quality of the environment in the community. Additionally, we regularly assist our clients with community outreach and public information pertaining to projects that impact residents, as well as community impact programs such as citywide cleanup projects.

Federally Funded Construction Projects



The ability to identify and provide a funding source for public improvements is both critical and necessary in today's tight financial markets. Municipalities and counties need a consultant that not only knows how to get the funding but has an in-depth understanding of the program and agency as well. For over 35 years, eHT has been successful in helping our clients apply for and receive funding for critical public works projects.

We have experience with the following programs:

- Texas Water Development Board (TWDB)
- Texas Department of Rural Affairs (TDRA)
- USDA Rural Development (RD)
- Economic Development Administration (EDA)
- North American Development Bank (NADBank)
- South Texas Development Council (STDC)
- Texas Department of Transportation (TxDOT)
- Texas Parks and Wildlife Department (TPWD)

Cost Control



Cost control is achieved by:

- 1) close coordination with the client for input and to ensure the client's needs are being accurately addressed;
- 2) project cost estimates produced by experienced professionals; and,
- 3) attention to detail in preparation of construction drawings.

Our "commitment" to cost control is best illustrated with our water / wastewater treatment projects.

Our “commitment” to cost control is best illustrated with our water / wastewater treatment projects.

New Treatment Plants. Typically, new treatment plants are constructed on vacant sites with little or no “unknowns”. Our projects under construction are 2% below project cost estimates, with a combined Change Order amount of less than 0.2% of the construction contract amounts.

Plant Renovations and Expansions. These type projects have a greater degree of unknowns than “new” projects. These “unknowns” impact not only cost estimates developed for the project, but Change Orders during construction. Our emphasis on developing accurate cost estimates during the planning phase resulted in construction contracts approximately 1.5% less than presented in the estimates.



Labor Resources

eHT can be supplemented and supported by other professionals within the company to handle peaks and illness. We do not anticipate substantial attrition. We have a very stable and cohesive group of employees. In the event that the Principal-in-Charge or Project Manager are not available during the performance period, their responsibilities will be assumed by other officers of eHT.

eHT is prepared to increase staff as necessary to complete projects to the satisfaction and expectations of the client. This is a high priority project for our company and we will not accept additional projects that could adversely affect our ability to meet the demands of this project.



Quality of Work

eHT has managed more TDA-funded projects than most engineering firms in the state. As such, we have a vast array of experience designing and managing all types of water, wastewater and infrastructure improvement projects.

Project Approach

Agency Involvement. Our engineers will work closely with client representatives during the entire project. Clear communication and close coordination during the project will be critical for its success. There are several methods for establishing strong communication including using established communications procedures, specific TxCDBG protocol and a Strategic Decision Group.

Strategic Decision Group. eHT has informally implemented a Strategic Decision Group on each of our TDA-funded projects. The Client, Grant Consultant and Engineer have worked together to keep the projects free of “snags” and on target. Construction firm principals will be added at the appropriate time. This decision-making group will anticipate “snags” and inefficiencies in the project and resolve any major problems that may arise. This will help avoid long periods of downtime that often result because of lengthy negotiations and ineffective decision-making. This group’s purpose is to keep the project on target.

Stakeholder Input. We advocate incorporating local input from the Client on important project decisions and options. Our experience indicates this level of communication and helps to provide a project that will meet the local needs. We feel Client leadership helps to shape the outcome of the project.

We accomplish this by:

- Providing frequent technical briefings regarding the details of the project.
- Providing field tours for Client representatives to view proposed equipment and processes.
- Ensuring critical project decisions are made by the Client and implemented by the design team.

As your consulting partner, the first step will be to meet with your staff and review the objectives for your project. A preliminary engineering report (PER) will be prepared to evaluate existing conditions, alternatives and associated costs.

The Client’s needs and desires must be integrated into the project from the start. Input concerning functional issues during design and construction phases will result in a more “user-friendly” system. Our staff will maintain constant communication, focusing on sensitive issues and potential roadblocks to success.

Task 1.0: Preliminary Engineering Report

- A. Consult with the Client to determine specific needs and requirements.
- B. Prepare a preliminary engineering study and report on the project in sufficient detail to indicate problems involved and the alternate solutions available to the Client, to include schematic layouts and sketches, general cost projection for the Project and a schedule to set forth the Engineer’s recommendations.
- C. Determine whether or not the project requires acquisition of property. Make any necessary surveys of existing right-of-way, topography, utilities, or other field data required for proper design of the project.

Provide consultation and advise as to the necessity of the Client providing or obtaining other services such as auger borings, core borings, soil tests, or other subsurface explorations; laboratory testing and inspecting of samples or materials; other special consultations; and act as the Client's representative in connection with any such services.

D. Determine whether or not the project requires acquisition of property and if applicable furnish to the locality: Legal Description of Parcels to be acquired; Map showing entire tract with designation of part to be acquired.

Task 2.0: Design Plans and Specifications

A. On the basis of the approved preliminary design documents and preliminary engineering findings, we prepare detailed construction drawings and specifications for the Project.

B. Furnish engineering data that will assist in the preparation of the required documents to secure approval of such governmental authorities as have jurisdiction over design criteria applicable to the Project for the Client. Special considerations include obtaining approval of plans and specifications by the Texas Commission on Environmental Quality (TCEQ), Austin, Texas.

C. Advise the Client of any adjustment to the cost projection for the Project caused by changes in scope, design requirements, or construction costs and furnish a revised cost projection for the Project based on the completed drawings and specifications.

Task 3.0: Bid Administration

A. Prepare Bid Packet/Contract Documents.

B. Place advertisement/solicitation (advertised in newspaper of general circulation for two consecutive weeks at minimum).

C. Issue addenda for any necessary clarification of bid documents including incorporation of any wage rate modifications (if applicable).

D. Open bids (bid opening to be held at least two weeks from publication date of first advertisement).

E. Tabulate bids (include completeness and eligibility screening).

F. Announce lowest and best bid, if applicable (at bid opening). If required, issue a rejection of all bids and re-advertise bids.

G. Conduct construction Contractor eligibility verification.

H. Approve contract award by local governing body.

Task 4.0: Construction Phase - Field Testing and Inspection

A. Direct and hold a pre-construction conference with Client representatives, Contractor and Engineer.

B. Issue Notice to Proceed to construction to Contractor.

C. Establish Progress Payment Schedule and construction for Contractor's submittal of cost estimates.

D. Process and submit Change Orders.

E. Perform site visits and observations (by Project Engineer).

F. Check samples, catalog data, shop drawings, laboratory and mill tests of materials and equipment and other data which the Contractor is required to submit, only for the conformance with the design concept of the Project and compliance with the information given by the plans, specifications and contract documents.

G. Based on the Consultant's on-site observations as an experienced and qualified design professional and on the Consultant's review of the Contractor's Applications for Payment, determine the amount owed to the Contractor in such amounts.

H. Prepare Certificate of Construction Completion.

I. Prepare resolution for consideration by the locality for acceptance of the completed Project.

Task 5.0: Closeout Phase

A. Conduct, in company with Client representative(s), a final inspection of the Project for conformance with the design concept of the Project, and compliance with the plans, specifications, and contract documents, and recommend in writing, final payment to the Contractor.

B. Make an inspection of the Project prior to expiration of the warranty period and report observed discrepancies under warranty provided by the construction contract.

C. Furnish the Client a set of record prints of drawings and addendum drawings showing those changes made during the construction period, based upon the marked up prints, drawing and other data furnished by the Contractor which the Consultant considers to be significant.

Deliverables

eHT will provide plans, specifications and executed documents as determined by the Client, but typically include: Two sets of final plans and specifications during the bid process; Three sets of executed contract documents; and, One set of drawings of record.

eHT follows the standard project implementation schedule for TDA-funded projects including specific milestone dates set forth by the funding agency.

INSURANCE

The firm maintains insurance coverage in amounts appropriate to its workload and low claims history. Included in our current policies are coverages for commercial general liability, professional liability, automobile liability, as well as workers compensation.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/26/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency, LLC 8144 Walnut Hill Lane, 16th Fl Dallas TX 75231	CONTACT NAME: Jacquie Moline	PHONE (A/C, No. Ext): 972-770-1454		FAX (A/C, No): 212-701-1134
	E-MAIL ADDRESS: jacquie.moline@marshmma.com			
INSURED Enprotec/Hibbs & Todd, Inc. 402 Cedar St. Abilene TX 79601	INSURER(S) AFFORDING COVERAGE			NAIC #
	INSURER A : Texas Mutual Insurance Company			22945
	INSURER B : Continental Casualty Company			20443
	INSURER C : Continental Casualty Company			20443
	INSURER D : Continental Insurance Company			35289
INSURER E :				
INSURER F :				


COVERAGES CERTIFICATE NUMBER: 1806738231 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			6076387644	4/2/2024	4/2/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
D	<input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY			6076387613	4/2/2024	4/2/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6076387630	4/2/2024	4/2/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	0001141768	4/2/2024	4/2/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional & Pollution Liability			AEH591899237	4/2/2024	4/2/2025	Each Claim \$5,000,000 Aggregate \$5,000,000 SIR - Per Claim \$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Cyber Liability, Policy Number: ESM0239914640, Carrier: Underwritten by certain underwriters at Lloyd's and other insurers (4/2/24-4/2/25)
 \$1,000,000 Limit of Liability - each claim
 \$1,000,000 Limit of Liability - aggregate
 \$5,000 - Retention - each claim

Additional Insured form #CNA74858 edition 01/15 applies to the General Liability policy.
 Waiver of subrogation form #CNA74858 edition 01/15 applies to the General Liability policy.
 Primary & Non-Contributory General Liability form #CNA74858 edition 01/15.
 See Attached...

CERTIFICATE HOLDER	CANCELLATION
For Information Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 

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ACORD 25 (2016/03)

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AFFIRMATIVE ACTION

It is the policy of Enprotec / Hibbs & Todd, Inc. to afford equal opportunity of employment to all individuals regardless of race, color, religion, sex, or national origin. The Company will take affirmative action to ensure that it will:

- 1) Recruit, hire and promote all job classifications without regard to race, color, religion, sex, or national origin.
- 2) Base decisions on employment so as to further the principle of equal employment opportunity.
- 3) Ensure that promotion decisions are in accord with principles of equal employment opportunities.

The successful achievement of nondiscriminatory employment programs requires maximum cooperation between management and employees. In fulfilling its part in this cooperative effort, management is obliged to lead the way by establishing and implementing affirmative procedures and practices which will insure objectives, namely, equitable employment opportunity for all.

I certify that the officers of this company will direct the establishment of and monitor the implementation of personnel procedures to guide our affirmative action program.



Scott F. Hibbs, PE
Chief Executive Officer

REGISTRATION



SYSTEM FOR AWARD MANAGEMENT

Last updated by Jessica Long on Aug 26, 2024 at 02:08 PM

ENPROTEC / HIBBS & TODD, INC.



ENPROTEC / HIBBS & TODD, INC.

Unique Entity ID DLNUVLRUVW17	CAGE / NCAGE 0HLV8	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Aug 26, 2025	
Physical Address 402 Cedar ST Abilene, Texas 79601-5734 United States	Mailing Address P.O. Box 3097 Abilene, Texas 79604-3097 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Texas 19	State / Country of Incorporation Texas / United States	URL http://www.e-ht.com

Registration Dates

Activation Date Aug 29, 2024	Submission Date Aug 26, 2024	Initial Registration Date Apr 12, 2002
--	--	--

Entity Dates

Entity Start Date Jan 1, 1989	Fiscal Year End Close Date Dec 31
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

Not Selected

Exclusion Summary

Sep 09, 2024 09:21:15 PM GMT
<https://sam.gov/entity/DLNUVLRUVW17/coreData?status=null>

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Enprotec / Hibbs & Todd, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Sage Diller

Signature of Contractor's Authorized Official

Sage Diller, PE, Vice President

Printed Name and Title of Contractor's Authorized Official

January 23, 2025

Date

CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor doing business with local governmental entity		
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY	
	Date Received	
<p>1 Name of vendor who has a business relationship with local governmental entity.</p> <p style="margin-left: 40px;">Enprotec / Hibbs & Todd, Inc.</p>		
<p>2 <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)</p>		
<p>3 Name of local government officer about whom the information is being disclosed.</p> <p style="text-align: center; margin-left: 100px;">_____</p> <p style="text-align: center; margin-left: 100px;">Name of Officer</p>		
<p>4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.</p> <p style="margin-left: 40px;">A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <p style="margin-left: 80px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No N/A </p> <p style="margin-left: 40px;">B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?</p> <p style="margin-left: 80px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No N/A </p>		
<p>5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.</p>		
<p>6 <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).</p>		
<p>7 <u>Sage Diltz</u></p> <p style="margin-left: 40px;">Signature of vendor doing business with the governmental entity</p>		<p>January 23, 2025</p> <p style="text-align: center;">Date</p>

Statement of Qualifications Engineering Services

Texas Community Development Block Grant 2025/2026 Community Development Fund



Mundo
and
Associates
Inc.

Creating Options and Actions for Making Great Places since 2004
MundoAndAssociates.com, 214-642-5352, jason@mundoandassociates.com



Table of Contents

Transmittal Letter	pg. 3
Company Profile	pg. 4-5
Government Clients, Project Team and Primary Point of Contact, Statement of Availability	pg. 6
Resumes	pg. 7-8
Jason Mundo, PE/CEcD with Projects	pg. 7
Joe Mundo, PE with Projects	pg. 8
References with Projects	pg. 9-10
Scope of Services, Statement of No Conflict Of Interest, SAM Statement (not debarred, not suspended)	pg. 11
System of Award Management (SAM) Verification	pg. 12-14
Liability Insurance Certificate	pg. 15
Form CIQ-Conflict of Interest Questionnaire-(no conflicts)	pg. 16
Form - Certification Regarding Lobbying (not a lobbyist)	pg. 17
Form-Disclosure of Lobbying Activities (no lobbying done)	pg. 18



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Engineering ■ City Planning ■ Economic Development

5542 Canada Court ■ Rockwall, TX 75032 ■ mundoandassociates.com
Pam 214.773.0966-c ■ Jason 214.642.5352-c ■ Joe 972.415.4596-c

January 23, 2025

City of Breckenridge
105 North Rose Ave.
Breckenridge, TX 76424

Re: Qualifications for Engineering Services

City of Breckenridge,

For review and consideration, **I have provided Mundo and Associates' Qualifications for Engineering Services, 2025/2026 Community Development Fund, Texas Community Development Block Grant.**

Mundo and Associates, Inc. is an award winning North Texas consulting firm providing professional services in the fields of Civil Engineering, City Planning and Economic Development. We provide the innovative actions for making places great! Mundo and Associates is a DBE, WBE and Tx HUB firm.

Expertise includes but is not limited to...

- CDBG Grant Application Preparation including Table 2 preparation and sealing, project infrastructure budgeting, and necessary engineering exhibits.
- Municipal infrastructure design and construction including but not limited to storm water drainage, water, sanitary sewer, streets, ADA facilities, lighting, parks, and more.
- Federal and State funded grant projects via numerous agencies and programs: ARPA, FEMA, USDA, USDOJ, Tx Dept. of Agriculture, Tx CDBG, TPWD, and more.
- North Texas based projects.

Mundo and Associates, Inc. stands ready to immediately assist you and your team with our personalized level of service.

I thank you for your time, consideration, and the opportunity to assist you and your team.

Jason Mundo

Jason C. Mundo P.E., CECD – Vice President



214 642 5352

Mundo & Associates Inc.

jason@mundoandassociates.com

www.mundoandassociates.com

Video – Guiding Community Growth - <https://youtu.be/TLlorO9UPU4>

Video – Engineering Solutions - <https://youtu.be/IsUcBeW1Ob0>

Video – Attracting Investment - <https://youtu.be/IJ4tKmtw-Dg>

Website: www.mundoandassociates.com

Brochure: https://mundoandassociates.com/wp-content/uploads/2021/09/Mundo-brochure_2021.pdf



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COMPANY PROFILE-STATEMENT OF QUALIFICATIONS

Mundo and Associates, Inc. is an award winning North Texas consulting firm providing professional services in the fields of Civil Engineering, City Planning and Economic Development. Mundo, since 2004, provides customized and uniquely local community professional services to the public sector for each city, county, authority, TIRZ, PID, MUD, MDD, economic development corporation or other community development corporation, as well as to private sector clients and community organizations. We provide the innovative actions for making places great! Mundo and Associates is a DBE, WBE and Tx HUB firm.

Expertise includes but is not limited to...

- CDBG Grant Application Preparation including Table 2 preparation and sealing, project infrastructure budgeting, and necessary engineering exhibits.
- Municipal infrastructure design and construction including but not limited to storm water drainage, water, sanitary sewer, streets, ADA facilities, lighting, parks, etc.
- Federal and State funded grant projects via numerous agencies or programs: ARPA, FEMA, USDA, USDOJ, Tx Dept. of Agriculture, Tx CDBG, TPWD, and more.
- North Texas based projects.

Firm Profile

- In October 2004, the company was incorporated in Texas as an S-Corporation by Pam Mundo
- In March 2007, Mundo and Associates, Inc. became certified as a TX HUB/WBE
- In July 2008, Mundo and Associates, Inc. became registered by the Texas Board of Professional Engineers to perform engineering services in Texas #F-10600
- EIN: 20-1770416 /UEID Unique Entity Identifier: DM9KLF9HPHN5
- NAICS: 541330, 54161
- Website: <https://www.mundoandassociates.com>

Project Awards

- TEDC Economic Excellence Award-Lavon TX 2013,2018, 2019, 2020, 2021, 2022, 2023
- IEDC Excellence in Economic Development, Lavon, TX 2022 Business Retention & 2022 Business Resiliency
- TEDC Economic Excellence 2010, Lorena, TX Downtown Improvements
- TEDC Economic Community Development Project Lorena Texas 2015, TIRZ #1
- TEDC Economic Community Development Project Lorena Texas 2023, Bright Farms Commercial Greenhouse project
- Greater Dallas Chamber Momentum Award, Maritz Tile, Sunnyvale, TX 2007

Mundo and Associates, Inc. Certifications and License

- North Central Texas Regional Certification Agency (NCTRCA):
 - DBE – WFDB62881N0225
 - WBE – WFWB82351N0126
- Texas Historically Underutilized Business (TX HUB) #1201770416900

- Women's Business Enterprise National Council (WBENC) #254818
- Women's Owned Small Business (WOSB) #190154
- Texas Board of Professional Engineers Registration #F-10600

KEY FIRM PERSONNEL

- **Pamela J. Mundo, CECD/AICP – President,** Certified Economic Developer & Certified Planner
- **Jason Mundo, P.E./CECD – Vice President,** Registered & Licensed Professional Engineer, Texas #91917 (Civil Engineer), Certified Economic Developer - #2776;
- **Joseph C. Mundo, P.E. Vice President ,** Registered Professional Engineer, Penn #014811# (Civil Engineer)

Government Clients

Town of Annetta
 City of Dallas
 City of Heath
 City of Josephine
 City of Lancaster
 Town of Little Elm
 Lorena TIRZ #1 East
 City of Navasota
 City of Pilot Point
 City of San Benito
 Town of Sunnyvale

City of Annetta South
 Falls County
 City of Henrietta
 City of Justin
 City of Lavon
 Little Elm TIRZ #1 & #2
 City of Marlin
 NCTCOG
 City of Quinlan
 City of Smithville
 Sunnyvale TIRZ #1

Town of Cross Roads
 City of Gun Barrel City
 City of Hillsboro
 City of Kemp
 City of Liberty Hill
 City of Lorena
 McLennan County
 Town of Pantego
 City of River Oaks
 City of Springtown
 City of Weatherford

Project Team and Primary Point of Contact

Jason Mundo P.E./CEcD and Joe Mundo P.E. will Co-Lead the Mundo and Associates effort. It's an award-winning team of Civil Engineering with a unique multi-discipline skill set which allows for unique analysis and perspectives when serving clients. Please see our Company Profile, Resumes, and References. Jason Mundo P.E. will be the point of contact for the team: Jason Mundo, P.E./CEcD., Vice-President, jason@mundoandassociates.com, 214-642-5352

Statement of Availability

Mundo and Associates are immediately available to begin work on this project. And our diverse skill set of award winning engineering, planning, and economic development gives Mundo and Associates a unique perspective from different angles when engineering...WITH You and FOR You.



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Jason C. Mundo, P.E./CEcD

Vice President, Mundo and Associates, Inc.

Jason Mundo is a Civil Engineer and Economic Developer with 29 years of experience that has a wide range of expertise to assist his clients to reach their goals. Jason is a licensed and registered Professional Engineer in the State of Texas (P.E.) and a Certified Economic Developer (CEcD) with the International Economic Development Council (IEDC).

Experience Highlights:

Gun Barrel City: Mr. Mundo designed and implemented the CDBG funded Willowood **drainage and street improvements** project; designed the CDBG funded Luther Ln. **Street Improvements** project; the ARPA federally funded Community Center project; Church St. **Sanitary Sewer Line** project and the Municipal Dr. Widening project.

Lorena EDC, Consultant Director & Engineer: managed the CDBG funded **Downtown Improvements Project** which included sidewalk, ADA ramps, curb & gutter stormwater improvements; designed and managed TPWD & federally funded McBrayer Park Project which included ADA ramps, ADA sidewalk, and ADA accessible recreation such as playground equipment and trails;

McLennan County: designed and implemented recreation improvements at Tradinghouse Lake which included ADA items: sidewalk/ramp, benches, bathrooms, and boating access with TPWD grant funding.

Navasota: Mr. Mundo designed and implemented the FEMA federally funded Emergency Drainage Channel repair at Dove Crossing;

Lorena TIRZ #1 East, Administrator & Program Manager: Mr. Mundo managed the design and project oversight of \$6Million in sanitary sewer and lift station improvements.

3435 Commerce St. Dallas - Mr. Mundo designed the civil engineering site work for the 7-Eleven store including sidewalk, ADA ramps, paving, drainage, water, sewer, and landscaping.

1252-1260 Annex Ave. at Live Oak, Dallas - Mr. Mundo designed the civil engineering site work for the residential townhomes including sidewalk, ADA ramps, paving, drainage, water, sewer & more.

1918 California Drive, Dallas - Mr. Mundo designed the civil engineering site work for the residential townhomes including sidewalk, ADA ramps, paving, drainage, water, sewer, & more.

619 Main St. Lavon - designed the site work for the com. building including sidewalk, ramps, paving, drainage, water/sewer & more.

Years of Experience 29

Education

Graduate of OUEI, 2011 BS Civil Engineering, Univ. of Texas at Austin, 1995

Licenses & Certifications

Professional Engineer, Texas #91917.

Certified Economic Developer, IEDC # 2776

Areas of Expertise

Infrastructure Planning, Infrastructure Design, Infrastructure Financing and Implementation;

Grant Management and Administration and Implementation;

Federal, State, County, City, EDC, and privately funded infrastructure projects.

Hazard Mitigation;

Storm Water Management

Streets, Water, Sewer, Drainage, Downtown, Park projects

Project Management

Construction Management

Residential Development

Commercial Development



Joseph C. Mundo, P.E. – Vice President

Qualifications

Joe Mundo P.E. is a Civil Engineer with an extensive range of Transportation and Civil engineering experience and expertise. Mr. Mundo provides project, design, and construction management services to resolve issues and offer solutions for municipal engineering projects.

Relevant Project Experience

Gun Barrel City, TX: complete civil engineering design and construction contract management of the Municipal Drive widening project, the TxCDBG funded Willowood Drive paving & drainage Project, and the ARPA federally funded Community Center project.

Navasota, TX: Dove Crossing Subdivision 175 ac. Stormwater Management analysis/recommendations. FEMA federally funded Dove Crossing Concrete Drainage Channel Renovation – complete civil engineering design and construction contract management.

Lorena TIRZ #1 East,: development and management of the TIRZ 976 ac./three-mile-long and the 220 ac./1.4-mile-long sanitary sewer lines planning, design and construction.

Lorena TX EDC:

Planning, development, and management of the TPWD grant & federally funded McBrayer Park Improvements project.

Marlin, TX: Mundo served as City Engineer providing technical services for the city water system, sewer system, storm water management, and city streets. Mundo also provided management and engineering oversight for several state and federally funded projects in Marlin.

McLennan County Tradinghouse Lake, TX: civil engineering project design support and construction contract management to the County for their TPWD Boating Access Facilities, Grant Project.

Development Reviews: Mundo has provided development reviews for Gun Barrel City, Navasota, Annetta South, Liberty Hill, and more.

Education

Bachelor's Degree, Civil Engineering, Pennsylvania State University.

Licenses & Certifications

Registered Professional Civil Engineer, Pennsylvania #014811E

Employment History

Vice President, Mundo and Associates, Inc.

Parsons Brinckerhoff, New York, NY

Parsons Brinckerhoff, Dallas, TX

Dallas Area Rapid Transit, Dallas, TX

Port Authority of Allegheny County Pittsburgh, PA

Parsons Brinckerhoff, Arlington, TX

Baker Engineers, Beaver PA

Areas of Expertise

Civil Engineering,

Project Management,

Design & Construction,

Implementation Mgmt.

Parks & Boating Ramps,

Grant Management,

Infrastructure Design and

Mgmt.





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REFERENCES

City of Gun Barrel City, TX

City Engineer, in-progress 2025 (and since 2012)

Mike Howell, Street Superintendent, 903-292-9405, MHowell@GunBarrelCity.gov

Mundo has performed all municipal design for Gun Barrel City since 2012. Mundo designed and implemented the TxCDBG funded Willowood drainage and street improvements project; designed the TxCDBG funded Luther Ln. Street Improvements project; the ARPA funded Community Center project; and the Municipal Dr. Widening project, all including stormwater challenges that were addressed. Mundo also performs all stormwater development reviews for the City since 2012. Mundo designed and implemented special projects for the City including the 6,000 square foot ARPA funded Community Center project which at the end of 2024 has now started the Construction Phase which is being managed by Mundo; est. construction cost is approx. \$2Million. Coordination with City, State/Federal ARPA funding rep., Contractor, and water/sewer utility provider East Cedar Creek Fresh Water Supply District;

Lorena TX TIRZ #1 East: TIRZ Administrator and Program Manager, 2014-2023

Reference: Bill Coleman, former Lorena TIRZ #1 East Chairman and former Mayor Pro Tem, (254) 366-0135 , billmare85@gmail.com

Development and management of the TIRZ Phase 1 three-mile-long sanitary sewer line with lift station and the Phase 2 Basin G 1.4-mile-long sanitary sewer line and lift station managing the planning, design and construction of the \$6Million infrastructure completed 2019 that generated in over \$700Million in new development in 2023. Administration and Program Management, infrastructure budgeting, management of infrastructure design, management of infrastructure construction, Board Management, Public Private Partnership between the TIRZ Board, City, EDC, County, and 4 landowners utilizing 7 development agreements and 2 Certificates of Obligation;

City of Marlin, TX , City Engineer, 2022

Reference: Former City Mgr Cedric Davis, 254-883-1450, Former Mayor Carolyn Lofton, 254-252-0057

Mundo served as City Engineer providing technical services for the city water system, sewer system, storm water management, and city streets. Mundo also provided management and engineering oversight for several state and federally funded projects in Marlin while coordinating with City, City Council, State, Federal, and developers.

City of Navasota, TX, City Engineer, 2013-2017

Reference: Lupe Diosdado, Community Development Director, gdiostado@navasotatx.gov , 936-825-6475

Mundo designed and implemented the FEMA funded Emergency Drainage Channel repair at Dove Crossing; and performed the Dove Crossing Drainage/Flood Study and White Wing Drainage/Flood Study under fast/emergency timelines; Mundo also performed all storm water development reviews and city development reviews for Navasota.



Lorena TX EDC: EDC Executive Director, 2008-2023

Reference: Mark McLean, former Lorena EDC Treasurer, (254) 709- 3322,

MMcLean@MarketApproach.net

Mundo managed the CDBG funded Downtown Improvements Project (\$150,000) which included sidewalk, ADA ramps, curb & gutter stormwater improvements; designed and managed TPWD & federally funded McBrayer Park Project (\$200,000) which included ADA ramps, ADA sidewalk, and ADA accessible recreation such as playground equipment and trails; Mundo Developed and Managed the Lorena IH-35 Gateway Monument which was constructed in 2023, total project cost approx. \$86,000, saving the client \$9,000 from the total project budget of \$95,000. Mundo also designed the structural, storm water drainage, solar lighting, and erosion control design of the project, bid, and managed construction of the project while coordinating with a sign manufacturer and EDC, City, and TxDOT officials, and the contractor during the state and federal reviews.

City of Annetta South, TX

City Engineer, in-progress 2025 (and since 2017)

Ellen Woodward, City Secretary, 817-821-7492, CityOfAnnettaSouth@gmail.com

Mundo performed the Maravilla Drainage Study & Inspection Report as well as the LaMadera Drainage Study and Inspection Report; Mundo performs all civil engineering construction plan reviews, plat development reviews, flood study reviews, and city planning reviews for this community with significant storm water challenges due to creeks and steep topography located just south of I-30 in Parker County. Mundo also has performed Comprehensive Planning, Ordinance Updates, Planning related Reviews, and Flood/Storm Water Studies in the City, all while coordinating with the City, County, and State (TCEQ).

McLennan County TX: special projects, in progress 2025 (and since 2010)

Reference: Dustin Chapman – County Administrator,

dustin.chapman@co.mclennan.tx.us , (254) 757-5049

Mundo Civil engineering project design and construction contract management to the County for their TPWD Boating Access Facilities and Park Renovation project Grant Application. Grant application prepared by Mundo on behalf of the County in 2024. Awaiting possible grant award from TPWD in winter/spring 2025. Estimated project cost \$866,000. Park renovation improvements include picnic areas, trails, boating access, rv pads, playground, and more. Mundo also managed the County's previous 2018 TPWD Boating Access Facilities and Park Renovation project Grant Application, Grant Award, Grant Administration, Project Design, and Construction, a similar project which was successfully completed in 2018.

SCOPE OF SERVICES

It is understood by Mundo that the Scope of Services is as described in the RFQ. Mundo is fully certified and possesses the expertise and experience required to perform the required Scope of Services. Please see our Company Profile, Resumes, and References.

STATEMENT OF NO CONFLICT OF INTEREST

Mundo and Associates, Inc. and its officers Pam Mundo-President, Jason Mundo-Vice President, and Joe Mundo-Vice President do not have any conflicts of interest with the City and/or its employees.

SAM STATEMENT

Mundo and Associates, Inc. and its officers Pam Mundo-President, Jason Mundo-Vice President, and Joe Mundo-Vice President are neither debarred nor suspended from the Excluded Parties List System (EPLS) of the System for Award Management (SAM) www.Sam.gov.



Check Entity Status

This tool allows you to check the status of your entity.

- Search by Unique Entity ID/CAGE
- Search entities pending Unique Entity ID assignment

Non-federal users: You may only check the status of entities linked to your SAM.gov account.

Unique Entity ID

CAGE Code

More About the Entity Status Tracker

- + Getting Started with Registration
- + Entity Status Guide
- + Legend
- + What if my entity fails TIN validation?
- + What if my entity fails CAGE validation?
- + More Help

Entity Information

MUNDO AND ASSOCIATES, INC. ● Active Registration

Unique Entity ID
DM9KLF9HPPHN5

Your registration was activated on 2024-06-27. It expires on 2025-06-25, which is one year after you submitted it for processing. To update or renew your registration, begin from your Entities Workspace.

