

REGULAR CITY COUNCIL MEETING

Tuesday, January 10, 2023 at 5:30 PM

Glen Rose City Hall, Council Chambers

201 NE Vernon, Glen Rose, TX 76043



AGENDA

City Hall will be open to the public.

Citizens can view or listen live by tuning in to the following Zoom.com webinar:

Meeting ID: 895 4795 3614 • Passcode 256956 • or dial 1-346-248-7799

CALL TO ORDER

INVOCATION

PLEDGES OF ALLEGIANCE

ROLL CALL

CITIZEN/VISITOR COMMENTS *(Limited to three minutes per person.)*

PUBLIC HEARINGS

1. Public Hearing regarding the proposed annexation of a 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition
2. Public hearing regarding a proposed zoning designation of General Commercial (B-2) for 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition
3. Public hearing on a petition for annexation by Hunter Ryfel of a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive.
4. Public hearing regarding a request to rezone the property located at 404 Paluxy Street, being legally described as 7.890 acres out of the JA Hernandez Survey, Tract 21, Abst A41, in the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R2820 by the Somervell County Appraisal District, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial)

INDIVIDUAL ITEMS FOR CONSIDERATION

5. Discussion, consideration, and possible action regarding an Ordinance annexing 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58 acre tract of land described

in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition

- [6.](#) Discussion, consideration, and possible action regarding an ordinance adopting the zoning designation of General Commercial (B-2) for 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition
- [7.](#) Discussion, consideration, and possible action regarding an Ordinance annexing a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive
- [8.](#) Discussion, consideration, and possible action regarding an Ordinance rezoning the property located at 404 Paluxy Street, being legally described as 7.890 acres out of the JA Hernandez Survey, Tract 21, Abst A41, in the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R2820 by the Somervell County Appraisal District, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial)
- [9.](#) Discussion, consideration, and possible action regarding a preliminary plat submitted by Will W. Schoonover (Barron-Stark Engineers), designated agent for VRE Glen Rose 2.0, LLC, being 1.321 acres situated in the Milam County School, Abst: 136, being a portion of a certain 4.58-acre tract of land described in a deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records, Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition
- [10.](#) Discussion, consideration, and possible action regarding the City of Glen Rose Fiscal Year 2021-2022 Financial Audit
- [11.](#) Discussion, consideration, and possible action regarding traffic control at Elm and Barnard
- [12.](#) Discussion, consideration, and possible action regarding a request from Dennis Moore for the council to reconsider the contract for City Administrator Michael Leamons
- [13.](#) Discussion, consideration, and possible action regarding a request from Laurie and Tony Waltermeyer and Charles Porter to address drainage issues in the Vista Ridge Addition
- [14.](#) Discussion, consideration, and possible action regarding the bid award for the Spanish Oaks and Hereford Water Main Project
- [15.](#) Discussion, consideration, and possible action regarding a contract with Freeman-Millican, Inc. for engineering services for the 2023-2024 Texas Community Development Block Grant project
- [16.](#) Discussion, consideration, and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A *Schedule of Uses*, specifically parking regulations
- [17.](#) Discussion, consideration, or other action regarding the adoption of an Outdoor Lighting Ordinance
- [18.](#) Discussion, consideration, and possible action to execute a task order for the City Communication Plan

- [19.](#) Discussion, consideration, and possible action regarding the creation of a Development Director position or entering into a contract for such services
- [20.](#) Discussion, consideration, and possible action regarding the purchase and implementation of project management software

ANNOUNCEMENTS/PRESENTATIONS

CONSENT AGENDA *(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*

- [21.](#) Consider approval or other action regarding the minutes of the December 13, 2022 Special and Regular City Council Meetings
- [22.](#) Consider approval or other action regarding an accounts payable report for payments made during December 2022
- [23.](#) Consider approval or other action regarding the financial report for the month of December 2022
- [24.](#) Approval or other action regarding amendments to the Glen Rose Historic Farmers Market Guiding Principles
- [25.](#) Approval or other action regarding amendments to the Glen Rose Historic Farmers Market Application
- [26.](#) Approval or other action regarding the annual review and acceptance of the City of Glen Rose Investment Policy

STAFF REPORTS

- [27.](#) Public Works Director Report
- [28.](#) Police Chief Report
- [29.](#) Building and Planning Department Report
- [30.](#) Code Enforcement and Animal Control Report
- [31.](#) Convention and Visitors Bureau Director Report
- [32.](#) City Administrator's Report
- [33.](#) City Secretary's Report

MAYOR AND COUNCIL MEMBER REPORTS

- [34.](#) Report on meeting with the Somervell County Water District

EXECUTIVE SESSION

In accordance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with:

35. **Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Administrator

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

36. Discussion, consideration, and possible action regarding item discussed in Executive Session: Personnel
- City Administrator

ADJOURN

Note: The Glen Rose City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session is allowed under Chapter 551, Texas Government Code.

In accordance with the Americans with Disabilities Act, persons who need an accommodation to attend or participate in this meeting should contact the City Secretary's office at (254) 897-2272 x 102 at least 48 hours prior to the meeting to request such assistance.

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at or before 5:30 p.m. on Friday, January 6, 2023 and remained posted for at least two hours after said meeting was convened.



STACI KING
City Secretary

Certification of NOTICE OF MEETING was removed on: _____ at _____ am/pm
by _____ . _____




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Public Hearing regarding the proposed annexation of 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
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PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	12/07/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
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PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
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PREPARED BY:	Jodi Holthe, Building and Planning Assistant	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
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PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

ORDINANCE NO. 2023.01.10.____

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, ANNEXING A 1.321 ACRE TRACT OWNED BY VRE GLEN ROSE 2.0, LLC IDENTIFIED IN EXHIBIT "A"; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT SUCH AREAS SHALL BECOME A PART OF THE CITY AND THAT THE OWNERS AND INHABITANTS THEREOF SHALL BE ENTITLED TO THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BE BOUND BY THE ACTS AND ORDINANCES NOW IN EFFECT AND TO BE HEREAFTER ADOPTED; FURTHER PROVIDING FOR AMENDING AND CORRECTING THE OFFICIAL BOUNDARIES OF THE CITY AS HERETOFORE ADOPTED; ADOPTING A SERVICE PLAN; PROVIDING SEVERABILITY AND PROPER NOTICE, MEETING, QUORUM, PRESUMPTION OF CONSENT, AND PRESUMPTION OF VALIDITY CLAUSES; AND, PROVIDING FOR SAID ORDINANCE TO TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE.

WHEREAS, the City of Glen Rose, Texas (City) is a Type A General Law municipality;

WHEREAS, pursuant to §43.0671 of the Texas Local Government Code (TLGC), "...a municipality may annex an area if each owner of land in the area requests the annexation";

WHEREAS, on October 24, 2023, Jason Keen, Manager of VRE Glen Rose 2.0, LLC, submitted the attached petition, identified as Exhibit "A," requesting the City's Governing Body to annex the 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in a deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition;

WHEREAS, in conformance with the requirements of §43.014 of the TLGC, said property is located within the City's Extraterritorial Jurisdiction;

WHEREAS, pursuant to §43.071 of the TLGC, the owners of the property have secured permission for the annexation from the Somervell County Water District and the property doesn't exceed 525' in width;

WHEREAS, pursuant to 43.016 of the TLGC, the City offered a Development Agreement to the owners of the property under consideration for annexation, which was subsequently declined by the owners;

WHEREAS, on November 8, 2022, the City's governing body accepted said petition for annexation;

WHEREAS, the City has provided the notices required under §43.905 and §43.9051 of the TLGC;

WHEREAS, pursuant to §43.0672 of the TLGC, the City's governing body has entered "...into a written agreement (attached hereto and identified as Exhibit "B") with the owners of land in the area for the provision of services in the area";

WHEREAS, pursuant to §43.0673, the City conducted a public hearing on this annexation on January 10, 2023; and,

WHEREAS, pursuant to §51.001 of the TLGC, in the lawful exercise of the powers granted to it and for the good government, peace, and order of the City, the City Council has decided to annex the property described in Exhibit "A".

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS THAT:

SECTION 1

RECITALS INCORPORATED

All of the above recitals are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2

SERVICE PLAN

The Service Plan described in Exhibit "B," attached hereto and incorporated herein for all purposes, is hereby approved and adopted.

SECTION 3

ANNEXATION DECLARATION

The property described in Exhibit "A," attached hereto and incorporated herein for all purposes, which was not previously annexed into the City (approximately 3.000 acres) is hereby annexed and brought within the corporate limits of the City of Glen Rose, Somervell County, Texas, and the same is hereby made a part of the City.

SECTION 4

RIGHTS AND RESPONSIBILITIES

The property described in Exhibit "A" shall bear its share of the ad valorem taxes levied by the City, and the inhabitants of the area herein annexed shall be entitled to all of the rights, privileges, and responsibilities of other citizens of the City and bound by all acts, ordinances and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5

MAP AMENDED

The official map and boundaries of the City heretofore adopted and amended be and are hereby amended to include the property described in Exhibit "A" as part of the City.

SECTION 6
ADMINISTRATIVE AUTHORIZATION

The City Secretary is hereby directed and authorized to perform or cause to be performed all acts necessary to effectuate this Ordinance, including any corrections to the official map of the City to add the Territory hereby annexed, as required by law, and to ensure that all required documentation is filed with the necessary government agencies.

SECTION 7
SEVERABILITY CLAUSE

In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held to be unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance for any reason whatsoever. The adjudication shall not affect another section, sentence, phrase, word, paragraph, or provision of this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and, the City Council of the City of Glen Rose declares that it would have passed every other part notwithstanding the omission of any part or parts declared to be invalid or unconstitutional.

SECTION 8
PROPER NOTICE, MEETING, AND QUORUM CLAUSE

It is hereby officially found and determined that the meeting at which this Ordinance was adopted by a majority vote of the City Council of the City of Glen Rose, Texas was open to the public; that public notice of the time, place, and purpose of the meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code; and, that a quorum was present pursuant to §22.039 of the Texas Local Government Code.

SECTION 9
PRESUMPTION OF CONSENT

Pursuant to §43.901 of the Texas Local Government Code, "A municipal ordinance defining boundaries of or annexing area to a municipality is conclusively presumed to have been adopted with the consent of all appropriate persons, except another municipality, if: (1) two years have expired after the date of the adoption of the ordinance; and (2) an action to annul or review the adoption of the ordinance has not been initiated in that two-year period."

SECTION 10
PRESUMPTION OF VALIDITY

Pursuant to §51.003 of the Texas Local Government Code, "A governmental act or proceeding of a municipality is conclusively presumed, as of the date it occurred, to be valid and to have occurred in accordance with all applicable statutes and ordinances if: (1) the third anniversary of the effective date of the act or proceeding has expired; and (2) a lawsuit to annul or invalidate the act or proceeding has not been filed on or before that third anniversary."

SECTION 11
EFFECTIVE DATE

This ordinance shall become effective immediately upon its passing.

PASSED AND APPROVED this the 10th day of January 2023.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary

**MUNICIPAL SERVICES AGREEMENT
BETWEEN THE CITY OF GLEN ROSE, TEXAS
AND VRE GLEN ROSE 2.0, LLC**

This Municipal Services Agreement ("Agreement") is entered into on the _____ day of _____, 2022 by and between the City of Glen Rose, Texas, a general law municipality of the State of Texas, ("City") and VRE Glen Rose 2.0, LLC ("Owner").

RECITALS

The parties agree that the following recitals are true and correct and form the basis upon which the parties have entered into this Agreement.

WHEREAS, Section 43.0671 of the Texas Local Government Code permits the City to “annex an area if each Owners of land in an area requests the annexation”;

WHEREAS, where the City elects to annex such an area, the City is required to enter into a written agreement with the property Owners(s) that sets forth the City services to be provided for the Property on or after the effective date of annexation;

WHEREAS, Owner owns a certain parcel of land situated in Somervell County, Texas, which consists of approximately 1.32 acres of land in the City’s extraterritorial jurisdiction, such property being more particularly described and set forth in Exhibit “A” attached and incorporated herein by reference (“Property”);

WHEREAS, Owner has filed a written request with the City for full-purpose annexation of the Property;

WHEREAS, City and Owners desire to set out the City services to be provided for the Property on or after the effective date of annexation;

WHEREAS, the annexation of the Property and execution of this Agreement are subject to approval by the Glen Rose City Council; and,

NOW THEREFORE, in exchange for the mutual covenants, conditions and promises contained herein, City and Owners agree as follows:

1. PROPERTY. This Agreement is only applicable to the Property, which is the subject of the requested annexation.
2. INTENT. It is the intent of the City that this Agreement to provide for the delivery of municipal services to the Property in accordance with state law, which may be accomplished through any means permitted by law.

3. MUNICIPAL SERVICES. Except as otherwise noted, commencing on the effective date of annexation, the City will provide the municipal services set forth below. As used in this Agreement, “providing services” includes having services provided by any method or means by which the City may extend municipal services to any other area of the City, including the City's infrastructure extension policies and developer or property Owner's participation in accordance with applicable city ordinances, rules, regulations, and policies.
- a. Police – The City's Police Department will provide police service consistent with the level of service provided to other areas of the City.
 - b. Planning, Zoning, and Building – Within the Property, the City's Building, Planning, and Code Compliance Department will provide comprehensive planning, land development, land use, and building review and inspection services in accordance with all applicable laws, rules, and regulations.
 - c. Code Compliance – The City's Building, Planning, and Code Compliance Department will provide education, enforcement, and abatement relating to code violations within the Property.
 - d. Streets – After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the street system over which the City has jurisdiction.
 - e. Stormwater Service – After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the stormwater system over which the City has jurisdiction.
 - f. Wastewater Service – The City grants the Owners authorization, at the Owners' expense, to extend a sewer main from the Property and to tie said main into the City sewer main running along the south side of Highway 67. The installation must comply with the City's ordinances, policies, and standards and must be inspected and approved by City staff. After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the wastewater system over which the City has jurisdiction. Once connected to the City's sanitary sewer mains, sanitary sewer service will be provided by the City at rates established by City ordinances for such service.
 - g. Solid Waste Collection Services – The City will provide solid waste collection services in accordance with existing City ordinances and policies, except where prohibited by law.

- h. Street Lighting – After the Property has been developed according to the requirements of the City’s Subdivision Ordinance and has been formally accepted by the City, the City will assume responsibility for paying the electric company’s monthly bill for those street lights which conform to the City’s street light policy.
 - i. Animal Control – The City’s Animal Control Department will provide animal control services within the Property.
 - j. It is understood and agreed that the City is not required to provide a service that is not included in this Agreement.
 - k. Owners understand and acknowledge that the City departments listed above may change names or be re-organized by the City Council. Any reference to a specific department also includes any subsequent City department that will provide the same or similar services.
4. AUTHORITY. City and Owners represent that they have full power, authority and legal right to execute, deliver and perform their obligations pursuant to this Agreement. Owners acknowledge that approval of the annexation of the Property is within the sole jurisdiction of the City Council. Nothing in this Agreement guarantees favorable decisions by the City Council.
 5. SEVERABILITY. If any part, term, or provision of this Agreement is held by the courts to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability will not affect the validity of any other part, term or provision, and the rights of the parties will be construed as if the part, term, or provision was never part of the Agreement.
 6. INTERPRETATION. The parties to this Agreement covenant and agree that in any litigation relating to this Agreement, the terms and conditions of the Agreement will be interpreted according to the laws of the State of Texas. The parties acknowledge that they are of equal bargaining power and that each of them was represented by legal counsel in the negotiation and drafting of this Agreement.
 7. GOVERNING LAW AND VENUE. Venue shall be in the state courts located in Somervell County, Texas or the United States District Court for the Northern District of Texas, Fort Worth Division and construed in conformity with the provisions of Texas Local Government Code Chapter 43.
 8. NO WAIVER. The failure of either party to insist upon the performance of any term or provision of this Agreement or to exercise any right granted hereunder shall not constitute a waiver of that party’s right to insist upon appropriate performance or to assert any such right on any future occasion.

9. GOVERNMENTAL POWERS. It is understood that by execution of this Agreement, the City does not waive or surrender any of its governmental powers or immunities.
10. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.
11. CAPTIONS. The captions to the various clauses of this Agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this Agreement.
12. AGREEMENT BINDS SUCCESSORS AND RUNS WITH THE LAND. This Agreement is binding on and inures to the benefit of the parties, their successors, and assigns. The term of this Agreement constitutes covenants running with the land comprising the Property and is binding on the Owners.
13. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties and supersedes all prior oral and written agreements between said parties. This Agreement shall not be amended unless executed in writing by both parties.