- Validate Entity Completed
- Get Unique Entity ID Completed
- Core Data Completed
- Assertions Completed
- Reps & Certs Completed
- POCs Completed
- Submit Completed
- Processing Completed
- Active Completed

Entity Validation Status Show Details Jul 23, 2024

SAM.GOV Requests Notifications Workspace Sign Out

Home Search Data Bank Data Services Help

Search

Select Domain Entity Information

- All Entity Information
- Entities
- Disaster Response Registry
- Responsibility / Qualification
- Exclusions

Showing 1 - 1 of 1 results

MUNDO AND ASSOCIATES, INC. ● Active Registration

Unique Entity ID DM9KLF9HPPHN5	CAGE Code 61YX8	Physical Address 5542 CANADA COURT, ROCKWALL, TX 75082 USA	Entity
			Expiration Date Jun 25, 2025
			Purpose of Registration All Awards

1 of 1 Results per page: 25

The screenshot displays the SAM.GOV search interface. At the top left is the SAM.GOV logo. The navigation bar includes links for Home, Search, Data Bank, Data Services, and Help. On the right side of the navigation bar are icons for Requests, Notifications, Workspace, and Sign Out. The search bar contains the text 'DM9KLF94PHN5' and a search icon. Below the search bar are buttons for 'Search Results', 'Saved Searches', and 'Actions'. The left sidebar is expanded to show 'Entity Information' with sub-links for 'All Entity Information', 'Entities', 'Disaster Response Registry', 'Responsibility / Qualification', and 'Exclusions'. Below this is a 'Filter By' section and a 'Keyword Search' section with options for 'Simple Search' and 'Search Editor'. The 'All Words' radio button is selected. The main content area displays a 'No matches found' message with a magnifying glass icon, stating 'We couldn't find a match for your search criteria. Please try another search or go back to previous results.' and a 'Go Back' button.

Select Domain Entity Information

All Entity Information

- Entities
- Disaster Response Registry
- Responsibility / Qualification
- Exclusions

Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

Simple Search Search Editor

- Any Words
- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

Classification

Excluded Individual

First Name

Middle Name

Last Name

SSN / TIN

Add Individual

Pamela J Mundo:

Joseph C Mundo:

Jason C Mundo:

Excluded Entity

Done Tip: Scroll slowly for the best results

No matches found
We couldn't find a match for your search criteria.
Please try another search or go back to previous results.

[Go Back](#)





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) **Item 9.**
10/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners of Washington, LLC 19689 7th Ave NE, Ste 183, PMB #369 Poulsbo WA 98370	CONTACT NAME: Rachel Sheridan PHONE (A/C, No, Ext): 360-930-6094 E-MAIL ADDRESS: rachel.sheridan@assuredpartners.com	FAX (A/C, No): 360-930-6094
	INSURER(S) AFFORDING COVERAGE	
INSURED 23619 Mundo and Associates Inc 5542 Canada Court Rockwall TX 75032	INSURER A : RLI INSURANCE COMPANY NAIC # 13056	
	INSURER B : The Travelers Indemnity Company NAIC # 25658	
	INSURER C :	
	INSURER D :	
	INSURER E :	

COVERAGES **CERTIFICATE NUMBER:** 1264384608 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			6802L715048	8/19/2024	8/19/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			6802L715048	8/19/2024	8/19/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab; Claims Made			RDP0052940	12/12/2023	12/12/2025	\$1,000,000 Per Claim \$2,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The certificate holder is an additional insured per the attached.

CERTIFICATE HOLDER For Information Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Rachel Sheridan</i>

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.
 This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).
 By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.
 A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY
Date Received

1 Name of vendor who has a business relationship with local governmental entity.
 n/a, there is no conflict of interest

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.
 n/a, no conflict of interest

 Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?
 Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?
 Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.
 n/a, There is no conflict of interest.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

 Signature of vendor doing business with the governmental entity
 1/23/25

 Date

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Mundo and Associates, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Jason C. Mundo
Signature of Contractor's Authorized Official

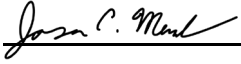
Jason Mundo, P.E, CEcD: Vice President
Printed Name and Title of Contractor's Authorized Official

1/23/25

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

<p>Type of Federal Action: a. contract _B___ b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>Status of Federal Action: a. bid/offer/application A ___ b. initial award c. post-award</p>	<p>Report Type: a. initial filing _A___ b. material change</p>
<p>Name and Address of Reporting Entity: _X___ Prime ___ Subawardee Tier ____, if Known: Mundo and Associates, Inc. 5542 Canada Ct. Rockwall, TX 75032 Congressional District, if known: 4th</p>	<p>If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:</p>	
<p>Federal Department/Agency: HUD CDBG</p>	<p>7. Federal Program Name/Description: CFDA Number, if applicable: _____</p>	
<p>Federal Action Number, if known:</p>	<p>9. Award Amount, if known: \$</p>	
<p>10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A, not a lobbyist, not performing lobbying activities</p>	<p>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature:  Print Name: _Jason Mundo, PE, CEcD Title: _Vice President Telephone No.: 214-642-5352 Date: 1/23/25</p>	
<p>Federal Use Only</p>	<p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p>	



FREEMAN-MILLICAN, INC.

CITY OF BRECKENRIDGE

2025/2026 CDBG PROJECT

RESPONSE TO REQUEST FOR QUALIFICATIONS

Phase One and Phase Two Infrastructure Project Application, Design and Construction Services





FREEMAN-MILLICAN, INC.

INTRODUCTION

FMI is a full-service firm including civil, mechanical, and electrical engineering, architectural design and layout, planning and preliminary design for project scoping and costs, and construction observation and inspection. This allows FMI to participate in a project from conception to final construction. This total in-house seamless approach ensures project continuity and success.

FMI was established in 1987 and is dedicated to providing quality engineering services, for municipal clients of various sizes, in North Central Texas. We pride ourselves in building lasting relationships and maintaining long term client partnership..

FMI is located in North Dallas. This provides central access to clients throughout North Texas while also allowing better project communication and strategic work effort, especially on multi-discipline projects such as pump stations and treatment facilities.

TABLE OF CONTENTS

INTRODUCTION	2
COMPANY PROFILE	4
PROJECT STATISTICS	4
WHY WE'RE DIFFERENT	6
YOUR TEAM	8
EXPERIENCE THAT MATTERS	14
SCOPE OF SERVICES	16
REFERENCES	19
CONTACT US	20
SAM.GOV PROOF OF CERTIFICATION	21
CERTIFICATE OF INSURANCE	22
FORM CQI	23
CERTIFICATE REGARDING LOBBYING	24
CERT. OF INTERESTED PARTIES	25



COMPANY PROFILE

MISSION & VALUES

Over the past few decades, FMI has successfully completed numerous projects for cities across Texas, covering a wide range of services from studies to design and construction administration. Our projects include the design of pump stations, lift stations, water and sewer lines, road improvements, trails and sidewalks, drainage facilities, impact fee studies, water distribution system analyses, and municipal engineering consultations. All of these services are provided by our dedicated team based in Dallas, Texas.



COMMITMENT TO VALUE

With every step of the process, the professionals at FMI will strive to bring value to both your project and municipality. We take pride in identifying design methods that maximize every dollar for the communities we serve.

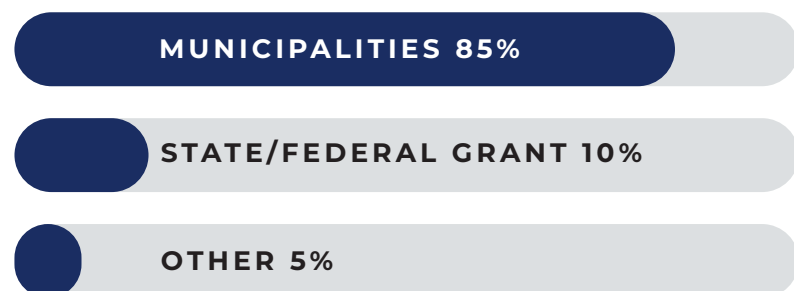


COMMITMENT TO QUALITY

It is our goal to meet your time and budget expectations. The FMI process is to strategically create a design and construction schedule that allows for your City to be successful. To accomplish this we create a strong trust and collaboration effort with you to achieve your goals. We strive and achieve to stay within 1% of our cost estimates and, because of the quality of our due diligence planning each project, we are highly successful.

STATISTICS

CLIENTS WE SERVE

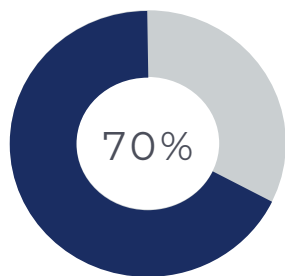


OUR PASSION

We have a passion for serving small municipalities facing the unique challenges of growth with limited infrastructure while at the same time becoming a part of the community.

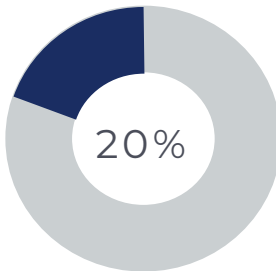
TYPES OF PROJECTS WE WORK ON

We make a concerted effort to work on projects we're passionate about. Here's how they stack up:



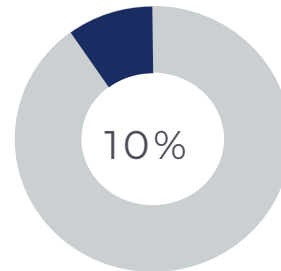
WATER/SEWER INFRASTRUCTURE

Design, Cost Estimating, Construction Management, and Inspections.



DRAINAGE

Analysis, Design, Fee Studies, Design, Construction Management, Inspections.

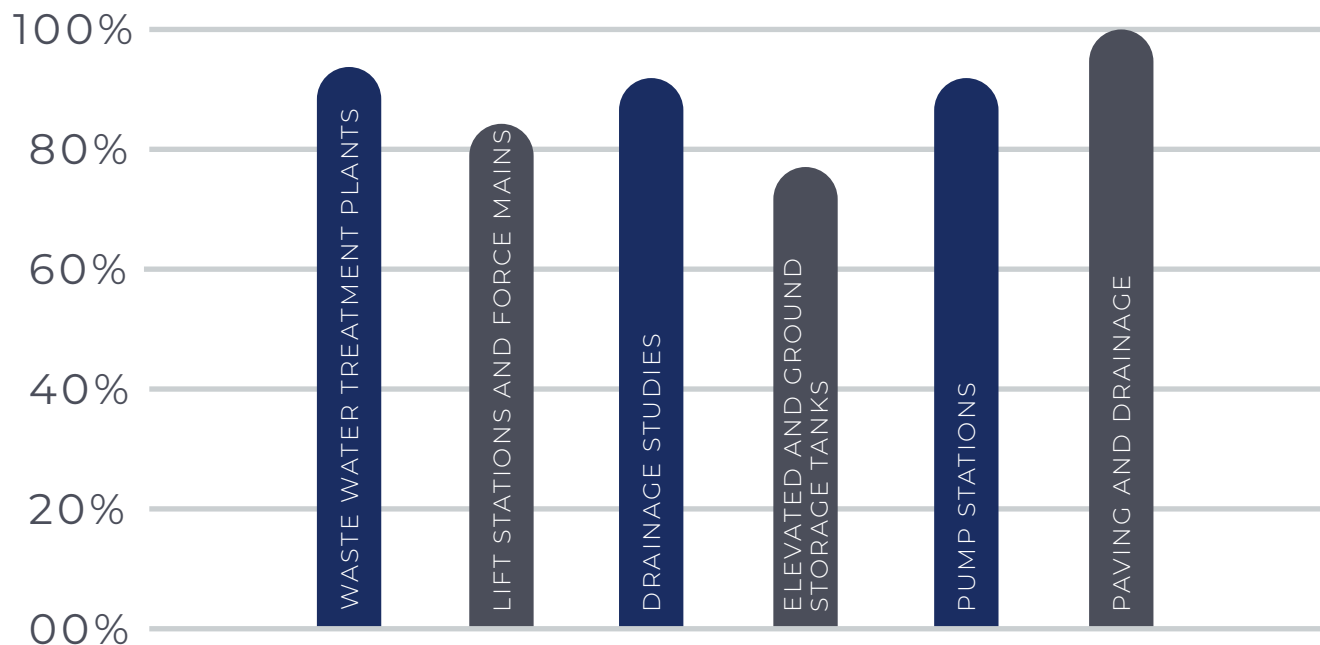


PLANNING

Comprehensive Planning, Strategic Planning and Special Area Planning.

CIVIL ENGINEERING PROJECTS WE WORK ON

FMI works on a wide variety of civil engineering projects, often pulling together several disciplines to accomplish projects that need more than one area of expertise. We utilize in-house resources including surveyors, architects, land use planners and mechanical engineers. That makes working on a typical civil engineering project a breeze and limits the use of subconsultants.



STAFFING CAPACITY

We take staffing capacity quite seriously at FMI. Our commitment to strategic planning ensures that we do not pursue projects that we cannot complete in a timely fashion. We do not delay starting projects due to staffing concerns. Our goal is to kick-off projects and begin work immediately following completion of signatures on the contract.

WHY WE'RE DIFFERENT

AND WHY THAT'S GOOD FOR YOU AND YOUR PROJECT

FMI is a small firm, and we like it that way. We have a small number of employees, working in a single office. That means we're very familiar with each of our team member's skills, abilities, interests and availability. When we say we can take on your project, that we have the in-house expertise to guide it to completion with minimal delays, we're serious. FMI has in-house survey, electrical engineering, structural engineering, geotechnical engineering, civil engineering and architectural services. This allows us to have more control over project scheduling and management.

Because we're a small firm, we have the ability to focus solely on your project. When you work with us, the people you meet at the beginning of the project, the people who interview with you, and the people that will be working on your project are one and the same. We don't just hand your project over to someone who has no vested interest in getting the results you need, but rather, we are focused on providing you with a partnership of our time and our expertise. While working with FMI, your city will have consistency, accountability, and reliability.



Innovative Approaches to Engineering Solutions

FMI leverages cutting-edge modeling and design software to optimize infrastructure projects. For example, on a recent water distribution project, our use of 3D modeling reduced design errors by 25% and shortened project timelines, saving the client both time and money. This commitment to innovation ensures efficient and accurate project delivery every time.

Technology-Driven Excellence

Our firm integrates GIS mapping and real-time data analytics to enhance project planning and execution. In a residential development project within one of our cities, these tools identified undersized water mains and inadequate water pressure, allowing us to quickly provide accurate data to our client, which required the proposed developer to address the infrastructure issues and to provide adequate fire flow. This technology-forward approach delivers precise results, especially for complex municipal challenges.

Specialized Expertise in Multi-Discipline Projects

With in-house expertise spanning civil, mechanical, and electrical engineering, we seamlessly coordinate complex, multi-disciplinary projects. For a recent wastewater treatment facility upgrade, our integrated approach eliminated the need for external consultants, reducing overall project costs by 15% while ensuring smooth communication and execution across all disciplines.

Proven Record of Community-First Solutions

FMI is passionate about serving growing municipalities with tailored solutions. For example, in a small-town streetscape improvement project, we worked with local leaders on a Downtown Revitalization Project. This project was funded through the Department of Agriculture and incorporated pedestrian-friendly designs and sustainable materials while boosting economic activity downtown and preserving the town's unique character.

Unparalleled Client Communication

Our single-office model ensures direct communication and a hands-on approach for every client. During a pump station project, our team held weekly progress updates with utility officials, ensuring transparency and on-time delivery despite unexpected challenges. This level of collaboration has led to 95% repeat business from satisfied clients.

Extensive Local Experience

Having served Texas municipalities for over three decades, we understand the unique challenges of the region, including its regulatory landscape and environmental considerations. Our experience includes designing over 100 miles of water and sewer lines, ensuring reliability and long-term performance for growing communities.



YOUR TEAM

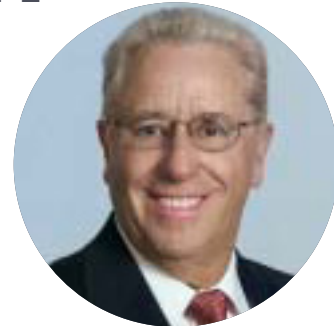
YOUR PROJECT TEAM FOR THIS PROJECT WILL CONSIST OF THE FOLLOWING TEAM MEMBERS.



RICHARD DORMEIR, PE
SENIOR ENGINEER



ERIN MAGEE, PE
PROJECT ENGINEER



LARRY FREEMAN, PE, RPLS
SENIOR ENGINEER



CHANTAL KIRKLAND
LAND USE PLANNER



CARLOS AGUILAR
CLIENT RELATIONS

EXPERIENCE:

41 YEARS

CERTIFICATION:

TEXAS PE NO. 50570
OK, FL, AK, AND LA

Phone: (214) 503-0555
Cell: (972) 489-6523
richard@fmi-dallas.com



EXPERTISE:

WATER DISTRIBUTION
WASTEWATER COLLECTION
MUNICIPAL SOLID WASTE
THOROUGHFARE DESIGN
WATER DISTRIBUTION ANALYSIS
GEOTECHNICAL ENGINEERING
HYDROGEOLOGICAL ANALYSIS

RICHARD DORMEIR, PE

VICE PRESIDENT AND SECRETARY OF THE BOARD / SENIOR PROJECT MANAGER – MUNICIPAL PROJECTS

Mr. Dormier has many years of successful experience providing services for clients in both the public and private sectors. Since joining FMI, he has served as City Engineer for the cities of Forney (18 years) and Heath (20 years), concentrating on municipal engineering and planning projects. He continues to serve Heath, Weston, and Pecan Hill in that capacity. He has also provided engineering services for Terrell, Bridgeport, Sherman, Waxahachie, Ennis, Palmer, Italy, Milford, Maypearl, Greater Texoma Utility Authority, and North Texas Municipal Water District.

PROFESSIONAL HISTORY

- Senior Project Manager, Freeman-Millican, Inc. – 2000 to Present
- Project Manager and Vice President, SCS Engineers – 1999 to 2000
- Project Engineer, Rust E&I – 1995 to 1999
- Environmental Engineering Manager, Waste Management of TX and FL – 1990 to 1995
- Project Engineer, Harding Lawson Associates – 1988 to 1990
- Office Manager and Vice President, GSW & Associates, Big Spring, Texas – 1983 to 1988
- Project Engineer, Rone Engineers – 1983

PROFESSIONAL ASSOCIATIONS

- American Society of Civil Engineers
- Texas Society of Professional Engineers
- National Society of Professional Engineers

CIVIC ASSOCIATIONS

- Mayor, City of Ovilla, 2013-Present
- City Council of Ovilla, 2010-2013, 2007-2009
- P & Z Commission, City of Ovilla, 2001-2007

EXPERIENCE:

47 YEARS

CERTIFICATION:

TEXAS PE NO. 29907

TEXAS RPLS NO. 3239

Phone: (214) 503-0555
larry@fmi-dallas.com

**EXPERTISE:**

WASTEWATER TREATMENT
WATER DISTRIBUTION DESIGN
WASTEWATER COLLECTION
WATER PUMP STATIONS
WASTEWATER LIFT STATIONS
PUBLIC UTILITY ANALYSIS
PAVING AND DRAINAGE DESIGN

LARRY FREEMAN, PE, RPLS**CHAIRMAN OF THE BOARD / SENIOR PROJECT MANAGER - WATER AND WASTEWATER PROJECTS**

Mr. Freeman has many years of successful experience in municipal engineering. He has served as City Engineer for the cities of Forney, Heath, and Bridgeport, and he has completed projects for several other cities in the North Texas area, including Plano, Wylie, Terrell, Irving, and Richardson. Mr. Freeman has also worked on several projects with North Texas Municipal Water District over the past 36 years.

PROFESSIONAL HISTORY

- Senior Project Manager, Freeman-Millican, Inc. – 1987 to Present
- Principal Project Manager, Shimek, Jacobs and Finklea – 1978 to 1987
- Director of Environmental Health, City of Dallas – 1974 to 1978
- Design Engineer, Shirco, Inc. – 1972 to 1974
- Staff Specialist Wastewater Treatment, Forrest and Cotton, Inc. – 1967 to 1972

PROFESSIONAL ASSOCIATIONS

- American Consulting Engineers
- Texas Council of Engineering Companies

EXPERIENCE:

18 YEARS

CERTIFICATION:

TEXAS NO. 108731

EXPERTISE:

WATER DISTRIBUTION DESIGN
 WASTEWATER COLLECTION
 WATER DISTRIBUTION ANALYSIS
 MULTI-DISCIPLINARY COORDINATION
 PIPELINE DESIGN



Phone: (214) 503-0555x110
 emagee@fmi-dallas.com

ERIN MAGEE, PE

PROJECT ENGINEER

Ms. Magee is a results-driven engineering professional who possesses high attention to detail and the ability to identify and sustain organizational work practices as well as interpersonal communication skills. Adept at building enduring professional relationships, she has provided technical expertise in water and wastewater rehabilitation, utilities, land development, and general civil applications. She has cultivated a strong ability to interact with various contractors, project managers, local and federal agencies, as well as public communities. She can guide any engineering or multi-disciplinary project in a productive, efficient, and positive manner.

PROFESSIONAL HISTORY

- Project Engineer, Freeman-Millican, Inc. - 2020- Present
- Project Manager, BGE, Inc. - 2016-2020
- Associate Project Manager, RPS - 2014-2016
- Project Engineer, VERDUNITY, Inc. - 2013-2014
- Project Manager, Pacheko Koch Consulting Engineers, Inc. - 2007-2013

PROFESSIONAL ASSOCIATIONS

- 2015 PE Leadership Institute, Class 5
- 2017-2019 Texas Society of Professional Engineers, Dallas Chapter Programs Chair
- 2021-2025 Texas Society of Professional Engineers, Chapter Director, Dallas Chapter

EXPERIENCE:

25 YEARS

EXPERTISE:

CLIENT MANAGEMENT / RELATIONS
 PROJECT COST ESTIMATING
 PROJECT PLANNING
 PROJECT LOGISTICS
 MULTI-DISCIPLINARY COORDINATION
 FEDERAL/STATE APPLICATIONS
 ANALYSIS AND PROBLEM SOLVING



Phone: (214) 503-0555x117
 Cell: (214) 952-0234
 caguilar@fmi-dallas.com

CARLOS AGUILAR

PROJECT MANAGER / CLIENT RELATIONS / DIRECTOR OF BUSINESS DEVELOPMENT

Mr. Aguilar brings extensive experience in the engineering field, delivering successful outcomes for clients across public and private sectors. He supports communities and developers by conducting cost-benefit analyses for current and future projects. Currently, he is working with communities in Grayson, Collin, Ellis, Navarro, Henderson, and Denton counties. He has considerable experience in surveying, drafting, design, and project management for public works. His background includes substantial work on projects funded through various grant and loan programs, such as TxCDBG, TWDB, USDA, and TPWL. Additionally, he has significant experience conducting municipal public hearings, managing municipal engineering and construction projects, and designing wastewater systems, including treatment plants, lift stations, force mains, and gravity sewer systems. His skills extend to preparing and submitting Wastewater Treatment Plant Discharge Permit Applications, including new permits, major amendments, and renewals. Additionally, he has extensive experience in municipal mapping—CCN, Census, Land Use, Zoning, Water & Sewer Utility, Boundary Agreement, and Thoroughfare—using tools such as Autodesk Map3D, TerraIncognita, and ArcGIS.

PROFESSIONAL HISTORY

- Director Of Business Development, Freeman-Millican, Inc. - 2015 - Present
- President, MLA Consulting, LLC - 2009-2015
- Director Of Business Development, Engineering Concepts & Design - 2007-2009
- Vice President, James Engineering, LLC - 2004-2007
- Computer Aided Design Designer, Freeman-Millican, Inc. - 2001-2004

EXPERIENCE:

23 YEARS

EXPERTISE:

LAND USE PLANNING
 ORDINANCE WRITING
 PUBLIC MEETING FACILITATION
 PRESENTATION
 LAND USE ANALYSIS
 STRATEGIC PLANNING
 COMMUNITY BUILDING



Cell: (940) 367-8923
 ckirkland@fmi-dallas.com

CHANTAL KIRKLAND

LAND USE PLANNER

Mrs. Kirkland has a variety of successful experience over the past few years, providing services for clients in both the public and private sectors. She has worked in the field both as an advocate for municipalities, representation for community voices, and finding solutions to unique challenges that arise regarding development in North Texas and beyond. With her experience, she brings an ability to interpret community needs and find solutions that are unique and well-suited to the situation. Having directly served as the Land Use Planner for several municipalities, as well as economic development director and other roles, Mrs. Kirkland is able to see the multiple layers of a challenge and find a way to surmount even the most difficult obstacles for a town or city.

PROFESSIONAL HISTORY

- Land Use Planner, Freeman-Millican, Inc. - 2019- Present
- Independent Consulting Planner - 2014-2019
- Director, Planning and Economic Development City of Aubrey, TX - 2012-2014
- Executive Director, City of Justin, TX Economic Development Corp. - 2010-2012
- Project Manager and Land Use Planner, Kimley-Horn and Assoc. - 2004-2008
- Land Use Planner, City of McKinney - 2001-2004

PROFESSIONAL ASSOCIATIONS

- AICP – American Institute for Certified Planners 11/2006-3/2014

EXPERIENCE THAT MATTERS

Freeman-Millican, Inc. (FMI), is registered to offer and perform engineering services in the State of Texas by the Texas Board of Professional Engineers (Lic. #F-2827). FMI has experience in all phases of Civil Engineering such as:

- FEMA Application Preparation
- TxCDBG Funded Water, Sewer, Paving, and Drainage Design Projects
- TxCDBG Comprehensive Planning Projects
- TWDB Funded Water & Sewer Projects
- Municipal Building Architectural Design and Management
- Public Architectural Design and Management
- Environmental Assessments for Grant Projects
- TPWL Application Preparation
- TPWL Funded Design Projects
- Wastewater System Design and Analysis (Treatment and Collection)
- Water System Design, Analysis and Modeling (Treatment and Distribution)
- Lift Station and Force Main Design
- Municipal Mapping (Census, CCN, Utility, Land Use, Boundary and Zoning)
- GIS Services and Data Gathering and Creation for City / County Mapping Software
- Infrastructure Feasibility Studies
- Roadway Design, Rehabilitation and Expansion
- Drainage System Design and Analysis
- Park Planning, Design, and Construction
- Planning and Zoning Services
- Hydraulic & Hydrologic Studies
- TXDOT Plans
- Infrastructure Design including Grading, & Erosion Control
- Coordination with regulatory agencies to obtain necessary permits & plan approvals

FMI has internal surveying crews which enables us to meet project deadlines in a timely manner. The surveying services include, but are not limited to:

- Topographic Survey
- Boundary & American Land Title Association Certified Surveys
- Construction Staking
- Texas State Plane Coordinate Surveys
- Property Deed Research
- Preparation of Easement Documents

FMI provides construction management services including, but not limited to:

- Inspection Services
- Project Management
- Technical Specification Review and Approvals
- Construction installation Inspections
- Coordination of Contracts, Contractors, & Franchise Utility Installation.

RECENT FEDERALLY FUNDED PROJECTS

The FMI team brings extensive expertise in grant-funded and federally supported projects. To date, we have successfully completed over 100 Community Development Block Grant (CDBG)-funded projects, demonstrating our proficiency in navigating the complexities of federally funded programs. Currently, we are proud to be further solidifying our commitment to delivering impactful infrastructure solutions to communities across Texas by managing the City of Angus Community Drainage Project and the City of Sadler Paving Project, both under the CDBG program. Below are some of the federally funded projects we've recently been proud to complete:

2022 - City of Kaufman – TWDB Funded Projects

The project was divided into three major components: the SEP project and two subsequent improvement phases, Phase 1 and Phase 2. The SEP project focused on modifications to the existing stormwater holding basin to increase its capacity, addressing critical infrastructure needs for stormwater management. Phase 1 involved significant upgrades to the influent and sludge management systems. Phase 2 focused on upgrading secondary treatment and disinfection systems. This project had a construction contract amount of 3.4 million dollars.

2024 - City of Palmer – American Recovery Plan & CDBG

The project involved the comprehensive design and integration of several critical components for a Waste Treatment Facility and Water Pumping Facility. This included the development of a new aeration basin and digester basin, along with the installation of emergency generators. The design encompassed all necessary electrical systems for key features such as coarse bubble aeration, diffuser air piping, air lift pumps, valves, and blowers. This project had a construction contract amount of 2.2 million dollars.

2023 - City of Lavon – TWDB Funded Projects

The project involved the planning and design of the Bear Creek Wastewater Treatment Plant (WWTP) Expansion, Phase 4, which increased the facility's total treatment capacity to 0.750 MGD (million gallons per day), representing a 0.25 MGD expansion. The design services encompassed civil, electrical, mechanical, structural, and geotechnical engineering to ensure a comprehensive and integrated approach to the expansion. FMI also provided construction administration services to oversee the successful implementation of the design. This project has an estimated construction contract amount of 4.2 million dollars.

2024 - City of Frost – TxCDBG

Project consisted of wastewater treatment facility improvements including an emergency generator, sludge dewatering box and yard piping. Responsibilities include client contact, preparation of construction plans, details and specifications, coordination with TCEQ, TDA & TxCDBG program staff, bidding and construction administration. This project has a construction contract amount of \$340,000.

2024 - City of Milford – American Recovery Plan

Project consisted of wastewater treatment facility improvements including a new clarifier and aeration basin. Responsibilities include client contact, preparation of construction plans, details and specifications, coordination with TCEQ, TDA & TxCDBG program staff, bidding and construction administration. This project has a construction contract amount of \$800,500.



SCOPE OF SERVICES

CUSTOMIZED APPROACH TO THE PROJECT METHODOLOGY, TIMELINES, AND MILESTONES

At FMI, we approach each project with a structured methodology designed to deliver quality results on time and within budget. Below is a preliminary scope of services for the City of Breckenridge's proposed project that can be tailored to the City's requirements, once we have been selected for this project.:

Phase 1: Project Initiation

Objective: Establish project goals, expectations, and communication channels.

- Conduct a project kickoff meeting with all stakeholders to align on scope, schedule, and deliverables.
- Review the RFQ requirements and relevant documentation, including the Community Development Block Grant (CDBG) guidelines.
- Develop a detailed work plan and project timeline.

Key Deliverables:

- Kickoff meeting agenda and minutes.
- Finalized work plan and timeline for application preparation.
- Stakeholder contact list.

Timeline: 2-3 weeks

Phase 2: Application Preparation

Objective: Prepare and submit the 2025/2026 CDBG application to secure funding.

- Compile and complete required application attachments, including the sealed Table 2, Budget Justification, maps, and the Exhibit document.
- Ensure compliance with all application requirements, addressing CDBG program criteria.
- Provide technical assistance to the City of Breckenridge during the submission process.

Key Deliverables:

- Completed application package with all necessary documentation.
- Confirmation of submission to the relevant authority.
-

Timeline: 3-4 weeks.

Phase 3: Data Collection and Preliminary Design

Objective: Gather and analyze critical information to inform project design.

- Conduct field surveys, site visits, and assessments to collect necessary data.
- Review existing reports, utility maps, and relevant documents.
- Identify the need for additional easements, rights-of-way, or property acquisition.

Key Deliverables:

- Comprehensive site assessment report.
- Survey data and preliminary analysis.
- Recommendations for any additional property or easement needs.

Timeline: 4-6 weeks.

Phase 4: Final Design and Regulatory Approvals

Objective: Develop and finalize detailed project plans and secure regulatory clearances.

- Prepare preliminary engineering reports, cost estimates, and layouts.
- Develop final design plans and specifications in compliance with applicable standards.
- Submit plans to regulatory agencies for approval.

Key Deliverables:

- Finalized design plans and specifications.
- Regulatory approval documentation.
- Updated cost estimates.

Timeline: 3-4 months.

Phase 5: Bid Preparation and Contractor Selection

Objective: Facilitate the competitive bidding process and select a qualified contractor.

- Prepare and issue the bid packet, including advertisements and contract documents.
- Manage the bidding process, including responding to bidder inquiries and conducting the bid opening.
- Verify contractor eligibility through SAM.gov and recommend the most qualified bidder.

Key Deliverables:

- Bid packet and advertisement materials.
- Bid evaluation and recommendation report.
- Awarded construction contract.

Timeline: 2-3 months.

Phase 6: Construction Oversight

Objective: Ensure quality and compliance during the construction phase.