Executed as of the day and year first above written to be effective on the effective date of annexation of the Property.

CITY OF GLEN ROSE, TEXAS

VRE Glen Rose 2.0, LLC

By: _____
Julia Douglas, Mayor

By:  _____
Jason Keen, Manager

ATTEST:

By: _____
Staci L. King, City Secretary

State of Texas §
County of Somervell §

This instrument was acknowledged before me on the ____ day of _____, 2022,
by Julia Douglas, Mayor of the City of Glen Rose, a Texas municipal corporation,
on behalf of said corporation.

By: _____
Notary Public, State of Texas

State of Texas §
County of Tarrant §

This instrument was acknowledged before me on the 18th day of November 2022,
by Jason Keen, Manager of VRE Glen Rose 2.0, LLC, a Texas Limited Liability Company.

By: Kelly Bradley
Notary Public, State of Texas





DATE: November 18, 2022

TO: Honorable Mayor and City Council
City of Glen Rose

ADDRESS: 201 Vernon Street
Glen Rose, TX 76043

FROM: Mr. Jason Keen (VRE Glen Rose 2.0, LLC.)

RE: **1.32 Acre QSR - Offer of Development Agreement for Annexation**

Please accept this letter as official notice of declination of the Development Agreement as offered by the City of Glen Rose on November 09, 2022 and regarding the proposed annexation of the 1.32 acres planned to be a quick serve restaurant development located at US Highway 67 and State Highway 144. Upon review, our team feels it to be in our best interest to proceed with declining the offered agreement as we will be accepting water services provided by the Somervell County Water District.

We sincerely appreciate your ongoing support.

Kind Regards,

Jason Keen

A handwritten signature in blue ink, appearing to be 'J. Keen', written over a horizontal line.

Signature

11/18/2022

Date



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding an ordinance adopting the zoning designation of General Commercial (B-2) for 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	12/07/2022
EXHIBITS:	1. Request for Zoning Change Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map 5. B-2 General Commercial District		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	<p>11/21/2022 – Request for Zoning Change and Preliminary Plat Application received 11/18/2022 - Notice of Public Hearing was posted in the local newspaper 09/12/2022 - 03 Property owner letters were sent representing 1 property.</p> <p>02 Letters have been confirmed as received 01 Letters unconfirmed as received 00 Letters were returned 00 Favorable response has been returned 00 Opposition responses have been returned</p>		
RECOMMENDED ACTION:	Move to approve or deny as presented.		



Planning and Zoning Commission
City of Glen Rose, Texas
P.O. Box 1949, Glen Rose, Texas 76043

COMMISSION'S DETERMINATION AND RECOMMENDATION TO THE GLEN ROSE CITY COUNCIL

Date and time of public hearing: December 6, 2022, 5:30 pm

Purpose of hearing:

- Request for zoning designation B-2 (General Commercial); 1.321 acres situated in the Milam County School, Abst: 136, being a portion of certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition.

Request submitted by: Owner and owner's representative, Will W. Schoonover.

After considering all information submitted, the Planning and Zoning Commission has made the determination to:

☒ Approve the request and further recommends approval to the City Council.

☐ Deny the request.

Reason for decision: General Vision of Commission based on
the frontage to Hwy US 67, the spaces/lots are envisioned
as retail oriented. B2 was approved pending City Annexation
Plans: Pam B. B. B.
Signature: Pam B. B. B. Date: 12/7/2022
Position: Chair P&Z

The City Council of the City of Glen Rose, Texas, has voted to:

☐ Approve

☐ Disapprove

this recommendation.

Staff Representative Signature _____

Approval Date: _____

Comments: _____

ORDINANCE NO. 2023.01.10.____

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, ZONING A 1.321 ACRE TRACT IN THE MILAM COUNTY SCHOOL SURVEY, BEING MORE FULLY DESCRIBED IN THE SOMERVELL COUNTY OFFICIAL PUBLIC RECORDS, INSTRUMENT NO. 20222651 AND BEING GENERALLY LOCATED ON THE SOUTH SIDE OF US HIGHWAY 67 ADJACENT AND EAST OF THE VRE GLEN ROSE 7 ELEVEN ADDITION; PROVIDING SAVINGS/REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Glen Rose (City) is a Type A General Law Municipality; and

WHEREAS, Chapter 211 of the Texas Local Government Code grants the governing body of a municipality the authority to adopt zoning regulations for the municipality and to zone or rezone property located within the municipality; and

WHEREAS, all the notices required by the City's Ordinances and State Law have been mailed and published; and

WHEREAS, after conducting a Public Hearing on December 6, 2022, the City's Planning and Zoning Commission considered the request and voted to recommend that the City Council approve the proposed zoning designation; and

WHEREAS, on January 10, 2023, the subject property was annexed into the corporate limits of the City of Glen Rose, Texas by Ordinance No. 2023.01.10.____; and

WHEREAS, after conducting a Public Hearing on January 10, 2023, the City Council determined for the good government, peace, and order of the City to approve the zoning designation of General Commercial (B-2) for the subject property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS:

SECTION 1**FINDINGS INCORPORATED**

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2**DESCRIPTION OF THE SUBJECT PROPERTY**

Being 1.321 acres situated in the Milam County School, Abst: 136, being a portion of that certain 4.58-acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition and identified as a portion of Parcel No. R3897 by the Somervell County Appraisal District

SECTION 3
ZONING CLASSIFICATION GRANTED

The above-described property is hereby granted the zoning classification of General Commercial (B-2) and the City of Glen Rose Zoning Map shall be amended to reflect such. The Property shall be developed and used in accordance with all applicable City, State, and Federal laws, as they exist or maybe in the future amended, including but not limited to building codes, fire codes, and all accessibility standards as required by law.

SECTION 4
SAVINGS/REPEALING CLAUSE

The City of Glen Rose Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 5
SEVERABILITY

Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional, illegal, or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Glen Rose hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof irrespective of the fact that anyone or more sections, subsections sentences, clauses, and phrases be declared unconstitutional or invalid.

SECTION 6
PROPER NOTICE, MEETING, AND QUORUM

It is hereby officially found and determined that the meeting at which this Ordinance was adopted by a majority vote of the City Council of the City of Glen Rose, Texas was open to the public; that public notice of the time, place, and purpose of the meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code; and, that a quorum was present pursuant to 22.039 of the Texas Local Government Code.

SECTION 7
EFFECTIVE DATE

This Ordinance shall take effect immediately upon its passage.

PASSED AND APPROVED This the 10^h day of January, 2023.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

Item 6.

NOTIFICATION

November 21, 2022

NOTICE OF PUBLIC HEARING ON PROPERTY

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on December 6, 2022 before the Planning and Zoning Commission and on December 13, 2022 before the City Council on a request by owner / Owner's Representative, Will W. Schoonover request for zoning designation B-2 (General Commercial) 1.321 acres situated in the Milam County School, Abst: 136, being a portion of certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition.

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property located referenced above. That is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for rezoning which is under consideration, and a map showing all the properties within 200' of the property referenced above. If you would like to register your opinion in favor or in opposition to granting the rezoning request, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of property referenced above provide written notice of their objection to the issuance of the rezoning request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings. If you are unable to attend, but would like to listen to the hearings, generally, those proceedings are broadcast via Zoom. Instructions for accessing those broadcasts are available in the "Latest Events" section at the bottom of the City's website at www.glenrosetexas.org.

Should you have any questions, please contact us at jodi.holthe@glenrosetexas.org or at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING

Item 6.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

P.O. Box 1949, Glen Rose, TX 76043

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Will W. Schoonover request for zoning designation B-2 (General Commercial) 1.321 acres situated in the Milam County School, Abst: 136, being a portion of certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition.

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____ DATE: _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

Jodi Holthe,
Planning and Zoning (P&Z)

Staff use only

Date Received: 9/21/22

Code Enforcement Office
City of Glen Rose, Texas 76043 Tel: (254) 897-9373 Fax: (254) 897-7989

Request for Zoning Change

Address of property: US-67 @ SH-144 (adjacent to 7-Eleven)Applicant's Name: Will W. Schoonover Date: 9/15/22

Property Owner Information

Full Name: VRE Glen Rose 2.0, LLC

Address: _____

Telephone No: _____ Email: _____

Applicant/Owner's Representative (if not the owner)

Full Name: Will W. Schoonover (Barron-Stark Engineers)

Address: _____

Telephone No: _____ Email: _____

Present zoning at site: N/A New zoning requested: B-2Form of Ownership of the property: ☐ Individual ☐ Partnership ☒ Corporation

Reason for zoning change (must be specific):

Subject 1.32 AC tract to be annexed into City,
and utilized for a commercial QSR application.
Annexation and servicing request approved by
SCWD on 9/12/22.

I/We, am/are the owner(s) of the property. I/We hereby certify that all the information provided is true and correct.

Owner(s) Signature:

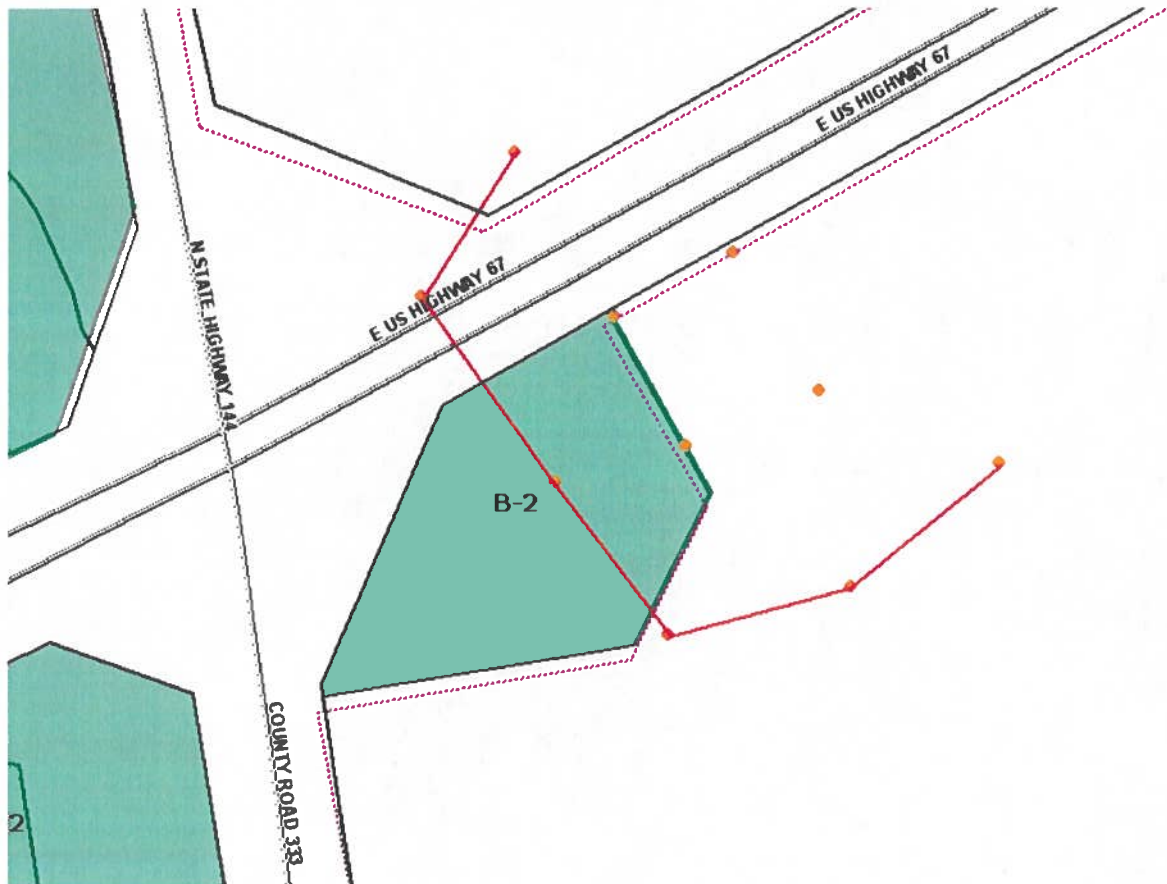
Will W. Schoonover
 (designated agent)

Date: 9/15/22

Will Schoonover Zoning

B-2

200 ft Radius



14.02.048 B-2 General Commercial District

- (a) Purpose. The B-2 General Commercial District is established to accommodate most commercial activities that cannot generally be accommodated in the B-1 district. This district permits the storage of goods, materials, equipment, machinery and vehicles outside of enclosed buildings.
- (b) Permitted uses. The uses permitted in the B-2 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
- (c) Specific use permit. In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for the uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
- (d) Area, yard, height, lot coverage and building size. The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
- (e) Parking requirements. Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. No enclosed or covered parking is specifically required.

(Ordinance 240 adopted 3/15/94; 2007 Code, sec. 155.22)

Will Schoonover
Zoning Request
200 Ft Radius Mailings

1. Will W Schoonover
6221 Southwest Blvd., Ste 100
Fort Worth, TX 76132
2. VRE Glen Rose 2.0, LLC
1211 S. White Chapel Blvd.
Southlake, TX 76092
3. LH Evans Rentals LLC
3200 Hackberry Road
Irving, TX 75063



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding an Ordinance annexing a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS

TO THE MAYOR OF THE GOVERNING BODY OF GLEN ROSE, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby [if applicable: waive the requirement to be offered a development agreement pursuant to Section 43.035, and] petition your honorable Body to extend the present city limits so as to include as part of the City of Glen Rose, Texas, the following described territory, to wit:

(Here describe the territory covered by the petition by metes and bounds)

We certify that the above described tract of land is contiguous and adjacent to the City of Glen Rose, Texas, is not more than one-half mile in width, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

Signed: *[Signature]*

Signed: _____

Signed: _____

THE STATE OF TEXAS
COUNTY OF Tarrant

BEFORE ME, the undersigned authority, on this day personally appeared Hunter Ryffel, and _____, known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 7 day of November, 2022.



Connie Rinehart
Notary Public in and for
Tarrant County, Texas

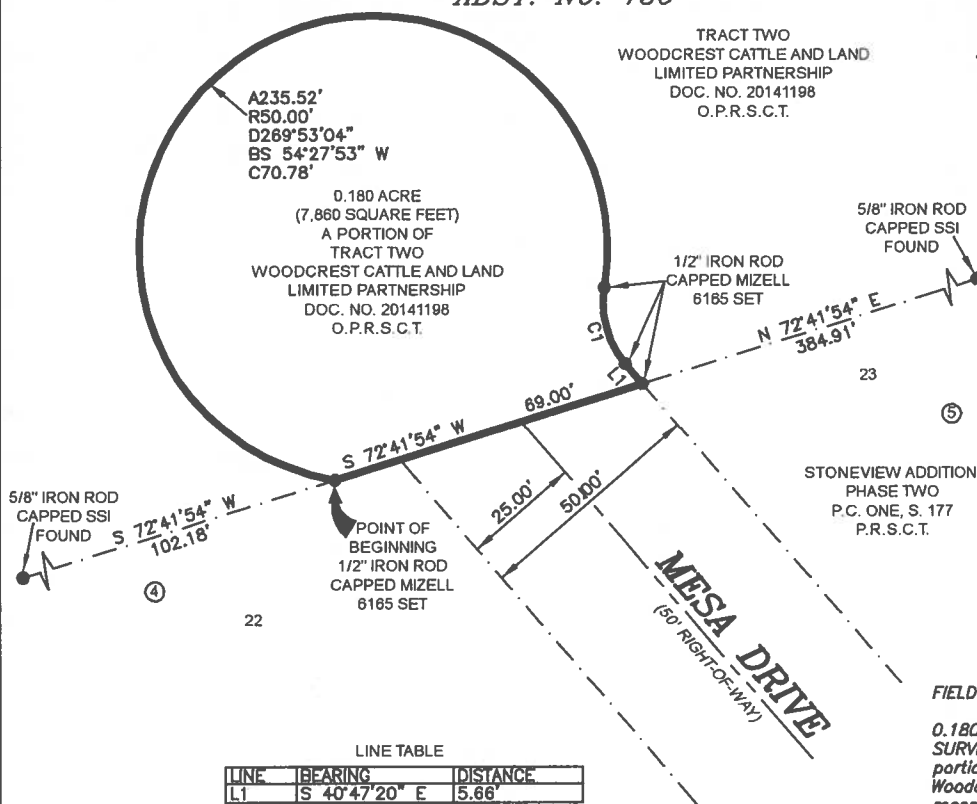
**MILAM COUNTY SCHOOL LAND SURVEY
ABST. NO. 136**

Exhibit "A"

Item 7.