- Conduct regular site inspections to monitor progress and adherence to design plans.
- Perform interim and final testing of materials and workmanship.
- Address any construction-related issues and manage change orders as needed.

Key Deliverables:

Monthly progress reports and inspection summaries.

- Interim and final field testing reports.
- Change order documentation, if applicable.

Timeline: 12-15 months.

Phase 7: Project Closeout

Objective: Finalize all project components and ensure compliance with grant requirements.

- Conduct final inspections and prepare a Certificate of Construction Completion.
- Submit “as-built” drawings and final project documentation.
- Ensure all grant reporting and compliance requirements are met.

Key Deliverables:

- Certificate of Construction Completion.
- Final “as-built” drawings.
- Grant closeout documentation.

Timeline: 2-3 months.

Note:

The costs of services will be negotiated after selection, in accordance with State and Federal laws and per the requirements in the request for qualifications.



REFERENCES

CITY OF ECTOR

Mrs. Nelba Baker, City Secretary
PO Box 188
Ector, Texas 75439
(903) 961-2495
cityofector@yahoo.com

CITY OF ITALY

Mr. Bryant Cockran, Mayor
161 W. Main Street
Italy, TX 76651
(972) 483-7329
bcockran@cityofitaly.org

CITY OF MILFORD

Mr. Bruce Perryman, Mayor
107 S. Main Street
Milford, Texas 76670
(972) 493-3161
bplaw9845@sbcglobal.com

CITY OF IRVING

Mr. Mark Gibson, P.E., Director of Utilities
P.O. Box 1106
Sherman, Texas 75091
(903) 892-7210

CITY OF ALVORD

Mr. Troy Gregg, City Development Coord.
215 W. Elm Street
Alvord, Texas 76225
(940) 427-5916
tgregg@cityofalvord.org

CITY OF WESTLAKE

Mrs. Cheryl Taylor, P.E., Public Works Director
1500 Solana Blvd, Building 7, Suite 7200
Westlake, Tx 76262
(817) 490-5724
ctaylor@westlaketx.gov

CITY OF KAUFMAN

Mr. Brad Westerman, Plant Operator
209 S. Washington Street
Kaufman, Texas 75142
(972) 932-2216

CITY OF GARRETT

Mr. Matt Newsom - Mayor
208 N. Farris Street
Garrett, TX 75119
(972) 875-5893
citysecretary@cityofgarrett.com

CITY OF PALMER

Mrs. Alicia Baran, City Administrator
113 W. Jefferson
Palmer, TX 75152
(972) 845-3288
abaran@ci.palmer.tx.us

PUBLIC MANAGEMENT, INC.

Mr. Jake McAdams/Patrick Wiltshire
P.O. Box 672
Granbury, Texas 76048
(972) 741-4700
jmcadams@publicmgt.com

CITY OF WESTON

Mr. Jim Marischen, Mayor
301 Main Street
Weston, Texas 75097
(972) 382-1001

CITY OF LAVON

Mrs. Kim Dobbs – City Administrator
120 School Road
Lavon, Texas 75166
(972) 843-4220
cityhall@cityoflavon.org

CITY OF MAYPEARL

Mrs. Danell Winter – City Secretary
104 E. Second Street
Maypearl, TX 76064
(972) 435-2380
danell.winter@cityofmaypearl.com

CITY OF SADLER

Ms. Jaimie Vannoy
P.O. Box 543
Sadler, TX 76264
(903)-271-7272
cityofsadler@outlook.com



THANK YOU!

FROM THE ENTIRE TEAM AT FMI

We appreciate the opportunity to present our qualifications and look forward to working with you on this project and into the future.

If you have any questions about our team's qualification for this project or any future project, please contact us. We would be very happy to help you and your City.

Contact us:

WEBSITE

www.fmi-dallas.com

ADDRESS

9330 LBJ Freeway
Suite 1225
Dallas, TX 75243

PHONE

(214) 503 - 0555

EMAIL

caguilar@fmi-dallas.com





FREEMAN - MILLICAN, INC

Unique Entity ID XNLFAHAKMY54	CAGE / NCAGE 85QH5	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Jan 29, 2025	
Physical Address 12160 Abrams RD STE 508 Dallas, Texas 75243-4554 United States	Mailing Address 9330 Lyndon B. Johnson Fwy STE 1225 Dallas, Texas 75243-3436 United States	

Business Information

Doing Business as FREEMAN MILLICAN INC	Division Name Freeman - Millican Inc	Division Number 1987
Congressional District Texas 32	State / Country of Incorporation Texas / United States	URL www.fmi-dallas.com

Registration Dates

Activation Date Jan 31, 2024	Submission Date Jan 30, 2024	Initial Registration Date Aug 21, 2018
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Entity Dates

Entity Start Date Jan 1, 1987	Fiscal Year End Close Date Dec 31
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

Not Selected

Exclusion Summary

Mar 14, 2024 12:34:10 PM GMT
<https://sam.gov/entity/XNLFAHAKMY54/coreData?status=null>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/7/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies 12801 North Central Expy. Suite 1725 Dallas, TX 75243	CONTACT NAME: Hillary Bryant
	PHONE (A/C No. Ext): (214) 323-4602 FAX (A/C No.): (214) 503-8899
E-MAIL ADDRESS: RSCcertrequest@risk-strategies.com	INSURER(S) AFFORDING COVERAGE
INSURER A : XL Specialty Insurance Company	NAIC # 37885
INSURED Freeman-Millican, Inc. 9330 LBJ Fwy, Suite 1225 Dallas TX 75243	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** 75653760 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		<input type="checkbox"/>	DPR5014071	6/1/2023	6/1/2024	Per Claim/Annual Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The claims made professional liability coverage is the total aggregate limit for all claims presented within the annual policy period and is subject to a deductible. Thirty (30) day notice of cancellation in favor of the certificate holder on all policies.

CERTIFICATE HOLDER

Master Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

 Hillary Bryant

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ACORD 25 (2016/03)

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CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

Freeman-Millican, Inc.

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

No Conflict

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

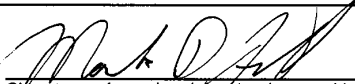
Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

10/17/2022
Date

Certification Regarding Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Freeman-Millican, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.



Signature of Contractor's Authorized Official

Richard A. Dormier, P.E.

Printed Name and Title of Contractor's Authorized Official

May 4, 2022

Date

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

OFFICE USE ONLY

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)

ADD ADDITIONAL PAGES AS NECESSARY



STATEMENT OF QUALIFICATIONS

CITY OF BRECKENRIDGE

Professional Engineering Services for
2025/2026 TxCDBG Application and Project Implementation Services

January 23, 2025



January 23, 2025

Ms. Cynthia Northrop, MPA, CPM, City Manager
 City of Breckenridge
 105 North Rose Ave.
 Breckenridge, TX 76424
cnorthrop@breckenridgetx.gov

**RE: STATEMENT OF QUALIFICATIONS FOR ENGINEERING SERVICES
 2025/2026 TxCDBG APPLICATION AND PROJECT IMPLEMENTATION SERVICES**

Dear Ms. Northrop,

Thank you for the opportunity to provide our Statement of Qualifications (SOQ) to the City of Breckenridge for Engineering and Design Services for the 2025-2026 Texas Community Development Fund. Our SOQ includes supporting documentation demonstrating our ability to complete the required work. We are a full-service engineering, architectural, and planning firm with extensive experience in state and federally-funded projects. Our expertise includes:

- **Municipal Infrastructure** - MRB Group has decades of experience representing municipalities in the project identification, application preparation, study, design, and construction of state and federally-funded projects. We have completed similar projects with clients throughout Central Texas, including water and wastewater, streets, drainage, and other infrastructure projects.
- **State and Federally-Funded Projects** – This SOQ highlights our extensive experience in state and federally-funded projects, including the Community Development Block Grant (CDBG) administered by the Texas Department of Agriculture (TDA), Rural Water Assistance Fund administered by the U.S. Department of Agriculture (USDA), and Clean Water and Drinking Water State Revolving Funds (SRF) administered by the Texas Water Development Board (TWDB).
- **Projects Located in Central Texas** – With offices in Temple, Waco, and Austin, we concentrate on work in Central Texas, including but not limited to the Cities of Copperas Cove, Hillsboro, Granger, Mart, Rosebud, Bartlett, Jarrell, Milano, and Rockdale, Bell County, Coryell County, Falls County, Milam County, and numerous Water Supply Corporations (WSC) and Municipal Utility Districts (MUD.)

MRB Group's project managers and the staff in the Temple office are familiar with local conditions, regulations, and requirements. In addition, our project references will attest to our skills, capabilities, and willingness to go the extra mile for our clients. We are a competent engineering firm, licensed in Texas by the Texas Board of Professional Engineers, No. F-10615.

We would be honored and privileged to provide our expertise to the City of Breckenridge and look forward to the opportunity to discuss our qualifications further.

Sincerely,


 Solomon Thomas, P.E.
 Project Manager


 Trey Taylor, P.E.
 Deputy COO

1

SECTION 1
Firm Overview

39

SECTION 4
References

7

SECTION 2
Key Personnel

APPENDIX
Required Forms

24

SECTION 3
Project Experience

SECTION 1

FIRM OVERVIEW

FIRM OVERVIEW

SECTION 1

WHO WE ARE

MRB Group is an engineering, architecture, and municipal planning company passionately serving those who move our communities forward. We create inspiring places that simply work.

The company's evolution dates back to 1927, originating with the engineering and surveying firm Meloy Smith Engineers. For nearly a century, MRB Group developed into a resource focused on infrastructure and facilities that serve the public. From designing and building the places in which we work, heal, play, and learn, to the infrastructure systems that support it all, the mission of MRB Group is clear: make it work, make it last, make it cost-effective, and make it fulfill your vision. Our services go beyond design to support your pre-project stages from long-range planning and funding, to post-design construction administration. Whatever the project phase or stage, MRB Group is here to help realize your community's possibilities.

With physical offices in Texas, New York, and South Carolina, plus a reach well beyond, MRB Group is the best of both: local presence combined with substantial resources.



OUR DIFFERENCE

The MRB Group difference? It's our people. It is our passion to help our clients and their communities thrive, knowing the human impact of our collective work. So we listen intently. We respond with compassion. We create mutual trust. We solve short-term needs while planning for long-term possibilities. The results? Clients that have been with us for decades. Projects that have stood the test of time. Communities that flourish. And a company that continues to grow: one relationship, one success at a time.

Our licensed engineers, architects/designers, and planners provide a comprehensive range of professional services to county, municipal, utility, residential, and commercial clients in a range of fields, including:

- Civil Engineering
- Stormwater/Drainage
- Water Treatment and Distribution
- Wastewater Treatment, Collection, and Operations
- Transportation
- Construction Observation/Administration
- Funding Research
- Grant Writing/Administration
- Site Development
- Parks
- GIS Technology
- Environmental Services
- Planning
- Master Plans
- Economic Development Research/Strategies
- Architectural Design/Pre-Design, Interiors/Visualization

Our team of respected professionals collaborates closely with clients, providing trusted counsel and excellence across a wide range of fields.

With MRB Group, you get a passionate, pragmatic partner dedicated to helping your community thrive, one project at a time.



OUR EXPERTISE

Our world runs on complex systems. At MRB Group, we work to create, maintain, and manage those systems efficiently, and effectively. From infrastructure to water to energy, and beyond, we're here to help make life move forward. Ensuring compliance. Mitigating risks. Elevating the quality of life for the clients and communities we serve.

Engineering

With a history of successful projects and award-winning designs, we are dedicated to delivering robust and sustainable engineering solutions that cater to the unique needs of each community we serve. Our engineering services include:

- Water Treatment & Distribution
- Wastewater Treatment & Collection
- Flood Control/Stormwater Management
- Site Development
- Construction Phase Services
- Transportation



Grant Services

We will help you identify potential funding opportunities that align with your organization's mission and goals, walk with you through the process, and help support you once funding is secured. Our grant services include:

- Grant Writing
- Grant Research
- Grant Administration



Architecture

We specialize in designing and managing critical architecture products with a blend of forward-thinking design, a commitment to sustainability, and an attention to detail. We ensure seamless integration of architectural vision with practical functionality. Our architecture services include:

- Pre-Design Services
- Visualization & Presentation
- New Construction & Structural Design
- Adaptive Reuse & Historic Preservation
- Interior Design & Space Planning
- Sustainability/Resiliency & Wellness Design
- Landscape Architecture



Local Government Services

Our comprehensive local government services are designed to meet the unique challenges faced by municipalities. We are dedicated to the development and sustainability of communities, ensuring they are well-equipped to provide exceptional essential services while adapting to evolving needs. Our local government services include:

- Strategic Planning & Placemaking
- Economic Development & Market Analysis
- Development & Environmental Services
- Resource Development
- GIS
- Training & Capacity Building
- Organizational Development

MARKETS WE SERVE

MUNICIPAL

Where community and need intersect, we keep the systems of life working without issues. Whether it's the public buildings where communities are planned, the parks in which we play, the infrastructure that helps move our water, the roads and sidewalks we use, or the public safety facilities, we are here to help you move from plan to prosperity. We help with:

- Water & Wastewater Engineering
- Flood Control/Stormwater Management
- Transportation
- Municipal Facilities
- Parks & Recreation
- Public Safety
- Local Government Services
- Economic Development
- Grant Services
- Support Services

PRIVATE

MRB Group helps organizations meet their potential. From business locations to restaurants. From residential subdivisions to multifamily structures. From tomorrow's need to historic preservation, we are ready to help fulfill your vision practically and beautifully. We help with:

- Commercial
- Residential (Subdivisions/Multifamily)
- Industrial
- Historic Preservation

EDUCATION

The halls and walls of educational institutions require vision and a deep understanding of the learning experience. Place and infrastructure determine how we learn, how students flow, how technology is embraced, how budgets are spent, and how the future is planned. From planning to the first class, we're here to help. We help with:

- K-12 Schools



- Higher Education (Colleges/Universities)
- Charter Schools
- Technical Colleges
- Training Centers

HEALTHCARE

There is little as critical as the architecture and engineering of our healthcare facilities. Design and implementation of these structures can impact outcome, comfort, and the healing process. MRB Group has the experience, the foresight, and the empathy to help make our centers of health into centers of excellence. We help with:

- Inpatient/Outpatient & Ambulatory Care
- Medical Offices
- Medical Specialities
- Medical Teaching Centers
- Healthcare Education Centers
- Mental Health Facilities

LIFE SCIENCES

Discovery and innovation is what we help empower. From laboratories to collaboration spaces to educational facilities, MRB Group helps make spaces that empower possibilities and unleash solutions that may literally change the world. We focus on science — but just as importantly — we focus on the life it serves.

- Research Facilities
- Private and University Laboratories
- Cleanroom Design
- Grow & Processing Facilities
- Pharmacies
- Dispensaries

CIVIC, CULTURAL & RELIGIOUS

MRB Group proudly helps develop the centers of life, conversation, and curiosity. From community centers to libraries to public spaces, we believe that beautiful spaces are key to helping encourage education, spur solutions, and invite opportunities for all. We help with:

- Community Centers
- Libraries
- Fire/Police/Ambulance Facilities
- Museums
- Churches & Religious Buildings
- Highway Department Facilities
- Municipal Offices
- Park Facilities

HOSPITALITY

A comfortable, inviting stay begins with dreaming. MRB Group helps you envision spaces that are as practical as they are welcoming, thinking of your business goals as much as we're bringing excellence to the guest and employee experience. We help with:

- Branded Hotels
- Boutique Hotels
- Restaurants
- Resorts
- Meeting & Event Venues

JUSTICE

MRB Group brings humanity to our justice spaces. From physical courts to correctional facilities, our unique experience brings a wealth of understanding of security needs, convenience, requirements, and comfort. We help with:

- Correctional Facilities
- Courts
- Public Safety Facilities



OFFICE LOCATIONS

Texas

TEMPLE (PRIMARY OFFICE FOR CITY OF BRECKENRIDGE

303 W. Calhoun Ave.
Temple, Texas 76501
254.771.2054

AUSTIN

WACO

New York

ROCHESTER

ALBANY, FINGER LAKES,

SARATOGA SPRINGS, SYRACUSE

South Carolina

CHARLESTON

COLUMBIA



CONTACT

Solomon Thomas, P.E.

Client/Project Manager
254.771.2054
solomon.thomas@mrbgroup.com

MRBGroup.com
info@MRBGroup.com

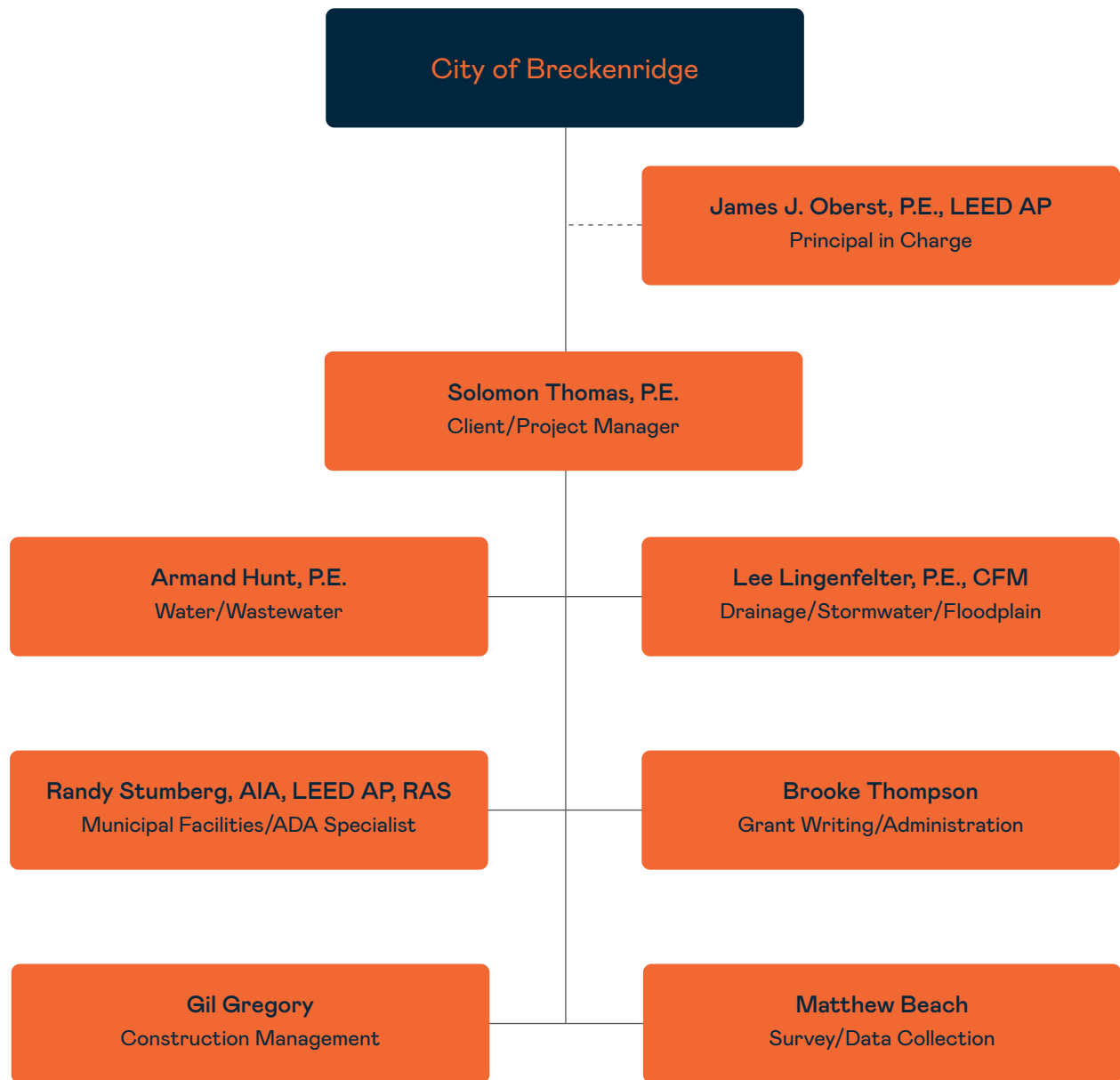


SECTION 2

KEY PERSONNEL

KEY PERSONNEL

MRB Group management will assemble the appropriate team to respond to specific project needs. At MRB Group, we have developed a client-studio organizational approach to manage a constantly evolving workload properly. Your Project Manager will coordinate technical resources shared across our cross-functional studios to advance multiple projects effectively. The organizational chart below represents the primary staff for the City of Breckenridge. We have included detailed resumes for these individuals in the following pages.





SOLOMON THOMAS, P.E.

PROJECT MANAGER

Expertise

COMPREHENSIVE PROJECT MANAGEMENT

Solomon has over 15 years of progressive planning, engineering, construction management, and facility operations experience with all sizes of transportation and related utility projects. He has coordinated significant infrastructure improvements, including a \$350 million highway expansion through Temple, Texas, improving gateway signage and landscaping, and facilitating connections to downtown and transportation hubs to support economic development. In addition, his responsibilities included facilitating public meetings to update the community and businesses.

MAIN STREET / RURAL COMMUNITY DEVELOPMENT SUPPORT

Solomon has managed numerous projects in small communities, including a \$4 million Main Street rehabilitation which provided sidewalks and connected the main thoroughfare to pedestrian and bicycle traffic. He has coordinated materials and finishes to support the historic character of communities and protect environmentally sensitive natural resources. His work with impacted businesses and elected officials minimized interruptions and impacts on local tourism through coordinated meetings and managing public outreach to properly inform and engage businesses and residents. Solomon's work also includes a \$3 million project which provided site rehabilitation and sidewalks, placed a pedestrian bridge over a railroad, and connected a regional medical center to major residential areas and businesses in a highly trafficked location. Extensive project coordination has involved railroads, local officials, regulatory agencies, businesses, and residents.

Other projects include numerous roadway and safety enhancements, bridges, gateway features, and specialized lighting; all meeting community needs within strict project budgets.

Solomon is TxDOT Local Government Project Procedures (LGPP) certified.

Key Projects

CITY OF TEMPLE

- *TxDOT FM 1741 Sidewalks
- *TxDOT FM 1741 Pedestrian Bridge and Sidewalks
- *TxDOT Spur 290 Rehabilitation, Sidewalks, and Gateway Signage/Landscape
- *TxDOT SH 53 Rehabilitation
- *TxDOT Loop 363 Rehabilitation
- *TxDOT FM 2305 Rehabilitation and Hike and Bike
- *TxDOT SH 317 Rehabilitation and Sidewalks

** personal portfolio*

A hands-on professional engineer with direct experience serving in project management, large-scale public utility operations and maintenance, as well as public administration as a former TxDOT Area Engineer. Powerful communicator/facilitator with specialized experience in fostering support and collaboration among project stakeholders, elected officials, state representatives and regulatory agencies.

Education

Master of Science, Mathematics,
Tarleton State University,
Stephenville, TX

Bachelor of Science, Civil
Engineering, Arkansas State
University, Jonesboro, AR

Professional License

Engineer:

Texas, No.102432

New York, No. 105723

TxDOT Local Government Project
Procedures (LGPP)

Years of Experience

20





SOLOMON THOMAS, P.E.

Key Projects Continued

- *TxDOT FM 439 Rehabilitation and Sidewalks
- *TxDOT FM 2271 Rehabilitation
- *TxDOT/City of Temple FM 2483 Realignment, Rehabilitation and Sidewalks
- *TxDOT US 190 Rehabilitation
- *TxDOT SH 95 Rehabilitation

VILLAGE OF SALADO

- *TxDOT Main Street Rehabilitation and Sidewalks
- Mill Creek and Pace Park Mill and Overlay
- Stagecoach Circle Culverts & Drainage Improvements

CITY OF BUFFALO

- TDA Downtown Revitalization, Phase 2

CITY OF WACO

- TxDOT TA Cedar Ridge Neighborhood 19th Street Bike and Pedestrian Connection
- TxDOT Safe Routes to School – JH Hines
- Elm Ave TASA
- TxDOT Elm Ave Rehabilitation and Sidewalks
- Mars Drive and Old Hewitt Rehabilitation and Sidewalks
- *TxDOT FM 1637 Rehabilitation, Sidewalks, and Gateway Signage/Landscape
- *TxDOT Loop 574 New location Roadway and Sidewalks

CITY OF HARKER HEIGHTS

- TxDOT FM 3481 Rehabilitation and Sidewalks

CITY OF WOODWAY

- Bush Drive Reconstruction

*INTERSTATE 35

- Williamson County Line to Salado Road Reconstruction/Bridges
- Salado to Belton Road Reconstruction/Bridges, Sidewalks, and Environmentally Sensitive Areas
- Belton to Temple Roadway Resurfacing
- At Loop 363 Interchange Reconstruction
- South Loop 363 to North Loop 363 Road Reconstruction/Bridges and Sidewalks
- Temple to Troy Road Reconstruction/Bridges and Sidewalks
- Troy to Bruceville-Eddy Road Reconstruction/Bridges and Sidewalks
- Bruceville-Eddy to Hewitt Road Reconstruction/Bridges and Sidewalks

- Brazos River Frontage Road Bridges
- South Loop 340 to North Loop 340 Road Reconstruction/Bridges and Sidewalks
- Bellmead to West Road Reconstruction/Bridges and Sidewalks

CITY OF MCGREGOR

- *TxDOT SH 317 Rehabilitation and Sidewalks

CITY OF WEST

- *TxDOT Downtown Sidewalks

CITY OF HOLLAND

- *TxDOT SH 95 Rehabilitation and Downtown Drainage

CITY OF TROY

- TxDOT TA W. Main/Luther Curtis Rd. Transportation Improvements

CITY OF MILANO

- GLO Streets and Drainage Improvements

CITY OF BEVERLY HILLS

- ARPA Park Avenue Reconstruction

**personal portfolio*



ARMAND HUNT, P.E.

PROJECT MANAGER

Experienced Civil Engineer with a focus on local public and private water and wastewater clients. Strives to provide simple, innovative, and cost-effective solutions.

Works closely with senior team members throughout the construction process to include analyses, grant applications, property acquisitions, permitting, project design, bidding, and construction phase services.

Education

Bachelor of Civil Engineering,
Auburn University, Auburn, AL

Professional License

Engineer:
Texas, No. 145330
Alabama, No. PE38457
New York, No. 109231

Professional Affiliations

OSHA 40-hour HAZWOPER
OSHA Construction Safety and
Health 10-hour course

Years of Experience

9



Expertise

ENGINEERING

Armand brings relevant course experience in surveying, construction engineering, structural analysis, design-build, environmental engineering, Geotech, transportation, water and wastewater design, urban hydraulics, project management, and construction safety. In addition, he has field experience in environmental study and water line mapping.

PROJECT MANAGEMENT

Armand's background includes project implementation with clients to outline their needs, create and publish proposals, project design, pay requests, change orders, and closeout documentation.

Key Projects

CITY OF HILLSBORO

- Water Model Improvements and Analysis
- TWDB EST and Pump Station
- Industrial Park Water Distribution Improvements

CITY OF MART

- TWDB CWSRF WWTP Improvements

BELL COUNTY

- Bell County Museum Storage Facility Site Plan

CITY OF BARTLETT

- Water Model Improvements and Analysis

CITY OF BUFFALO

- Wastewater Treatment Plant Improvements

MOFFAT WSC

- Booster Station and Ground Storage Tank

CITY OF COPPERAS COVE

- 7 Mile Pump Station Improvements
- Pressure Regulating Valve Improvements
- Rattlesnake Mountain Elevated Storage Tank

439 WSC

- Whitish Ranch Pump Station, and Ground Storage Tank
- Pump Station 9 Improvements

CITY OF ROSEBUD

- Wastewater Treatment Plant Improvements

CITY OF TEMPLE

- Northwest 36" Water Transmission Main
- 41st-57th Water and Wastewater Improvements

** personal portfolio*



ARMAND HUNT, P.E.

Key Projects Continued

CITY OF CRAWFORD

- Water Well Improvements
- Water Treatment Plant Improvements

CITY OF BRUCEVILLE-EDDY

- GIS and Water Model Creation
- Falls County Water Main Improvements Phase 1

CITY OF MOODY

- WWTP Improvements

VILLAGE OF SALADO

- WWTP Expansion

CHATT WSC

- Public Water Supply Well #2

WCID #2

- Elm Mott Sewer Improvements

OTHER

- *Lauderdale County, AL Agricultural Center Authority Ag Center Lift Station and Force Main
- *Florence, AL Automatic Meter Reading Program, Cox Creek Interceptor, Heathrow Sewer Improvements, Killen Waterline Replacements, Galvanized Pipe Replacements, Phases 3 and 4
- *Muscle Shoals, AL Utility Board Automatic Meter Reading Program, Wilson Dam Road Sewer Extensions, Northeast Sewer System Improvements, and Rehabilitation
- *Limestone County, AL Water & Sewer Authority East Limestone Lift Station Improvements
- *Athens, AL Utilities Water Line Mapping and Coordinate Collection

** personal portfolio*



LEE LINGENFELTER, PE, CFM

PROJECT MANAGER

A design engineer and project manager with a strong focus on environmental stewardship and effective public assets and infrastructure management for long-term viability and community resiliency.

Experience in site development and transportation engineering, stormwater management, drainage, erosion and sediment control, water, wastewater, and utilities with a strong focus on client communication and engagement in both the design and project management process.

Education

B.S. in Civil Engineering, University of Iowa

Professional License

Engineer, Texas 144297
Certified Floodplain Manager, Texas 4506-23N

Professional Affiliations

Texas Floodplain Management Association (TFMA)

Years of Experience

13

Expertise

PROJECT MANAGEMENT

Over two decades of experience managing civil engineering projects, producing on-time, on-budget deliverables, coordinating with stakeholders to keep them informed, and maintaining contractor accountability. Projects include various civil engineering, site development, and transportation-related projects. Deliverables include construction documents, informational memos, opinions of probable construction costs, reports, and specifications.

DESIGN ENGINEERING

Includes water, wastewater, and utilities, materials testing and geotechnical investigations, with hands-on projects involving bridge inspections, replacements and repair; intersection improvements and connector road design; construction of noise walls; pedestrian safety improvements; retaining wall inspections; and roadway inspections and reconstruction, all providing a solid foundation for application-focused engineering that recognizes long term impacts of design decisions.

ASSET MANAGEMENT

Well-versed in Maximo (for asset management), including creating and conducting training for clients to fully utilize resources and tools to track and optimize infrastructure maintenance. Equally well-versed in readily available software applications for data tracking and planning to promote proactive management for greater efficiency of services and net cost savings.

CLIENT ENGAGEMENT

A strong communicator, keeping clients informed and engaged in the design process, ensuring adequately-translated needs and solutions are effectively implemented.

Key Projects

TEMPLE ISD, TEMPLE TX

- Kennedy-Powell Elementary School Driveway Design
- ISD Operations Center

TTS DISTRIBUTION, TEMPLE TX

- Site Development for Manufacturing Addition

BELL COUNTY, BELTON, TX

- Site Drainage/Grading for County Engineer's Office

CITY OF BUFFALO, TX

- Wastewater Treatment Plant Improvements

CITY OF HILLSBORO, TX

- Mark Street Drainage and Grading



** personal portfolio*



LEE LINGENFELTER, PE, CFM

Key Projects Continued

VILLAGE OF SALADO, TX

- Stagecoach Circle Drainage and Grading
- Plan, Plat, and Report Review

CITY OF BARTLETT, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis
- Plan Review

FALLS COUNTY, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis

MILAM COUNTY, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis

CITY OF BRUCEVILLE-EDDY, TX

- Plan and Plat Review

BRUSHY CREEK MUD, ROUND ROCK, TX

- Plat and Report Review

CITY OF DUNCANVILLE, TX

- Drainage Improvements

CRYSTAL SPRINGS WATER COMPANY, CONROE, TX

- Utility System Evaluations

CITY OF JARRELL, TX

- Plan and Report Review

CITY OF MART, TX

- Lake Mart Dam Flood Control Planning
- Wastewater Treatment Plant Improvements

CITY OF YOAKUM, TX

- Parks and Open Space Master Plan

*CITY OF DESOTO, TX

- Engineering Design for 2021 Street Reconstruction Project

*FORT WORTH, TX

- Ft Worth TPW Bond Year 2 Contract 12

*DALLAS, TX

- Dallas PARD Anderson Bonner Park Erosion Control Improvements
- Dallas DWU Water and Wastewater Main Replacements at Various Locations
- Dallas DPW Community Drive Paving and Drainage Improvements

*VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT)

- Progress Park Connector Road Project Drainage Culverts
- Route 50 Bridge over Goose Creek Replacement and Repair Project

- Broadview Avenue Reconstruction Project Drainage Design

*MARYLAND STATE HIGHWAY ADMINISTRATION

- Route 1 Pedestrian Safety Improvements at Brewers Court Drainage Design

*DISTRICT OF COLUMBIA

- Water Asset Management Program at Blue Plains Advanced Wastewater Treatment Plant and Bryant Street Pumping Station
- DC Water First Street Tunnel Design of Erosion and Sediment Control

** personal portfolio*



RANDY STUMBERG, AIA, LEED AP, RAS

SENIOR ARCHITECT/TECHNICAL PRODUCTION

Randy is a highly-skilled architect with extensive experience in full range of services; from programming, through construction documents and construction administration. His diverse design background ranges from historical restoration and renovation, to schools and museums, hospitals and municipal facilities.

Education

Bachelor of Architecture, Texas
Tech University College of
Architecture

Professional License

Architect:
Texas 14797
Colorado ARC.00305157
New York 041620
Registered Accessibility Specialist:
Texas 314
LEED AP Certified, USGBC

Years of Experience

35

Expertise

PROJECT ARCHITECT

Local municipal projects, including new and renovation of government offices, utility offices, fire stations, museums, courtrooms, IT departments, park amenities, training centers, and civil infrastructure. Federal projects, including over 100 new construction and renovation projects on VA stations throughout Texas, in over ten years of indefinite-delivery contracts and \$30 million of a \$300 million prison project for the Colorado Department of Corrections. Private projects include a dozen corporate childcare centers, providing spaces for world-class childcare within the confines of corporate security and design requirements.

RENOVATION & REPAIR PROJECT EXPERTISE

Extensive knowledge and experience with restoring and repairing pre-existing design and construction issues, revitalizing old, dilapidated structures, and reimagining buildings that have progressed beyond their intended or primary usage. Experience includes additions and alterations to buildings constructed from the 1800s to the 1970s, complete and partial renovation, adaptive reuse, historical renovation, and abatement projects for lead-based paint, asbestos, and mold throughout all sizes and building types.

Key Projects

MUNICIPAL AND COUNTY GOVERNMENT PROJECTS CITY OF TEMPLE

- Solid Waste Complex
- City Hall Renovation
- Fire Station #8 and Emergency Operations Center
- Fire Station #3
- Fire Station #5 Renovation
- Fire Station #8 Burn Tower and Training Center
- Sammons Community Center Renovation
- Wilson Recreation Center Renovation
- Police Headquarters Remediation and Remodel
- Assorted Parks & Recreation Department Concession buildings, Restrooms, and assorted site structure projects
- Municipal Courts and Utilities Department
- Amcom Hangar and Office Building – Draughton Miller Airport
- Assorted renovations and additions to City offices and facilities throughout City-owned facilities





RANDY STUMBERG, AIA, LEED AP, RAS

Key Projects Continued

BELL COUNTY

- Diversion Center and Indigent Care Facility, Belton
- County Museum Expansion and Renovations, Belton (CA)
- Bell County Annex, Salado (CA)

CITY OF HARKER HEIGHTS

- Central Fire Station Renovation

CITY OF BELTON

- Potts Building Renovation for City IT Dept.
- Accessibility Design for Nolan Hike & Bike Path

COMMERCIAL AND PRIVATE PROJECTS

TEMPLE, TEXAS

- Renovations of 20,000-sf WWII barrack building into office space
- Road and parking lot replacement and enhancements
- Temple College Administration Building Renovation
- Temple College Foundation Historic Renovation for New Headquarters

BELTON, TEXAS

- University of Mary Hardin-Baylor – Chick-Fil-A renovation
- University of Mary Hardin-Baylor – Historical renovation of Curtis Mansion, ADA ramps
- University of Mary Hardin Baylor – Retrofit of 6 different dormitories and office buildings to bring them into current fire code compliance
- Belton Bridal Shop

VETERANS ADMINISTRATION OF CENTRAL TEXAS

- New 12,000-sf Urgent Care Center to serve Temple's Olin E Teague Medical Center
- Over 100 additional task orders completed through two 5-year Open Ended IDIQ contracts – Temple, Waco, and Marlin
- Architectural Consultant on other Federal design and design/build teams for various VA IDIQ contracts.

WACO, TEXAS

- Road and parking lot replacement and enhancements
- New Energy Center to serve over 40 buildings
- Historic exterior renovation of multiple buildings under Texas Historical Commission designation
- New 250,000 gal water tower and 500,000 ground tank for historical site

KILLEEN, TEXAS

- Documentation and design for the renovation of 8 neighborhoods and more than 2,000 houses on Ft Hood as part of a revitalization effort as a consultant of Lend Lease Actus.

AUSTIN, TEXAS

- Centene Childcare Facility

BUDA, TEXAS

- Creedmoor-Maha WSC – New Corporate Office

DALLAS, TEXAS

- Bryan's House Childcare and Assisted Care Center

TEMPLE ISD, TEMPLE, TEXAS

- Operations and Service Center Complex

BRUSHY CREEK MUNICIPAL UTILITY DISTRICT, ROUND ROCK, TEXAS

- Maintenance Complex, Georgetown
- Creekside Pool, Georgetown

COLORADO

- Close Custody Housing Unit – Limon Correctional Facility
- Renovation of Infirmary – Buena Vista Correctional Complex
- Parker Vista Elementary School – Parker Vista
- Windsor Middle and High School Renovation – Windsor

GEORGIA

- Chick-Fil-A Corporate Childcare Center, Atlanta
- Georgia Tech Childcare Center, Atlanta

OKLAHOMA

- OpubCo Corporate Childcare Center, Oklahoma City

OTHER

- Corporate Childcare Centers for Three Chase Bank Call-Center Locations, Houston (x2), and Arlington
- Chase Bank Childcare centers, Houston (x2) and Arlington
- HeartsHome Childcare Center, Houston
- Denton ISD – Virginia Gallian Child Development Center

BROOKE THOMPSON



CLIENT FUNDING MANAGER

Expertise

GRANT SERVICES

Utilizing exceptional communication skills, Brooke supports grant application processes and effective post-award administration on behalf of local governments, municipal utility districts, and water supply corporations. Her strict organizational methods promote on-time reporting and thorough narratives that result in expedited approvals and reimbursements, which are critically important to communities dependent upon revenue relief. Brooke also sits on the boards of two Historical agencies for the City of Hillsboro that review applications and grant funding.

STRUCTURAL ANALYSIS AND CHANGE MANAGEMENT

Brooke's ability to develop, implement, and communicate effective strategies optimizes organizational structural efficacy. In addition, she focuses on productivity, ingenuity, innovation, consistency, and increased positivity among personnel, along with recognition of the impacts of organizational change.

QUALITY ASSURANCE

As a former QA Specialist, Brooke's experience includes monitoring, inspecting, and proposing measures to correct or improve processes. Brooke excels at analyzing procedures to ensure quality standards are met, including compliance with stringent State and Federal guidelines.

ORGANIZATIONAL LEADERSHIP

Brooke facilitates corporate workgroups and leads planning processes to address challenges in internal communication, information sharing, and workflow management in order to develop solutions for identified areas of concern.

PUBLIC ENGAGEMENT

With a strong background in public service and local government, Brooke's unique understanding of the dynamics of public communication allows her to foster high levels of stakeholder participation, even in challenging environments. She can effectively engage groups, diffuse conflicts, and achieve resounding consensus.

A powerful communicator, skilled in preparing compelling narratives for public engagement and competitive grant writing. Successful in fostering positive relationships with and among community organizations/groups.

Experienced in managing effective workflow processes and procedures, with demonstrated capability in meeting and exceeding project and program requirements.

Focused on bridging local governments and public service utilities with community-building resources, promoting economic development opportunities, and bringing projects to fruition.

Education

BA in General Studies, Texas A&M University, Commerce

Professional Certifications

TDA CDBG Contract Administration
TxDOT Local Government Project Procedures (LGPP)

Organizations

Hillsboro Heritage League – Board President
Hillsboro Cell Block Museum – Board Member

Years of Experience

8

Key Projects

CITY OF WACO

- TxDOT Safe Routes to School – JH Hines Elementary
- TxDOT TASA Elm Ave. Sidewalks
- TxDOT TA Cedar Ridge
- TxDOT TA Indian Springs
- TxDOT TA MKT Trail

CITY OF MOODY

- TxCDBG Water Main and GST Rehabilitation

CITY OF HILLSBORO

- TWDB Industrial Park Water Improvements
- Strategic Planning
- TxDOT Safe Routes to School MS Ph. 2





BROOKE THOMPSON

Key Projects Continued

CITY OF GRANGER

- TxDOT Safe Routes to School K-8
- TxDOT TA Streetscapes Downtown

CITY OF TROY

- TxDOT Safe Routes to School Raymond Mays Middle School
- FHWA/TxDOT West Main/Luther Curtis Rd.

MILAM COUNTY

- TWDB Flood Infrastructure Fund

FALLS COUNTY

- TWDB Flood Infrastructure Fund
- TPWD Small Communities Park Grant – Falls on the Brazos Park

CITY OF BARTLETT

- TWDB Flood Infrastructure Fund
- TxDOT Safe Routes to School

CITY OF MARLIN

- TWDB DWSRF – Water Treatment Improvements
- TWDB CWSRF – Drainage Improvements

CITY OF ROSEBUD

- TWDB CWSRF – Wastewater Plant Improvements

CITY OF CHATT

- TWDB DWSRF – New Water Well

CHATT WSC

- TCEQ – Emergency Preparedness Plan

CORYELL COUNTY

- RCP – Land Use Plan



GILBERT P. GREGORY

SENIOR PROJECT MANAGER

Extensive experience with project management, hydraulics, hydrology utility design and ordinance compliance. Over 30 years of construction and construction inspection experience on water and wastewater projects of various sizes. Highly respected in his field with vast experience working with federal, state and local regulatory and community agencies.

Education

Associates Degree, Civil Engineering,
Texas State Technical Institute

Professional License

OSHA 10-Hour Construction Industry
Outreach
USACE – CQM for Contractors #784

Professional Affiliations

Texas Public Works Association
Texas Water Utilities Association

Years of Experience

36

Expertise

CONSTRUCTION MANAGEMENT/INSPECTION

Gil has had tremendous success assisting clients during the construction phase of their projects. He has served as a construction superintendent, field inspector, citizen consultant, and project manager on various types, sizes, and complex projects. Gil has inspected many public works projects throughout Central Texas. He performed surveying control and materials testing (concrete and paint) and confirmed project plan and specification conformance, working directly with City, County, State, and Federal governments during the inspections.

WATER/WASTEWATER COLLECTION AND TREATMENT

Gil has managed projects involving new or re-designing outdated infrastructure related to water and wastewater treatment facilities and system components. His experience also includes industrial, water, sewer, and permitting.

ENVIRONMENTAL PROJECT EXPERTISE

Gil has extensive knowledge of environmentally sensitive projects involving water quality issues, endangered species, and aquifer recharge. In addition, he has worked on numerous projects with neighborhood groups, concerned citizens, municipal staff, environmental boards, planning commissions, and city councils.

Key Projects

CONSTRUCTION MANAGEMENT EXPERIENCE

- Water and Wastewater Project Superintendent/Field Engineer:
- Troy WWTP Expansion – Troy, Texas
- Devine WWTP Expansion – Devine, Texas
- HWY 29 Lift Station – Georgetown, Texas
- Doshier Farm WWTP Expansion – Temple, Texas
- Dove Springs WWTP – Georgetown, Texas
- Copperas Cove WWTP Expansion – Copperas Cove, Texas
- Cibolo Creek WWTP Expansion – Cibolo, Texas
- Cuero WWTP Expansion – Cuero, Texas
- Round Rock WTP Chemical Feed Storage – Round Rock, Texas

CONSTRUCTION INSPECTION EXPERIENCE

CITY OF GATESVILLE

- North Fort Hood Lift Station
- Leon WWTP Expansion
- HWY 36 Lift Station
- Leon WWTP Forcemain Renovation

CITY OF COPPERAS COVE

- Hogg Mountain Ground Storage Tank





GILBERT P. GREGORY

Key Projects Continued

- Eastside Booster Pump Station
- Golf Course Reclaim System Optimization
- Rattlesnake Mountain EST

CITY OF TEMPLE

- 5th Street Extension
- 8th Street Extension
- Temple Airport AMCOM Hangar and Booster Pump Station
- 6-inch and 8-inch Pipe Bursting Project
- Fryer's Creek Wastewater Collection Line
- Taylor's Valley Lift Station and Forcemain
- Pea Ridge Lift Station
- Bird Creek Interceptor Phase 1
- Bird Creek Interceptor Phase 2A
- Bird Creek Interceptor Phases 3, 4A, 4B, 4C (Management)
- Northwest Loop 363 & Lucius McCelvey Waterlines (Management)

CITY OF KILLEEN

- Highway 195 Waterline Extension
- Bundrant Elevated Storage Tank
- Lake Road Waterline Extension
- Bundrant to Pump Station No. 3 16-inch Transmission Main
- Killeen Community Center & Senior Center Expansion & Renovation (Management)

BLUEBONNET WATER SUPPLY CORPORATION

- Phase III Filter Rehabilitation
- Phase IV Solids Handling

AMERICAN WATER MILITARY SERVICES

- BPS No. 7
- BPS No. 6898

CITY OF BARTLETT

- CDBG Clark Street Lift Station

MOFFAT WATER SUPPLY CORPORATION

- Booster Pump Station Renovation
- HWY 36 6-inch Waterline Extension

AQUILLA WATER SUPPLY DISTRICT

- Pipeline and Ground Storage Tank

CITY OF MART

- Highway 164 Utility Relocation
- Mart WWTP Expansion
- USDA Water System Improvements – Intake & Water Treatment Plant (Management)
- USDA Water System Improvements – Booster Pump Station HWY 164 (Management)

- USDA Water System Improvements – Distribution System Improvements (Management)
- USDA Water System Improvements – Water Transmission Main (Management)

CITY OF BUDA

- Beacon Hill Elevated Storage Tank
- Beacon Waterline Extension

CITY OF HARKER HEIGHTS

- Harker Heights WWTP UV System Upgrade
- Mountain Lion Road Expansion
- FM 2410 Community Park Phase I
- FM 2410 Community Park Phase II
- FM 2410 16-inch Waterline Extension
- Indian Trail Road Expansion
- Indian Trail 18-inch Waterline Extension
- TWDB – Demolition of 100,000 Gallon Standpipe
- TWDB – 200,000 Gallon EST
- TWDB – Pump Station No.1

BRAZOS RIVER AUTHORITY

- WMARSS WWTP Headworks and Aeration Basin Expansions
- WMARSS WWTP Andritz Triple Pass Drum Sludge Drying Facility
- Highway 84 Lift Station and Forcemain

SALADO WATER SUPPLY CORPORATION

- IH 35 TxDOT Relocation
- FM 2484 Booster Pump Station
- FM 2484 Pipeline
- FM 2484 Elevated Storage Tank

DH INVESTMENTS

- Johnson Ranch WWTP
- Johnson Ranch Water System

UNIVERSITY OF MARY HARDIN BAYLOR

- Sports Courts Relocation
- Crusader Stadium

CITY OF KILLEEN

- Highway 195 Waterline Extension
- Bundrant Elevated Storage Tank
- Lake Road Waterline Extension
- Bundrant to Pump Station No. 3 16-inch Transmission Main
- Killeen Community Center & Senior Center Expansion & Renovation (Management)

BRUSHY CREEK MUNICIPAL UTILITY DISTRICT

- Sam Bass Road Utility Relocation, Williamson County



GILBERT P. GREGORY

Key Projects Continued

PERMITTING PROJECT EXPERIENCE

- TPDES application administration process:
- Eagle's Wings WWTP – Diocese of Austin – Burnet, Texas
- The Hollows WWTP – Centex Homes – Lago Vista, Texas
- Northside WWTP – Northside Christian Church – Houston, Texas
- Bulverde/46 Partners WWTP – Bulverde/46 Partners LTD. – Bulverde, Texas
- Arrowhead Ranch WWTP – Forestar Real Estate Group – Dripping Spring, Texas
- Mart Water WTP Permit Renewal – City of Mart, Texas
- Marlin WWTP Permit Renewal – City of Marlin, Texas

TPDES SLUDGE APPLICATION AND PERMIT AMENDMENT APPLICATION ADMINISTRATION

- Leon WWTP Amendment – City of Gatesville, Texas
- Airport Sludge Application Site – City of Gatesville, Texas
- Backwash Discharge Permit – Schertz-Sequin Local Governmental Corporation – Gonzales, Texas
- Carothers Land Application - City of Gatesville, Texas
- New Permit WTP Land-Apply Sludge – City Marlin, Texas

STORMWATER PERMITTING PROCESS

ADMINISTRATION FOR THE BRAZOS RIVER AUTHORITY PROJECTS

- Waco Metropolitan Regional Sewerage System (WMARSS) – Waco, Texas
- Sugar Land Regional Sewerage System (SLRSS) – Sugar Land, Texas
- Brushy Creek Regional Wastewater System (BCRWS) – Round Rock, Texas
- Temple-Belton Regional Sewerage System (TBRSS) – Belton, Texas
- Leon WWTP - Gatesville, Texas
- Stillhouse WWTP - Gatesville, Texas

MISCELLANEOUS REPORTS, STUDIES, AND DATA ACQUISITIONS

- Vulnerability Assessment – Salado WSC – Salado, Texas
- Filter Efficiency Study – Bluebonnet WSC – Moffat, Texas
- Industrial Pre-Treatment Programs – Brazos River Authority – Waco, Texas
- Moffat CCN Expansion – Moffat WSC – Moffat, Texas

- 2009 Killeen CCN Expansion – City of Killeen Texas
- Nola Ruth/Indian Trail Drainage Study – City of Harker Heights, Texas
- West Bell WSC CCN Service Expansion – City of Killeen, Texas
- Water and Wastewater System Evaluation – Kickapoo Indian Reservation – McLeod, Oklahoma
- Lions Park Swimming Pool Evaluation – City of Temple, Texas
- Gatesville WTP Study – City of Gatesville, Texas
- Eagle's Wings Retreat Center Water and Wastewater Design Study – Diocese of Austin – Burnet, Texas
- South White Hall Road Water Well Permit – Moffat WSC – Moffat, Texas

MISCELLANEOUS STRUCTURES AND FACILITIES

- Killeen City-Community Center & Senior Care Center Expansion & Renovation, Construction Observation
- Bell County Jail Expansion/Remodel



MATTHEW BEACH

DATA COLLECTION MANAGER

Key Projects

CITY OF WACO

- TxDOT 11th/12th St. & Gurley St.
- Dallas St. Elm to Herring
- TxDOT Elm Ave
- TxDOT JH Hines Elementary Safe Routes to School
- Mars Dr. Dog Kennel
- Mars Drive Study
- The Preserve
- Trail Blazer Park Improvements
- Utilities and Roadway Elm and Forrest
- Utilities and Roadway Ph. 2 Hood to MLK
- Cedar Ridge Trail

CITY OF COPPERAS COVE

- TxDOT Bus-190
- TxDOT FM-116 and 3046 Sidewalks
- TxDOT The Narrows Pedestrian Corridor
- Ave D Downtown Revitalization Pedestrian Improvements
- Park Improvements
- Parks Masterplan

439 WATER SUPPLY COMPANY

- Sparta Road 12-inch water main

CITY OF CAMERON

- Cameron Parks Masterplan

CITY OF BARTLETT

- General Engineering
- Mapping and GIS Services
- Flood Planning Study

CITY OF BEVERLY HILLS

- ARPA Park Avenue Road Reconstruction

CITY OF ROCKDALE

- TxDOT Downtown Revitalization Project
- TxDOT Highway 79 Rehabilitation
- MDD Industrial Park
- Sumuel Park Splash Pad

CITY OF BELLMEAD

- 500K-gallon Elevated Storage Tank
- Sanitary Sewer Interceptor

Motivated professional with over twelve years of experience in land surveying practices including, title, boundary, topographic, lot staking, construction staking, collecting GIS data, compiling flow meter data, as well as operations of small unmanned remote aircraft. Highly competent in residential and commercial development, with keen knowledge of earth's natural processes and the contours created by them. In depth understanding of the local flora, fauna, environmental processes, and the effects caused by them. Extensive experience operating total stations, robotic total stations, GPS instruments, and Unmanned Aircraft Systems.

Education

Bachelor of Science in Geography,
Minor in Business Admin, Texas
State University

Professional Certifications

Small Unmanned Aircraft Remote
Pilot

Years of Experience

20





MATTHEW BEACH

Key Projects Continued

BELL COUNTY

- Jail Expansion
- Justice of the Peace, Salado

CITY OF BLUM

- CDBG Ground Storage Tank

TOWN OF BUCKHOLTS

- CDBG Wastewater Treatment Plant
- 2020 CDBG Wastewater Improvements

BRUSHY CREEK MUD

- Parkside on the River

CITY OF BUFFALO

- Downtown Revitalization Project

CREEDMOOR-MAHA WSC

- FM-1327 Waterline

DOG RIDGE WATER SUPPLY

- FM-1670 10-inch Water Main
- FM-2410 Roadway Bore
- G. Wilson Rd. Water Main

CITY OF ELM MOTT

- Truck Wash Facility

CITY OF GRANGER

- CDBG Lift Station
- CDBG Wastewater Improvements
- CDBG Wastewater Treatment Plant
- TxDOT SRTS

CITY OF HARKER HEIGHTS

- Head Start

CITY OF HILLSBORO

- Economic Development Corporation Waterline
- Itasca Bridge Improvements
- Morrow Drive
- Texas Water Development Board Elevated Storage Tank

CITY OF JARRELL

- 12-inch Waterline Extension
- 2015 CDBG Double Creek Wastewater System, Phase 3
- CDBG -Wastewater
- Economic Development Corporation 12-inch Waterline
- Meadow Valley Loop Wastewater Line
- Wastewater Improvements
- Wastewater Treatment Plant
- Donahoe Creek Parallel Interceptor
- 1st Street and Double Creek Wastewater

CITY OF JOHNSON CITY

- ISD Bond Projects

CITY OF KILLEEN

- Condor Park and AA Lane Park

CITY OF LORENA

- Water and Sanitary Sewer GIS

CITY OF MARLIN

- Drainage System Improvements
- TWDB CWSRF Drainage System Improvements

CITY OF MART

- TWDB CWSRF Wastewater Improvements

CITY OF BLUM

- CDBG Ground Storage Tank

CITY OF MILANO

- GLO Roadway Infrastructure and Drainage Improvements

MOFFAT WSC

- New Water Supply Well

CITY OF MOODY

- Watermain

CITY OF MORGAN'S POINT RESORT

- Water Line Improvements
- FM-2483 RPZ and Road Bore

CITY OF ROSEBUD

- TWDB Wastewater Facility

CITY OF TAYLOR

- 4th St. Pavement Rehabilitation
- 4th St. Sidewalk Repair

CITY OF TEMPLE

- Ave T to Ave R Drainage Improvements
- Fairview and Sunset Drainage
- Hogan Road Widening
- MLK and Ave B
- Citizens for Progress MLK
- Solid Waste Complex
- NW Loop 363 12-inch Waterline

CITY OF TROY

- TxDOT Front Street Extension
- N. Old Hwy 81 Road Reconstruction
- Raymond Mays SRTS
- TWDB 2015 Water Well Expansion
- TxDOT SRTS

CITY OF VENUS

- CDBG Water Improvements



MATTHEW BEACH

Key Projects Continued

CITY OF WEIR

- CDBG Community Center

CITY OF WOODWAY

- Bush Drive Reconstruction

FALLS COUNTY

- TWDB Flood Planning Study

MILAM COUNTY

- TWDB Flood Planning Study

BISTONE MWSD

- Water Improvements

ARTCO BELL FACILITY, TEMPLE

MEAN SEA LEVEL OF POWER LINES OVER LAKE WACO

TEMPLE COLLEGE

- Softball Restrooms

HILL COUNTY

- Annex

CITY OF HOLLAND

- AMPSS Small System Inventory

WINDMILL FARMS HOA

- Access Drive Improvements

SECTION 3

PROJECT EXPERIENCE

PROJECT EXPERIENCE

SECTION 3

CIVIL ENGINEERING

The following pages include narratives from several representative projects in which MRB Group served as the prime professional consultant. MRB Group offers a wide range of expertise across water resources and management systems, the planning and design of critical buildings and facilities, and solutions that create mobility and mitigate environmental impact.

From needs assessments, system design, and construction phase services to serving in an advisory capacity, MRB Group helps our clients provide community services and protect critical assets with practical solutions. Our services include, but are not limited to:

Water Treatment & Distribution

COMPETENCE MEETS CONFIDENCE FROM MODELING TO DESIGN TO OPERATIONS.

- Treatment Plant & Process Design
- Water Storage Design/Rehabilitation
- Pump Station & Transmission Main Design
- Distribution System Design
- Hydraulic Modeling
- Water District Formations
- Rehabilitation of Aging Infrastructure
- Pilot Studies/Process Evaluations
- Asset Management Strategies/Plans
- Operational Assistance

Wastewater Treatment & Collection

COMPLEXITY MEETS EXPERTISE, HELPING WITH EVERY FACET OF SYSTEMS AND EVERY STEP OF THE PROCESS.

- Treatment Plant & Process Design
- Collection System Design
- Pump Station & Forcemain Design
- Infiltration & Inflow (I & I) Studies & Remediation
- Rehabilitation of Aging Infrastructure
- Wastewater System Modeling (BioWin)
- Operational Troubleshooting
- Regulatory Compliance/Permitting
- Sewer District Formation
- Asset Management Strategies/Capital Improvement Plans
- Operational Efficiency
- Process Evaluation

Transportation

KEEPING COMMUNITIES MOVING IN ONE DIRECTION: FORWARD.

- Roads
- Culverts

- Bridge Design
- Sidewalks
- Walkable Communities

Site Development

PREPARING, COORDINATING, AND CLEARING OBSTACLES TO SUCCESS.

- Residential/Commercial Development
- Site Development Grading
- Stormwater Management Design
 - Regulatory Compliance
 - Collection System Design
 - Stormwater Pollution Prevention Plans (SWPPP)
- Infrastructure Rehabilitation & Design
- Greenspace & Park Design
- Roadways
- Permitting and Regulatory Approvals

Construction Phase Services

THE KNOWLEDGE AND DILIGENCE TO OVERSEE THE IDEAL CONDITIONS FOR SUCCESS.

- Construction Contract Administration
- Construction Observation

Data Collection

HELPING SEE THE WORLD FROM A PERSPECTIVE OF PROGRESS.

- GIS

Grant Services

ALLOW US TO TAKE ON YOUR GRANT RESEARCH, WRITING, ADMINISTRATION, AND MORE IN ORDER TO EMBRACE YOUR ORGANIZATIONAL STRENGTHS WHILE OPENING POSSIBILITIES.

- Grant Writing
- Grant Research
- Grant Administration



ARCHITECTURE

At MRB Group, we work alongside our clients to achieve their short-term visions while always keeping an eye toward long-term sustainability. From visualization to planning to extraordinary results, we're here every step of the way.

Pre-Design Services

LAYING THE FOUNDATION FOR SUCCESSFUL PROJECTS WITH THOROUGH PLANNING AND ANALYSIS.

- Feasibility Studies
- Site Evaluations
- Regulatory Requirements Review
- Programming
- Project Phasing
- Project Scheduling

Visualization & Presentation

TRANSFORMING IDEAS INTO VISUAL NARRATIVES FOR CLARITY AND IMPACT.

- Concept Renderings
- High-Resolution Renderings
- Zoning & Planning Board Submissions
- Animation

New Construction & Structural Design

BUILDING THE FUTURE WITH INNOVATIVE AND ENDURING STRUCTURES.

- Structural Design of New Buildings & Expansions/Renovations
- Pre-Engineered Building Foundation Design

Adaptive Reuse & Historic Preservation

RESPECTING THE PAST, REIMAGINING THE FUTURE.

- Historic Renovations/Rehabilitations
- Strategic Planning
- Structural Evaluations
- Condition Assessments
- Load Capacity Assessments
- Fire Damage/Condemnation Assessments

Interior Design & Space Planning

CRAFTING INTERIORS THAT REFLECT IDENTITY, FUNCTIONALITY, AND STYLE.

- Space Planning
- Programming
- Interior Fit-Outs
- As-Built Documentation
- Furniture Layout & Selection
- Material & Finish Selections
- Relocation Coordination
- Post Occupancy Services

Sustainability/Resiliency & Wellness Design

DESIGNING WITH A CONSCIENCE FOR A SUSTAINABLE FUTURE.

- Sustainable Material Selections & Design Solutions
- LEED
- Net Zero
- Design for Resiliency
- Application of Wellness Design Principles



LOCAL GOVERNMENT

Complexity. Budgets. Long-term planning. Requirements and demands. The world of local government is critical to community success, and requires a partner who understands every level of need, and is proactive about what is to come. MRB Group's local government services are designed to help be an extension of your world.

Strategic Planning & Placemaking

COMMUNITYWIDE OR NEIGHBORHOOD FOCUSED – OUR PLANNERS ASSIST YOU IN CREATING FOUNDATIONAL PLANS FOR FUTURE GROWTH.

- Comprehensive & Long-Range Planning
- Focused-Area Planning (Neighborhoods, Corridors, Business Districts)
- Growth Management Planning
- Zoning & Development Regulations

Economic Development & Market Analysis

ATTRACTING INVESTMENT TO YOUR COMMUNITY BUILDS WEALTH FOR RESIDENTS AND LIGHTENS THE BURDEN OF LOCAL GOVERNMENT COSTS ON LOCAL TAXPAYERS.

- Economic Development Strategy – Business Recruitment, Retention, and Expansion
- Housing Strategy – Ensuring a Sound Housing Stock for Your Workforce and Beyond
- Project Impact Analysis – Defining Benefits to the Community of New Investment
- Incentive Program Development & Administration

Development & Environmental Services

ACCELERATING PROJECT DEVELOPMENT, WHILE PROTECTING YOUR QUALITY OF LIFE.

- Embedded Planning Services (On-Site Assistance for Project Applicants)
- Project Development Review (Site Plan Review, Zoning Compliance)
- Stormwater Management (MS4 Compliance)
- State & Federal Environmental Review (NEPA, SEQ, etc.)

Resource Development

GRANTS AND OTHER FUNDING TO ADVANCE YOUR GOALS.

- Identifying External Funding for Your Community's Highest Priorities
- Funding Needs Assessments & Resource Planning
- Grant Research & Competitiveness Analysis
- Grant Acquisition & Administration
- Funding Campaign Development & Advocacy

GIS

BRINGING VISUAL CLARITY TO CRITICAL PROJECTS AND COMMUNICATING ASSET NEEDS AND OPPORTUNITIES CLEARLY TO YOUR COMMUNITY AND BEYOND.

- Mapping & Managing Critical Assets (Water & Sewer Infrastructure, Streets, Buildings)
- Natural Resource Inventory (Wetlands, Viewsheds, Farmland, Urban Forest)
- Infrastructure Workload Planning (Work Order Tracking, Time Allocation)
- Project Visualization (Site & Project Maps, Planning & Zoning Maps, Voting Districts)

Training & Capacity Building

OPTIMIZING YOUR TEAM TO BETTER SERVE THE COMMUNITY.