**0.180 acre situated in the
MILAM COUNTY SCHOOL
LAND SURVEY,
Abst. No. 136,
Somervell County, Texas.**

TRACT TWO
WOODCREST CATTLE AND LAND
LIMITED PARTNERSHIP
DOC. NO. 20141198
O.P.R.S.C.T.



LINE	BEARING	DISTANCE
L1	S 40°47'20" E	5.66

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	20.00	17.52	16.97	N 15°41'28" W	50°11'46"

NOTES:

BEARINGS ARE GRID, TEXAS COORDINATE SYSTEM OF 1983,
NORTH CENTRAL ZONE 4202.

SUFFICIENT RESEARCH WAS PERFORMED TO DETERMINE
THE BOUNDARY LOCATIONS OF THIS PROPERTY.

THIS SURVEY DOES NOT PURPORT TO SHOW ALL
EASEMENTS AND OTHER SURVEY MATTERS THAT A
COMPLETE TITLE SEARCH MIGHT REVEAL.

UNDERGROUND UTILITIES EXIST IN THIS AREA. CONTACT
TEXAS 811 AND THE CITY OF GLEN ROSE BEFORE
DIGGING, TRENCHING, EXCAVATING, OR BUILDING.

FIELD NOTES:

0.180 acre situated in the MILAM COUNTY SCHOOL LAND SURVEY, Abst. No. 136, Somervell County, Texas, being a portion of the tract described in deed as Tract Two to Woodcrest Cattle and Land Limited Partnership by deed recorded in Document Number 20141198, Official Public Records, Somervell County, Texas, and being more particularly described, as follows:

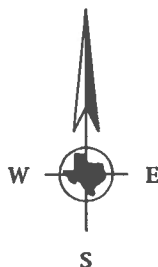
Beginning at a 1/2" iron rod capped MIZELL 6165 set in the north line of Lot 22, Block 4, STONEVIEW ADDITION, PHASE TWO, an Addition to the City of Glen Rose, Somervell County, Texas, according to the Plat thereof recorded in Plat Cabinet One, Slide 177, Plat Records, Somervell County, Texas, at the beginning of a curve to the right whose radius is 50.00 feet and whose long chord bears N 54°27'53" E, 70.78 feet, from which, a 5/8" iron rod capped SSI found, the northwest corner of said Lot 22, bears S 72°41'54" W, 102.18 feet;

THENCE along said curve, in an easterly direction, through a central angle of 269°53'04", a distance of 235.52 feet to a 1/2" iron rod capped MIZELL 6165 set at the end of said curve, at the beginning of a curve to the left whose radius is 20.00 feet and whose long chord bears S 15°41'28" E, 16.97 feet;

THENCE along said curve, in a southerly direction, through a central angle of 50°11'46", a distance of 17.52 feet to a 1/2" iron rod capped MIZELL 6165 set at the end of said curve;

THENCE S 40°47'20" E, 5.66 feet to a 1/2" iron rod capped MIZELL 6165 set for the northwest corner of Lot 23, Block 5, said STONEVIEW ADDITION, PHASE TWO, in the east line of MESA DRIVE (a 50' Right-of-Way), from which, a 5/8" iron rod capped SSI found, the northeast corner of Lot 38, Block 6, said STONEVIEW ADDITION, PHASE TWO, bears N 72°41'54" E, 384.91 feet;

THENCE S 72°41'54" W, along the north line of said MESA DRIVE, at 54.52 feet passing the west line of said MESA DRIVE and the northeast corner of said Lot 22, continuing along the north line of said Lot 22, in all, a distance of 69.00 feet to the POINT OF BEGINNING and containing 0.180 acre (7,860 square feet) of land.



SCALE 1" = 40'
**TEXAS GEOSPATIAL
LAND SURVEYING, LLC**

STEPHEN@TXGEO.COM

P.O. BOX 2598

GLEN ROSE, TX 76043

817-819-7987

TBPELS FIRM NO. 10083300



THE PLAT HEREON WAS PREPARED FROM AN ACTUAL
ON THE GROUND SURVEY OF THE LEGALLY DESCRIBED
PROPERTY SHOWN HEREON.

Stephen Mizell

STEPHEN MIZELL
REGISTERED PROFESSIONAL LAND SURVEYOR
TEXAS REGISTRATION NO. 6165
SURVEYED ON THE GROUND NOVEMBER 20, 2022



201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

PETITION REQUESTING ANNEXATION BY AREA LANDOWNERS

TO THE MAYOR OF THE GOVERNING BODY OF GLEN ROSE, TEXAS:

The undersigned owners of the hereinafter described tract of land, which is vacant and without residents, or on which fewer than three qualified voters reside, hereby [if applicable: waive the requirement to be offered a development agreement pursuant to Section 43.035, and] petition your honorable Body to extend the present city limits so as to include as part of the City of Glen Rose, Texas, the following described territory, to wit:

(Here describe the territory covered by the petition by metes and bounds)

We certify that the above described tract of land is contiguous and adjacent to the City of Glen Rose, Texas, is not more than one-half mile in width, and that this petition is signed and duly acknowledged by each and every person having an interest in said land.

Signed: _____

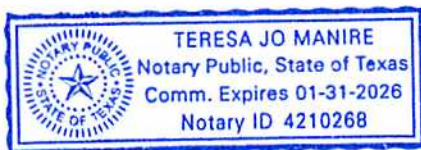
Signed: _____

Signed: _____

THE STATE OF TEXAS
COUNTY OF Tarrant

BEFORE ME, the undersigned authority, on this day personally appeared Hunter Ryffel and James Ryffel, and _____, known to me to be the persons whose names are subscribed to the foregoing instrument and each acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 13th day of December 2022



Teresa Jo Manire
Notary Public in and for
Tarrant County, Texas.

**MUNICIPAL SERVICES AGREEMENT
BETWEEN
THE CITY OF GLEN ROSE, TEXAS
AND
WOODCREST CATTLE AND LAND LIMITED PARTNERSHIP**

This Municipal Services Agreement ("Agreement") is entered into on the _____ day of _____, 2022 by and between the City of Glen Rose, Texas, a general law municipality of the State of Texas, ("City") and Woodcrest Cattle and Land Limited Partnership ("Owner").

RECITALS

The parties agree that the following recitals are true and correct and form the basis upon which the parties have entered into this Agreement.

WHEREAS, Section 43.0671 of the Texas Local Government Code permits the City to "annex an area if each Owners of land in an area requests the annexation";

WHEREAS, where the City elects to annex such an area, the City is required to enter into a written agreement with the property Owners(s) that sets forth the City services to be provided for the Property on or after the effective date of annexation;

WHEREAS, Owner owns a certain parcel of land situated in Somervell County, Texas, which consists of approximately 0.18 acres of land in the City's extraterritorial jurisdiction, such property being more particularly described and set forth in Exhibit "A" attached and incorporated herein by reference ("Property");

WHEREAS, Owner has filed a written request with the City for full-purpose annexation of the Property;

WHEREAS, City and Owners desire to set out the City services to be provided for the Property on or after the effective date of annexation;

WHEREAS, the annexation of the Property and execution of this Agreement are subject to approval by the Glen Rose City Council; and,

NOW, THEREFORE, in exchange for the mutual covenants, conditions and promises contained herein, City and Owners agree as follows:

SECTION 1. PROPERTY.

This Agreement is only applicable to the Property, which is the subject of the requested annexation.

SECTION 2. INTENT.

It is the intent of the City that this Agreement provide for the delivery of municipal services to the Property in accordance with state law, which may be accomplished through any means permitted by law.

SECTION 3. MUNICIPAL SERVICES.

Except as otherwise noted, commencing on the effective date of annexation, the City will provide the municipal services set forth below. As used in this Agreement, "providing services" includes having

services provided by any method or means by which the City may extend municipal services to any other area of the City, including the City's infrastructure extension policies and developer or property Owners participation in accordance with applicable city ordinances, rules, regulations, and policies.

- i. Police – The City's Police Department will provide police service consistent with the level of service provided to other areas of the City.
 - ii. Planning, Zoning, and Building – Within the Property, the City's Building, Planning, and Code Compliance Department will provide comprehensive planning, land development, land use, and building review and inspection services in accordance with all applicable laws, rules, and regulations.
 - iii. Code Compliance – The City's Building, Planning, and Code Compliance Department will provide education, enforcement, and abatement relating to code violations within the Property.
 - iv. Streets – After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the street system over which the City has jurisdiction.
 - v. Stormwater Service – After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the stormwater system over which the City has jurisdiction.
 - vi. Wastewater Service – If needed the City has a water main in the vicinity and is able to provide water service. After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the wastewater system over which the City has jurisdiction. Once connected to the City's sanitary sewer mains, sanitary sewer service will be provided by the City at rates establish by City ordinances for such service.
 - vii. Solid Waste Collection Services – The City will provide solid waste collection services in accordance with existing City ordinances and policies, except where prohibited by law.
 - viii. Street Lighting – After the Property has been developed according to the requirements of the City's Subdivision Ordinance and has been formally accepted by the City, the City will assume responsibility for paying the electric company's monthly bill for those street lights which conform to the City's street light policy.
 - ix. Animal Control – The City's Animal Control Department will provide animal control services within the Property.
 - x. Water Service - If needed the City has a water main in the vicinity and is able to provide water service. After the Property has been developed according to the requirements of the City's Subdivision Ordinance, has been formally accepted by the City, and is no longer subject to a maintenance bond, the City will maintain those portions of the water system over which the City has jurisdiction. Once connected to the City's water mains, water service will be provided by the City at rates establish by City ordinances for such service.
- B. It is understood and agreed that the City is not required to provide a service that is not included in this Agreement.
- C. Owners understand and acknowledge that the City departments listed above may change names or be re-organized by the City Council. Any reference to a specific department also includes any subsequent City department that will provide the same or similar services.

SECTION 5. AUTHORITY.

City and Owners represent that they have full power, authority and legal right to execute, deliver and perform their obligations pursuant to this Agreement. Owners acknowledge that approval of the annexation of the Property is within the sole jurisdiction of the City Council. Nothing in this Agreement guarantees favorable decisions by the City Council.

SECTION 6. SEVERABILITY.

If any part, term, or provision of this Agreement is held by the courts to be illegal, invalid, or otherwise unenforceable, such illegality, invalidity, or unenforceability will not affect the validity of any other part, term or provision, and the rights of the parties will be construed as if the part, term, or provision was never part of the Agreement.

SECTION 7. INTERPRETATION.

The parties to this Agreement covenant and agree that in any litigation relating to this Agreement, the terms and conditions of the Agreement will be interpreted according to the laws of the State of Texas. The parties acknowledge that they are of equal bargaining power and that each of them was represented by legal counsel in the negotiation and drafting of this Agreement.

SECTION 8. GOVERNING LAW AND VENUE.

Venue shall be in the state courts located in Somervell County, Texas or the United States District Court for the Northern District of Texas, Fort Worth Division and construed in conformity with the provisions of Texas Local Government Code Chapter 43.

SECTION 9. NO WAIVER.

The failure of either party to insist upon the performance of any term or provision of this Agreement or to exercise any right granted hereunder shall not constitute a waiver of that party's right to insist upon appropriate performance or to assert any such right on any future occasion.

SECTION 10. GOVERNMENTAL POWERS.

It is understood that by execution of this Agreement, the City does not waive or surrender any of its governmental powers or immunities.

SECTION 11. COUNTERPARTS.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

SECTION 12. CAPTIONS.

The captions to the various clauses of this Agreement are for informational purposes only and shall not alter the substance of the terms and conditions of this Agreement.

SECTION 13. AGREEMENT BINDS SUCCESSORS AND RUNS WITH THE LAND.

This Agreement is binding on and inures to the benefit of the parties, their successors, and assigns. The term of this Agreement constitutes covenants running with the land comprising the Property and is binding on the Owners.

SECTION 14. ENTIRE AGREEMENT.

This Agreement constitutes the entire agreement between the parties and supersedes all prior oral and written agreements between said parties. This Agreement shall not be amended unless executed in writing by both parties.

Executed as of the day and year first above written to be effective on the effective date of annexation of the Property.

CITY OF GLEN ROSE

WOODCREST CATTLE AND LAND
LIMITED PARTNERSHIP

By: _____
Julia Douglas, Mayor

By: _____

By: _____

Attest:

Stacie King, City Secretary

State of Texas §
County of Somervell §

This instrument was acknowledged before me on the ____ day of _____, 2022,
by Julia Douglas, Mayor of the City of Glen Rose, a Texas municipal corporation,
on behalf of said corporation.

By: _____
Notary Public, State of Texas

State of Texas §
County of Somervell §

This instrument was acknowledged before me on the ____ day of _____, 2022,
by _____, Owner.

By: _____
Notary Public, State of Texas

After Recording Return to:

City Secretary
City of Glen Rose
P.O. Box 1949
Glen Rose, TX 76043

ORDINANCE NO. 2023.01.10.____

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, ANNEXING A 0.18-ACRE TRACT IDENTIFIED IN EXHIBIT “A”; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT SUCH AREAS SHALL BECOME A PART OF THE CITY AND THAT THE OWNERS AND INHABITANTS THEREOF SHALL BE ENTITLED TO THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BE BOUND BY THE ACTS AND ORDINANCES NOW IN EFFECT AND TO BE HEREAFTER ADOPTED; FURTHER PROVIDING FOR AMENDING AND CORRECTING THE OFFICIAL BOUNDARIES OF THE CITY AS HERETOFORE ADOPTED; ADOPTING A SERVICE PLAN; PROVIDING SEVERABILITY AND PROPER NOTICE, MEETING, QUORUM, PRESUMPTION OF CONSENT, AND PRESUMPTION OF VALIDITY CLAUSES; AND, PROVIDING FOR SAID ORDINANCE TO TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE.

WHEREAS, the City of Glen Rose, Texas (City) is a Type A General Law municipality;

WHEREAS, pursuant to §43.0671 of the Texas Local Government Code (TLGC), “...a municipality may annex an area if each owner of land in the area requests the annexation”;

WHEREAS, on December 13, 2023, Hunter Ryffel and James Ryffel, submitted a petition requesting the City’s Governing Body to annex a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive ;

WHEREAS, in conformance with the requirements of §43.014 of the TLGC, said property is located within the City’s Extraterritorial Jurisdiction;

WHEREAS, pursuant to §43.071 of the TLGC, the owners of the property have secured permission for the annexation from the Somervell County Water District and the property doesn’t exceed 525’ in width;

WHEREAS, pursuant to 43.016 of the TLGC, the City offered a Development Agreement to the owners of the property under consideration for annexation, which was subsequently declined by the owners;

WHEREAS, on December 13, 2022, the City’s governing body accepted said petition for annexation;

WHEREAS, the City has provided the notices required under §43.905 and §43.9051 of the TLGC;

WHEREAS, pursuant to §43.0672 of the TLGC, the City’s governing body has entered “...into a written agreement (attached hereto and identified as Exhibit “B”) with the owners of land in the area for the provision of services in the area”;

WHEREAS, pursuant to §43.0673, the City conducted a public hearing on this annexation on January 10, 2023; and,

WHEREAS, pursuant to §51.001 of the TLGC, in the lawful exercise of the powers granted to it and for the good government, peace, and order of the City, the City Council has decided to annex the property described in Exhibit "A".

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS THAT:

SECTION 1

RECITALS INCORPORATED

All of the above recitals are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2

SERVICE PLAN

The Service Plan described in Exhibit "B," attached hereto and incorporated herein for all purposes, is hereby approved and adopted.

SECTION 3

ANNEXATION DECLARATION

The property described in Exhibit "A," attached hereto and incorporated herein for all is hereby annexed and brought within the corporate limits of the City of Glen Rose, Somervell County, Texas, and the same is hereby made a part of the City.

SECTION 4

RIGHTS AND RESPONSIBILITIES

The property described in Exhibit "A" shall bear its share of the ad valorem taxes levied by the City, and the inhabitants of the area herein annexed shall be entitled to all of the rights, privileges, and responsibilities of other citizens of the City and bound by all acts, ordinances and all other legal action now in full force and effect and all those which may be hereafter adopted.