- Organizational Assessments & Strategic Plans
- Performance Management & Professional Development
- Planning/Zoning Board & Commission Training
- Staff Development



GRANT SERVICES

MRB Group helps identify, pursue, and maximize opportunities. Allow us to take on your grant research, writing, administration, and more in order to embrace your organizational strengths while opening possibilities. Every step of the way.

Grant Research

PROACTIVELY MONITORING POTENTIAL RESOURCES AND STAYING UPDATED WITH CURRENT GRANT PROGRAMS TO IDENTIFY FUNDING OPPORTUNITIES.

- Monitoring Potential Resources
- Maintaining Program Updates

Grant Writing

CRAFTING APPLICATIONS FOR A VARIETY OF GRANT PROGRAMS TO FULLY EMBRACE POSSIBILITIES.

- Engineering Planning
- Water Infrastructure and Distribution
- Wastewater Infrastructure, Collection, and Treatment
- Floodplain Management
- Stormwater and Drainage
- Downtown Revitalization
- Roadways, Sidewalks, and Trails
- Community Development
- Parks and Recreation
- Rural Development

Grant Administration

PROVIDING SUPPORT IN MANDATED REPORTING, PROTOCOLS, AND TRAINING.

- Support for Mandated Reporting
- Reimbursement Documentation
- Establishment of Local Administration Protocols
- On-Site Training



RELEVANT EXPERIENCE

MRB Group has worked closely with many client communities that have pursued and completed state and federally-funded projects. As a result, our team members are well-versed in program objectives for funding agencies and their requirements for compliance. Some of those clients/projects include, but are not limited to:

City of Sweeny

- ARPA Water System & Drainage Study

City of Lorena

- ARPA Confederate Drive Sewer Rehab
- ARPA Frontage Road Water Line Improvements

City of Mart

- TWDB/USDA New Water Treatment Plant/System Improvements*
- TWDB Flood Infrastructure Fund
- TWDB Wastewater Treatment Plant/Collection System
- CDBG Hawkins Elevated Storage Tank
- CDBG WWTP Headworks Upgrade
- CDBG Wastewater Treatment Plant Improvements 2017

City of Bartlett

- TWDB Flood Infrastructure Fund – City-Wide Flood Study**
- TxDOT Safe Routes to School
- CDBG Clark Street Lift Station
- ARPA Bell Street Water System Improvements
- TWDB CWSRF Wastewater Treatment Plant and System Improvements*

City of Jarrell

- TWDB CWSRF Wastewater Improvement
- TWDB Wastewater Plant Expansion**
- CDBG Wastewater System Improvements 2013-2014**
- CDBG Water Improvements 2012**
- CDBG E. Ave. A Water Line Improvements 2020
- ARPA CR305 Water Line Infrastructure Improvements 2022
- CDBG CR307 Water Line Improvements 2022

City of Rosebud

- TWDB CWSRF Wastewater and Water System Improvements
- TWDB Wastewater System Improvements 2023
- CDBG Wastewater Improvements
- CDBG Water Improvements

City of Eldorado

- TWDB CWSRF Wastewater System Improvements
- TWDB DWSRF Water Line and Elevated Storage Tank 2020*
- TxDOT Neighborhood Connector
- CDBG Water System Improvements

City of Granger

- TxDOT Safe Routes to School K-8**
- TxDOT Downtown Streetscape
- CDBG Wastewater Treatment Improvements**
- CDBG Lift Station Replacement 2017
- CDBG Water Improvements 2013**
- CDBG Pecan Street Drainage Project**
- CDBG Drainage Improvements 2014**

City of Rockdale

- TxDOT TASA US Highway 79 and Cameron Ave.
- TxDOT TA Hwy 79/Downtown Rehabilitation*
- CDBG Water Valve Insertion
- Municipal Development District Parking Lot
- TPWD Sumuel Park Splash Pad

City of Temple

- TxDOT Safe Routes to School, Bonham MS and Lakewood Elementary**
- CDBG MLK Sidewalk and Lighting Improvements, Phases 1 through 4

City of Troy

- TWDB Water Well Expansion, GST, Pump Station* **
- TWDB DWSRF Water Improvements
- TxDOT Safe Routes to School Phases 1 and 2**
- TxDOT TA Downtown Revitalization
- TxDOT TA W. Main/Luther Curtis Rd. Transportation Improvements
- TxDOT SRTS Raymond Mays Middle School Sidewalks**
- CDBG Downtown Wastewater Improvements 2012
- CDBG Downtown Wastewater System Improvements 2010
- TPWD Trojan Park Splash Pad**

*MRB provided Grant Writing
**MRB provided Grant Administration



Milam County

- TDA CDBG CR Loop 203 Drainage Structure Replacement 2023*
- TWDB Flood Infrastructure Fund County-Wide Flood Study**

City of Hutto

- TxDOT Transportation Enhancement FM 1660 Hike and Bike Trail**

City of Crawford

- TWDB Water Well Improvements

City of Waco

- TxDOT Grant Application Preparation
- TxDOT TA 11th/12th- Gurley Streets
- TxDOT TASA Elm Avenue Sidewalks
- TxDOT SRTS J.H. Hines Elementary Sidewalks
- TxDOT Cedar Ridge Trail Sidewalks/Roadway**
- TxDOT MKT Trail**
- TxDOT Indian Springs Sidewalks**

City of Copperas Cove

- TxDOT Ave D Downtown Revitalization**
- TxDOT FM 116/3046 Sidewalk Improvements**
- TxDOT Business 190 Improvements
- TxDOT The Narrows Sidewalk Improvements

City of Del Rio

- TWDB Water Quality Master Plan

Town of Buckholts

- TWDB DWSRF Water Meter Replacements

City of Hillsboro

- EDA Water Line Replacement 2021
- TWDB DWSRF Water System Improvements
- TxDOT SRTS Hillsboro Middle School Phases 1 and 2**
- TDA Texas Capital Fund Water, Dewater, and Roadway
- TWDB New EST, Pump Station, GST, Water Main Upgrades 2023*

City of Pharr

- TWDB CWSRF and EDAP Water Improvements

City of Alpine

- TWDB DWSRF Water System Improvements

City of Marlin

- TWDB CWSRF Drainage System Improvements
- TWDB DWSRF Water Treatment System Improvements 2024
- TDA Replacement of the City's Residential Meters

City of Buffalo

- TDA Downtown Revitalization Project (DRP)
- TxDOT Jr. High School Connector
- GLO Wastewater Treatment Plant Improvements

Moffat WSC

- TWDB New Elevated Storage Tank
- TWDB Booster Pump Station Replacement

Nueces River Authority

- TWDB Wastewater System Improvements, including new Wastewater Plant and Collection System

Falls County

- TWDB Flood Infrastructure Fund – County-Wide Flood Study**

Creedmoor-Maha WSC

- TWDB Water System Improvements
- FEMA Twin Creeks Road Water Line Replacement* **

City of Moody

- TWDB Wastewater Plant*
- CDBG Water Main Transmission Line

City of Valley Mills

- CDBG Ground Storage Tank 2013
- CDBG Wastewater Improvements
- CDBG Water Improvements

City of Bellmead

- CDBG Water Improvements 2013
- CDBG Water Meter Replacement 2017

City of Beverly Hills

- ARPA Park Avenue Street Rehabilitation

City of Lorena

- ARPA Confederate Drive Sewer Rehab
- ARPA Frontage Road Water Line Improvements

City of Sweeny

- ARPA Water System & Drainage Study

City of Milano

- GLO Streets and Drainage Improvements

McLennan County

- Elm-Mott 2021-2022 CDBG Projects

Coryell County

- GLO RCP Land Use Plan**



DRAINAGE STRUCTURE REPLACEMENT

PROJECT PROFILE

Milam County solicited the services for this project in its application for funding and project implementation of a contract from the 2021-2022 Community Development Fund of the Texas Community Development Block Grant (CDBG) Program of the Texas Department of Agriculture—Office of Rural Affairs (TDA).

MRB Group submitted a Qualifications Statement on March 1, 2021, was selected as Project Engineer, and assisted the Client with the CDBG application.

Due to a deteriorated vehicular bridge, rain events caused public safety concerns. The application recommended the reconstruction of the existing 2-barrel, 36-inch ARCH CMP drainage structure located at County Road 203 Loop located within Milam County. The structure was replaced with a pre-cast concrete structure sized to pass the 5-year storm.

MRB Group's services included preliminary and final engineering plans and specifications, bidding services, construction administration, and close-out.

CLIENT/LOCATION

Milam County, Texas

PROJECT STATUS

Completed 2023

PROJECT COST

Est. \$405,100

REFERENCE

The Honorable Steve Young
County Judge
254.697.7000
s.young@milamcounty.net





WATER LINE AND ELEVATED STORAGE

PROJECT PROFILE

MRB Group worked with the City of Eldorado to secure funding for much-needed water system improvements and provide engineering design and construction support for these facilities. MRB Group assisted the City in obtaining \$1.2 million in funding from the Texas Water Development Board Drinking Water State Revolving Fund (DWSRF). The City also qualified for a low-interest loan through this program. In addition, MRB Group worked with the Texas Department of Agriculture to secure additional funding for the project to include a second segment of needed water line improvements within the facilities to be constructed.

The overall project included the installation of 5,700 linear feet of a 6-inch water line that loops the water system to improve pressure and eliminate dead ends in the system. Also, the construction of a new 100,000-gallon elevated storage tank on the southwest corner of town replaced the aging 50,000-gallon elevated storage tank at City Hall. Decommissioning the old tank was also included in the project.

MRB Group prepared an Engineering Feasibility Report for the project and then prepared plans and specifications for construction. MRB Group also provided engineering services during the bidding and construction phases of the work, including construction administration and observation.

CLIENT/LOCATION

City of Eldorado, Texas

PROJECT STATUS

Completed 2020

PROJECT COST

Est. \$1.55 million

REFERENCE

Karla Reyes,
City Secretary
325.853.2691



WASTEWATER TREATMENT PLANT IMPROVEMENTS & EXPANSION

PROJECT PROFILE

MRB Group completed the design of improvements to the City's wastewater treatment plant (WWTP) under the Community Development Block Grant (CDBG) program and is currently designing an expansion to the same facility funded in part by the Clean Water State Revolving Fund of Texas.

The City's WWTP had experienced many overflow instances from the existing headworks, a manual bar screen located in the influent channel. The headworks were reconfigured to install a mechanically-cleaned bar screen and allow for a by-pass to the existing manual bar screen in accordance with State rules. The second portion of the project consisted of renovations to the existing Influent Lift Station, replacing all worn-out parts and pumps inside the existing wet well which had deteriorated over the years to the point that the pipes had visible holes. In addition, a hydraulic analysis of the WWTP indicated that plant overflows were also possible due to undersized gravity sewers connecting the various plant unit processes. Therefore, the project design included upsizing these lines to provide a capacity more consistent with plant capabilities.

Current design phase is addressing expansion of the existing facilities to address overflow, as analysis showed the facility still routinely exceeded 95% of permitted daily flow. Improvements to reduce I&I in the collection system includes repairs to approximately 7,900 linear feet and 18 manholes across the collection system. Additional video inspection of approximately 17,000 linear feet and 20 manholes has been conducted under the project as a special service, and repairs designed and constructed to the extent possible within the proposed project funding.

Proposed improvements to the WWTP will generally include:

- Install new lift station pumps with larger pumping capacity
- Construct new process structures with aeration basin and clarifier
- Improve waste activated sludge pumping
- Construct new aeration blower facility
- Construct new chemical feed facility
- Expand chlorine contact basin
- Improve recycle sludge pumping
- Construct new aerobic digester basin
- Construct new sludge drying beds, if required
- Construct all associated yard piping improvements
- Construct all associated electrical improvements and new motor control center facility
- Install all associated instrumentation and SCADA facilities

CLIENT/LOCATION

City of Mart, Texas

PROJECT STATUS

Phases 1 & 2 - 2017
Phase 3 Currently in Design

PROJECT COST

Est. \$6.6 million

REFERENCE

Shane James,
City Administrator
254.876.2462



Photos represent existing conditions





WATER LINE REPLACEMENT

PROJECT PROFILE

MRB Group was contracted by the City of Jarrell for professional engineering services to install a new 12-inch water line in the right-of-way of North 1st Street/County Road 307.

In 2021, Williamson County was awarded a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development. The City is a sub-recipient to the County and requested funding for new water lines to be constructed within its service area.

The first new water line begins at the intersection of West Avenue A and North 1st Street. It extends north along North 1st Street/County Road 307, approximately 1,500 feet, to connect with a new water line to be constructed as part of the Cielo Gardens subdivision development.

The new 12-inch water lines include gate valves, fittings, fire hydrants, and asphalt/concrete replacement. The project is the continuation of several projects to extend water lines within and around the City to provide improved interconnections of water lines within the system, known as "water line looping."

MRB provided the design, including topographic surveying, bidding, construction administration, and construction observation.

The entire project was CDBG-funded. MRB also provided funding agency coordination, review, and approval.

CLIENT/LOCATION

City of Jarrell, Texas

PROJECT STATUS

Completed in 2023

PROJECT COST

Est. \$278,000

REFERENCE

Jorge Hernandez, P.E.
Director of Development
Services/Interim City Manager
512.746.4593





NEW WATER LINE

PROJECT PROFILE

MRB Group was contracted by the City of Jarrell for professional engineering services to install a new 12-inch water line in the right-of-way of Avenue A and 5th Street.

In 2020, Williamson County was awarded a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development. The City is a sub-recipient to the County and requested funding for a new water line extension within its service area.

The new water line begins at East Avenue C and North 5th Street intersection and extends along North 5th Street, then East Avenue A. The new line extends around 2,200 feet to 1st Street along Avenue A. The new water line includes gate valves, fittings, fire hydrants, and asphalt/concrete replacement. The project was the first of several projects to extend water lines within the City, providing improved interconnections of water lines within the system, known as “water line looping.”

MRB provided the design, including topographic surveying, bidding, construction administration, and construction observation.

The entire project was CDBG-funded. MRB also provided funding agency coordination, review, and approval.

CLIENT/LOCATION

City of Jarrell, Texas

PROJECT STATUS

Completed in 2023

PROJECT COST

Est. \$480,000

REFERENCE

Jorge Hernandez, P.E.
Director of Development
Services/Interim City Manager
512.746.4593





WASTEWATER IMPROVEMENTS

PROJECT PROFILE

After receiving approval for a Texas Community Development Block Grant (TxCDBG) from the Texas Department of Agriculture in 2021, the Town of Buckholts contracted with MRB Group for engineering design services to replace the existing 4,300 feet of 6-inch wastewater line that roughly parallels west of FM 1915 on the south side of town. The line traverses behind residential houses and across a cultivated field, which increases the possibility of infiltration and inflow due to the remote location and lack of consistent inspection.

MRB is providing replacement evaluation, engineering design, topographic surveying, contract document preparation, bidding, and construction administration.

MRB Group also provided engineering support for the 2018 CDBG application and engineering design services for the work outlined within the application.

CLIENT/LOCATION

Town of Buckholts, Texas

PROJECT STATUS

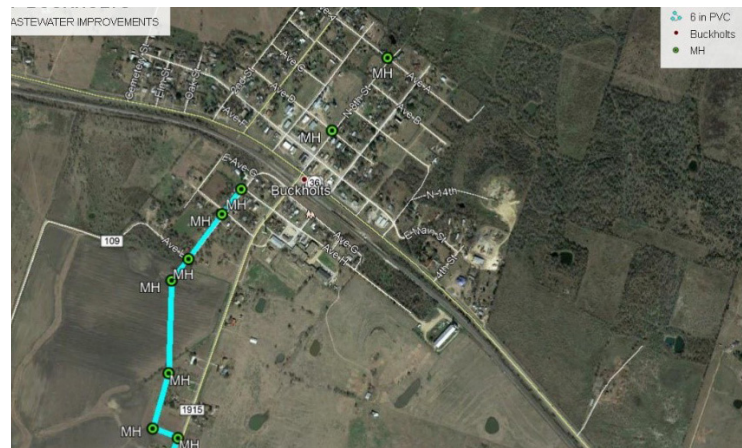
Completed in 2023

PROJECT COST

Est. \$263,500

REFERENCE

The Honorable Terri Eaton,
Mayor
254.593.3111





WASTEWATER IMPROVEMENTS

PROJECT PROFILE

After receiving approval for a Texas Community Development Block Grant (TxCDBG) from the Texas Department of Agriculture in 2021, the Town of Buckholts contracted with MRB Group for engineering design services to replace the existing 4,300 feet of 6-inch wastewater line that roughly parallels west of FM 1915 on the south side of town. The line traverses behind residential houses and across a cultivated field, which increases the possibility of infiltration and inflow due to the remote location and lack of consistent inspection.

MRB is providing replacement evaluation, engineering design, topographic surveying, contract document preparation, bidding, and construction administration.

MRB Group also provided engineering support for the 2018 CDBG application and engineering design services for the work outlined within the application.

CLIENT/LOCATION

Town of Buckholts, Texas

PROJECT STATUS

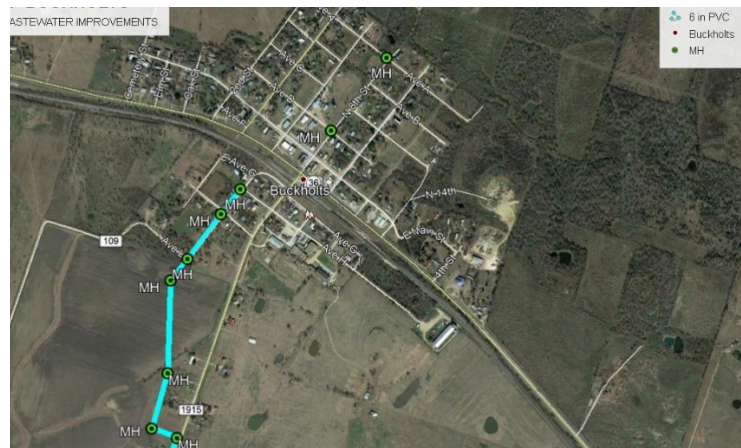
Completed in 2023

PROJECT COST

Est. \$263,500

REFERENCE

The Honorable Terri Eaton,
Mayor
254.593.3111





TXDOT STREETSCAPE IMPROVEMENTS

PROJECT PROFILE

The City of Waco received a TxDOT grant to provide sidewalk, ADA improvements, bike lanes, parking, lighting, and landscape improvements along Elm Ave. (MLK Blvd. to Garrison St.).

The existing sidewalks were not ADA-compliant and many of the existing sidewalks had deteriorated greatly. The project intended to enhance/improve these features, provide a bicycle lane through the corridor, enhance the parking situation and provide much-needed lighting. The project also included landscaping and other pedestrian elements such as gathering areas and park benches.

The MRB Group team led several public meetings to engage the community in the design of these features. MRB Group also had a community liaison on its team to serve as a facilitator between the designers and the community.

Services included providing preliminary and final design services, environmental review, easement document preparation, landscape design, grant administration, and construction administration services.

CLIENT/LOCATION

City of Waco, Texas

PROJECT STATUS

Completed in 2023

PROJECT COST

Est. \$8.06 million

REFERENCE

Steven Martin, P.E.,
Deputy City Engineer
254.750.8044
stevenm@wacotx.gov





NEW FIRE STATION & EMERGENCY OPERATIONS CENTER

PROJECT PROFILE

Members of the MRB Group Architecture team were selected to design a new fire station, training facility, and Emergency Operations Center (EOC) for the City of Temple.

To address substantial population growth, the project was intended to provide another staffed fire station and a second EOC for the City. The EOC is a stand-alone, fully operational emergency response center designed to withstand severe weather and accommodate up to 300 occupants, with additional sleeping quarters, showering facilities, and a full kitchen. The design also focused on preparedness, incorporating a backup generator, stand-alone internet technology infrastructure for security, as well as system redundancy to reduce interruption or failures.

To supplement the original project, the MRB Group team was later selected by the City of Temple to serve as lead designer and project team of record for a new training field and associated buildings.

Utilizing fire-science and training experts, the MRB Group team created a state-of-the-art facility consisting of a four-story training tower, a two-bay station with training space, storage, and restroom facilities.

CLIENT/LOCATION

City of Temple, Texas

PROJECT STATUS

Completed 2011

PROJECT COST

\$3.4 million

REFERENCE

Belinda Mattke,
Director of Purchasing
254.298.5659



SECTION 4

REFERENCES

REFERENCES

SECTION 4

REFERENCES

MRB Group is exceptionally proud of our relationships with our clients. This exceptional rapport is demonstrated by the fact that many of our clients are repeat customers.

CITY OF MART, TEXAS

Shane James
City Administrator
112 North Commerce Street
Mart, TX 76664
254.876.2462
cityadmin@cityofmart.org

CITY OF BARTLETT, TEXAS

Chad Mees
Mayor
140 W. Clark
Bartlett, TX 76511
254.527.3219
mayormeess@bartlett-tx.us

CITY OF ROSEBUD, TEXAS

Kenny Murray
City Administrator
202 S. College Street
Rosebud, TX 76570
254.583.7926
cityadministrator@rosebudtexas.us

VILLAGE OF SALADO, TEXAS

Manuel De La Rosa
Village Administrator
301 N. Stagecoach Road
Salado, TX 76571
254.947.5060
mdelarosa@saladotx.gov

CITY OF BRUCEVILLE-EDDY, TEXAS

Kent Manton, MPA
City Administrator
144 Wilcox Drive
Eddy, TX 76524
254.859.5964, x100
kmanton@bruceville-eddy.us



APPENDIX

REQUIRED FORMS


Certification Regarding Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, MRB Group, P.C., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 *et seq.*, apply to this certification and disclosure, if any.



 Signature of Contractor's Authorized Official

James J. Oberst, P.E., LEED AP, Executive V.P./C.O.O.
 Printed Name and Title of Contractor's Authorized Official

1/20/2025

 Date

NO KNOWN CONFLICTS

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

N/A

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes

No


B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes

No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7 
Signature of vendor doing business with the governmental entity

1/20/2025

Date

419

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at [http://www.statutes.legis.state.tx.us/ Docs/LG/htm/LG.176.htm](http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm). For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) **Item 9.**
12/27/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Promark Partners Insurance Services 6700 Main St. Williamsville NY 14221	CONTACT NAME: Jennifer Dissette PHONE (A/C, No, Ext): (716)633-8401 E-MAIL ADDRESS: jdissette@promarkinsurance.com	FAX (A/C, No): (716)633-8429
	INSURER(S) AFFORDING COVERAGE	
INSURED MRB Group Engineering, Architecture, & Surveying, DPC MRB Group 145 Culver Road, Suite 160 Rochester NY 14620	INSURER A: RLI Insurance Company INSURER B: Great American Insurance Group INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 13056 16691

COVERAGES **CERTIFICATE NUMBER:** CL24122722330 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Incl Contractual Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			PSB0003207	12/31/2024	12/31/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PSA0001996	12/31/2024	12/31/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			PSE0003023	12/31/2024	12/31/2025	EACH OCCURRENCE	\$ 5,000,000
							AGGREGATE	\$ 5,000,000
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	PSW0001923	12/31/2024	12/31/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
B	Professional Liability includes Pollution Liability			DPPE439021	12/31/2024	12/31/2025	Per Claim	5,000,000
							Aggregate	5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Professional Liability limits shown are per claim and aggregate for all projects of the named insured.

CERTIFICATE HOLDER Marcie.Ghysel@mrbgroup.com> Proposal Use Only	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE C Alderson/SALDER
---	---

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THANK YOU



303 W. Calhoun Ave.
Temple, Texas 76501
254.771.2054
MRBGroup.com



ENGINEERS | SURVEYORS

Corporate Office:
405 SW 1st Street
Andrews, Texas 79714
Phone: 432-523-2181

Office Locations:
1301 Capital of Texas Highway
South Suite A-236
Austin, Texas 78746
Phone: 512-328-6736

Office Locations:
100 W. Kathey Road, Suite B
Harker Heights, Texas 76548
Phone: 254-680-5530

**ENGINEERING SERVICES FOR THE 2025-2026 TEXAS
COMMUNITY DEVELOPMENT FUND AND PROJECT OF
TXCDBG PROGRAM**

Prepared for The City of Breckenridge
January 23rd, 2025



ENGINEERS | SURVEYORS

CORPORATE:

405 SW 1ST STREET, ANDREWS, TX 79714 (432)523-2181

January 23rd, 2025

City of Breckenridge
105 North Rose Ave
Breckenridge, Texas 76424

Re: Statement of Qualifications Transmittal Letter
RFQ for Engineering Services for Application Preparation and Project Implementation Services

Dear Evaluation Committee,

WTC Inc. appreciates the opportunity to submit our Statement of Qualifications (SOQ) in response to the City of Breckenridge RFQ for the application and project-related engineering services under the 2025/2026 Community Development Block Grant Infrastructure Project. We understand that this RFQ seeks qualified firms to provide planning, design, and other phase services for municipal construction but not limited to water, sewer, street, and drainage projects.

As a licensed professional engineering firm, WTC Inc. brings extensive experience in delivering projects of similar scope and complexity. Our team includes licensed professional engineers and surveyors, as well as a skilled technical support staff. WTC is committed to delivering innovative, cost-effective, and high-quality solutions that meet the City of Breckenridge's needs.

Should you have any questions or require additional information, please do not hesitate to contact me. WTC Inc. appreciates this opportunity to partner with The City of Stepenville on such an important initiative, and we look forward to contributing to the success of your infrastructure improvements.

Contact Information:

Chad Tompkins, PE, RPLS

Title: President, CEO

Email: chad.tompkins@wtcinc.com

Phone: 432-523-2181

Address: Corporate: 405 SW 1st Street, Andrews, TX 79714 (432)523-2181

Sincerely,

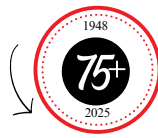
A handwritten signature in blue ink that reads 'Chad Tompkins'.

Chad Tompkins
President, CEO

TABLE OF CONTENTS

Firm History	1
Project Experience	2
Capacity to Perform and Resumes	21
Attachments	35

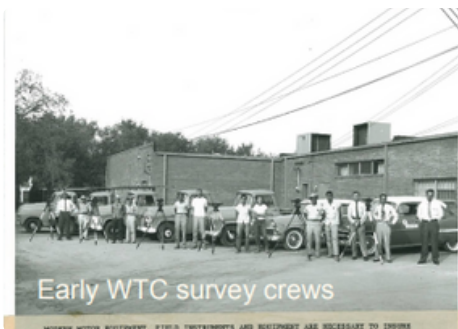
FIRM HISTORY



WTC, Inc., originally organized as Kenneth Esmond and Associates in Odessa, Texas in 1948, has been a cornerstone in the industry for over 75 years. Renamed WTC, Inc. in the 1980s and relocating its corporate headquarters to Andrews, Texas in 1995, the firm now boasts a dedicated team of 40 employees. In 2023, WTC, Inc. acquired Thonhoff Consulting Engineers, Inc. (TCE), a company with a longstanding presence in Austin, Texas and surrounding areas spanning 79 years through its predecessor firms. the years, WTC, Inc. has achieved numerous accomplishments, including completing several dozen federal procurement jobs with a variety of duties. Our office, where each phase of this work will be accomplished, is located in Austin, Texas. The responsible officers at this location include: David Young, PE, 1301 Capital of Texas Highway South, Suite A-236, Austin, Texas 78746, 512-328-6736. Bob Thonhoff, PE, 1301 Capital of Texas Highway South, Suite A-236, Austin, Texas 78746, 512-328-6736.

As a frontrunner in the industry, WTC, Inc. stands as a premier provider of consulting, surveying, engineering, construction, and technical services. Our organization encompasses a wealth of expertise in various domains, spanning science, planning, engineering, construction management, program management, procurement, and information technology. We specialize in supporting clients across both public and private sectors, guiding them through the entire lifecycle of critical facilities and infrastructure—from planning and development to design, construction, operation, and maintenance. At the core of our success lies our commitment to delivering seamlessly integrated services, ensuring that we consistently provide tailored solutions that precisely meet the needs of our valued clients.

We are proud to maintain a track record of quality work, with no instances of substandard performance or unethical practices. WTC has no existence of or potential for any conflicts of interest with any work the firm might perform for the City. Integrity and accountability are the cornerstones of our approach, and we bring this same commitment to every project we undertake. We are fully prepared to collaborate closely with the City to ensure that all project requirements are met efficiently and effectively.



CHAD TOMPKINS - PE, RPLS

"As the local firm since the 1940's, WTC has worked closely with cities and counties in Texas for over 75 years. There is just no replacement for the trust and commitment developed over that time. Just as this area has grown, WTC has grown in size and capability. The many families at WTC are proud to be part of what makes this area great."

Chad Tompkins
President and CEO, WTC, Inc.

PROJECT EXPERIENCE



ENGINEERS | SURVEYORS



Project Experience

WASTEWATER UTILITY PROJECTS

- Treatment Plants
- Collection Systems
- Lift Stations

WATER AND WASTEWATER

- Certificate of Convenience and Necessity Applications
- Energy Audits
- Rate Studies
- Industrial Waste Ordinances
- O & M Manuals
- Standard Operating Procedures
- Vulnerability Assessments
- Utility Master Plans
- Infiltration and Inflow Studies
- Treatment Process Analysis



WTC has provided water supply, water distribution, and water transmission main designs for dozens of Texas communities including the Noack Water Supply Corporation, Carrizo Hills WSC, Bandera River Ranch WSC, the Live Oak County – Old Marbach School WSC, and the cities of Asherton, Mathis, Universal City, Kyle, Karnes City, Kenedy, Austin, Burnet, Taylor, and Gonzales. WTC has designed wastewater collection systems for the cities of Buda, Burnet, Granger, Austin, Harker Heights, Taylor, Falls City and other Texas communities.



We have provided WTC's representative projects in the following section.

PROJECT NAME: Wastewater Treatment Plant Improvements

OWNER: City of Burnet, Texas

YEAR COMPLETED: 2017

CONSTRUCTION COST: \$16,500,000

OWNER REPRESENTATIVE: Crista Goble Bromley, Director of Administrative Services/Mayor
P.O. Box 1369, Burnet, TX 78611, 512.756.6093, mayor@cityofburnet.com

PROJECT DESCRIPTION: A Preliminary Engineering Report (Facility Plan) and Environmental Report was prepared in compliance with Texas Water Development Board funding guidelines which recommended wastewater treatment and collection improvements for the City of Burnet over a 20-year design period. The project encompassed the construction of a 1.7 MGD BNR wastewater treatment plant to meet effluent criterion of 5 mg/l CBOD5, 5 mg/l TSS, 2 mg/l NH3-N, 6 mg/l TN, 0.5 mg/l P, 5.0 mg/l O2 and E. coli 126/100 ml. As a result of settlement agreements with the City of Austin and LCRA, Burnet agreed to a 0.15 mg/l P limitation. This effluent criterion is considered the most stringent discharge limitation in Texas. Unit processes included mechanical screening (0.25”), biological nutrient removal (N and P), activated sludge, final clarification, chemical phosphorus removal, tertiary filtration, ultraviolet disinfection, cascade aeration, aerobic digestion, sludge thickening, belt filter press sludge dewatering, beneficial reuse of sludge, effluent discharge and effluent irrigation.

The WWTP incorporated six pump stations including main lift station, RAS pump station, WAS pump station, sludge pump station, non-potable water pump station, and effluent reuse pump station. New buildings included the Operations Building, Main Lift Station, Chlorination Building, Polymer Pump Building, and Belt Filter Press Building. The project was constructed on a site utilizing approximately 10 acres. The project was constructed as a brand new facility. The City of Burnet used the existing 0.746 MGD WWTP for treatment during construction. It was then decommissioned after the new construction was completed.

SERVICES PROVIDED: All Basic and Additional Engineering Services; Master Planning and Population Projections; Preliminary Engineering & Environmental Report, Final Design Phase, Bid Phase, Construction Phase and Post-Construction Services. WTC procured construction permitting from LCRA, TxDOT, USACE, and TCEQ.