SECTION 5

MAP AMENDED

The official map and boundaries of the City heretofore adopted and amended be and are hereby amended to include the property described in Exhibit "A" as part of the City.

SECTION 6

ADMINISTRATIVE AUTHORIZATION

The City Secretary is hereby directed and authorized to perform or cause to be performed all acts necessary to effectuate this Ordinance, including any corrections to the official map of the City to add the

Territory hereby annexed, as required by law, and to ensure that all required documentation is filed with the necessary government agencies.

SECTION 7

SEVERABILITY CLAUSE

In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held to be unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance for any reason whatsoever. The adjudication shall not affect another section, sentence, phrase, word, paragraph, or provision of this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and, the City Council of the City of Glen Rose declares that it would have passed every other part notwithstanding the omission of any part or parts declared to be invalid or unconstitutional.

SECTION 8

PROPER NOTICE, MEETING, AND QUORUM CLAUSE

It is hereby officially found and determined that the meeting at which this Ordinance was adopted by a majority vote of the City Council of the City of Glen Rose, Texas was open to the public; that public notice of the time, place, and purpose of the meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code; and, that a quorum was present pursuant to §22.039 of the Texas Local Government Code.

SECTION 9

PRESUMPTION OF CONSENT

Pursuant to §43.901 of the Texas Local Government Code, "A municipal ordinance defining boundaries of or annexing area to a municipality is conclusively presumed to have been adopted with the consent of all appropriate persons, except another municipality, if: (1) two years have expired after the date of the adoption of the ordinance; and (2) an action to annul or review the adoption of the ordinance has not been initiated in that two-year period."

SECTION 10

PRESUMPTION OF VALIDITY

Pursuant to §51.003 of the Texas Local Government Code, "A governmental act or proceeding of a municipality is conclusively presumed, as of the date it occurred, to be valid and to have occurred in accordance with all applicable statutes and ordinances if: (1) the third anniversary of the effective date of the act or proceeding has expired; and (2) a lawsuit to annul or invalidate the act or proceeding has not been filed on or before that third anniversary."

SECTION 11

EFFECTIVE DATE

This ordinance shall become effective immediately upon its passing.

PASSED AND APPROVED this the 10th day of January 2023.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding an Ordinance rezoning the property located at 404 Paluxy Street, being legally described as 7.890 acres out of the JA Hernandez Survey, Tract 21, Abst A41, in the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R2820 by the Somervell County Appraisal District, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial)		
PREPARED BY:	Jodi Holthe, Building and Planning Assistant	DATE SUBMITTED:	1/03/2023
EXHIBITS:	<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">1. Request for New Zoning Use Application</div> <div style="width: 50%;">5. Current Zoning Map</div> <div style="width: 50%;">2. Property Notification Letter</div> <div style="width: 50%;">6. Future Land Use Map</div> <div style="width: 50%;">3. Property Return Letter</div> <div style="width: 50%;">7. R-1 Single-Family Residential District</div> <div style="width: 50%;">4. 200' Surrounding Property map</div> <div style="width: 50%;">8. B-1 Restricted Commercial</div> </div>		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 11/21/2022 – Request for New Zoning Use Application received 12/09/2022 - Notice of Public Hearing was posted in the local newspaper 12/12/2022 - 17 Property owner letters were sent representing 18 properties. 15 Letters have been confirmed as received 01 Letters unconfirmed as received 01 Letters were returned 01 Favorable response has been returned 00 Opposition responses have been returned A Planning and Zoning meeting was held on 12/27/22 where the matter was reviewed and approved for recommendation to Council by a vote of 4/0.			
RECOMMENDED ACTION: Move to approve or deny as presented.			



Planning and Zoning Commission
City of Glen Rose, Texas
P.O. Box 1949, Glen Rose, Texas 76043

Item 8.

**COMMISSION'S DETERMINATION
AND
RECOMMENDATION TO THE GLEN ROSE CITY COUNCIL**

Date and time of public hearing: December 27, 2022, 5:30 pm

Purpose of hearing:

- Request to rezone the property at 404 Paluxy St, Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to B-1(Restricted Commercial).

Request submitted by: Owner and owner's representative, Rex Miller.

After considering all information submitted, the Planning and Zoning Commission has made the determination to:

☒ Approve the request and further recommends approval to the City Council.

☐ Deny the request.

Reason for decision: The property is located directly across from a B1 location. The purpose of change is to allow for an event center w/ kitchen for catering

Signature: [Signature] Date: 12/27/2022

Position: Chair

The City Council of the City of Glen Rose, Texas, has voted to:

☐ Approve ☐ Disapprove this recommendation.

Staff Representative Signature

Approval Date: _____

Comments:



**Dinosaur Capital
of Texas**

Building, Planning & Code Enforcement
City of Glen Rose, Texas 76043

Tel: (254) 897-9373 Fax: (254) 897-7989

Staff use only

Date Received: 11/21/22

Item 8.

New Zoning Use Application

Address of property: 404 PAULY ST, GLEN ROSE 76043

Applicant's Name: Rex Miller Date: 11/22/22

Property Owner Information

Full Name: REX & LISA MILLER

Address: 404 PAULY ST GLEN ROSE TX 76043

Telephone No: Email:

Applicant/Owner's Representative (if not the owner)

Full Name:

Address:

Telephone No: Email:

Present zoning at site: B1 Requested new zoning use: B1

Form of Ownership of the property: ☒ Individual ☐ Partnership ☐ Corporation

Intended use of property {must be specific):

A MEETING BUILDING FOR COMMUNITY & BUSINESS.
WE WILL HAVE A WARMER KITCHEN TO SUPPORT
CATERING

I/We, am/are the owner(s) of the property. I/We hereby certify that all the information provided is true and correct.

Owner(s) Signature:

[Signature]

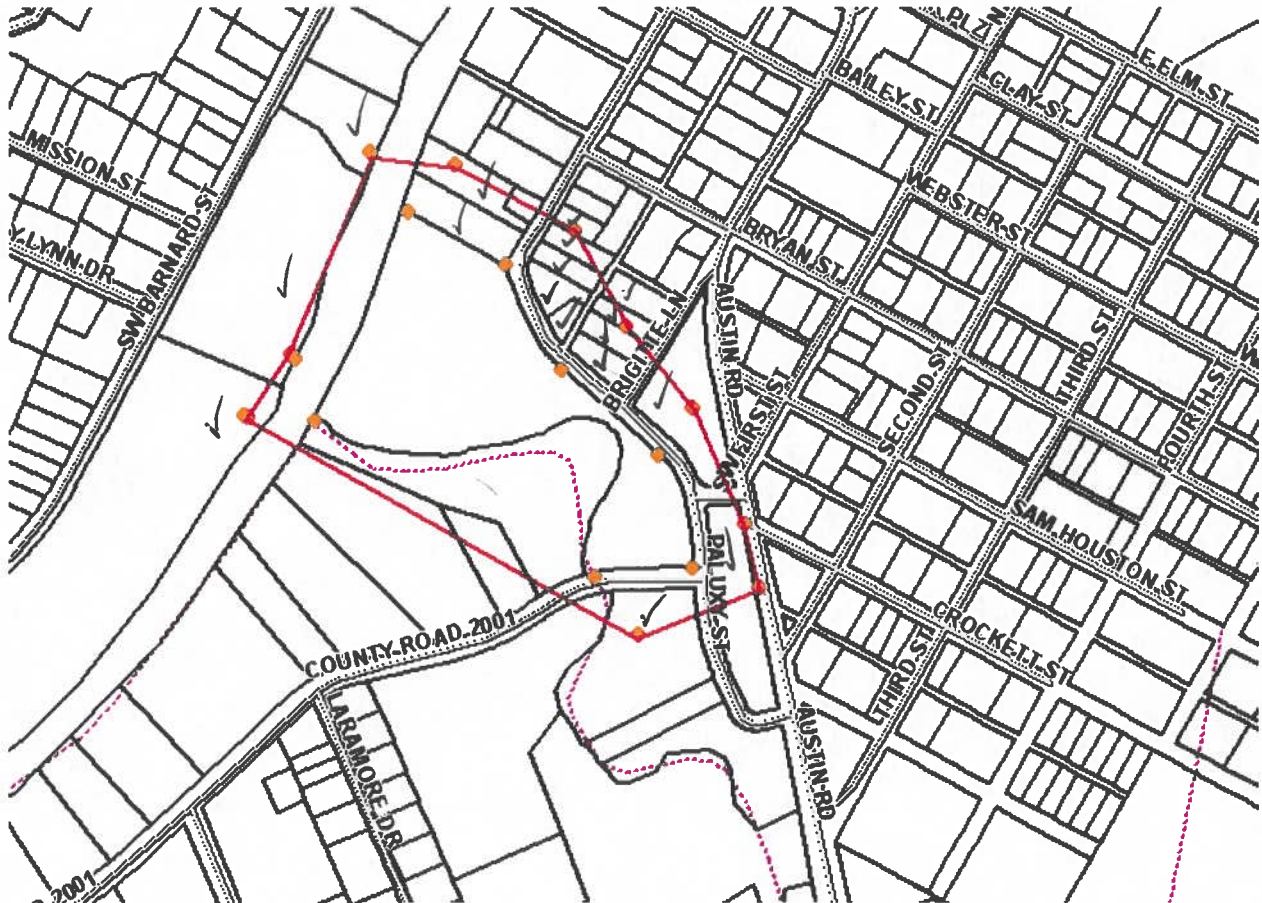
Date: 11/22/22

Fee's →

404 Paluxy St

R-1 to B-1

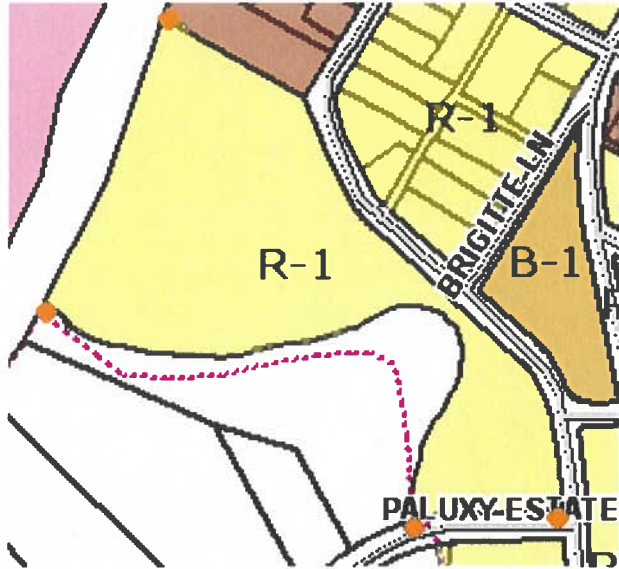
200 ft Radius



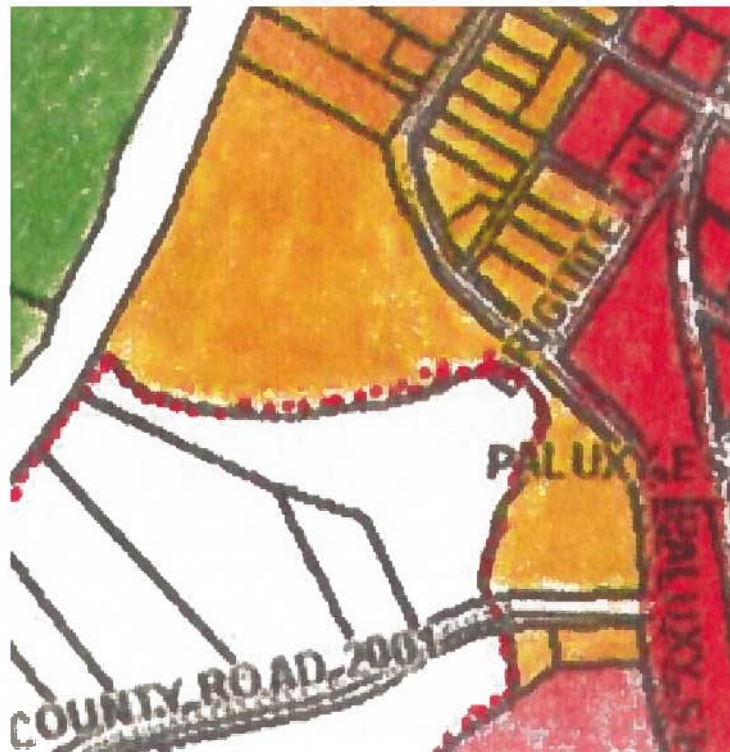
404 Paluxy St

Zoning Request

Current Zoning



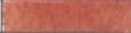
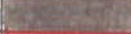

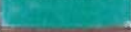







Future Zoning



Future Zoning Legend

LEGEND

Zone	Map Section/Area	Color	Color Name
R-1	Single Family		Golden Yellow
R-2M	Single Family/Duplex/Cabin		Pink
R-3	Single/Two-Four/MH		Tan
R-4	Multi-Family		Gray
B-1	Restricted Commercial		Orange
B-2	General Commercial		Aqua Green
I	Industrial		Brown
OSP	Open Space Parks		Yellow Green
PD	Planned Development		Mahogany Overlay
PF	Public Facilities		Violet Purple Overlay
H	Historic District		Black Overlay

14.02.042 R-1 Single-Family Residential District

- (a) Purpose. The R-1 Single-Family Residential District is established to allow for single-family dwellings.
- (b) Permitted uses. The uses permitted in the R-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
- (c) Specific use permit. In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for those uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
- (d) Area, yard, height, lot coverage and building size. The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
- (e) Parking requirements. Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. Parking for at least 2 motor vehicles shall be provided by an enclosed garage or carport for any single-family dwelling constructed after the date of adoption of this article.
- (f) Sales displays prohibited.
- (1) Garage sales shall be permitted in accordance with this Code of Ordinances.
 - (2) It shall be unlawful for any person to display or allow to be displayed for sale or lease at one time on any lot any motor vehicle; boat or vessel subject to registration under Texas Parks & Wildlife Code chapter 31; or camper shell designed for use on a motor vehicle unless such vehicle is owned by the actual occupant of the premises. However, no person or persons shall be permitted to display more than 2, or combination thereof, of the following: motor vehicles; boats or other similar vessels subject to registration under Texas Parks and Wildlife Code chapter 31; or camper shells per lot at any time.
- (g) Minimum setback requirements for carports and accessory buildings. Detached accessory buildings shall be located within the rear portion of the lot and shall not exceed one story in height, nor shall any structure be located closer than 3 feet to the main building nor 4 feet to a side lot line, nor closer than 5 feet to any rear lot line nor closer than 10 feet to any side street. Small structures of 200 square feet or less may be placed anywhere in the rear half of the lot.

(Ordinance 240 adopted 3/15/94; Ordinance adopted 9/9/97; 2007 Code, sec. 155.16; Ordinance 17.02.13A adopted 2/13/17)

14.02.047 B-1 Restricted Commercial District

- (a) Purpose. The B-1 Restricted Commercial District has been established to limit commercial uses and operations within enclosed buildings and prohibiting the outside storage and display of goods, materials, vehicles and equipment. This district is intended to accommodate the basic shopping and service needs of residents and to provide retail and office space for merchants and financial, administrative, government and business services.
- (b) Permitted uses. The uses permitted in the B-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
- (c) Specific use permit. In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for such uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
- (d) Area, yard, height, lot coverage and building size. The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
- (e) Parking requirements. Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. No enclosed or covered parking is specifically required.
- (f) All commercial operations and sales to be enclosed; exception. All commercial uses, operations and sales, except for off-street parking and off-street loading facilities, shall be conducted within completely enclosed buildings. However, the city council may grant a permit to businesses for sidewalk sales for a period up to 30 days.

(Ordinance 240 adopted 3/15/94; 2007 Code, sec. 155.21)



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

Item 8.

NOTIFICATION

December 12, 2022

NOTICE OF PUBLIC HEARING ON PROPERTY LOCATED AT 404 Paluxy St, Glen Rose, TX 76043

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on December 27, 2022 before the Planning and Zoning Commission and on January 10, 2023 before the City Council on a request by owner / Owner's Representative, Rex Miller, to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial.).