PROJECT NAME: City of Mathis Emergency Generators for Lee Street Lift Station and Campbell Street Lift Station

OWNER: City of Mathis, Texas

YEAR COMPLETED: 2021

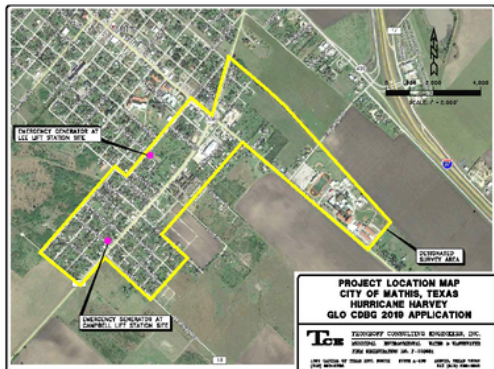
CONSTRUCTION COST: \$98,358

OWNER REPRESENTATIVE: Michael Barrera, Former City Manager

PROJECT DESCRIPTION: The project entailed the design of two emergency generators to operate two separate wastewater lift stations in the event of power outage as experienced

during Hurricane Harvey. The project included an automatic transfer switch and installation of diesel powered emergency generators at the two existing lift station sites.

SERVICES PROVIDED: Texas General Land Office (GLO) – Community Development Block Grant (CDBG) Grant Application, Preliminary Design Phase, Final Design Phase, Bid Phase, Construction Phase, and Post-Construction Phase.



PROJECT NAME: Wastewater Interceptor Line A

OWNER: City of Harker Heights, Texas

YEAR COMPLETED: March 2020

CONSTRUCTION COST: \$647,000

OWNER REPRESENTATIVE: Mark Hyde, Director of Public Works, 305 Miller's Crossing, Harker Heights, TX 76548 254.953.5641 mhyde@harkerheights.gov



PROJECT DESCRIPTION: This project involved construction of the second phase of the sewer framework to provide wastewater service to a recently annexed eastern area of Harker Heights that was outlined in a 2009 Wastewater Master Plan. The project provided some core wastewater collection framework as well as diversion of an existing service area on the eastern edge of Harker Heights to relieve and abandon one old lift station. Construction included installation of approximately 4,121 L.F. of 15" gravity sewer; 1,832 L.F. of 10" gravity sewer, 35 L.F. of 8" gravity sewer; 192 L.F. of the Pima Trail 6" gravity sewer; 20 manholes; demolition of the Pueblo Trace lift station; road borings; and revegetation.

SERVICES PROVIDED: Preliminary Design Phase, Final Design Phase, Bid Phase, Construction Phase, and Post-Construction Phase. Additional services included City permitting, coordination with Harker Heights ISD school construction, TCEQ approval, geotechnical investigation, construction testing, warranty assistance, and record drawing preparation



PROJECT NAME: West 35th/38th Street Water System Improvements Austin, Texas

OWNER: City of Austin

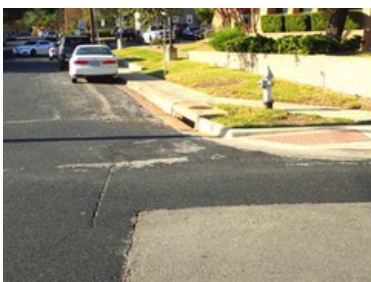
YEAR COMPLETED: January 2019

CONSTRUCTION COST: Estimated at \$2,060,000

OWNER REPRESENTATIVES: Genest Landry, P.E., PMP Public Works Department
Project Management Division, 512-974-8749, Genest.Landry@austintexas.gov

PROJECT DESCRIPTION: In 2000 the City of Austin authorized a Preliminary Engineering Report to be prepared by Lockwood, Andrews and Newnam (LAN) that analyzed water pressure zones in portions of northwest Austin. The major conclusion from LAN’s analysis was that the City of Austin needed additional pressure zones in the area. The City of Austin (COA) constructed a portion of this pressure zone in 2002, called the North Reduced Pressure Zone (NO11). In 2018 Thonhoff Consulting Engineers (TCE) was retained to produce a Preliminary Engineering Report to review the boundaries of NO11, make recommendations on future expansion in the area, and produce preliminary design drawings of our recommended water system improvements, including installing a new 12-inch water line and installing fire hydrants along this line. TCE prepared preliminary plans for these water system improvements, including preliminary traffic control plans and preliminary design details. TCE’s recommendation was to not construct these improvements because the COA had lowered the Uniform Plumbing Code criteria to drop the maximum water pressure allowance, lowered its preferred minimum pressure to be used in water system design, and raised the hydraulic grade line for the new pressure zone. The COA agreed with these recommendations and concluded it would not make any further changes to the water pressure zones in this part of Austin. However, one section of 12-inch water line was recommended for construction that would complete a primary hydraulic loop bisecting the existing NO11 Pressure Zone at the approximate north/south midpoint that would connect a 12-inch water line in 35th Street to a 12-inch water line in Jefferson Street.

SERVICES PROVIDED: Preliminary Engineering Report and Recommendations



PROJECT NAME: City of Mathis 2020 Street & Utility Improvements

OWNER: City of Mathis, Texas

YEAR COMPLETED: (Final Completion Projected for 12/2022)

CONSTRUCTION COST: \$3,275,235

OWNER REPRESENTATIVE: Michael Barrera, Former City Manager

PROJECT DESCRIPTION: This project consisted of street and utility improvements including street rehabilitation, street overlay, water line replacement, wastewater line replacement, storm sewer construction, and drainage improvements. The project included approximately 1.5 miles of street rehabilitation of local streets. Rehab methods included full-depth reconstruction and chip seal treatments. The project also included approximately 3,700 LF of wastewater line replacement and 5,600 LF of waterline replacement.



SERVICES PROVIDED: Preliminary Design Phase, Final Design Phase, Bid Phase, Construction Phase, and Post-Construction Phase.

PROJECT NAME: Treatment Plant No. 3

OWNER: Bandera River Ranch Water Supply Corporation

YEAR COMPLETED: 2014-2019

CONSTRUCTION COST: \$556,900

OWNER REPRESENTATIVE: Bonnie Tidball, President, 801.338.6805. 161 Broken Spur Circle, Suite 1, Bandera, TX 78003

PROJECT DESCRIPTION: This USDA Rural Utilities Services project involved construction of a new water well at a new Bandera River Ranch WSC site targeted to produce 110 gpm from the lower Trinity Aquifer ranging from 500-1,000 feet in depth.

Chlorination facilities and high service pumps were housed in a new CMU building. Chlorine was added to water produced prior to being stored in a new 37,850 gallon bolted, steel ground storage tank. Two 185 gpm high service pumps in the building are capable of both pressurizing the new 3,700 gallon pressure tank for localized pressure maintenance and filling the higher elevation existing ground storage tanks that function as elevated storage for the entire system. Included are yard piping, fencing, parking, drainage, and related appurtenances and site work.

The project included adding approximately 1,000 linear feet of 2-, 4-, and 6-inch PVC pressure line and sectionalizing valves to the existing distribution system and loop area lines for improved pressure maintenance. Environmental controls, road cuts, resurfacing, and re-vegetation were included.



SERVICES PROVIDED: WDB and USDA funding applications; coordination with USDA on program requirements; coordination with TCEQ on design criteria reviews; preliminary and final environmental and engineering planning reports; preliminary and final design plans and specifications; cost estimate development, design surveying; property/easement reviews; well sanitary control easement; right-of-way certification maps; bidding phase; advertisement; addenda; bid opening, bid evaluation.



PROJECT NAME / LOCATION: Asherton Water and Wastewater Improvements

OWNER: City of Asherton, Texas

YEAR COMPLETED: Facility Plan Completed 2016; Final Design Completed 2017; Bid Phase Completed 2018 – Construction Phase Completed 2020

CONSTRUCTION COST: \$7,610,000

CONTACT PERSON: Adrian Zamora, Elvira Ramirez 830.468.3314, cityofasherton@yahoo.com

PROJECT DESCRIPTION: WTC prepared a Preliminary Engineering Report (Facility Plan) and an Environmental Report for the City of Asherton water and wastewater improvements and procured USDA funding. WTC sized the 0.2 mgd average flow and 0.8 mgd peak flow new mechanical plant for populations projected for the years 2030 -2040 that enabled Asherton to expand and upgrade its wastewater treatment and replace an old, ineffective and undersized facultative lagoon and stabilization pond plant that had insufficient buffer zones. The TCEQ 20/20 (BOD5/TSS mg/l) wastewater plant permit allowed enhanced treatment over the existing 30/90 (BOD5/TSS mg/l) plant, provided sufficient buffer zones with respect to surrounding properties, and improved the effluent quality discharged to the receiving stream. The WWTP incorporated a new main submersible lift station, a WAS/RAS pump station, a sludge pump station, and an effluent reuse pump station. Wastewater system improvements included total renovations of three existing system lift stations. Renovations included wetwell rehabilitation and coating, new D.I. piping interior and exterior, and new electrical emergency generator transfer switches. In addition, Infiltration/Inflow was being mitigated by wastewater manhole rehabilitation as noted during the I/I study. Water system improvements included renovation of a 75,000-gallon elevated water storage tank by adding TCEQ required appurtenances and new coatings to extend the life of the tank. An existing old, deteriorated 50,000-gallon elevated water storage tank was recommended for demolition and removal. WTC designed new coatings for piping and appurtenances at the existing 150,000-gallon ground storage tank to protect and extend the life of those facilities. Water distribution system improvements included installing isolation valves, flush valves, and fire hydrants and construction of looped connections for improved water pressure and distribution reliability. Other plans included building repairs, painting, improving fencing, and replacing high service pumps for two well site facilities.

SERVICES PROVIDED: Preliminary Engineering Report (Facility Plan), Environmental Assessment Report, TCEQ treatment permit application, Infiltration/Inflow analysis, USDA funding application, Final Design Phase, Bid Phase, and Construction Phase.



PROJECT NAME: State Energy Conservation Office (SECO) (2021 - 2022) Preliminary Process Optimization and Energy Assessments for Water and Wastewater Plants in Texas

OWNER: Texas Energy Engineering Services, Inc. (TEESI Engineering)

YEAR COMPLETED: 2022

CONSTRUCTION COST: NA

OWNER REPRESENTATIVE: STEESI Engineering 1301 Capital of TX Hwy. S., Suite B-325, Austin, TX 78746, 512.328.2533



PROJECT DESCRIPTION: WTC provided subconsultant services to TEESI Engineering to evaluate process optimization and energy use efficiency for water and wastewater treatment plants, pump stations, and utility systems as part of the State Energy Conservation Office (SECO) over the state of Texas. Water and wastewater systems that we have evaluated under this contract include the cities of Boerne, Johnson City, Shenandoah, Hitchcock, and San Marcos.

SERVICES PROVIDED: Preliminary Process Optimization and Energy Use Evaluation of Water and Wastewater Facilities, Report Preparation.



PROJECT NAME / LOCATION: St. Mary Street Water Line Improvements

OWNER: City of Kenedy, Texas

YEAR COMPLETED: 2009

CONSTRUCTION COST: \$328,120

PROJECT DESCRIPTION: This Texas Department of Rural Affairs project included installation of approximately 3,850 linear feet of 8-inch water transmission line with reconnections to approximately 13 existing mains, 8 existing fire hydrants, and 31 existing services; 108 linear feet of highway bore; 3,300 linear feet of HMAC street resurfacing; tracer tape; crossing of a railroad right-of-way and a river authority flood control channel; erosion control features; and associated pressure testing. The existing 8-inch water main was made pressure-worthy and tested.

SERVICES PROVIDED: TxCDBG Grant Application, Preliminary Engineering and Environmental Report, Surveying, Design Phase, Bid Phase, Construction Phase, and Warranty Phase Services.



PROJECT NAME: 38th/40th Streets Water and Wastewater System Improvements
Austin, Texas

OWNER: City of Austin

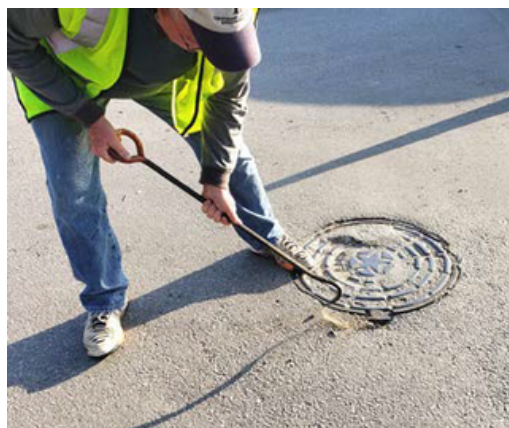
YEAR COMPLETED: The Final Design Phase is 99.99% complete as of November 2022

CONSTRUCTION COST: Estimated at \$3,900,000

OWNER REPRESENTATIVE: Lisa Whitworth 512.974.5615,
lisa.whitworth@austintexas.gov

PROJECT DESCRIPTION: The scope of this project involved installation of new 12- inch water lines and new 8-inch wastewater lines on E. 38th St. and E. 40th St. between Red River Street and IH-35 Frontage in Austin, Texas. New 8-inch wastewater lines were installed on E. 39th St. between Red River Street and Willbert Road. Open-cut was the primary construction method. A 16-inch transmission line extension for approximately 340 linear feet was authorized by the City of Austin along Harmon Avenue. All existing and proposed water and wastewater lines were in the City of Austin Right-of-Way. WTC proposed new alignment on each of the new water and wastewater lines. New water and wastewater service connections were installed for all existing service customers and all existing water and wastewater lines were abandoned in place. Pipeline material quantity breakdown: 340 LF of 16-inch C900 PVC water; 2,705 LF of 12-inch C900 PVC water; 20 LF of 8-inch C900 PVC water; and 2,840 LF of 8-inch SDR 26 PVC wastewater. Street construction comprised approximately 10,545 SY of new street profile. The new water and wastewater lines improved the capacity and service of the distribution and collection system for the residents and businesses in the area. The work included coordination with Austin Water, Public Works Quality Management Division, General Permit Office, Right-of-Way Management and TxDOT, among others.

SERVICES PROVIDED: Geotechnical investigation, Final Design Survey, Final Design Phase Services, Bid Phase Services (to be provided, and Construction Phase Services (to be provided).



PROJECT NAME: City of Karnes City, Texas Street Improvements Project

OWNER: City of Karnes City

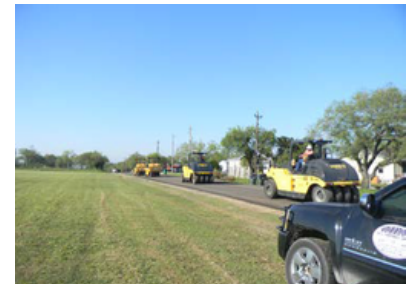
YEAR COMPLETED: 2020

CONSTRUCTION COST: \$3,590,000

OWNER REPRESENTATIVE: Veronica Butler, City Manager 314 East Calvert Ave., Karnes City, Texas 78118, 830.780.3422, vbulter@cityofkctx.com

PROJECT DESCRIPTION: This multi-year project involved Karnes City performing force account construction for first-time city streets and hiring contractors to perform street overlay projects on existing streets. The City performed the following street construction projects on a yearly basis since 2015:

Name of Project	Squard Yards	Construction Cost
2015 Street Overlay	330,00,	\$1,257,000
2016 Street Overlay	47,000	\$339,000
2017 Street Overlay	81,000	\$178,000
New City Streets	50,000	\$1,300,000
2018 Street Overlay	118,000	\$336,000
2019 Street Overlay	25,000	\$180,000
2020 Street Overlay	47,000	\$305,000
2024 Street Overlay	98,000	\$948,000



The new City Street Construction project involved constructing “All-Weather Base” first time streets for Karnes City on existing street rights-of-way utilized as dirt streets. The City procured street construction equipment for the force account construction. The streets were designed as center crown streets, 24 feet wide with 8-inch Type A, Grade 1, flexible base. The initial construction utilized ditches in the right-of-way, but as funding is permitted the streets are designed to be future 38-foot wide streets with curb and gutter. Separate material procurement contracts were established for flexible base and for corrugated metal pipe drainage conduits for this street improvements project. Approximately 3 miles of roadways were designed for City force account construction including approximately 14 separate streets.



PROJECT NAME: Denver City - 16-Inch Waterline Extension

OWNER: Denver City, Texas

YEAR COMPLETED: 2020

CONSTRUCTION COST: \$1.5M

OWNER REPRESENTATIVE: Stan David

PROJECT DESCRIPTION: This project involved the extension of a new 4-mile, 16-inch waterline for Denver City to improve water infrastructure and support increased water demand. WTC, Inc. managed the full scope of work, which included survey data collection, detailed design, plans, and specifications for the pipeline route, and oversight of construction activities to ensure compliance with project standards and specifications.

SERVICES PROVIDED: Phase I – Design and Survey: Survey data collection was conducted for the pipeline route. WTC, Inc. developed the design, plans, and specifications for the new 16-inch waterline.

Phase II – Pre-Construction: A Pre-Construction meeting was held with Denver City officials and the contractor to align project expectations and establish communication protocols.

Phase III – Construction: WTC, Inc. oversaw the construction phase, providing construction staking, quality control surveying, periodic inspections, submittal reviews, responses to Requests for Information, payment evaluations, and both pre-final and final walk-throughs. The construction phase concluded with red-lined as-constructed plans provided to the City and quality assurance surveys to verify in-place quantities and grading. All improvements were completed in accordance with TCEQ standards, ensuring regulatory compliance.



PROJECT NAME: West Pecos Water Supply and Distribution Improvements

YEAR COMPLETED: 2021- Ongoing

CONSTRUCTION COST: \$33,000,000

OWNER REPRESENTATIVE: Charles Lino, City Manager

PROJECT DESCRIPTION: Project involves a new water supply wellfield, raw water transmission pipeline, ground storage, booster pumping station and treatment facilities. The project is funded by USDA-Rural Development (RD). WTC provided a Preliminary Engineering Report and Environmental Report in accordance with USDA-RD funding guidelines in order to gain regulatory approval to commence with the full design phase of the project. WTC then partnered with a Professional Geologist to identify potential locations for raw water supply wells. WTC provided design and oversight for the drilling of seven test wells and conducted a water quality and quantity study in order to provide sufficient evidence of good, drinkable water for the city. To aid with site layout and design work, WTC provided topographic surveying for the well field site, transmission pipeline route options and the ground storage and booster pump station site. WTC is currently in the final design phase for 14 production water wells to deliver 3 MGD and dual Ground Storage Reservoirs totaling 1MG. WTC evaluated multiple routes for a transmission line from the wellfield to the city ground storage site, which is approximately 21 miles, including low modeling to ensure adequacy of design. As part of the Right-of-Way acquisition that is required for this project, WTC provided easement surveys and plats, and conducted outreach and negotiations to secure the needed waterline easements for the city. As part of the design process, WTC surveyed and conducted subsurface utility investigations for 140 pipeline crossings of high- and low-pressure oil and gas pipelines to meet Railroad Commission and FERC criteria. WTC is in the final design phase of a 20” diameter HDPE pipeline and appurtenances to bring water from the well field to town. WTC is currently in the final design phase of two 1MG Ground Storage Reservoirs, 2,100 GPM Booster Pumping Station and Chlorination Treatment facilities in the south part of the city. WTC will be providing assistance in the bid phase as well as Resident Project Representative Services during construction.

SERVICES PROVIDED: USDA funding applications, coordination with USDA on program requirements, coordination with TCEQ on design criteria reviews, TxDOT permit coordination, Preliminary Engineering, and Survey. Final Design is ongoing and will provide Bid Phase and Construction Phase.





PROJECT NAME: Midland County Road Maintenance Guidance and Improvements Plan, Road Condition Grading and Construction Documents for Road Paving

YEAR COMPLETED: 2022 to ongoing

CONSTRUCTION COST: \$10M annually

OWNER: Midland County, Texas

PROJECT DESCRIPTION: WTC prepared a comprehensive plan for all categories of road including repair/maintenance methods, contract or in-house labor and equipment, and frequency. The plan provides a roadmap for the County to use to evaluate the completed road condition assessment and create a plan for the allocation of capital funds, maintenance funds, manpower, and equipment to bring Midland County roads into serviceable condition and efficiently maintain them. The goal of the plan is to minimize emergency repairs and to extend the life of the Midland County roads as efficiently as possible, while also maintaining the right mix of County owned equipment and contractor efforts to maximize results and minimize costs for the citizens of Midland County. The plan is utilized in yearly planning and budgeting.

WTC has conducted visual inspection of approximately 415 miles of County maintained roads and rated the pavement condition based on the Midland County Road and Bridge Road condition grading system (RCGS), which is similar to the system used by TxDOT (Serviceability Index). The results were compiled and tabulated by priority. WTC surveyed and assembled construction documents for seal coating of approximately 30 miles of roadway, pothole repairs and edge repairs which were completed in summer 2023. WTC assisted the County during bid phase, responded to RFIs, conducted a prebid meeting, and sought out contractors to respond to request for bids. WTC surveyed and assembled construction documents for seal coating of approximately 68 miles and fog seal of approximately 93 miles, including pothole and edge patching and striping, that was completed in 2024. WTC assisted Midland County during bid phase by responding to RFIs and conducting a prebid meeting. WTC will conduct construction observation and field measurements for compliance with plans and specifications.

WTC surveyed and is currently assembling construction plans and documents for approximately 100 miles of seal coat and 74 miles of fog seal to be completed in summer 2025.

Federally Funded Projects

Our staff is highly experienced with the USDA Rural Development Administration (RDA) of the U.S. Department of Agricultural grant and loan projects, which pertain to water supply, distribution, and storage as indicated in the following projects.

OWNER	PROJECT	DATE COMPLETED
City of Asherton, Texas	Water & Wastewater Improvements	2020
Bandera River Ranch WSC	Water System Improvements	2019
Noack Water Supply Corp.	Water System Improvements	2015
City of Burnet, Texas	Wastewater System Improvements	2006
City of Burnet, Texas	Water & Wastewater Improvemnts	2006
Noack WSC	Water System Improvements	1984
Aqua Water Supply Corp.	Water System Improvements	1975
City of Hutto, Texas	Water & Wastewater Improvements	1972

Our staff is very familiar with the Federal Community Development Block Program, HUD Small Cities/Texas Community Development Program, and Texas Department of Rural Affairs Program as shown below.

OWNER	PROJECT	DATE COMPLETED
City of Freer	Street Improvements	Current Project
City of Lytle	Water Improvements	Current Project
Live Oak County	Emergency Generators	Current Project
City of Lometa	Drainage Improvements	Current Project
City of Asherton	Emergency Generators	Current Project
City of Mathis	Water Treatment Plant Improvements	Current Project
Bee County/Tynan WSC	Water System Improvements	Current Project
City of Mathis	Emergency Generators	2022
City of Mathis	Water Treatment Plant Improvements	2019
City of Asherton	Street Improvements	2016
Bee County	Water System Improvement	2013

Federally Funded Projects

We are also experienced with the following projects funded by the Texas Water Development Board.

OWNER	PROJECT	DATE COMPLETED
City of Burnet	Wastewater Treatment Plant	2016
Carrizo Hill W.S.C	Water Well	2001
City of Seagraves	Ground Storage Tank	2021 - Current
City of Burnet, Texas	Wastewater System Improvements	2006
City of Burnet, Texas	Water & Wastewater Improvemnts	2006



WTC has performed engineering services on dozens of federally funded and state funded projects.

And we've designed hundreds of municipally funded projects across the state of Texas.

FEDERALLY FUNDED PROJECTS

City of Denver City Water System Improvements

Funding Source: Texas Department of Agriculture CDBG

Presidio County First Time Water and Sewer

Funding Source: Texas Department of Agriculture CDBG

Presidio County Drainage Improvements

Funding Source: Texas Department of Agriculture CDBG

Denver City 16" Water Transmission Line from Well Field to the City

Funding Source: Texas Department of Agriculture CDBG

City of Rankin Streets and Water Valve Replacement

Funding Source: ARPA

City of Seagraves Backup Generators

Funding Source: ARPA

City Seagraves Water System Improvements

Funding Source: Texas Water Development Board and EPA W.I.I.N. Grant Funding

City of Seagraves Wastewater Improvements

Funding Source: USDA Rural Development Loan/ Grant

West Pecos New Supply Wellfield

Funding Source: USDA Rural Development Loan/ Grant

City of Pecos South Well Field Raw Water Transmission Pipeline

Funding Source: USDA Rural Development Loan/Grant

Seminole Sewer Line Replacement

Funding Source: Texas Water Development Board

CAPACITY TO PERFORM AND RESUMES



CAPACITY TO PERFORM

Ability to Withstand a Loss to Key Personnel

Our firm has built a resilient and adaptable organizational structure designed to mitigate disruptions caused by the loss of key personnel. This is achieved through:

- **Comprehensive Succession Planning:** We maintain detailed project documentation and cross-train team members to ensure continuity. Each project is supported by a team rather than an individual, so institutional knowledge and expertise are never confined to one person.
- **Depth of Expertise:** Our team includes a diverse range of highly skilled professionals who can step into leadership roles when needed. We invest in ongoing professional development to ensure all team members are equipped to handle complex challenges.
- **Proven Track Record:** Despite industry challenges, our firm has successfully navigated personnel transitions without any negative impact on project outcomes.

Special Expertise in Problem Analysis and Resolution

Our firm employs advanced techniques of problem analysis and resolution, ensuring successful outcomes for projects similar in scope. These techniques include:

- **Root Cause Analysis:** Identifying underlying issues to develop effective and sustainable solutions.
- **Collaborative Problem-Solving:** Engaging stakeholders and leveraging diverse perspectives to address challenges comprehensively.
- **Data-Driven Decision Making:** Utilizing the latest technologies, including predictive modeling and GIS mapping, to analyze complex scenarios and provide actionable insights.

Coordination with Private, Local, State, and Federal Agencies

We excel in coordinating with multiple agencies by leveraging our strong relationships and extensive experience in navigating regulatory frameworks. Our approach includes:

- **Regulatory Expertise:** Deep familiarity with local, state, and federal regulations ensures compliance and smooth project execution.
- **Communication Strategies:** Proactive and transparent communication fosters collaboration and alignment with all stakeholders.
- **Interdisciplinary Coordination:** Our team works seamlessly with agencies to integrate diverse service categories, streamline approval processes, and align project goals with community needs.

CAPACITY TO PERFORM

Our firm's capabilities ensure resilience, expertise, and excellence, positioning us as a reliable partner for any project. WTC understands and is experienced in serving City clients. We understand the need to promptly respond to calls and emails from the City of Breckenridge's project personnel, construction contractors and the public to be proactive. David Young, our Project Manager, will be the driving force to be responsive and to complete deliverables on time and within budget. The technical support staff will assist David in promptly and efficiently seeking solutions to matters that arise.

WTC has sufficient, readily available resources in the form of experienced personnel and support services, working closely with specialized subconsultants to carry out the work without delay or shortcomings. In addition to having ample resources to complete selected tasks, we possess the capacity to deliver results within the time limits established by the City.

WTC operates from three offices, facilitating work-sharing among disciplines, which is integral to most projects undertaken. The ebbs and flows of project demands are effectively managed by our experienced personnel and coordinated by the designated Project Engineer.

For any of the City of Breckenridge's projects David Young will be the lead interface with the City's project manager with assistance from all of the members of WTC's team. At the start of the project he will meet with key City staff members to develop a clear, well-defined scope of work, develop schedules and budgets, and identify required engineering tasks. David will coordinate with the team and identify the key team members who will be responsible for each engineering task. **Clear communication is vital to a project's success and keeping all parties informed and staying on top of the project's organization through emails, meetings, phone calls, MS Teams/video conferencing, and face-to-face communication to iron out any problems is essential.**

David will develop an engineering cost proposal to perform any of the projects along with our team members. Once the City accepts the project scope, schedule, and engineering cost proposal, the City will authorize WTC to begin the work assignment.

CAPACITY TO PERFORM

David will then develop a critical path to complete the tasks and scope of work within a reasonable timeframe and authorize Team members to begin their identified tasks. Another member of our team will supervise the WTC personnel for engineering and surveying tasks.

We anticipate that this process will develop into a symbiotic working relationship, one in which both WTC and the City will keep each other apprised of all important details of any project that will be well defined from the outset of the project, one in which both parties will keep on task, resulting in a well-designed, efficient engineering product everyone on the Team can be proud of.

To ensure successful project execution, we prioritize regular communication with all stakeholders. We always implement a structured communication plan that includes frequent updates, feedback sessions, and progress reports to keep everyone informed and engaged throughout the project lifecycle. Furthermore, we are committed to clearly defining the community's participation, actively seeking input and collaboration from community members to address their needs and concerns. This approach not only fosters transparency but also enhances project outcomes by ensuring that the voices of the community are heard and integrated into our planning and decision-making processes.

WTC is well-positioned to withstand the loss of key personnel, thanks to our robust organizational structure and resource-sharing across three office locations. Our experienced team operates under a collaborative framework that allows for seamless reassignment of responsibilities, ensuring continuity of service and project delivery. We leverage specialized expertise in problem analysis and resolution, applying proven techniques tailored to the unique challenges of similar projects. Our ability to coordinate with private, local, state, and federal agencies is well-established, supported by decades of successful partnerships and adherence to regulatory standards. By maintaining open communication, structured workflows, and proactive problem-solving strategies, WTC consistently delivers high-quality results, even in the face of unexpected challenges.



David Young, PE

Professional Summary:

David is a highly experienced Principal Engineer, specializing in engineering design and construction management. He has demonstrated commitment to leading project design teams and driving business development. His expertise encompasses planning, surveying, design, and construction management of diverse projects, including design-build and design-bid-build initiatives. His achievements include the successful delivery of transportation improvements, and Construction, Engineering and Inspection (CEI) for multiple Departments of Transportation, water, wastewater, and stormwater systems, land planning and development, hazardous and solid waste landfills, and airport improvements. David excels in overseeing quality control and inspection processes, ensuring adherence to industry standards and regulatory compliance, TCEQ, TxDOT and local agency permitting and coordination. His approach and leadership skills contribute to the execution of large-scale projects across various sectors.

Education:

- BS in Civil Engineering - Texas Tech University, 1985

Professional Licenses:

- Registered Professional Engineer, Texas No. 68273
- Registered Professional Engineer, New Mexico No. 13314

Professional Experience:

WTC Inc., 2023 - Present: Principal Engineer

- Responsible for supervising project design staff and business development.
- Key areas include design-build and design-bid-build for transportation improvements, water, wastewater, and storm water systems, land planning and development, hazardous and solid waste landfills, and airport improvements.
- CEI for Ector City, Texas W. 42nd Street Improvements: Managed the widening and reconstruction of approximately 4 miles of 5-lane roadway.
- Quality Control Design Review and CEI for Midland City, Texas 2024 Roadway Paving: Involved survey and construction plans for seal coat paving improvements across approximately 150 miles of county roads.
- Quality Control Design Review for Midland County, Texas Roadway Grading Program: Responsible for inspecting approximately 415 miles of county roads and rating the pavement condition based on the Midland County Road & Bridge Road condition grading system.
- Project Manager and Chief Design Engineer for the 1/2MG Elevated Water Tower for the City of Andrews, TX: Oversaw the water system mapping and flow modeling of the entire system.
- Project Manager and Chief Design Engineer for the 1.4 MG Ground Storage Water Reservoir for the City of Andrews, TX: Managed the construction of one 1.4 MG, 100' diameter ground storage water reservoir and associated piping.
- Project Manager and Chief Design Engineer for the 0.2 MG Ground Storage Water Reservoir for the City of Andrews, TX: Led the construction of one 0.2 MG ground storage water reservoir and booster pumping station improvements.



Bob Thonhoff, PE

Professional Summary:

Bob is a seasoned and highly experienced Civil Engineer and Project Manager with over 43 years of expertise in technical design and project management. His areas of specialization include water and wastewater treatment plant design, environmental engineering, and on-call contracts. Bob's comprehensive skill set extends to TCEQ, TxDOT and local agency permitting, coordination, environmental assessments, waste disposal permits, material recycling, pollution abatement programs, odor control, and landfill certifications. He is adept at leading engineering studies such as water and wastewater energy audits, water distribution system network analyses, cathodic protection surveys, water and sewer rate studies, operation and maintenance manuals, and infiltration and inflow analyses.

Education:

- MS in Civil Engineering (Environmental Health Engineering) - University of Texas at Austin
- BS in Biology - Texas Lutheran College

Professional Licenses:

- Registered Professional Engineer, Texas No. 55674

Professional Experience:

- Wastewater Treatment - Burnet, TX: Served as Project Manager, providing technical design and project management for wastewater treatment projects.
- Wastewater Collection - Harker Heights, TX: Managed wastewater collection projects, overseeing design and implementation.
- Wastewater Pumping - Harker Heights, TX: Provided project management and technical design for wastewater pumping projects.
- Water Treatment - Warm Springs Hospital, Boerne, TX: Led water treatment projects, ensuring successful design and construction.
- Water Distribution - Taylor, TX: Managed water distribution projects, overseeing technical design and project execution.
- Elevated Storage - Universal City, TX: Served as Project Manager, leading design and implementation for elevated storage projects.
- Solid Waste - Austin, TX: Managed solid waste projects, providing expertise in technical design and project management.
- Water and Wastewater Energy Assessments - State Energy Conservation Office: Conducted energy assessments for water and wastewater projects, ensuring compliance with regulations.

Bob has led most of WTC's on-call projects, including wastewater treatment plant expansion, wastewater system improvements, and water system studies. His experience spans extensive construction coordination, ensuring smooth project delivery. He has managed and designed numerous municipal projects, including 15 water treatment plants, 21 wastewater treatment plants, 57 lift stations, 25 collection systems, 22 distribution systems, and 22 storage facilities. Bob has also designed over 82 miles of water lines (2"–60") and 52 miles of sewer lines (6"–48"), plus streets, parking lots, and small airports.

Chad Tompkins, PE, RPLS



Professional Summary:

Chad is the President and Principal Engineer for WTC. He manages both land surveying and civil engineering projects for the firm. Chad is a highly skilled and experienced professional with dual licensure as a Registered Professional Land Surveyor (RPLS) and a Professional Engineer (PE). He brings 25 years of comprehensive experience in land surveying and civil engineering with a proven track record of delivering successful projects in West Texas and New Mexico. In his role as an RPLS, Chad manages various land surveying responsibilities, ensuring accuracy, compliance, and adherence to professional standards. As a PE, he applies his expertise in civil engineering to lead projects from planning through completion, ensuring that all work aligns with safety, quality, and industry regulations.

Education:

BS in Civil Engineering, Texas Tech University, 1997

Licenses and Certifications:

Registered Professional Engineer, Texas No. 93839

Registered Professional Land Surveyor, Texas No. 6768

Registered Professional Engineer, New Mexico No. 17269

Registered Professional Land Surveyor, New Mexico No. 27177

Skills:

Proficient in total stations, GPS, AutoCAD, GIS

Strong understanding of surveying principles and civil engineering concepts

Excellent project management and leadership skills

Professional Experience:

WTC, Inc. Andrews, TX, 2003-Present

As a Registered Professional Land Surveyor (RPLS) and Professional Engineer (PE) at WTC, Inc., Chad has conducted a wide range of surveying and civil engineering projects over the course of 25 years. His responsibilities include conducting boundary surveys, topographic surveys, and construction surveys for residential, commercial, and oil and gas industry projects in West Texas and New Mexico. He analyzes legal documents, historical records, and physical evidence to establish precise boundary lines and property boundaries, ensuring full compliance with state laws and regulations. Additionally, Chad oversees survey and engineering projects from inception to completion for WTC Inc. clients in the oil and gas industry.

Siu-Lam Matthew Chu, PE



Professional Summary:

Matt is an experienced Civil Engineer and Project Manager with over 20 years of expertise in technical design and project management. His comprehensive background includes working on on-call contracts, providing technical design for fast-paced projects in Central Texas since 2001. Matt's experience encompasses water and wastewater facility design, grading plans, hydrology and hydraulic calculations, and pipeline modeling. His skills include engineering studies and reports such as water distribution system network analyses and drainage design. Matt's proficiency in current TxDOT and federal policies ensures projects comply with relevant standards and regulations. As a skilled user of Civil 3D Pipe Networks, Surface Modeling, and plan production tools, Matt brings a meticulous approach to plan production, specification production, and cost estimates.

Education:

- BS in Civil Engineering, Construction Engineering and Management - University of Wisconsin, Madison, Wisconsin, 2000
- Letters and Science - Santa Monica College, Santa Monica, California, February 1996 - July 1998

Professional Licenses:

- Registered Professional Engineer, Texas No. 103461

Professional Experience:

- City of Austin on-call engineering services: Provides technical design for on-call contracts, ensuring high-quality service and client satisfaction.
- On-call engineering services: Contributes to on-call engineering services with expertise in plan production and cost estimation.
- WWTP Emergency Generator and Aeration Blower Equipment, Harker Heights 2022: Leads technical design and project management for wastewater treatment plant improvements.
- Rummel Road Lift Upgrade and Force Main 2022: Manages design and implementation of upgrades to lift stations and force mains.
- Wastewater Treatment Plant 2023 Improvements, Harker Heights: Oversees technical design for wastewater treatment plant enhancements.
- Wastewater Connection to WCID: Manages the connection project for wastewater services, ensuring smooth project execution.
- City of Austin Water and Wastewater Improvements 2023: Provides technical design and engineering expertise for city water and wastewater improvements.
- Elevated Storage - Universal City, TX: Contributes to the design and management of elevated storage projects, ensuring compliance with regulatory standards.



Randy Shaffer, EIT

Professional Summary:

Randy Shaffer is a seasoned professional serving as the Director of Operations at WTC, Inc. With an array of experience in operations management and a proven track record of driving organizational success, Randy brings strategic vision and leadership to his role. He is responsible for overseeing all aspects of operations, including project management, resource allocation, and process improvement initiatives. Randy's commitment to superiority and efficiency is unmistakable in his proactive approach to problem-solving and his dedication to achieving operational excellence.

Education:

- BS Mechanical Engineering, University of Oklahoma, 2000
- MS Construction Administration, University of Oklahoma, 2007

License, Certifications:

- Engineer In Training, Texas

Skills:

- Strategic planning and execution
- Project management and resource allocation
- Process improvement and optimization

Professional Experience:

Randy currently serves as the Director of Operations at WTC, Inc. in Andrews, TX, a position he has held since 2021. Prior to this role, he was the Head of Operations at Urenco USA from 2007 to 2021. At WTC, Inc., Randy leverages his extensive operations management experience to drive organizational success through strategic planning, project management, and process improvement. He is responsible for developing and implementing strategic plans to meet organizational goals and collaborating with senior management to define priorities and drive business growth. Randy oversees project management processes, ensuring projects are delivered on time and within budget, while providing guidance to project managers and teams to optimize performance. He is adept at identifying opportunities for process improvement and implementing continuous improvement initiatives to enhance operational efficiency. As a team leader, Randy fosters a culture of collaboration and innovation, providing mentorship and professional development to his team. His role also involves building and maintaining strong relationships with clients, vendors, and partners, working cross-functionally to address challenges and capitalize on growth opportunities. His dedication to excellence, continuous improvement, and client satisfaction significantly contributes to WTC, Inc.'s reputation as a leader in the industry.

Ian Williams



Professional Summary:

Ian is a Graduate Engineer years of experience in civil and environmental engineering. Working under the direction of a Project Engineer, Ian specializes in water and wastewater engineering, low water crossings, piping, electrical, and road engineering. His expertise includes assisting with the design of wastewater treatment plants, water storage facilities, street paving and drainage improvement projects, and water and wastewater utility projects. Ian has also provided Resident Project Representative (RPR) services for water and wastewater projects, showcasing his strong technical capabilities and attention to detail. His knowledge of current TxDOT and federal policies ensures projects comply with relevant standards and regulations, facilitating seamless project execution and compliance.

Education:

- BS in Environmental Engineering, Minor in Geography - Texas State University, San Marcos, TX

Professional Experience:

- Wastewater Treatment Plants; Harker Heights, TX: Assisted in the design and implementation of wastewater treatment plant projects, ensuring compliance with regulations and standards.
- Street and Utility Improvements; Mathis, TX: Contributed to the design of street and utility improvements, supporting infrastructure enhancement.
- Wastewater Treatment Plants; Asherton, TX: Participated in the design of wastewater treatment plants, aiding in the development of efficient and effective systems.
- Water Storage Tank Rehabilitation; Tynan WSC: Assisted with the rehabilitation of water storage tanks, contributing to the maintenance and improvement of water infrastructure.
- Street Improvements; Karnes City, TX: Supported the design of street improvements, aiding in the upgrade and development of local road networks.
- Water Wells; Carrizo Hill WSC: Contributed to the design and development of water wells, supporting water supply projects.
- Water Storage; Asherton, TX: Assisted in the design and construction of water storage facilities, aiding in the efficient storage and distribution of water.

Hiram Rios



Professional Summary:

Hiram is a skilled and experienced Civil Engineer and Engineering Designer with a solid background in providing design and field inspection services. With over 5 years of experience in civil engineering projects, Hiram excels in supporting Project Engineers and delivering high-quality work for a variety of projects. His expertise encompasses on-screen design for clients, as well as design and field inspections for wastewater treatment plants, water treatment plants, water and sewer infrastructure, roads, and other civil projects.

Education:

- BS in Mechatronic Engineering - Universidad Autónoma de Ciudad Juárez IIT, 2014

Professional Experience:

Hiram's professional experience spans a wide range of civil engineering design and field inspection projects:

- WWTP Improvements - Seagraves, TX: Contributed engineering design tasks under the direction of a Project Engineer for wastewater treatment plant improvements.
- Waterline Extension SH285 - Pecos, TX & Andrews, TX: Managed design and field inspections for waterline extensions, ensuring the successful completion of the projects.
- Water Treatment Plant - Seagraves, TX: Provided engineering design support for the water treatment plant project, overseeing various design and field inspection tasks.
- 16-inch Wellfield Waterline - Denver City, TX: Played a key role in the design and field inspections for the wellfield waterline project, delivering quality results for the client.
- Sunset Estates Road / Utilities & Estates of Ezra Road / Utilities - Andrews, TX: Contributed to the design and field inspection of road and utilities projects, ensuring compliance with relevant standards.

Midland County Paving Program 2023 and 2024: Participated in the Midland County Paving Program, providing engineering design support and field inspections.

Hiram's work demonstrates his strong capabilities as a civil engineer, delivering successful outcomes in a variety of projects while ensuring compliance with industry standards and regulations.

Oscar Veloz



Professional Summary:

Oscar is an experienced Civil Engineer and Survey Project Manager with a background in survey and construction inspection for WTC. With over 7 years of experience in the Civil Engineering & Survey Industry, he brings expertise to his role. Fluent in both English and Spanish, Oscar is responsible for overseeing surveying, drafting, designing, and construction inspection projects for WTC and its clients. His experience spans across civil engineering and surveying tasks, including highway construction surveying, road construction projects, general construction projects, oil and gas surveying, residential and commercial surveys, ALTA surveys, boundary surveys, and drone survey operations. Oscar's expertise includes developing civil site designs, water and sewer line designs, and subdivision designs, showcasing his well-rounded capabilities as a civil engineer.

Education:

- BS in Civil Engineering - Universidad Autónoma de Chihuahua, 2019

Professional Experience:

WTC, Inc. Andrews, TX. Survey and Construction Project Manager: 2019 - Present

Oscar leverages his background in civil engineering to lead surveying, drafting, designing, and managing multiple survey crews and projects, as well as overseeing construction inspection tasks for WTC and its clients. His responsibilities include performing highway construction surveying, quality control inspections, and managing road construction projects and general construction projects. Additionally, he has conducted oil and gas surveys, residential and commercial surveys, ALTA surveys, and boundary surveys. Oscar has served as a drone survey visual observer, contributing to drone survey operations and ensuring the accuracy of processed drone data. His civil engineering experience entails designing commercial civil sites, water and sewer line systems, paving maintenance plans, and subdivision designs. He also prepares ALTA, as-built, boundary, and easement plans to meet client requirements.

Key Experience:

- Highway Construction Surveying and QC Inspections: Managed surveying activities for highway construction projects, ensuring project boundaries align with specifications and regulatory requirements. Conducted quality control inspections and proactive quality assurance measures to maintain the integrity of survey data.
- Oil and Gas Surveying: Applied civil engineering principles in conducting surveys for oil and gas infrastructure projects, including well pad locations, pipelines, and facilities, providing essential survey data for project planning, design, and construction phases.
- Drone Survey Operations: Managed drone survey operations for large-scale projects, serving as a visual observer and coordinating drone flights to efficiently capture survey data. Processed drone data for accurate deliverables and enhanced project workflows.
- Boundary and Easement Plans: Prepared boundary and easement plans to establish property boundaries and rights-of-way, conducting research and field surveys for accuracy in plan preparation.



Jared Moore, SIT

Professional Summary:

As the Director of Surveying at WTC, Jared is entrusted with overseeing the surveying department's direction and operations. With experience spanning 18 years, he brings a deep understanding of land surveying principles and practices. His licensure as a Surveyor-In-Training (S.I.) underscores his expertise in surveying disciplines. Throughout his career, he has been instrumental in delivering successful surveying projects in Texas and New Mexico, ensuring accuracy, compliance, and devotion to professional standards.

Education:

- BS in Biology, Wildlife and Fisheries Management, 1998, Texas Tech University
- Texas Society of Professional Land Surveyor's Advanced Short Course, 2010
- Surveyor in Training by the Texas Board of Professional Land Surveying, 2012

Skills:

- Proficient in total stations, GPS, AutoCAD, GIS
- Strong understanding of land surveying and boundary principles
- Excellent project management and leadership skills

Professional Experience:

WTC, Inc., Andrews, TX. Director of Survey: 2007 - Present

As the Director of Surveying at WTC, Inc., Jared provides strategic leadership and direction for the surveying department, overseeing all survey operations and projects. He leads a team of surveyors and technicians in executing various survey projects, including boundary surveys, topographic surveys, and construction surveys. His responsibilities include developing and implementing departmental policies, procedures, and standards to ensure consistency and quality in surveying practices. Jared actively engages with clients, engineers, and others to identify opportunities for new projects and collaborations, contributing to the growth and success of the surveying department at WTC, Inc.

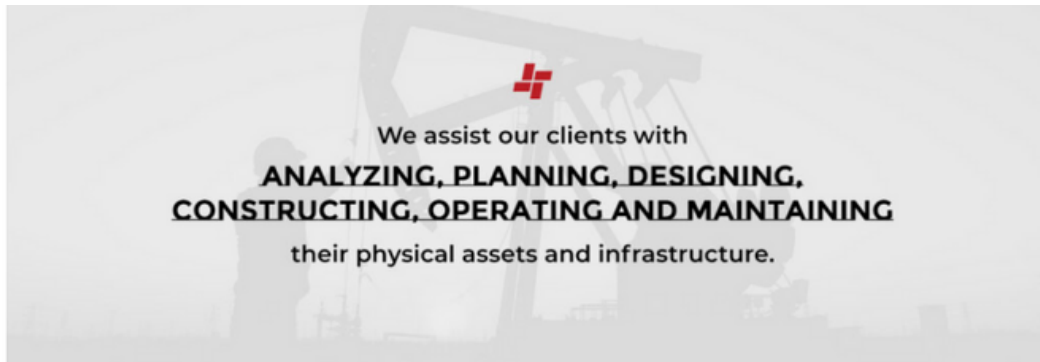
Key Experience:

- Developed and implemented departmental policies, procedures, and standards to ensure consistency and quality in surveying practices.
- Led multidisciplinary teams in the completion of complex land development projects, ensuring compliance with regulatory requirements and client specifications.
- Cultivated strong relationships with clients, engineers, government agencies, and industry partners to identify opportunities for new projects and collaborations.
- Proficient with Global Positioning System Topcon Hiperlite Plus, Trimble Robotic Total Station, TDS Data Collectors, and with the latest version of AutoCAD.
- Proficient with managing a large business including inventories, multi-tasking, and delegating authority to a large group of individuals to complete a project.

WTC, Inc. is Local, Qualified, and Capable!

WTC continues to build our business through consistent, timely, and high-quality delivery of engineering, surveying, and construction management services.

WTC has the talent, flexibility, and dedication to deliver projects effectively for the City of Breckenridge. Our reputation and relationships with our community partners is paramount to our sustainability. We recognize the importance of getting the job done right the first time, so we will bring all necessary resources to bear for the City of Breckenridge to ensure successful project completion and building of trust.



**THANK YOU, AND WE LOOK FORWARD TO
WORKING WITH YOU!**

ATTACHMENTS





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 01/02/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Pearl Insurance 1200 E. Glen Avenue Peoria Heights, IL 61616	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No): <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="text-align: center;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center;">NAIC #</td> </tr> <tr> <td>INSURER A : QBE Insurance Corporation</td> <td>39217</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : QBE Insurance Corporation	39217	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															
INSURED West Texas Consultants, Inc dba WTC, Inc 405 SW 1st Street Andrews, TX 79714-8014															

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Retroactive Date: 04/07/1978	N	Y	ANE49324-02	10/21/2024	10/21/2025	\$2,000,000 per claim \$5,000,000 aggregate Ded: \$50,000 claim \$150,000 agg

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability Waiver of Subrogation: Claim(s) arising from Professional Services under the client s contract requiring waiver of subrogation but only to the extent of written contract.

CERTIFICATE HOLDER CANCELLATION

City of Breckenridge 105 North Rose Ave Breckenridge, Texas 76424	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Entity Workspace Results 1 Total Results

WEST TEXAS CONSULTANTS, INC.

Unique Entity ID: J5FWNDBLL974

CAGE/NCAGE: 86Q04

Entity Status: Active Registration

Doing Business As: WTC, INC.

Physical Address:

405 SW 1ST ST
ANDREWS , TX
79714-8014 USA

Expiration Date:

Oct 29, 2025

Purpose of Registration:

All Awards



Exclusion Search Results 0Total Results

Filter by:

Status	Excluded Individual
Active	James Chad Tompkins,





BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding approval of Resolution 2025-03 authorizing an application for Financial Assistance from the Texas Water Development Board to fund water loss system improvement projects.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The City of Breckenridge continues to seek grant funding, where possible, to address our Water/Wastewater Systems. The latest pursuit is through the Texas Water Development Board Water Loan Assistance Fund (WLAF) to address water loss system improvements. We were listed at #1 on the Texas Water Fund for Priority List of Projects for cities under 10,000 population: Eligible for 70% grant funding.

Adopting this resolution to make an application for financial assistance is the first step for this grant.

FINANCIAL IMPACT:

Eligible for 70% grant.

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-03 as presented.

RESOLUTION 2025-03

RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD FOR WATER SYSTEM IMPROVEMENTS; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH

THE STATE OF TEXAS §
COUNTY OF STEPHENS §
CITY OF BRECKENRIDGE §

WHEREAS, the City of Breckenridge, Texas (the “City”) hereby finds and determines that there is an urgent need for the construction of improvements to the City’s water system; and

WHEREAS, such capital improvements cannot be reasonably financed unless financial assistance is obtained from the Texas Water Development Board (the “TWDB”); and

WHEREAS, it is hereby officially found and determined: that public notice of the time, place, and purpose of said meeting was given, all as required by Texas Government Code, Chapter 551.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

1. That an application is hereby approved and authorized to be filed with the TWDB seeking financial assistance in an aggregate amount not to exceed \$6,300,000 for purposes of the planning, acquisition, and design of improvements to the City’s water system, including water lines, water storage facilities, pump stations, service connections, valves, fittings, SCADA and related infrastructure improvements.

2. That the Mayor and City Manager of said City are each hereby designated the authorized representatives of the City for the purpose of furnishing such information and executing such documents as may be required in connection with the preparing and filing of such application for financial assistance and with complying with the rules of the TWDB.

3. That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such applications and appear on behalf of and represent the City before any hearing held by the TWDB on such application, to-wit:

Financial Advisor

Erick Macha
Hilltop Securities Inc.
717 N. Harwood, Suite 3400
Dallas, Texas 75201
Phone: (214) 953-4033
Fax: (214) 840-5081
erick.macha@hilltopsecurities.com

Bond Counsel

Rodolfo Segura Jr
McCall, Parkhurst & Horton L.L.P.
717 N. Harwood, Suite 900
Dallas, Texas 75201-6587
Phone: (512) 590-1950
Fax: (214) 754-9250
rsegura@mphlegal.com

Engineer

Keith Kindle, P.E.
Enprotec / Hibbs & Todd, Inc.
2901 Glen Rose Hwy, Ste 107
Granbury, Texas 76048
Phone: (817) 579-6791
Fax: (817) 579-8491
Email: keith.kindle@e-ht.com

and the Mayor and City Manager of the City are hereby authorized and directed to execute contracts for services with such firms and individuals on behalf of the City.

4. That this Resolution shall become effective immediately upon adoption.

SIGNED this, the 4th day of February, 2025.

Bob Sims, Mayor

Jessica Sutter, City Secretary

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
COUNTY OF STEPHENS §
CITY OF BRECKENRIDGE §

I, the undersigned secretary of said City, hereby certify as follows:

1. The City Commission of said City convened in MEETING ON THE 4TH DAY OF FEBRUARY, 2025, at the designated meeting place, and the roll was called of the duly constituted officers and members of said City Commission, to wit:

- Bob Sims, Mayor
- Vince Moore, Mayor Pro Tem
- Blake Hamilton
- Rob Durham
- Greg Akers

and all of said persons were present, except _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at said Meeting: a written

RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM THE TEXAS WATER DEVELOPMENT BOARD FOR WATER SYSTEM IMPROVEMENTS; AND MAKING CERTAIN FINDINGS IN CONNECTION THEREWITH

was duly introduced for the consideration of said City Commission. It was then duly moved and seconded that said Resolution be adopted and, after due discussion, said motion, carrying with it the adoption of said Resolution, prevailed and carried by the following vote:

AYES: All members of the City Commission shown present above voted "Aye," except as shown below:

NOES: _____

ABSTAIN: _____

2. That a true, full and correct copy of the aforesaid Resolution adopted at the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that said Resolution has been duly recorded in said City Commission’s minutes of said Meeting; that the above and foregoing paragraph is a true, full and correct excerpt from said City Commission’s minutes of said Meeting pertaining to the adoption of said Resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of said City Commission as indicated therein; that each of the officers and members of said City Commission was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid Meeting, and that said Resolution would be introduced and considered for adoption at said Meeting, and each of said officers and members consented, in advance, to the holding of said Meeting for such purpose, and that said Meeting was open to the public and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

SIGNED this, the 4th day of February, 2025.

City Secretary

est



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding approval of Ordinance 2025-02 ordering a Municipal General Election to be held on May 3, 2025, for the purpose of electing the offices of Commissioner Place 3 and Commissioner Place 4.

Department: Administration

Staff Contact: Jessica Sutter

Title: City Secretary

BACKGROUND INFORMATION:

Article IV of the City of Breckenridge Code of Ordinances provides for the guidance of elections of the governing body election. Additionally, state statute sets the first Saturday in May as a uniform election date. This year's election day will be held on May 3, 2025.

This year two citizens will be elected at-large each, to serve a two-year term as Commissioner Place 3, and Commissioner Place 4. The incumbents for these positions are Vince Moore and Rob Durham, respectively. Please note that these places are not geographically based. The term of these offices will be May of 2025 to May of 2027.

The first day for filing an application for a place on the ballot was January 15, 2025. The final day will be Friday, February 14, 2025, at 5:00 p.m.

If the city does not have a contested race, the commission will have the ability to cancel the general election.

The polling location for early voting will be at the city offices, 105 North Rose Ave as follows:
April 21-25: 8:00 a.m. - 5:00 p.m.
April 28-29: 8:00 a.m. - 5:00 p.m.

The polling place for Election Day will be held at the Breckenridge ISD Athletics and Fine Arts Facility located at 607 W. Second Street on May 3, 2025, from 7:00 a.m. - 7:00 p.m. If The

School District does not hold an election the polling place for Election Day will be at City Hall located at 105 N. Rose on May 3, 2025, from 7:00 a.m. – 7:00 p.m.

FINANCIAL IMPACT:

Estimated expenses for the election are approximately \$2,000.00. This is a budgeted expense.

STAFF RECOMMENDATION:

Consider approval of Ordinance 2025-02 ordering a Municipal General Election to be held on May 3, 2025, for the purpose of electing the offices of Commissioner Place 3 and Commissioner Place 4.

ORDINANCE NO. 2025-02

AN ORDINANCE PROVIDING FOR A GENERAL ELECTION TO BE HELD ON MAY 3, 2025 FOR THE PURPOSE OF ELECTING THE FOLLOWING OFFICERS: CITY COMMISSIONERS, PLACE NOS. 3 AND 4, IN THE CITY OF BRECKENRIDGE, TEXAS.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

Section 1. An election is hereby called to be held in the City of Breckenridge, Texas, on May 3, 2025, (being the first Saturday in May), for the purpose of electing City Commissioners, Place Nos. 3 and 4.

Section 2. Said election shall be called and held as provided by the Charter of the City of Breckenridge and applicable laws pertaining thereto.

Section 3. Candidates for Commissioner, in order to get their names on the official ballot, must proceed as follows: File a sworn application between the following dates: January 15 through February 14, 2025, with the City Secretary (as prescribed by Section 141.031 of the Texas Election Laws).

Section 4. Said election shall be conducted and results canvassed and announced by the election authorities as prescribed by the general election laws of the State of Texas.

Section 5. The City Commission of the City of Breckenridge hereby adopts the use of the ES&S Express Vote Voter Assist Terminal V1.0.121 (to comply with the requirements of Section 301 (a)(3)(B) (of the Help America Vote Act) for regular election day and early voting by personal appearance. The Express Vote is an optical scan ballot marking system. The City Commission of the City of Breckenridge also adopts the use of optical scan ballots for regular and early voting by personal appearance and by mail.

Section 6. The City Commission of the City of Breckenridge, Texas, is hereby authorized and directed to issue the formal order for said election providing for the polling place, the judges and clerks of the election, Early Voting Ballot Board and Notice of Election and returns of the election.

PASSED AND APPROVED this 4th day of February 2025.

BOB SIMS, MAYOR

ATTEST:

JESSICA SUTTER, CITY SECRETARY

S E A L

ORDER AND NOTICE OF CITY ELECTION

THE STATE OF TEXAS }
COUNTY OF STEPHENS }
CITY OF BRECKENRIDGE }

ORDER AND NOTICE

The City Commission of the City of Breckenridge, Texas, by virtue of the power vested in it by law, does hereby order that an election be held in the City of Breckenridge on May 3, 2025, being the first Saturday thereof, for the purpose of electing the following offices of said City:

City Commissioner Place No. 3

City Commissioner Place No. 4

The City has entered into a Joint Election Agreement with Breckenridge Independent School District (School District) and Stephens Memorial Hospital District dba Stephens Memorial Hospital (Hospital District) to hold their May elections at the same polling place as the City – Breckenridge ISD Athletics and Fine Arts Facility, 607 West Second Street, Breckenridge, Texas 76424. If the City cancels its election, the School District will use its Administrative Offices located at 208 North Miller Street, Breckenridge, Texas 76424 and the Hospital District will use Stephens Memorial Hospital located at 200 South Geneva, Breckenridge, Texas 76424 as their election polling places. If the School District cancels its election, the City will use City Office located at 105 N. Rose Ave, Breckenridge, Texas 76424 and the Hospital District will use Stephens Memorial Hospital located at 200 South Geneva, Breckenridge, Texas 76424 as their election day polling place. If the Hospital District cancels its election, The Poll at the above-designated polling place shall on said Election Day be open from 7:00 A.M. to 7:00 P.M. The following named persons are hereby appointed Managers thereof, to-wit:

- (To Be Named) JUDGE
- (To Be Named) ALTERNATE JUDGE
- (To Be Named) CLERK
- (To Be Named) CLERK
- (To Be Named) CLERK
- (To Be Named) BILINGUAL CLERK

The City Secretary is hereby given the authority to change or replace the Election Judge or Alternate Judge as needed or if required prior to Election Day. The hourly rate of pay for the election Judge shall be \$12.00 per hour and each Election Clerk shall be \$10.00 per hour. The amount to be paid to the presiding Judge for delivering the election returns shall be \$25.00. The above shall also serve as the Early Voting Ballot Board, and the presiding judge shall serve as the Boards presiding officer. The Early Voting Ballot Board is hereby designated to canvass the early votes cast by mail and by personal appearance.

ORDER AND NOTICE (Cont.)

The City Secretary is hereby appointed Clerk for early voting, and Ms. Diane Latham, Ms. Lacy Botts, Ms. Angela Crowder, Ms. Sherry Morgan, Ms. Mercedes Luna and Ms. Christi Tidrow are hereby appointed Deputy Clerks for early voting. The early voting for the above-designated election shall be held at the City Offices, 105 North Rose Avenue, as follows:

April 21-25, 2025	8:00 A.M. to 5:00 P.M.
April 28-29, 2025	8:00 A.M. to 5:00 P.M.

Applications for ballot by mail shall be mailed to: City of Breckenridge, Early Voting Clerk, 105 North Rose Avenue, Breckenridge, Texas 76424, (254)559-8287. Applications for ballot by mail must be received no later than the close of business on April 22, 2025.

The City Commission will meet in special session on May 13, 2025, to canvass the returns of said Election to be held on May 3, 2025, and to declare the results of said election.

The City Secretary is hereby directed and instructed to post a properly executed copy of this order and notice of election at the City Offices. Said notice shall be posted no later than twenty-one (21) days before the date of said election. Notice of the time and place of holding said election shall be given by publication of such notice in a newspaper of general circulation published in the City of Breckenridge at least ten (10) days and not more than thirty (30) days prior to the date of said election.

PASSED AND APPROVED this the 4th day of February 2025.

BOB SIMS, MAYOR

ATTEST:

JESSICA SUTTER, CITY SECRETARY

S E A L

ORDENANZA NO. 2025-02

UNA ORDENANZA QUE ESTABLECE QUE SE CELEBRARÁN ELECCIONES GENERALES EL 3 DE MAYO DE 2025 CON EL PROPÓSITO DE ELEGIR A LOS SIGUIENTES FUNCIONARIOS: COMISIONADOS DE LA CIUDAD, LUGAR NO. 3 Y 4, EN LA CIUDAD DE BRECKENRIDGE, TEXAS.

LO ESTÁ ORDENADO POR LA COMISIÓN DE CIUDAD DE CIUDAD DE BRECKENRIDGE, TEXAS.

Sección 1. Por la presente se convoca a una elección que se llevará a cabo en la ciudad de Breckenridge, Texas, el 3 de mayo de 2025 (siendo el primer sábado de mayo), con el propósito de elegir al a los comisionados de la ciudad, lugares 3 y 4.

Sección 2. Dicha elección se convocará y llevará a cabo según lo dispuesto por la Carta Constitutiva de la Ciudad de Breckenridge y las leyes aplicables correspondientes.

Sección 3. Los candidatos a Comisionado, para que sus nombres aparezcan en la boleta oficial, deben proceder de la siguiente manera: Presentar una solicitud jurada entre las siguientes fechas: del 15 de enero al 14 de febrero de 2025, ante el Secretario de la Ciudad (según lo prescrito por la Sección 141.031 de las Leyes Electorales de Texas).

Sección 4. Dicha elección se llevará a cabo y los resultados serán escrutados y anunciados por las autoridades electorales según lo prescrito por las leyes electorales generales del Estado de Texas.