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property located referenced above. That is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for rezoning which is under consideration, and a map showing all the properties within 200' of the property referenced above. If you would like to register your opinion in favor or in opposition to granting the rezoning request, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of property referenced above provide written notice of their objection to the issuance of the rezoning request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings. If you are unable to attend, but would like to listen to the hearings, generally, those proceedings are broadcast via Zoom. Instructions for accessing those broadcasts are available in the "Latest Events" section at the bottom of the City's website at www.glenrosetexas.org.

Should you have any questions, please contact us at jodi.holthe@glenrosetexas.org or at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING

Item 8.



City of Glen Rose, Texas
Building, Planning, Code Enforcement Department
P.O. Box 1949, Glen Rose, TX 76043
Ph: (254) 897-2272 Fax: (254) 897-7989
Email: buildingofficial@glenrosetexas.org

Re: Rex Millers request to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial).

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____ DATE: _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

Jodi Holthe,
Planning and Zoning (P&Z)

404 Paluxy St
Zoning Request
200 Ft Radius Mailings

1. Rex Miller
404 Paluxy St
Glen Rose, TX 76043
2. Dorothy Jo Osborn
Box 925
Glen Rose, TX 76043
3. Craig and Kimberly Obenoskey
300 Old Robinson Rd
Robinson, TX 76706
4. Somervell History Foundation A Texas No
PO Box 2537
Glen Rose, TX 76043
5. Amelia and Tony Baugus
1222 Park Dr
Hillsboro, TX 76645-2632
6. Dan McCarty
PO Box 3069
Glen Rose, TX 76043
7. Yukon Brooke Properties, LLC
1581 CR 2018
Glen Rose, TX 76043
8. Janan & Jacob B. Stephenson
307 Paluxy St
Glen Rose, TX 76043
9. Sheri Lynn Cutright
309 Paluxy St
Glen Rose, TX 76043

10. Meghan Leann Murphy
405 Paluxy St
Glen Rose, TX 76043
11. James Randy and Melodie Isham
PO Box 84
Rainbow, TX 76077
12. DG Glen Rose LLC
10300 W Charleston Blvd #13-156
Las Vegas, NV 89135
13. Racia R Ratliff
108 Brigitte Lane
Glen Rose, TX 76043
(R1112 and R2442)
14. Rosaicela Escalera
PO Box 484
Glen Rose, TX 76043
15. Adan and Adolfo Dereza
PO Box 2221
Glen Rose, TX 76043
16. Michael and Beth Nance
1529 Valley Creek Road
Denton, TX 76205
17. Lana Kim West
P.O. Box 982
Glen Rose, TX 76043

NOTICE OF PUBLIC HEARING

Item 8.



City of Glen Rose, Texas
Building, Planning, Code Enforcement Department
P.O. Box 1949, Glen Rose, TX 76043
Ph: (254) 897-2272 Fax: (254) 897-7989
Email: buildingofficial@glenrosetexas.org

Re: Rex Millers request to rezone the property located at 404 Paluxy St, Glen Rose, TX 76043; also known as Acres 7.890, Tract 21, Abst A41, A41 J A HERNANDEZ, TRACT 21, ACRES 7.89, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial).

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: Somervell History Foundation DATE: 24th December, 2022
ADDRESS: Barnards Mill + Art Museum 307 SW Bernard St.
I AM ☒ IN FAVOR ☐ IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

See attached letter

Jodi Holthe,
Planning and Zoning (P&Z)



Somervell History Foundation

Item 8.

Barnard's Mill and Art Museum

P.O. Box 2537 Glen Rose, Texas 76043 (254) 897-7494
www.barnardsmill.org

24th of December, 2022

Building, Planning and Code enforcement Department
201 NE Vernon Street
Glen Rose Texas 76043

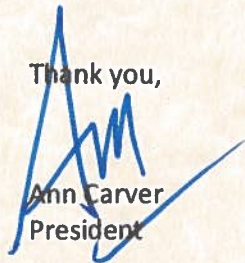
RE: Notice of Public hearing

Rex Millers Request to rezone the property located at 404 Paluxy Street, Glen Rose, Texas 76043; also known as Areas 7089, Tract 21, Abst A41 J A HERNANDEZ, TRACT 21, ACREAS 7.89, from R-1 (Single-Family Residential District) to B1 (Restricted Commerical)

We, the Somervell History Foundation who own and operate the Barnards Mill and Art Museum located at 307 SW Barnard Street, Glen Rose, Texas 76043, are not opposed to the zoning change to a B1 (Restricted Commerical). Based on the information that Mr. Miller provided that he is having a cater type kitchen added to his meeting building for his workshops & community gatherings.

If you have any further questions, please contact us.

Thank you,


Ann Carver
President

ORDINANCE NO. 2023.01.10. __

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, REZONING THE PROPERTY LOCATED AT 404 PALUXY STREET, BEING LEGALLY DESCRIBED AS 7.890 ACRES OUT OF THE JA HERNANDEZ SURVEY, TRACT 21, ABST A41, IN THE CITY OF GLEN ROSE, SOMERVELL COUNTY, TEXAS, AND IDENTIFIED AS PARCEL NO. R2820 BY THE SOMERVELL COUNTY APPRAISAL DISTRICT, FROM R-1 (SINGLE-FAMILY RESIDENTIAL DISTRICT) TO B-1 (RESTRICTED COMMERCIAL); PROVIDING SAVINGS/REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Glen Rose (City) is a Type A General Law Municipality; and

WHEREAS, Chapter 211 of the Texas Local Government Code grants the governing body of a municipality the authority to adopt zoning regulations for the municipality and to zone, or rezone as the case may be, property located within the municipality; and

WHEREAS, all the notices required by the City's Ordinances and State Law have been mailed and published; and

WHEREAS, after conducting a Public Hearing on December 27, 2022, the City's Planning and Zoning Commission considered the rezoning request, voting to recommend that the City Council approve said request; and

WHEREAS, after conducting a Public Hearing on January 10, 2023, the City Council determined for the good government, peace, and order of the City to approve the request to rezone the subject property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS:

SECTION 1

FINDINGS INCORPORATED

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2

DESCRIPTION OF THE SUBJECT PROPERTY

Being 7.890 acres out of the JA Hernandez Survey, Tract 21, Abst A41, in the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R2820 by the Somervell County Appraisal District and located at 404 Paluxy Street, Glen Rose, Texas.

SECTION 3

ZONING RECLASSIFICATION GRANTED

The above-described property is hereby rezoned from Single-Family Residential District (R-1) to Restricted Commercial (B-1) and the City of Glen Rose Zoning Map shall be amended to reflect such. The Property shall be developed and used in accordance with all applicable City, State, and Federal laws, as they exist

or maybe in the future amended, including but not limited to building codes, fire codes, and all accessibility standards as required by law.

SECTION 4

SAVINGS/REPEALING CLAUSE

The City of Glen Rose Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 5

SEVERABILITY

Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional, illegal, or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Glen Rose hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof irrespective of the fact that anyone or more sections, subsections sentences, clauses, and phrases be declared unconstitutional or invalid.

SECTION 6

PROPER NOTICE, MEETING, AND QUORUM

It is hereby officially found and determined that the meeting at which this Ordinance was adopted by a majority vote of the City Council of the City of Glen Rose, Texas was open to the public; that public notice of the time, place, and purpose of the meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code; and, that a quorum was present pursuant to 22.039 of the Texas Local Government Code.

SECTION 7

EFFECTIVE DATE

This Ordinance shall take effect immediately upon its passage.

PASSED AND APPROVED This the 10^h day of January, 2023.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a preliminary plat submitted by Will W. Schoonover (Barron-Stark Engineers), designated agent for VRE Glen Rose 2.0, LLC, being 1.321 acres situated in the Milam County School, Abst: 136, being a portion of a certain 4.58-acre tract of land described in a deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records, Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition		
PREPARED BY:	Jodi Holthe, Building and Planning Assistant	DATE SUBMITTED:	1/03/2023
EXHIBITS:	1. Preliminary Plat Application 2. Preliminary Plat 3. Drainage Exhibit		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
<p>The Planning and Zoning Commission reviewed and approved this preliminary plat subject to the requirements raised by City Engineer Chris Hay being satisfied. This plat application was submitted before the most recent revisions to the City's Subdivision Ordinance, so it is being processed according to the old procedures, which require City Council review and action.</p>			
RECOMMENDED ACTION:			



Planning and Zoning Commission
City of Glen Rose, Texas
P.O. Box 1949, Glen Rose, Texas 76043

COMMISSION'S DETERMINATION AND RECOMMENDATION TO THE GLEN ROSE CITY COUNCIL

Date and time of public hearing: December 6, 2022, 5:30 pm

Purpose of hearing:

- Request for Preliminary Plat; 1.321 acres situated in the Milam County School, Abst: 136, being a portion of certain 4.58 acre tract of land described in deed to VRE GLEN ROSE 2.0, LLC Instrument Number 20222651, Official Public Records Somervell County Texas, and being located on the south side of Highway 67 adjacent to and east of the VRE Glen Rose 7 Eleven Addition.

Request submitted by: Owner and owner's representative, Will W. Schoonover.

After considering all information submitted, the Planning and Zoning Commission has made the determination to:

☒ Approve the request and further recommends approval to the City Council.

☐ Deny the request.

Reason for decision: As this is a pending plat, it was approved with the following caveats: Annexation of the land by the City Council, All concerns from City Engineer Chris Hays to be addressed and signed off on, Lighting, Signage, Parking in the area where drive thru exists.

Signature: Pamela Streeter Date: 12/7/2022

Position: Chair, P&Z

The City Council of the City of Glen Rose, Texas, has voted to:

☐ Approve ☐ Disapprove this recommendation.

Staff Representative Signature _____ Approval Date: _____

Comments:



Building/Planning Department
City of Glen Rose, Texas 76043
PH: (254) 897-9373
Fax: (254) 897-7989

Staff Use Only
Date Received: 9/21/22
Fee: 1000 Paid On: 9/23/22

PRELIMINARY PLAT APPLICATION

Address of property: US-67 @ SH-144 (adjacent to 7-Eleven)

Applicant's Name: Will W. Schoonover Date: 9/15/22

Property Owner Information

Full Name: VRE Glen Rose 2.0, LLC

Address: _____

Telephone No: _____ Email: _____

Applicant/Owner's Representative (if not the owner)

Full Name: Will W. Schoonover (Barron-Stark Engineers)

Address: _____

Telephone No: _____ Email: _____

Property Information

Present zoning at site: N/A

Form of Ownership of the property: ☐ Individual ☐ Partnership ☒ Corporation

Legal Description of Current Property:

Acres: 1.32 AC Lot# N/A Block: N/A

Subdivision: N/A *proposed as Lot 2, Block 1, VRE Glen Rose
7 Eleven Addition*

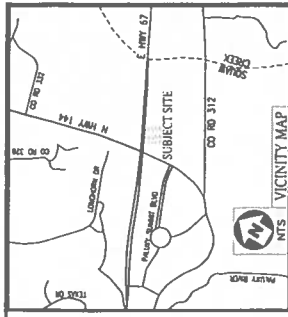
Additional Comments/Information

subject 1.32 AC tract to be annexed (pending) and
zoned B-2 (pending). Proposed use is a quick-serve
restaurant application. Annexation and zoning documentation
submitted concurrently with this application.

I/We, am/are the owner(s) of the property. I/We hereby certify that all the information provided is true and correct.

Will W. Schoonover (designated
owner(s) Signature agent)

9/15/22
Date



PORTION OF
ALVIE JOE MITCHELL, JR
INSTRUMENT# 20201505
O.P.R.S.C.T.

POINT OF BEGINNING
1/2" CAPPED IRON ROD FOUND
NORTH: 87°53'50.05"
EAST: 220°11'17.03"

STATE HWY 67

20' SCWD ESMT.

ACCESS ESMT.

LOT 2
1.32 AC.
(57,581 S.F.)

LOT 1, BLOCK 1
VRE GLEN ROSE
7 ELEVEN ADDITION
INSTRUMENT# 20201892
O.P.R.S.C.T.

20' ESMT. TO CITY OF GLEN ROSE

N29°08'18"W 219.17'

N60°51'37"E 230.33'

S29°07'50"E 250.01'

S60°51'35"W 230.33'

STATE OF TEXAS
COUNTY OF SOMERVELL

Before me, the undersigned authority, on this day personally appeared:

of VRE GLEN ROSE 2.0, LLC known to me to be the person whose names are subscribed to the foregoing instrument, and acknowledge to me that they executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

Given under my hand and seal on this, the day of , 2021.

Notary Public
Sommerville County, Texas

STATE OF TEXAS
COUNTY OF

I, Michelle Reynolds, County Clerk of Somervell County, do hereby certify that the foregoing plat, with certificate of actual survey, is a true and correct copy of the original plat as the same was filed for record in my office on the day of , 2021, at the County Clerk's Office in the Official Public Records of Somervell County, Texas and, in full Witness my hand and seal of office, this, day of , 2021.

Michelle Reynolds
County Clerk
Somervell County, Texas



I hereby certify this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

PRELIMINARY
THIS DOCUMENT SHALL NOT BE RECORDED
FOR ANY PURPOSE AND SHALL NOT BE USED
OR VIEWED OR RELIED UPON AS A FINAL

Roger W. Hart, RPLS
Texas Registration No. 4484

FILED FOR RECORD
SOMERVELL COUNTY, TEXAS PLAT RECORD
CABINET SLIDE
DATE:

OWNER:
VRE GLEN ROSE 2.0, LLC
1211 South White Chapel Blvd
Southlake, Texas 76092

Barron-Stark
Engineers

6221 Southwest Boulevard, Suite 100
Fort Worth, Texas 76132
817.231.8100 (F) 817.231.8144
a Registered Engineering Firm F-10998
a Registered Survey Firm F-10158800
www.barronstark.com

GENERAL NOTES

1. All lots in this subdivision are subject to the following building line setbacks:
Front Building Line: 25 feet
Rear Building Line: 11 feet
Side Building Line: 11 feet
2. Unless otherwise noted on the final plat, all lots within this subdivision have a 5' public utility and drainage easement along the side lot lines.
3. All Lots have a 10' public utility and drainage easement along any public street frontage.
4. This tract is subject to a blanket easement recorded in Volume 28, Page 388 of the Somervell County Deed Records.
5. 1/2" capped iron rods set stamped "Barron-Stark 5064" at all corners unless otherwise noted.
6. All street rights of ways to be 50' and roadways to be in accordance with CITY OF GLEN ROSE rules and regulations.
7. Property anticipated to be zoned B-2.
8. Bearings & Coordinates shown herein are referenced to the Texas State Plane Coordinate System, NAD 83 datum (Texas North Central Zone 1202 - Grid).

APPROVED BY THE CITY OF
GLEN ROSE, TEXAS

on this the day of , 2021

Building Official

Chairman of Planning and Zoning

Mayor

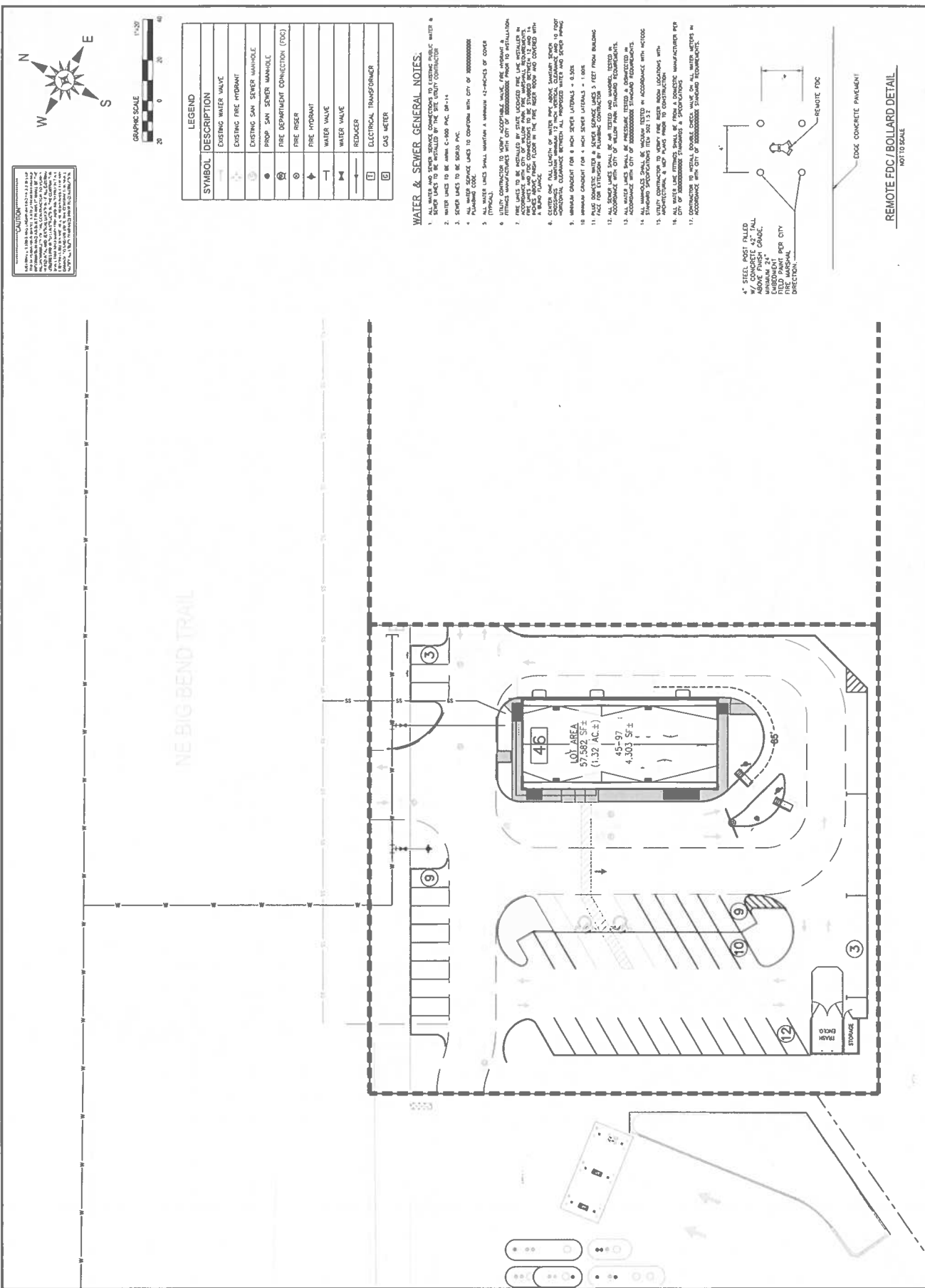
Attest, City Secretary

NOTE:
CRS ○ OPEN CIRCLE INDICATES 1/2" CAPPED IRON ROD SET / FOUND STAMPED BARRONSTARK RPLS 5064
● SOLID CIRCLE INDICATES CONTROL MONUMENT FOUND AS LABELED BL BUILDING LINE

Preliminary Plat
Lot 2, Block 1

VRE Glen Rose 7 Eleven Addition
an Addition to the City of Glen Rose
Somervell County, Texas
Being 1.32 Acres Situated in the
MILAM COUNTY SCHOOL
LAND SURVEY
ABSTRACT NO. 136
City of Glen Rose, Somervell County

Item 9.



U.S. HIGHWAY 67 (R.O.W. VARIES)

LOCATION OF PROPOSED
ACCESS CONNECTION
PER TxDOT CRITERIA

POTENTIAL FUTURE
1.5± AC LOT, NO
PROPOSED
DEVELOPMENT AT
THIS TIME

PROPOSED 20'
DRAINAGE EASEMENT

NO BUILD AREA
PER FLOOD STUDY

LEGEND

→ PROPOSED FLOW PATH
→ EXISTING FLOW PATH

NOTES:
REFERENCE FLOOD STUDY
BY CHALK MOUNTAIN FOR
ADDITIONAL INFORMATION

FUTURE PAD SITE 1
Area : 1.00

FUTURE PAD SITE 2
Area : 1.00

FUTURE PAD SITE 3
Area : 0.95

PAD SITE 4, CURRENT CASE
Area : 1.32

FUTURE PAD SITE 5
Area : 1.49

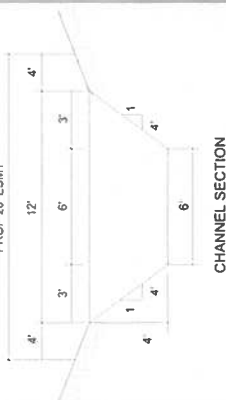
PROPOSED 20' DRAINAGE EASEMENT
WITH EARTHEN/CONCRETE OPEN CHANNEL
FOR DRAINAGE. CHANNEL TOTAL SECTION WIDTH IS 12'.
CHANNEL SIZED WITH 4' BOTTOM WIDTH AND 4:1 SLOPED SIDES,
WITH A TOTAL DEPTH OF 4'.

Depth	Q	Area	Velocity	Wp	Tc	Top Width	Energy
0.40	7.577	3.04	2.49	9.38	0.34	8.20	0.50
0.80	27.02	7.36	3.67	12.60	0.73	12.80	1.01
1.20	59.42	12.96	4.56	15.90	1.13	15.60	1.53
1.60	106.6	19.84	5.37	19.19	1.54	18.80	2.05
2.00	155.2	27.04	6.08	22.49	1.95	22.00	2.57
2.40	203.8	34.40	6.70	25.79	2.36	25.20	3.09
2.80	252.4	41.76	7.35	29.09	2.80	28.40	3.64
3.20	301.0	49.12	7.94	32.39	3.23	31.60	4.18
3.60	349.6	56.48	8.50	35.69	3.66	34.80	4.72
4.00	398.2	63.84	9.04	38.99	4.00	38.00	5.27

Channel Report

Report Date: 04/09/2022
Project: VRE Glen Rose Commercial Lot Drainage Channel
Channel Type: Open Channel
Channel Material: Earth
Channel Slope: 0.00
Channel Width: 12.00
Channel Depth: 4.00
Channel Velocity: 2.49
Channel Discharge: 7.58
Channel Elevation: 10.00
Channel Cross Section: 4:1 Slope
Channel Bottom Width: 4.00
Channel Top Width: 12.00
Channel Area: 3.04
Channel Perimeter: 14.00
Channel Hydraulic Radius: 0.21
Channel Manning's N: 0.020
Channel Calculations: No Incrustations

PROP 20' ESMT



CHANNEL SECTION



VRE GLEN ROSE
COMMERCIAL LOT
DEVELOPMENT

B Barron-Stark
Engineers

EXHIBIT "A"

STATE HWY 67

LOT 1, BLOCK 1
VRE GLEN ROSE
INSTRUMENT# 20201892
O.P.R.S.C.T.

PROPOSED LOT 2

20.0' DRAINAGE EASEMENT
AS RECORDED UNDER
INST.#

PORTION OF
ALVIE JOE MITCHELL, JR
INSTRUMENT# 20201505
O.P.R.S.C.T.

N60°51'55"E 743.50'
S60°51'55"W 743.50'

N60°51'55"E 253.73'
S60°51'55"W 248.90'

N88°01'44"E 254.38'
S88°01'44"W 264.16'

N33°32'10"W 222.54'

N43°32'53"W 148.94'

S43°32'53"E 15.11'
S29°45'43"E 9.83'

PORTION OF
ALVIE JOE MITCHELL, JR
INSTRUMENT# 20201505
O.P.R.S.C.T.



GRAPHIC SCALE

1"=150'



B
Barron-Stark
Engineers

6221 Southwest Boulevard, Suite 100
Fort Worth, Texas 76132
(O) 817.231.8100 (F) 817.231.8144
Email: Registered Surveyors@barronstark.com
Texas Registered Surveyor License # F-10158800
www.barronstark.com

20' DRAINAGE EASEMENT

PROJECT No. 478-10076

DATE: 12/06/2022

SHEET

Item 9.

1 OF

Field Notes for a 20 foot drainage easement in the Milan County School Survey, Abstract Number 136 being a portion of the tract described in the deed to Alvie Joe Mitchell Jr as recorded under Instrument Number 20201505 Official Public Records, Somerville County, Texas as described more particularly as follows.

BEGINNING at a 1/2 inch capped iron rod inscribed "Barron-Stark" set at the southwest corner of Lot 2, Block 1 of 7 Eleven Addition, Instrument Number 20201892 Official Public Records, Somerville County, Texas;

THENCE through the interior of the the Alvie Joe Mitchell Jr tract the following calls;

NORTH 60°51'56" EAST, a distance of 997.23 feet;

NORTH 88°01'44" EAST, a distance of 254.38 feet to the east line of the Alvie Joe Mitchell Jr tract from which the northeast corner of the said Alvie Joe Mitchell Jr tract bears NORTH 43°32'53" WEST, a distance of 148.94 feet and NORTH 33°32'10" WEST , a distance of 222.54 feet;

SOUTH 43°32'53" EAST, a distance of 15.11 feet along the east line of the Alvie Joe Mitchell Jr and along Squaw Creek;

SOUTH 29°45'43" EAST, a distance of 9.83 feet;

SOUTH 88°01'44" WEST, a distance of 264.16 feet;

SOUTH 60°51'56" WEST, a distance of 992.40 feet;

NORTH 29°06'54" WEST, a distance of 20.00 feet returning to the POINT OF BEGINNING and enclosing 0.58 acres 25,099 square feet.

I, Roger W. Hart, hereby certify that this Plat was prepared from an actual, on the ground, survey made under my personal supervision in December, 2022

Roger W. Hart
12/06/2022



USE OF THIS ELECTRONIC SEAL/SIGNATURE
AUTHORIZED BY ROGER W. HART, R.P.L.S.
TEXAS REGISTRATION NO. 4484

B
Barron-Stark
Engineers

6221 Southwest Boulevard, Suite 100
Fort Worth, Texas 76132
(O) 817.231.8100 (F) 817.231.8144
Texas Registered Engineering Firm F-10998
Texas Registered Survey Firm F-10158600
www.barronstark.com

20' Drainage Easement

PROJECT No. 478-10076


DATE: 12/06/2022

SHEET

2 of 2



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the City of Glen Rose Fiscal Year 2021-2022 Financial Audit		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Approve the FY2021-2022 financial audit as presented.			

CITY OF GLEN ROSE

ANNUAL FINANCIAL AND COMPLIANCE REPORT

YEAR ENDED SEPTEMBER 30, 2022

CITY OF GLEN ROSE
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FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and
Members of the City Council
City of Glen Rose, Texas

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the City of Glen Rose, Texas, as of and for the year ended September 30, 2022, 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 respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the City of Glen Rose, Texas, as of September 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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 City of Glen Rose, Texas and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to or audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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 of Glen Rose, Texas' 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.

Auditors' 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 misstatement, 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 judgment 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 judgment 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 of Glen Rose, Texas' internal control. Accordingly, no such opinion is 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 judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Glen Rose, Texas' 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, budgetary comparison information, and the required TMRS schedules on pages 3 through 8 and 37 through 40 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.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2022, on our consideration of the City of Glen Rose, Texas' 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 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 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 of Glen Rose, Texas' internal control over financial reporting and compliance.

MERRITT, MCLANE & HAMBY, P.C.

Abilene, Texas
December 8, 2022

MANAGEMENT'S DISCUSSION AND ANALYSIS

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the City of Glen Rose's annual financial report presents our discussion and analysis of the City's financial performance during the fiscal year that ended on September 30, 2022. Please read it in conjunction with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The City's total Net Position increased \$2,081,596 from prior year. Net position of our business-type activities increased \$849,139 (5.7%). Net position of our governmental activities increased \$1,232,457 or (9.1%).
- During the year, the City's expenditures were \$1,232,457 less than the \$3,463,643 generated in taxes and other revenues for governmental programs.
- In the City's business-type activities, revenues were \$2,683,569 while expenses were \$1,834,430.
- The total cost of the City's programs was \$4,065,616, and no new programs were added during fiscal year 2022.
- The general fund reported fund balance of \$6,676,451.

OVERVIEW OF THE FINANCIAL STATEMENTS

Management's Discussion and Analysis introduces the City's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. The City also includes in this report additional information to supplement the basic financial statements and a section of information required by the Government Accountability Office (GAO).

Government-wide Financial Statements

The City's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the City's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the *Statement of Net Position*. This is the City-wide statement of financial position presenting information that includes all of the City's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City as a whole is improving or deteriorating. Evaluation of the overall economic health of the City would extend to other nonfinancial factors such as diversification of the taxpayer base or the condition of City infrastructure in addition to the financial information provided in this report.

The second government-wide statement is the *Statement of Activities* which reports how the City's net position changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the City's distinct activities or functions on revenues provided by the City's taxpayers.

Both government-wide financial statements distinguish governmental activities of the City that are principally supported by taxes and intergovernmental revenues, such as grants, from business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include general government, public safety, cultural and recreational, and highways and streets. Business-type activities include water utilities, sewer services and sanitation services.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The City uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the City's most significant funds rather than the City as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation.

The City has two kinds of funds:

Governmental funds are reported in the fund financial statements and encompass essentially the same functions reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the City's governmental funds. These statements report short-term fiscal accountability focusing on the use of spendable resources during the year and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provides a reconciliation to the government-wide statements to assist in understanding the differences between these two perspectives.

A budgetary comparison statement for the general fund can be found in the required supplementary information. This statement demonstrates compliance with the city's adopted and final revised budget.

Proprietary funds are required in the fund financial statements and generally report services for which the City charges customers a fee. There are two kinds of proprietary funds. These are enterprise funds and internal service funds. Enterprise funds essentially encompass the same functions reported as business-type activities in the government-wide statements. Services are provided to customers external to the City organization such as the water utilities, sewer and sanitation services. Internal service funds provide services and charge fees to customers within the city organization such as equipment services (repair and maintenance of City vehicles) and the print shop (mail and printing services for City departments). The City has no internal service funds.

Proprietary fund statements and statements for discretely presented component units (reporting is similar to proprietary funds) provide both long-term and short-term financial information consistent with the focus provided by the government-wide financial statements with more detail for major enterprise funds.

Notes to the Financial Statements

The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin immediately following the basic financial statements.

Financial Analysis of the City as a Whole

Net Position. As year-to-year financial information is accumulated on a consistent basis, changes in net position may be observed and used to discuss the changing financial position of the City as a whole.

The City's net position at fiscal year-end is \$30,608,627. This is an increase of \$2,081,596 from last year's net position of \$28,527,031. The following Table A-1 provides a summary of the City's net position at September 30, 2022 and 2021.

Table A-1
City of Glen Rose's Net Position

	Governmental Activities		Business-type Activities		Totals		Percentage Change
	2022	2021	2022	2021	2022	2021	
Current and Other Assets	\$ 6,787,721	\$ 5,624,601	\$ 4,707,099	\$ 4,665,788	\$ 11,494,820	\$ 10,290,389	11.70%
Capital and Non-Current Assets	8,538,009	8,617,487	14,399,834	14,020,636	22,937,843	22,638,123	1.32%
Total Assets	15,325,730	14,242,088	19,106,933	18,686,424	34,432,663	32,928,512	
Deferred Outflows of Resources	108,797	117,865	30,122	32,679	138,919	150,544	-7.72%
Current Liabilities	83,290	112,764	355,911	620,876	439,201	733,640	-40.13%
Long Term Liabilities	215,242	456,404	2,933,568	3,131,592	3,148,810	3,587,996	-12.24%
Total Liabilities	298,532	569,168	3,289,479	3,752,468	3,588,011	4,321,636	
Deferred Inflows of Resources	292,457	179,704	82,487	50,685	374,944	230,389	62.74%
Net Position							
Net Investment in Capital Assets	8,538,009	8,617,487	11,543,282	10,999,752	20,081,291	19,617,239	2.37%
Unrestricted	6,305,529	4,993,594	4,221,807	3,916,198	10,527,336	8,909,792	18.15%
Total Net Position	\$ 14,843,538	\$ 13,611,081	\$ 15,765,089	\$ 14,915,950	\$ 30,608,627	\$ 28,527,031	

Net position in the City's governmental activities increased 9.1% to \$14,843,538. Net position increased 5.7% to \$15,765,089 in business-type activities of the government. \$20,081,291 of the total net position is invested in capital assets (distribution and collection system, equipment, etc.) net of long-term debt. Consequently, unrestricted net position was \$10,527,336 at the end of this year.