Sección 5. La Comisión de la Ciudad de Breckenridge adopta por la presente el uso de la Terminal de Asistencia al Votante de Voto Exprés de ES&S V1.0.121 (para cumplir con los requisitos de la Sección 301 (a)(3)(B) (de la Ley de Ayuda a América a Votar) para el día regular de las elecciones y la votación anticipada por comparecencia personal. El Voto Exprés es un sistema de marcado de boletas de escaneo óptico. La Comisión Municipal de la Ciudad de Breckenridge también adopta el uso de boletas de escaneo óptico para la votación regular y anticipada por comparecencia personal y por correo.

Sección 6. La comisión de ciudad de la ciudad de Breckenridge, Tejas por esto está autorizada y dirigida proceder el orden formal para dicho elección proveciendo para el lugar de votación, los jueces y los secretarios de tribunales de la elección, Tribunal de Balota Votando Temprano y Noticia de Elección, y regresos de la elección.

PASADO Y APROBADO este 4th dia de Febrero de 2025

BOB SIMS, ALCALDE

FE:

JESSICA SUTTER, SECRETARIA DE CIUDAD

S E A L

ORDEN Y AVISO DE LA ELECCIÓN DE LA CIUDAD

EL ESTADO DE TEXAS }
CONDADO DE STEPHENS }
CIUDAD DE BRECKENRIDGE }

ORDEN DE ELECCIÓN

La Comisión Municipal de la Ciudad de Breckenridge, Texas, en virtud del poder que le confiere la ley, por la presente ordena que se celebre una elección en la Ciudad de Breckenridge el 3 de mayo de 2025, siendo el primer sábado de la misma, con el propósito de elegir los siguientes cargos de dicha Ciudad:

- Comisionado de ciudad, Lugar No. 1
- Comisionado de ciudad, Lugar No. 2

La Ciudad ha celebrado un Acuerdo de Elección Conjunta con el Distrito Escolar Independiente de Breckenridge (Distrito Escolar) y el Distrito Hospitalario Stephens Memorial dba Stephens Memorial Hospital (Distrito Hospitalario) para celebrar sus elecciones de mayo en el mismo lugar de votación que la Ciudad: el Centro de Atletismo y Bellas Artes de Breckenridge ISD, 607 West Second Street, Breckenridge, Texas 76424. Si la Ciudad cancela su elección, el Distrito Escolar usará sus Oficinas Administrativas ubicadas en 208 North Miller Street, Breckenridge, Texas 76424 y el Distrito Hospitalario usará el Hospital Stephens Memorial ubicado en 200 South Geneva, Breckenridge, Texas 76424 como sus lugares de votación electoral. Si el Distrito Escolar cancela su elección, la Ciudad usará la Oficina de la Ciudad ubicada en 105 N. Rose Ave, Breckenridge, Texas 76424 y el Distrito Hospitalario usará el Hospital Stephens Memorial ubicado en 200 South Geneva, Breckenridge, Texas 76424 como su lugar de votación el día de las elecciones. Si el Distrito Hospitalario cancela su elección, la casilla en el lugar de votación designado anteriormente estará abierta el día de la elección de 7:00 a.m. a 7:00 p.m. Se nombran Administradores de los mismos a las siguientes personas, a saber:

- (a ser nombrado) Juez
- (a ser nombrado) Juez Alterno
- (a ser nombrado) Secretario
- (a ser nombrado) Secretario
- (a ser nombrado) Secretario
- (a ser nombrado) Empleado bilingüe

Por la presente, se le otorga al Secretario de la Ciudad la autoridad para cambiar o reemplazar al Juez Electoral o al Juez Suplente según sea necesario o si se requiere antes del Día de las Elecciones. La tarifa de pago por hora para el Juez Electoral será de \$12.00 por hora y cada Secretario Electoral será de \$10.00 por hora. La cantidad que se pagará al juez presidente por la entrega de los resultados de las elecciones será de \$25.00. Lo anterior también servirá como la Junta de Boleta de Votación Anticipada, y el juez presidente servirá como el oficial que preside la Junta. Por la presente se designa a la Junta de Boleta de Votación Anticipada para que escrutara los votos anticipados emitidos por correo y por comparecencia personal.

ORDEN Y AVISO (Cont)

Por la presente se nombra a la Secretaria de la Ciudad para la votación anticipada, y la Sra. Diane Latham, la Sra. Lacy Botts, la Sra. Angela Crowder, la Sra. Sherry Morgan, la Sra. Mercedes Luna y la Sra. Christi Tidrow son nombradas Secretarias Adjuntas para la votación anticipada. La votación anticipada para la elección designada anteriormente se llevará a cabo en las Oficinas de la Ciudad, 105 North Rose Avenue, de la siguiente manera:

Abril 21-25, el 2025	8:00 A.M. a 5:00 P.M.
Abril 28-29, el 2025	8:00 A.M. a 5:00 P.M.

Las solicitudes de boleta por correo se enviarán por correo a: City of Breckenridge, Early Voting Clerk, 105 North Rose Avenue, Breckenridge, Texas 76424, (254)559-8287. Las solicitudes de boleta por correo deben recibirse a más tardar al cierre de operaciones el 22 de abril de 2025.

La Comisión de la Ciudad se reunirá en sesión especial el 13 de mayo de 2025 para realizar el escrutinio de los resultados de dicha elección que se llevará a cabo el 3 de mayo de 2025 y para declarar los resultados de dicha elección.

Por la presente se ordena e instruye al Secretario de la Ciudad que publique una copia debidamente ejecutada de esta orden y aviso de elección en las Oficinas de la Ciudad. Dicho aviso se publicará a más tardar veintiún (21) días antes de la fecha de dicha elección. La notificación de la hora y el lugar de celebración de dicha elección se dará mediante la publicación de dicha notificación en un periódico de circulación general publicado en la Ciudad de Breckenridge por lo menos diez (10) días y no más de treinta (30) días antes de la fecha de dicha elección.

PASADO Y APROBADO esta la 4th día de Febrero 2025.

BOB SIMS, ALCALDE

FE:

JESSICA SUTTER, SECRETARIA DE LA CIUDAD

S E A L



BRECKENRIDGE CITY COMMISSION
AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding approval of Resolution 2025-04 authorizing the application of a Criminal Justice Division Grant through the Governors office to purchase new equipment for Law Enforcement.

Department: Police Department

Staff Contact: Blake Johnson

Title: Police Chief

BACKGROUND INFORMATION:

The City of Breckenridge is pursuing a grant to provide upgraded body worn cameras for the Police Department. The grant will include Axon brand cameras, hardware, and software that will assist narration from video to word documents as well as many other features. The total grant for all equipment will be \$137,242.85 and will require a 25% match from the city (\$34,310.71)

Applications for the grant are due by February 13, 2025 with an estimated project start date of September 1, 2025.

FINANCIAL IMPACT:

\$34,310.71

STAFF RECOMMENDATION:

Consider approval of Resolution 2025-04 as presented.

Resolution No. 2025-04

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, AUTHORIZING THE CITY MANAGER TO APPLY FOR A CRIMINAL JUSTICE DIVISION GRANT THROUGH THE GOVERNOR’S OFFICE TO PURCHASE NEW EQUIPEMENT FOR LAW ENFORCEMENT.

WHEREAS, The City Commission of Breckenridge finds it in the best interest of the citizens of Breckenridge, TX, that the New Body Worn Cameras be operated for the year of 2025; and

WHEREAS, The City Commission of Breckenridge agrees to provide \$34,310.71 for the said project as required by the Texas General Appropriations Act, Article I, Rider 35 for Trusteed Programs within the Office of the Governor grant application; and

WHEREAS, The City Commission of Breckenridge agrees that in the event of loss or misuse of the Office of the Governor funds, The City Commission of Breckenridge assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, City Commission of Breckenridge designates Cynthia Northrop, Breckenridge City Manager, as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS: Approves submission of the grant application for the New Body Worn Cameras project to the office of the Governor, Criminal Justice Division.

Passed and Approved this _____ of _____, 2025

Grant Number:5326001

Robert Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding Resolution 2025-02 appointing members to the Planning and Zoning Commission with a term set to expire February 28, 2025.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The Planning and Zoning Commission is composed of seven members who are appointed by the City Commission for 3-year terms.

Staff have contacted all current members whose terms expire on February 28, 2025. All members have agreed to be re-appointed.

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Move to approve Resolution 2025-02 as presented.

**CITY OF BRECKENRIDGE, TEXAS
RESOLUTION NO. 2025-02**

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS, TO REAPPOINT OR APPOINT MEMBERS TO THE PLANNING AND ZONING COMMISSION AND TO SET TERM OF OFFICE FOR APPOINTEES.

WHEREAS, Article II, Section 2-20 of the Code of Ordinances of the City of Breckenridge creates the Planning and Zoning Commission for the City of Breckenridge and provides appointment procedures, and Article II, Section 2-21 provides for setting terms of office; and

WHEREAS, the term of Eric Brennan, Les Strickland, Raul Duran Jr., Blaine Reatherford, and Cory Wimberly will expire February 28, 2025;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS: That Eric Brennan, Les Strickland, Raul Duran Jr., Blaine Reatherford, and Cory Wimberly shall be appointed to the Planning and Zoning Commission for a three-year term to expire February 28, 2028.

PASSED AND APPROVED this 4th day of February 2025 by the City Commission.

Bob Sims, Mayor

ATTEST:

Jessica Sutter, City Secretary

SEAL



BRECKENRIDGE CITY COMMISSION AGENDA SUMMARY FORM

Subject: Discussion and any necessary action regarding the final reading of Ordinance 2025-01; Texas Gas Service franchise agreement renewal.

Department: Administration

Staff Contact: Cynthia Northrop

Title: City Manager

BACKGROUND INFORMATION:

The City of Breckenridge has a franchise agreement with Texas Gas Service that grants them the right, privilege, franchise to use streets, alleys, and thoroughfares to operate and maintain a natural gas distribution system in the City of Breckenridge. The last agreement was approved in 2009 for 15 years. This ordinance updates that agreement.

FINANCIAL IMPACT:

TGS pays a franchise to the city (see agreement)

STAFF RECOMMENDATION:

Consider approval the final reading of Ordinance 2025-01 Texas Gas Service Franchise agreement renewal as presented.

ORDINANCE NO. 2025-01

AN ORDINANCE OF THE CITY OF BRECKENRIDGE, TEXAS GRANTING TO ONE GAS, INC., ACTING BY AND THROUGH ITS TEXAS GAS SERVICE COMPANY DIVISION, AND ITS SUCCESSORS AND ASSIGNS, FOR A PERIOD OF TWENTY (20) YEARS FROM APPROVAL AND ACCEPTANCE OF THIS ORDINANCE, A NON-EXCLUSIVE FRANCHISE AND RIGHT TO ENTER THE PUBLIC WAYS TO INSTALL, OPERATE AND MAINTAIN A DISTRIBUTION SYSTEM WITHIN, ALONG, ACROSS, OVER AND UNDER THE PUBLIC WAYS OF THE CITY OF BRECKENRIDGE, STEPHENS COUNTY, TEXAS FOR THE TRANSPORTATION, DISTRIBUTION AND/OR SALE OF GAS TO CUSTOMERS AND THE PUBLIC GENERALLY IN THE CITY; DEFINING THE WORDS AND PHRASES THEREIN; PROVIDING FOR ASSIGNMENT, SALE OR LEASE OF THE FRANCHISE; PROVIDING THAT THE CITY MAY ENACT AN ORDINANCE CHARGING PERSONS TRANSPORTING GAS THROUGH GRANTEE’S DISTRIBUTION SYSTEM A FEE ON THE CALCULATED VALUE OF SUCH TRANSPORTED GAS; PROVIDING FOR USE AND REPAIR OF THE PUBLIC WAYS; PROVIDING FOR REGULATION OF SERVICE; ESTABLISHING DEPTH OF PIPELINES; ESTABLISHING RIGHTS AND DUTIES IN THE MOVEMENT AND ALTERATION OF PIPELINES; PROVIDING FOR INDEMNIFICATION OF THE CITY OF BRECKENRIDGE; PROVIDING FOR GRANTEE’S RULES AND REGULATIONS; PROVIDING FOR INSPECTION OF GRANTEE’S RECORDS; REQUIRING GRANTEE TO PAY A FRANCHISE FEE; PROVIDING FOR CONDITIONS OF THE FRANCHISE; PROVIDING FOR CONSTRUCTION OF THIS ORDINANCE UPON THE INVALIDITY OF ANY PART THEREOF; PROVIDING FOR ACCEPTANCE OF THIS FRANCHISE BY GRANTEE AND BOTH AN EFFECTIVE AND AN OPERATIVE DATE THEREOF; REPEALING ALL OTHER ORDINANCES DIRECTLY IN CONFLICT HEREWITH; AND PROVIDING FOR SEVERABILITY.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BRECKENRIDGE, TEXAS:

SECTION 1. DEFINITIONS

As used in this Ordinance, the following words and phrases shall have the following meanings:

- A. “City” means the City of Breckenridge, in Stephens County, Texas, a municipal corporation, hereinafter also referred to as “Grantor”.
- B. “City Secretary” means the City Secretary of the City or other such officer of the City designated to serve as the filing officer for official documents and records of the City.
- C. “City Commission” means the City Commission of the City as the governing body of the City.
- D. “City Manager” means the City Manager of the City or such other chief administrative officer of the City designated to hear appeals from the decisions of other City officers.

E. “Customer” means any individual person, corporation, company, partnership, firm, unincorporated association, trust, municipality, or public or private entity located within the municipal corporate limits of the City and serviced by the Grantee through any use of the Public Ways.

F. “Franchise Fee” or “Franchise Fees” shall mean the sum of fees to be paid to the City by Grantee under Section 11 of this Ordinance.

G. “Gas Sales” means the sale of natural gas to Grantee’s Customers located within the corporate limits of the City by use of the System.

H. “Gas Transportation” means the transportation of Transport Gas for redelivery to Customers with re-delivery points located within the corporate limits of the City.

I. “Grantee” shall mean ONE Gas, Inc., an Oklahoma corporation acting by and through its Texas Gas Service Company division, and its successors and assigns.

J. “Gross Receipts from Gas Sales” shall constitute and include Grantee’s total receipts from the sale, distribution or transportation of gas to Grantee’s Customers. Grantee’s Gross Receipts from Gas Sales subject to the Franchise Fee shall specifically exclude, without limitation:

- [1] receipts from gas sales or services to Customers located at delivery points outside the corporate limits of the City;
- [2] receipts from gas consumed or transported by Grantee for its own use;
- [3] bad debt or uncollected accounts;
- [4] receipts collected for gas utility taxes;
- [5] receipts for any taxes, assessments, charges or fees of any kind charged by a governmental entity and collected by Grantee from the Customer by a pass-through charge on the gas bill, except for Franchise Fees and gross receipts taxes;
- [6] receipts for construction advances or contributions in aid of construction;
- [7] receipts for maintenance of appliances, machinery or equipment;
- [8] receipts for compensation for damage to Grantee’s property;
- [9] receipts from sales of materials, appliances or equipment, and
- [10] receipts from any non-regulated utility or non-regulated services or products.

K. “Gross Receipts from Gas Transportation” shall constitute and include Grantee’s total receipts from its transportation of Transport Gas, consisting of receipts from cost of service.

Grantee’s Gross Receipts from Gas Transportation subject to the Franchise Fee shall specifically exclude, without limitation:

- [1] receipts from gas transportation services to Customers located at delivery points outside the corporate limits of the City;
- [2] receipts from gas transported by Grantee for its own use;
- [3] bad debt or uncollected accounts;
- [4] receipts collected for gas utility taxes;
- [5] receipts for any taxes, assessments, charges or fees of any kind charged by a governmental entity and collected by Grantee from the Customer by a pass-through charge on the gas bill, except for Franchise Fees and gross receipts taxes;
- [6] receipts for construction advances or contributions in aid of construction;
- [7] receipts for maintenance of appliances, machinery or equipment;
- [8] receipts for compensation for damage to Grantee’s property; and
- [9] receipts from any non-regulated utility or non-regulated services or products.

L. “Permit” means the authorization to Grantee:

- [1] for the opening of the streets, avenues, alleys, other public places or Public Ways shown on maps or plans submitted by Grantee to the Public Works Director, showing the streets, avenues, alleys, and other public places and the locations thereon wherein Grantee proposes to construct new mains and pipes,
- [2] for the new construction or laying of the new mains and pipes by Grantee as shown on plans, and
- [3] to perform all work on existing Grantee facilities or the System within the Public Ways or other City rights-of-way.

M. “Public Ways” means the present and future streets, avenues, boulevards, parkways, lanes, alleys, bridges, sidewalks, parks, easements, highways, and any other public place within the municipal corporate limits of the City, whether dedicated or not.

N. “Public Works Director” shall mean the Public Works Director of the City.

O. “System” means Grantee’s system of mains, pipelines, conduits, valves, feeders, regulator stations, laterals, service lines, measuring devices, and all other necessary plants, attachments, land, structures, facilities and appurtenances for the purpose of selling, storing, supplying,

conveying, transmitting, distributing, and/or transporting natural gas and any gas, including the equivalent substitutes, for all other lawful purposes in, through, upon, under, and along the present and future streets, avenues, alleys, bridges, sidewalks, parks, easements, highways, and any other public place within the municipal corporate limits of the City.

P. “Transport Gas” means gas owned or controlled by a user or its designee (i.e., gas that is purchased or otherwise acquired by a user from someone other than Grantee) and delivered by such user or its designee to Grantee at a point on Grantee’s System, such point of delivery to be defined by Grantee, and carried, delivered or transported through Grantee’s System at a point of redelivery within the municipal corporate limits of the City by Grantee to the user for a fee.

Q. “Utility Regulated Service Charges” shall consist of charges for services (but not for natural gas sales or transportation services) that:

[1] Grantee provides to its Customers located within the corporate limits of the City and

[2] which are or may, from time to time, become subject to the rate regulation of the applicable regulatory authority.

Such Utility Regulated Service Charges shall not include receipts by Grantee from its Customers in the City, if applicable, for appliance sales, appliance light-ups, maintenance of Customer equipment or facilities and any other receipts that are not legally subject to the rate regulation of the applicable regulatory authority.

SECTION 2. GRANT OF FRANCHISE

A. Grantor hereby grants to Grantee, for the term of twenty (20) years from the passage and approval of this Ordinance and the filing of a written acceptance by the Grantee, the right to enter upon the Public Ways to install, operate and maintain a System along, across, over and under the Public Ways for the privilege of transporting, distributing and/or selling gas to Customers and the public generally within the municipal corporate limits of the City, and including any territory that the City may hereafter annex, acquire, purchase; and to distribute, sell, store, supply, transport, carry and/or convey natural gas and any gas through Grantee’s System in the City to other cities, towns, communities and areas outside the City and to inhabitants thereof.

B. The Ordinance shall have the effect of and shall be a contract between Grantor and Grantee and shall be the measure of the rights and liabilities of Grantor as well as Grantee.

C. The Franchise granted by this Ordinance shall in no way affect or impair the present or future rights, obligations, or remedies of the City or Grantee under the Texas Gas Utility Regulatory Act, as amended.

SECTION 3. FRANCHISE ASSIGNMENT, SALE OR LEASE

Grantee is expressly given the power and privilege to sell, transfer or assign the franchise granted hereby, or any part of this franchise, to any person, entity or corporation.

SECTION 4. USE AND REPAIR OF THE PUBLIC WAYS

A. Grantee’s System shall be erected, placed, and laid or otherwise installed, operated and maintained in such a manner as will, consistent with reasonable necessity, least interfere with other public uses of the Public Ways.

B. Except in the case of an emergency, within City limits, when Grantee desires to perform work on existing Grantee facilities or the System or to lay any new mains hereunder, and before commencing such work or new construction work on mains, it shall submit to the Public Works Director, or other proper authority, a map or plan showing the streets, avenues, alleys, and other public places and the locations thereon wherein it proposes to perform work or construct new mains and pipes. The Public Works Director, or other proper authority, shall by written notice, either issue or deny the Permit to Grantee. Approval by the Public Works Director, or other proper authority, shall constitute the Permit to Grantee for the opening of the streets, avenues, alleys and other public places shown on the map or plan, for the performance of work as shown on the plan, and for the new construction or laying of the new mains and pipes by Grantee as shown on the plan. If the Public Works Director, or other proper authority, does not respond within ten (10) calendar days, the Permit shall be deemed approved.

In the event that the Permit is denied, the Public Works Director, or other proper authority, shall advise Grantee of the reasons for the denial and all necessary steps to secure approval of the Permit. Grantee shall have the right to immediately appeal the non-issuance of the Permit to the City Manager, and if not approved within ten (10) calendar days by the City Manager, Grantee may appeal to the City Commission and be heard at a public meeting held in compliance with applicable law. If the City Commission fails to act on the appeal within ten (10) calendar days, the appeal will be deemed to be denied unless agreed otherwise in writing by Grantee and the City. Appeal of any decision made by the City Commission shall be made to the District Court of Travis County, Texas, and an appeal from any decision of the District Court shall be as in all other civil actions.

This Subsection 4 (B) shall also apply to all other facilities and equipment of Grantee to be constructed or installed on public property within the City’s jurisdiction.

C. It shall not be necessary for Grantee to secure a Permit for the laying of service pipes from the mainline pipes of Grantee to its Customers.

D. After any excavation or disturbance, Grantee shall, with due diligence and dispatch, place the Public Way in a condition in compliance with the Grantor’s reasonable standards and specifications.

SECTION 5. REGULATION OF SERVICE

The System of Grantee shall at all times be installed, operated and maintained in accordance with accepted good practice and in such condition as will enable the Grantee to furnish adequate and continuous service as required by the orders, rules and regulations of the Railroad Commission of Texas or other regulatory authority having jurisdiction. The requirements set forth in this Section shall not relieve Grantee of any other obligations set forth herein.

SECTION 6. DEPTH OF PIPELINES

After the operative date of this franchise, Grantee’s main or lateral lines installed or replaced in Public Ways shall be installed or replaced at depths which comply with all applicable state and federal rules and regulations establishing minimum safety standards for the design, construction, maintenance and operation of pipelines. Depth shall be measured from the lower of existing grade or proposed future grade as set forth on plans or other specifications existing at the time such lines are installed or replaced.

SECTION 7. DUTY TO MOVE OR ALTER LINES

A. Grantor reserves the right to lay or permit to be laid cables, electric conduits, water, sewer, gas or other pipelines and to do or permit to be done any underground work deemed necessary and proper by the Grantor, along, across, over or under the Public Ways. In permitting such work to be done, the Grantor shall be liable to the Grantee for any damage to Grantee’s pipelines and facilities caused by Grantor or its agents’ or contractors’ negligence.

B. When Grantee is required by Grantor to remove or relocate its mains, laterals, and other facilities to accommodate construction of streets and alleys by the Grantor, and Grantee is eligible under federal, state, county, local or other programs for reimbursement of costs and expenses incurred by Grantee as a result of such removal or relocation, and such reimbursement is required to be handled through Grantor, then Grantee’s costs and expenses shall be included in any application by Grantor for reimbursement. Grantee will provide the Grantor its appropriate cost and expense documentation prior to the filing of the application.

C. When Grantee is required to remove or relocate its mains, laterals or other facilities to accommodate construction of streets or alleys by the Grantor without reimbursement, Grantee shall have the right to seek a surcharge to recover relocation costs pursuant to Section 104.112 of the Texas Utilities Code or any other applicable law or regulations.

D. If Grantor shall require the Grantee to adapt or conform its System or in any way to alter, relocate or change its property to enable any other person, firm, corporation or entity (whether public or private), other than the Grantor, to use the Public Ways, the Grantee shall be reimbursed by the person, firm corporation or entity desiring or occasioning such change for any and all loss, cost or expense occasioned thereby.

SECTION 8. INDEMNIFICATION

Grantee shall indemnify, save and hold City harmless from and against any and all claims for damages for which the City shall or might become liable to the extent caused by any negligent act or omission of Grantee, its agents or contractors in the construction and operation of the System; provided, however, that in the event of such claim or claims being prosecuted against the City, Grantee shall have the right to defend against the same, and to settle or discharge same in such manner as it may see fit, and the City shall give prompt written notice to Grantee of the presentation or prosecution of such claims. The indemnity provided for in this paragraph shall not apply to any claim or liability resulting from the acts, omissions, or negligence of the City, its employees, agents or contractors.

Grantee’s undertakings shall be subject to its ability, by use of due diligence and normal business methods, to obtain and place in service the necessary materials and facilities. Moreover, Grantee shall be excused from failure or delay in performing such obligations if and to the extent occasioned by an act of nature or “act of God,” fire, explosion, flood, act of a public enemy, contagion or contamination hazardous to human life or health, legal restraints, labor difficulties, material shortages, interruption or deficiency of gas supply not attributable to default of Grantee or, without limitation, any other cause or combination of causes not reasonably within Grantee’s ability to anticipate or control. Grantee shall notify the City promptly and in no case less than thirty days of its intent to utilize this provision of this Ordinance.

SECTION 9. GRANTEE’S RULES AND REGULATIONS

Grantee shall have the right to make and enforce such reasonable rules and regulations as it may deem necessary for the extension of its facilities, the sale of its gas and the conduct of its business, provided that such rules and regulations shall neither be in conflict with the laws of the State of Texas, with the orders, rules or regulations of the Railroad Commission of Texas or other regulatory authority having jurisdiction, nor with the ordinances and regulations of the Grantor insofar as they are consistent with the jurisdiction of the Railroad Commission of Texas or such other regulatory authority. Grantee shall supply natural gas and provide regulated services at the rates and under the terms and conditions specified by such rules, its tariffs filed with the City, and as provided herein.

SECTION 10. INSPECTION OF RECORDS

Grantee shall permit Grantor or its agents to inspect, during regular business hours, the books, papers and records kept by Grantee in the ordinary course of business and pertaining to the natural gas business carried on by it in the City, such as plats, maps and atlases identifying Grantee’s pipelines in the City, and the books and records necessary to verify the franchise fee payment provided for in Section 11 hereof. Notwithstanding the obligation herein, Grantee shall have the right to the reasonable protection of proprietary information and to provide redacted documents. Grantor shall promptly notify Grantee in writing of areas newly annexed into or de-annexed from the corporate limits of Grantor, and Grantee shall update its records for the purpose of payment of franchise fees as soon as reasonably practicable after receiving such notice.

SECTION 11. CONSIDERATION FOR FRANCHISE: FRANCHISE FEE

A. As full consideration for the rights and privileges conferred by this Ordinance, Grantee agrees to pay Grantor as follows:

- (1) Grantee shall collect the Franchise Fee from its Customers and shall pay Grantor a Franchise Fee the sum of which is equal to Five Percent (5%) of the Gross Receipts received by Grantee, per billing period, from the transportation, distribution, and sale of natural gas for consumption within the municipal corporate limits of the City. The Franchise Fee shall include only Gross Receipts from Gas Sales to Customers located in the City; Gross Receipts from Gas Transportation to Transport Gas Customers with re-delivery points located in the City; plus, Gross Receipts from Utility Regulated Service

Charges. All sums due from Grantee shall be in lieu of all other franchise fees, licenses, or occupational taxes, which may be levied or attempted to be levied on Grantee by the City.

(2) Grantee shall pay such Franchise Fee collected from its Customers to the Grantor under the terms of this Ordinance, based upon meters read on or after the effective date of this Ordinance. During the term of this Ordinance, Grantee shall collect from its Customers and pay the City in January and July for the preceding six months. Grantee shall include with the Franchise Fee payment a statement showing its collections of Gross Receipts from Gas Sales and Gas Transportation in the City, and Utility Regulated Service Charges in the City, including the calculation of the Franchise Fee for the subject time period. Collection and payment of Franchise Fee shall be final as to both parties unless questioned by written notice provided by one party to the other within one year after payment thereof has been made.

B. It is expressly agreed that the Franchise Fee payments shall be in lieu of any payments for the right to use the Public Ways or other public rights-of-way of the City, including expressly the charge permitted to be levied by the Texas Tax Code Sections 182.021-182.026 and 182.081-182.082, or any successor statute permitting such a charge, however designated. The Franchise Fee shall be in lieu of and accepted as payment of all of Grantee's obligations to pay all other franchise fees, licenses, easement or occupation taxes, levies, exactions, rentals, street-cut fees, inspection fees, right of way inspection fees, permit fees, franchise fees, easement taxes, or charges of any kind whatsoever which may be levied or attempted to be levied in general by the City for the use of City's Public Ways and other rights-of-way, with the sole exception of sales taxes, ad valorem taxes and special assessments which are made without reference to or dependence upon Grantee's franchise or occupancy of the streets and public right of way, e.g., special assessment paving liens.

C. The rights, privileges, and franchises granted by this Ordinance are not to be considered exclusive, and City hereby expressly reserves the right to grant, at any time as it may see fit, like privileges, rights, and franchises to any other person or corporation for the purpose of furnishing gas in the City. In the event any entity (other than Grantee) providing gas sales or gas transportation service to Customers within the City is subject to a lesser franchise fee than is required to be collected and paid by Grantee in this Ordinance, then with respect to such gas sales or transportation service to those Customers, Grantee's Franchise Fee obligation on sales or transportation service to those Customers will be reduced to a rate equal to the franchise fee rate required to be paid by such other entity.

D. Unless expressly set forth herein, or otherwise provided by law, by accepting this Ordinance, Grantee does not agree to be responsible for the payment of franchise fees other than as expressly set forth herein, or for the payment of franchise fees owed to the City by any other entity, corporation or firm.

SECTION 12. CONDITIONS OF FRANCHISE

This contract, franchise, grant and privilege is granted and accepted under and subject to all applicable laws and under and subject to all of the orders, rules, and regulations now or hereafter adopted by governmental bodies now or hereafter having jurisdiction.

To the extent that all or any other existing ordinance shall conflict with any provision of this Ordinance, this Ordinance shall prevail upon passage, adopting and acceptance of this Ordinance.

SECTION 13. INVALIDITY OF ORDINANCE

If any clause, sentence, or section of this Ordinance shall be held to be invalid, it shall not affect the remaining portions of this Ordinance, which shall remain valid and effective as if such invalid provision did not exist, although the parties shall be entitled to a judicial interpretation or construction of this Ordinance to address the validation of such provision by minimal amendment thereof. Further, should any governmental body now or hereafter having jurisdiction determine that Grantee shall not be permitted to collect in whole or in part the compensation due Grantor by others for Transport Gas as set forth in Paragraph (1) of Subsection A of Section 11 of this Ordinance, Grantee shall thereafter have no obligation to make such payment to Grantor and Paragraph (1) of Subsection A of Section 11 shall be of no force and effect with regard to the sale of Transport Gas.

SECTION 14. EFFECTIVE DATE AND TERM

This Ordinance shall take effect and be in full force from and after its final passage and approval by the City Commission and the acceptance hereof in writing by Grantee as herein provided. This Franchise Ordinance shall continue and remain in full force and effect for a period of twenty years from the effective date.

SECTION 15. ACCEPTANCE BY GRANTEE

Grantee shall have sixty days from the execution of this Ordinance within which to file in the office of the City Secretary its consent to and written acceptance of provisions and conditions of this Franchise Ordinance.

SECTION 16. REPEALER

Each and every other ordinance or part thereof which is directly in conflict with any provision herein as to the grant of a franchise for natural gas services and the regulation thereof is hereby repealed.

SECTION 17. SEVERABILITY

The provisions of this Ordinance are severable, and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

READ AND PASSED by the City Commission of the City of Breckenridge, Texas on first reading on this the 2nd day of December, 2024.

READ AND PASSED by the City Commission of the City of Breckenridge, Texas on second reading on this the 7th day of January, 2025.

READ, PASSED, ADOPTED AND APPROVED by the City Commission of the City of Breckenridge, Texas, on this the 4th day of February, 2025.

Bob Sims
Mayor

ATTEST:

Jessica Sutter
City Secretary

The above and forgoing Franchise Ordinance and the grants, franchise, powers, rights and privileges thereto were accepted by Grantee on _____.

TEXAS GAS SERVICE COMPANY,
a division of ONE Gas, Inc.

By: _____
Alejandro Limon
Vice President Operations
ONE Gas, Inc.