Changes in Net Position. The City's total revenues were \$6,147,212. Charges for services made up over a third of the City's revenue (39%) while 51 cents of every dollar raised comes from some type of tax. (See Figure A-1)

The total cost of all programs and services was \$4,065,616. The City's expenses cover a range of services, with nearly one half (or 45%) related to business-type activities. (See Figure A-2)

Figure A-1
City Sources of Revenue for Fiscal Year 2022

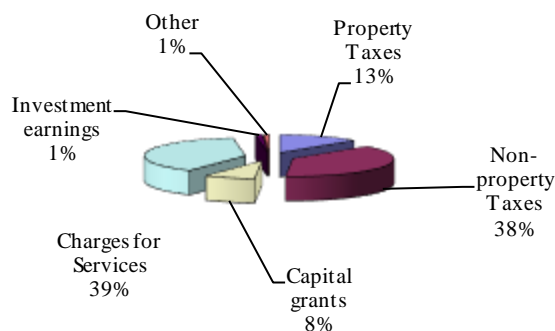
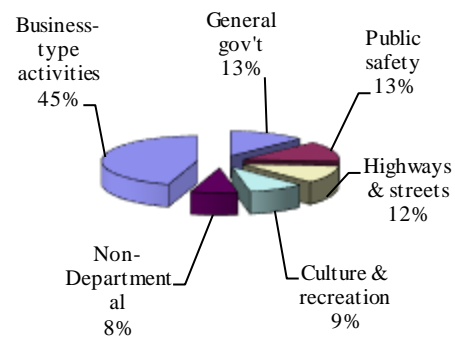


Figure A-2
City Functional Expenses for Fiscal Year 2022



Governmental Activities

Revenues for the City's governmental activities were \$3,463,643, while total expenses were \$2,231,186. The City is increasing its tax base by bringing in new businesses and homes. The increase of new business adds revenue through two avenues; 1) property tax, and 2) sales tax.

Table A-2
Changes in City of Glen Rose, Texas' Net Position

	Governmental		Business-type		Total		Total % Change
	Activities		Activities				
	2022	2021	2022	2021	2022	2021	
Revenues							
<u>Program Revenues</u>							
Charges for Services	\$ 223,445	\$ 233,256	\$ 2,159,171	\$ 1,981,059	\$ 2,382,616	\$ 2,214,315	7.60%
Capital/Operating Grants and Contributions	661	622,540	500,321	554,387	500,982	1,176,927	-57.43%
<u>General Revenues</u>							
Property tax	800,036	740,318			800,036	740,318	8.07%
Sales tax	1,758,248	1,631,504			1,758,248	1,631,504	7.77%
Gross receipts tax	207,824	184,755			207,824	184,755	12.49%
Occupancy tax	377,199	345,734			377,199	345,734	9.10%
Investment Earnings	47,508	2,942	18,103	1,132	65,611	4,074	1510.48%
Other income	48,722	67,560	5,974	22,762	54,696	90,322	-39.44%
Transfers		(1,500,000)		1,500,000			
Total Revenues	<u>3,463,643</u>	<u>2,328,609</u>	<u>2,683,569</u>	<u>4,059,340</u>	<u>6,147,212</u>	<u>6,387,949</u>	
Expenses							
General Government	525,631	524,835			525,631	524,835	0.15%
Public Safety	538,429	412,503			538,429	412,503	30.53%
Highways and Streets	465,969	540,479			465,969	540,479	-13.79%
Culture and Recreation	379,988	346,747			379,988	346,747	9.59%
Debt service interest		22,450				22,450	-100.00%
Non-departmental	321,169	173,096			321,169	173,096	85.54%
Water and Sewer			1,834,430	1,846,636	1,834,430	1,846,636	-0.66%
Total Expenses	<u>2,231,186</u>	<u>2,020,110</u>	<u>1,834,430</u>	<u>1,846,636</u>	<u>4,065,616</u>	<u>3,866,746</u>	
Change in Net Position	\$ 1,232,457	\$ 308,499	\$ 849,139	\$ 2,212,704	\$ 2,081,596	\$ 2,521,203	

Governmental Funds

As discussed, governmental funds are reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financial requirements. Governmental funds reported ending fund balances of \$6,676,553.

The total ending fund balances of governmental funds show an increase of \$1,226,406 over the prior year. This increase is primarily the result of less expenditures in the current year for capital outlay.

Major Governmental Funds

The General Fund is the City's primary operating fund and the largest source of day-to-day service delivery. The fund balance of the General Fund increased \$1,226,304. The key factor contributing to this increase is spending less expenditures in the current year for capital outlay.

Proprietary Funds

The proprietary fund statements share the same focus as the government-wide statements, reporting both short-term and long-term information about financial status.

Major Proprietary Funds

The City's major proprietary fund is the Utility Fund which consists of the water, sewer and sanitation services. Total net position at the end of the year was \$15,765,089. The Utility Fund had an increase in net position of \$849,139. The increase is mainly due to increased utility revenue.

General Fund Budgetary Highlights

The General Fund Budget for fiscal year 2022 was approximately \$4,050,000. This was an increase from the previous year's expenditures of approximately \$1,308,000.

The City amended its budget during the year. Increases included increases in public safety and non-departmental and decreases in general government, highways and streets, and culture and recreation.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets, net of accumulated depreciation, for governmental and business-type activities as of September 30, 2022, was \$8,538,009 and \$14,366,834, respectively. The total change in this net investment was a decrease of .9% in the governmental and an increase of 2.8% for business-type activities. The overall increase was 1.4% for the City as a whole. The most significant capital asset additions during the current fiscal year were for construction on Valleyview Street, the sidewalk project, Spanish Oak Trail waterline improvement, tank on Bryan Street, sewer line extension for the golf course and the Grand Ave lift station. See Table A-3 for additional information about changes in capital assets during the fiscal year.

Table A-3
City's Capital Assets

	Governmental Activities		Business-type Activities		Total		Total % Change
	2022	2021	2022	2021	2022	2021	
Land & improvements	\$ 798,972	\$ 798,972	\$ 67,337	\$ 67,337	\$ 866,309	\$ 866,309	
Construction in progress	14,376			837,991	14,376	837,991	-98.28%
Buildings & improvements	763,034	763,034	57,943	57,943	820,977	820,977	
Machinery & equipment	1,077,299	1,077,299	768,670	721,978	1,845,969	1,799,277	2.60%
Infrastructure	9,466,156	9,300,929	20,366,662	18,686,130	29,832,818	27,987,059	6.60%
Total at historical cost	12,119,837	11,940,234	21,260,612	20,371,379	33,380,449	32,311,613	
Accumulated depreciation	3,581,828	3,322,744	6,893,778	6,393,243	10,475,606	9,715,987	7.82%
Net capital assets	\$ 8,538,009	\$ 8,617,490	\$ 14,366,834	\$ 13,978,136	\$ 22,904,843	\$ 22,595,626	

Long-term Debt

At year-end, the City had \$2,820,000 in bonds payable. See Table A-4.

Table A-4
City's Outstanding Debt

	2022	2021	Dollar Change	Total % Change
Business-type				
Certificates of Obligation, Series 2013	\$	\$ 35,000	\$ (35,000)	-100.00%
Certificates of Obligation, Series 2016	2,820,000	2,940,000	(120,000)	-4.08%
	\$ 2,820,000	\$ 2,975,000	\$ (155,000)	

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The City is working on bringing residents into the City of Glen Rose by adding residential areas. By bringing in new residents, revenue of the City is increased through sales tax revenues and property tax revenues.

- Appraised value used for the 2022-2023 budget preparation increased approximately \$58 million from prior years.
- Water, sewer and sanitation rates are expected to increase in the fiscal year 2023.

These indicators were taken into account when adopting the general fund and utility fund budgets for 2023. Overall, expenditures are planned to increase due to capital improvements in the General Fund, capital improvements for Spanish Oaks, a tank replacement at Well #3, and Well #5 renovation.

The General Fund expenditures are budgeted at \$4,208,853, which is an increase of \$2,315,006 from current year expenditures. The City has added no major new programs or initiatives to the 2023 budget but has budgeted for some street improvements and city hall improvements.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, 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, contact the City of Glen Rose's City Administrator, Glen Rose, Texas

BASIC FINANCIAL STATEMENTS

CITY OF GLEN ROSE

Item 10.

STATEMENT OF NET POSITION
SEPTEMBER 30, 2022

ASSETS	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Current Assets			
Cash and cash equivalents	\$ 2,146,388	\$ 2,412,355	\$ 4,558,743
Investments	4,174,167	2,072,399	6,246,566
Receivables, net	467,166	210,345	677,511
Note receivable - current		12,000	12,000
Total current assets	<u>6,787,721</u>	<u>4,707,099</u>	<u>11,494,820</u>
Non-current Assets			
Note receivable - long term		33,000	33,000
Capital assets:			
Land and improvements	798,972	67,337	866,309
Infrastructure, net	7,193,597	14,193,943	21,387,540
Buildings and improvements, net	414,803	28,778	443,581
Machinery and equipment, net	116,261	76,776	193,037
Construction in progress	14,376		14,376
Total non-current assets	<u>8,538,009</u>	<u>14,399,834</u>	<u>22,937,843</u>
Total Assets	<u>15,325,730</u>	<u>19,106,933</u>	<u>34,432,663</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to TMRS Pension	90,745	25,028	115,773
Deferred outflows related to TMRS OPEB	18,052	5,094	23,146
Total Deferred Outflows of Resources	<u>108,797</u>	<u>30,122</u>	<u>138,919</u>
LIABILITIES			
Current Liabilities			
Accounts payable	76,436	186,438	262,874
Payroll liabilities	6,854	5,921	12,775
Accrued interest		3,552	3,552
Bonds and notes payable - current		160,000	160,000
Total current liabilities	<u>83,290</u>	<u>355,911</u>	<u>439,201</u>
Non-current Liabilities			
Utility deposits		203,644	203,644
Accrued compensated absences	56,163	25,055	81,218
Bonds and notes payable - non current		2,660,000	2,660,000
Net pension liability	65,891	18,585	84,476
Net OPEB liability	93,188	26,284	119,472
Total non-current liabilities	<u>215,242</u>	<u>2,933,568</u>	<u>3,148,810</u>
Total Liabilities	<u>298,532</u>	<u>3,289,479</u>	<u>3,588,011</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to TMRS Pension	284,811	80,330	365,141
Deferred inflows related to TMRS OPEB	7,646	2,157	9,803
Total Deferred Inflows of Resources	<u>292,457</u>	<u>82,487</u>	<u>374,944</u>
NET POSITION			
Net investment in capital assets	8,538,009	11,543,282	20,081,291
Unrestricted	6,305,529	4,221,807	10,527,336
Total Net Position	<u>\$ 14,843,538</u>	<u>\$ 15,765,089</u>	<u>\$ 30,608,627</u>

The accompanying notes are an integral part of this statement.

CITY OF GLEN ROSE

Item 10.

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2022

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>	
		<u>Charges for Services</u>	<u>Capital grants and Contributions</u>
Primary Government			
Governmental Activities:			
General government	\$ 525,631	\$	\$
Public safety	538,429	198,445	
Highways and streets	465,969		
Culture and recreation	379,988	25,000	661
Non-departmental	321,169		
Total governmental activities	<u>2,231,186</u>	<u>223,445</u>	<u>661</u>
Business-type Activities:			
Utility fund	<u>1,834,430</u>	<u>2,159,171</u>	<u>500,321</u>
Total business-type activities	<u>1,834,430</u>	<u>2,159,171</u>	<u>500,321</u>
Total Primary Government	<u>\$ 4,065,616</u>	<u>\$ 2,382,616</u>	<u>\$ 500,982</u>

General Revenues:

Taxes:

Property tax

Sales tax

Gross receipts tax

Beverage tax

Occupancy tax

Investment earnings

Miscellaneous income

Total general revenues and transfers

Change in Net Position

Net Position - Beginning

Net Position - Ending

The accompanying notes are an integral part of this statement.

Net (Expense) Revenue and Changes in Net Position

<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
\$ (525,631)	\$	(525,631)
(339,984)		(339,984)
(465,969)		(465,969)
(354,327)		(354,327)
<u>(321,169)</u>		<u>(321,169)</u>
<u>(2,007,080)</u>		<u>(2,007,080)</u>
	825,062	825,062
	<u>825,062</u>	<u>825,062</u>
<u>(2,007,080)</u>	<u>825,062</u>	<u>(1,182,018)</u>
800,036		800,036
1,735,339		1,735,339
207,824		207,824
22,909		22,909
377,199		377,199
47,508	18,103	65,611
48,722	5,974	54,696
<u>3,239,537</u>	<u>24,077</u>	<u>3,263,614</u>
1,232,457	849,139	2,081,596
<u>13,611,081</u>	<u>14,915,950</u>	<u>28,527,031</u>
<u>\$ 14,843,538</u>	<u>\$ 15,765,089</u>	<u>\$ 30,608,627</u>

GOVERNMENTAL FUND FINANCIAL STATEMENTS

CITY OF GLEN ROSE

Item 10.

BALANCE SHEET - GOVERNMENTAL FUNDS
SEPTEMBER 30, 2022

	<u>General</u>	<u>Convention and Visitors' Bureau</u>	<u>Total Governmental Funds</u>
ASSETS			
Current:			
Cash and cash equivalents	\$ 2,146,286	\$ 102	\$ 2,146,388
Investments	4,174,167		4,174,167
Receivables			
Sales tax	329,652		329,652
Property tax	48,909		48,909
Allowance for property tax	(21,031)		(21,031)
Court fines	46,376		46,376
Allowance for court fines	(32,464)		(32,464)
Other receivables	95,724		95,724
Total Assets	\$ <u>6,787,619</u>	\$ <u>102</u>	\$ <u>6,787,721</u>
LIABILITIES			
Current Liabilities			
Accounts payable	\$ 76,436	\$	\$ 76,436
Payroll liabilities	6,854		6,854
Total Liabilities	<u>83,290</u>		<u>83,290</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - property taxes	<u>27,878</u>		<u>27,878</u>
Total Deferred Inflows of Resources	<u>27,878</u>		<u>27,878</u>
FUND BALANCE			
Committed			
Vehicles and equipment	40,000		40,000
Unassigned	<u>6,636,451</u>	<u>102</u>	<u>6,636,553</u>
Total Fund Balance	<u>6,676,451</u>	<u>102</u>	<u>6,676,553</u>
Total Liabilities, Deferred Inflows, and Fund Balances	\$ <u>6,787,619</u>	\$ <u>102</u>	\$ <u>6,787,721</u>

The accompanying notes are an integral part of this statement.

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
 SEPTEMBER 30, 2022

Total fund balances - governmental funds balance sheet	\$ 6,676,553
Amounts reported for governmental activities in the statement of net position (SNP) are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds. At the beginning of the year, the cost of these assets was \$11,940,234 and the accumulated depreciation was \$3,322,744.	8,617,490
Current year capital outlays and dispositions are expenditures in the fund financial statements, but are shown as increases to capital assets in the SNP.	179,603
Depreciation expense decreases net position in SNP.	(259,084)
Compensated absences are recorded in SNP but not fund financial statements.	(56,163)
Included in the noncurrent liabilities is the recognition of the City's net pension liability required by GASB 68 in the amount of \$65,891 a deferred resource inflow in the amount of \$284,811, and a deferred resource outflow in the amount of \$90,745. This resulted in a decrease in net position by \$259,957.	(259,957)
Included in the noncurrent liabilities is the recognition of the City's net OPEB liability required by GASB 75 in the amount of \$93,188, a deferred resource inflow in the amount of \$7,646, and a deferred resource outflow of \$18,052. This resulted in a decrease in net position by \$82,782.	(82,782)
Various other reclassifications and eliminations including recognizing unavailable revenue as revenue and adjusting current year revenue to show the revenue earned from the current year's tax levy.	<u>27,878</u>
Net position of governmental activities - statement of net position	\$ <u><u>14,843,538</u></u>

The accompanying notes are an integral part of this statement.

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED SEPTEMBER 30, 2022

	General	Convention and Visitors' Bureau	Total Governmental Funds
REVENUES			
Property tax	\$ 833,845	\$	\$ 833,845
Sales tax	1,735,339		1,735,339
Gross receipt tax	207,824		207,824
Beverage tax	22,909		22,909
Occupancy tax		377,199	377,199
Licenses and permits	122,435		122,435
Fines and forfeitures	76,010		76,010
Investment income	47,506	2	47,508
Rental income	25,000		25,000
Grant revenue	661		661
Miscellaneous income	48,622	100	48,722
Total Revenues	<u>3,120,151</u>	<u>377,301</u>	<u>3,497,452</u>
EXPENDITURES			
Current:			
General government	535,511		535,511
Public safety	556,227		556,227
Highways and streets	469,510		469,510
Culture and recreation	2,789	377,199	379,988
Non-departmental	329,810		329,810
Total Expenditures	<u>1,893,847</u>	<u>377,199</u>	<u>2,271,046</u>
Net Change in Fund Balances	1,226,304	102	1,226,406
Fund Balance - Beginning	<u>5,450,147</u>		<u>5,450,147</u>
Fund Balance - Ending	<u>\$ 6,676,451</u>	<u>\$ 102</u>	<u>\$ 6,676,553</u>

The accompanying notes are an integral part of this statement.

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED SEPTEMBER 30, 2022

Total change in fund balance - total governmental funds	\$ 1,226,406
Amounts reported for governmental activities in the statement of activities (SOA) are different because:	
Depreciation expense is not recorded in the fund financial statements.	(259,084)
Capital outlay is recorded as an expenditure in the fund financial statements, but as an asset in the SNP.	179,603
Compensated absences is recorded in the statement of net position. The change in the balance is to decrease net position.	9,399
The implementation of GASB 68 required that certain expenditures be de-expended and recorded as deferred resource outflows. These contributions made after the measurement date of December 31, 2021 caused the change in the ending net position to increase in the amount of \$83,092. Contributions made before the measurement date but after the previous measurement date were reversed from deferred resource outflows and recorded as a current year expense. This caused a decrease in the change in net position totaling \$75,059. The City's reported TMRS net pension expense had to be recorded. The net pension expense increased the change in net position by \$108,721. The result of these changes is to increase the change in net position by \$116,754.	116,754
The implementation of GASB 75 required that certain expenditures be de-expended and recorded as deferred resource outflows. These contributions made after the measurement date of December 31, 2021 caused the change in the ending net position to increase in the amount of \$1,978. Contributions made before the measurement date but after the previous measurement date were reversed from deferred resource outflows and recorded as a current year expense. This caused a decrease in the change in net position totaling \$1,681. The City's reported TMRS total OPEB expense had to be recorded. The total OPEB expense decreased the change in net position by \$7,109. The result of these changes is to decrease the change in net position of \$6,812.	(6,812)
Various other reclassifications and eliminations including recognizing unavailable revenue as revenue and adjusting current year revenue to show the revenue earned from the current year's tax levy.	<u>(33,809)</u>
Change in net position governmental activities - statement of activities	<u>\$ 1,232,457</u>

The accompanying notes are an integral part of this statement.

PROPRIETARY FUND FINANCIAL STATEMENTS

CITY OF GLEN ROSE

Item 10.

STATEMENT OF FUND NET POSITION - PROPRIETARY FUNDS
 SEPTEMBER 30, 2022

	Utility Fund	Total Enterprise Funds
ASSETS		
Current:		
Cash and cash equivalents	\$ 2,412,355	\$ 2,412,355
Investments	2,072,399	2,072,399
Accounts receivable, net	210,345	210,345
Note receivable - current	12,000	12,000
Total current	<u>4,707,099</u>	<u>4,707,099</u>
Non current:		
Note receivable - non-current	33,000	33,000
Land and land improvements	67,337	67,337
Infrastructure, net	14,193,943	14,193,943
Buildings and improvements, net	28,778	28,778
Machinery and equipment, net	76,776	76,776
Total non current	<u>14,399,834</u>	<u>14,399,834</u>
TOTAL ASSETS	<u>19,106,933</u>	<u>19,106,933</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows related to TMRS Pension	25,028	25,028
Deferred outflows related to TMRS OPEB	5,094	5,094
Total Deferred Outflows of Resources	<u>30,122</u>	<u>30,122</u>
LIABILITIES		
Current		
Accounts payable	186,438	186,438
Payroll liabilities	5,921	5,921
Accrued interest payable	3,552	3,552
Bonds payable - current	160,000	160,000
Total current	<u>355,911</u>	<u>355,911</u>
Non current:		
Customer deposits	203,644	203,644
Accrued compensated absences	25,055	25,055
Bonds payable	2,660,000	2,660,000
Net pension liability	18,585	18,585
Net OPEB liability	26,284	26,284
Total non current	<u>2,933,568</u>	<u>2,933,568</u>
TOTAL LIABILITIES	<u>3,289,479</u>	<u>3,289,479</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows related to TMRS Pension	80,330	80,330
Deferred inflows related to TMRS OPEB	2,157	2,157
Total Deferred Inflows of Resources	<u>82,487</u>	<u>82,487</u>
NET POSITION		
Net investment in capital assets	11,543,282	11,543,282
Unrestricted	4,221,807	4,221,807
TOTAL NET POSITION	<u>\$ 15,765,089</u>	<u>\$ 15,765,089</u>

The accompanying notes are an integral part of this statement.

CITY OF GLEN ROSE

Item 10.

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
FUND NET POSITION - PROPRIETARY FUNDS
 FOR THE YEAR ENDED SEPTEMBER 30, 2022

	Utility Fund	Total Enterprise Funds
Operating Revenues:		
Water services	\$ 1,163,036	\$ 1,163,036
Sewer services	628,137	628,137
Sanitation services	367,998	367,998
Grants	500,321	500,321
Miscellaneous revenue	5,974	5,974
Total operating revenues	<u>2,665,466</u>	<u>2,665,466</u>
Operating Expenses:		
Water department	918,335	918,335
Sewer department	113,248	113,248
Waste water treatment plant	328,849	328,849
Sanitation	391,388	391,388
Total operating expenses	<u>1,751,820</u>	<u>1,751,820</u>
Net operating income	<u>913,646</u>	<u>913,646</u>
Nonoperating income/(expense):		
Interest income	18,103	18,103
Interest expense	(82,610)	(82,610)
Total nonoperating income/(expenses)	<u>(64,507)</u>	<u>(64,507)</u>
Change in Net Position	849,139	849,139
Net Position - Beginning of Year	<u>14,915,950</u>	<u>14,915,950</u>
Net Position - End of Year	\$ <u><u>15,765,089</u></u>	\$ <u><u>15,765,089</u></u>

The accompanying notes are an integral part of this statement.

STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2022

	Utility Fund	Total Enterprise Funds
<u>Cash flows from operating activities:</u>		
Cash received from customers	\$ 2,186,029	\$ 2,186,029
Cash received from grants	500,321	500,321
Cash received from miscellaneous sources	5,974	5,974
Cash payments to suppliers for goods and services	(1,180,982)	(1,180,982)
Cash payments for employees services and benefits	(332,964)	(332,964)
Net cash provided by operating activities	<u>1,178,378</u>	<u>1,178,378</u>
<u>Cash flows from noncapital financing activities:</u>		
Pension funding	(31,177)	(31,177)
OPEB funding	167	167
Net cash provided by noncapital financing activities	<u>(31,010)</u>	<u>(31,010)</u>
<u>Cash flows from capital and related financing activities:</u>		
Principal paid on bonds payable	(155,000)	(155,000)
Interest expense	(82,610)	(82,610)
Acquisition of property and equipment	(889,233)	(889,233)
Net cash used by capital and related financing activities	<u>(1,126,843)</u>	<u>(1,126,843)</u>
<u>Cash flows from investing activities:</u>		
Purchase of investments	(14,341)	(14,341)
Interest earned	18,103	18,103
Net cash provided by investing activities	<u>3,762</u>	<u>3,762</u>
Net Increase in Cash	24,287	24,287
Cash at Beginning of Year	<u>2,388,068</u>	<u>2,388,068</u>
Cash at End of Year:	<u>\$ 2,412,355</u>	<u>\$ 2,412,355</u>
Reconciliation of operating income to net cash provided by operating activities:		
Operating income	\$ 913,646	\$ 913,646
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	500,535	500,535
(Increase) decrease in operating assets		
Receivables	(5,683)	(5,683)
Notes receivable	12,500	12,500
Increase (decrease) in operating liabilities		
Accounts payable	(273,039)	(273,039)
Accrued compensated absences	7,304	7,304
Accrued payroll	2,906	2,906
Accrued interest	168	168
Utility deposits	20,041	20,041
Net cash provided by operating activities	<u>\$ 1,178,378</u>	<u>\$ 1,178,378</u>

The accompanying notes are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting and reporting framework and the more significant accounting principles and practices of the City of Glen Rose, Texas (“the City”) are discussed in subsequent sections of this Note. The remainder of the Notes is organized to provide explanations, including required disclosures, of the City’s financial activities for the fiscal year ended September 30, 2022.

Financial Reporting Entity – Basis of Reporting

The City operates as a Type A General Law Municipality under the laws of the State of Texas. The City is governed by an elected mayor and five-member governing council and provides the following services as authorized by its charter: public safety, highways and streets, culture and recreation, water, sewer, solid waste and general governmental services.

As required by accounting principles generally accepted in the United States of America, these financial statements present the primary government and its component unit, an entity for which the government is considered to be financially accountable. The discretely presented component unit is reported in a separate column in the government-wide statements to emphasize it is legally separate from the primary government.

Government-wide and Fund Financial Statements*Government-wide financial statements*

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the City as a whole. The primary government and component unit are presented separately within the financial statements with the focus on the primary government. Individual funds are not displayed but the statements distinguish governmental activities, generally supported by taxes and City general revenues, from business-type activities, generally financed in whole or in part with fees charged to external customers.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges for uses of the City’s services; and (2) capital grants and contributions which finance major construction projects. These revenues are subject to externally imposed restrictions for these program uses. Taxes and other revenue sources not properly included with program revenues are reported as general revenues.

Fund financial statements

Fund financial statements are provided for governmental and proprietary funds. Major individual governmental and enterprise funds are reported in separate columns.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statements of the City are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The City’s reporting entity applied all relevant Governmental Accounting Standards Board (GASB) pronouncements.

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting, generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Proprietary financial statements also report using this same focus and basis of accounting although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when grantor eligibility requirements are met.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. Expenditures are recorded when the related fund liability is incurred.

Major revenue sources susceptible to accrual include: sales taxes, occupancy taxes, beverage taxes, property taxes, gross receipts taxes, intergovernmental revenues, and investment income. In general, other revenues are recognized when cash is received.

Operating income and expenses reported in proprietary fund financial statements includes revenues and expenses related to the primary, continuing operations of the fund. Principal operating revenues for proprietary funds are charges to customers for sales or services. Principal operating expenses are the costs of providing goods or services and include administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as needed.

Fund Types and Major Funds*Governmental funds*

The City reports the following major governmental fund:

General Fund – reports as the primary fund of the City. This fund is used to account for all financial resources not reported in other funds.

Convention and Visitors' Bureau – reports the City's hotel and motel tax revenues and expenditures related to tourism. The operations of the Convention and Visitor's Bureau was transferred to the County by the end of the fiscal year ended September 30, 2022. Hotel/motel tax revenue is recorded as an income and transferred to the County.

Proprietary funds

The City reports the following major enterprise fund:

Utility Fund – reports for revenues and expenses associated with water, sewer, and sanitation services for the citizens of the City.

Assets, Liabilities, and Net Position or Equity*Cash and cash investments*

For purposes of the statement of cash flows, highly liquid investments are considered to be cash equivalents if they have an original maturity of three months or less when purchased.

Investments

Investments are reported at fair value (generally based on quoted market prices) except for the position in the State Treasurer's Texas Local Government Investment Pool ("TexPool") and Texas Short Term Asset Reserve ("TexSTAR"). Investments for the City include certificates of deposit and investments in TexPool and TexSTAR.

In accordance with state law, TexPool and TexSTAR operate in conformity with all the requirements of the Securities and Exchange Commission's ("SEC") Rule 2a7 as promulgated under the Investment Company Act of 1940, as amended. Accordingly, TexPool and TexSTAR qualify as a 2a7-like pool and is reported at the net asset value per share (which approximates fair value) even though it is calculated using the amortized cost method. TexPool and TexSTAR are subject to regulatory oversight by the State Treasurer, although they are not registered with the SEC.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued***Inventory*

The costs in inventory are recorded as expenditures/expenses when purchased (purchase method).

Capital assets, depreciation, and amortization

The City's property, plant, and equipment with useful lives of more than one year are stated at historical cost and comprehensively reported in the government-wide financial statements. Proprietary capital assets are also reported in their respective fund's financial statements. Donated assets are stated at fair value on the date donated. The City generally capitalizes assets with costs of \$5,000 or more, as purchase and construction outlays occur. The City chose to include the initial capitalization of general infrastructure assets (i.e., those reported by governmental activities such as streets), regardless of their acquisition date or amount. The City was able to estimate the historical cost for the initial reporting of these assets. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed of, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in non-operating revenues and expenses in the proprietary funds and general revenues in the government-wide statements.

Estimated useful lives for depreciable assets are as follows:

Buildings and improvements	10-40 years
Machinery and equipment	10 years
Infrastructure	10-50 years

Long-term debt

In the government-wide and proprietary financial statements, outstanding debt is reported as liabilities.

The governmental fund financial statements recognize the proceeds from debt as other financing sources of the current period. Issuance costs and debt payments are reported as expenditures.

Compensated Absences

The City's policy permits employees to accumulate earned but unused personal time off (PTO) benefits. Employees earn up to 48 hours of PTO during their first year of employment. Employees with 1 to 2 years of employment can earn up to 144 hours of PTO each year. Employees with 3 to 10 years of employment can earn up to 184 hours of PTO each year. Employees with 11 to 15 years of employment can earn up to 224 hours of PTO each year. Employees with 16 or greater years of employment can earn up to 264 hours of PTO each year. Employees can accumulate a maximum of 240 hours of PTO. Unused PTO is paid upon termination of employment. PTO accrual for governmental activities and business-type activities are \$56,163 and \$25,055, respectively.

Deferred Outflows / Inflows of Resources

Deferred outflows of resources refer to the consumption of net assets that are applicable to a future reporting period. Deferred outflows of resources have a positive effect on net position, similar to assets. The City has no amounts recorded as deferred outflows of resources in the governmental fund financial statements and \$138,919 and \$30,122 of deferred outflows related to TMRS in the government wide financial statements and proprietary funds statements, respectively.

Deferred inflows of resources refer to the acquisition of net assets that are applicable to a future reporting period. Deferred inflows of resources have a negative effect on net position, similar to liabilities. Specifically, for the current period, the difference in delinquent taxes receivable and the associated allowance for uncollectible taxes of \$27,878 is considered a deferred inflow of resources in the governmental fund financial statements, while \$82,487 and \$374,944 of deferred inflows related to TMRS is considered deferred inflow of resources in the proprietary funds and government wide financial statements, respectively.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued***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.

Other Post-Employment Benefits

The fiduciary net position of the Texas Municipal Retirement System (TMRS) has been determined using the flow of economic resource measurement focus and full accrual basis of accounting. This includes for purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to other post-employment benefit, OPEB expense, and information about assets, liabilities and additions to/deductions from TRS-Care's fiduciary net position. Benefit payments are recognized when due and payable in accordance with the benefit terms. There are no investments as this is a pay-as-you-go plan and all cash is held in a cash account.

Fund Balance Classification

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable – This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. The City had no amounts classified as nonspendable at September 30, 2022.

Restricted – This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. Federal or state funds are restricted for a specific use only. The City has no amounts classified as restricted at September 30, 2022.

Committed – This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the City Council. These amounts cannot be used for any other purpose unless the Council removes or changes the specified use by taking the same type of action (ordinance or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements. The City has \$40,000 for vehicles and equipment as committed at September 30, 2022.

Assigned – This classification includes amounts that are constrained by the City Council's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the Council or through the Council delegating this responsibility to management through the budgetary process. The City has no funds classified as assigned at September 30, 2022.

Unassigned – This classification includes the residual fund balance for the General Fund. The unassigned also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

The City would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued***Estimates*

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

NOTE 2: STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITYBudgetary Information*Budget policy and practice*

The Mayor submits an annual budget to the City Council in accordance with the State of Texas. The budget is presented to the City Council for review, and public hearings are held to address citizen concerns. In September, the City Council adopts the annual fiscal year budgets for City operating funds. Once approved, the City Council may amend the legally adopted budget when unexpected modifications are required in estimated revenues and appropriations.

Basis of budgeting

Each fund's appropriated budget is prepared on a detailed line-item basis. Revenues are budgeted by source. Expenditures are budgeted by department and class as follows: general governmental services, public safety, highways and streets, culture and recreation, and non-departmental. Budget revisions at this level are subject to final review by the City Council.

Budgets for the governmental funds operations are prepared on the modified accrual basis of accounting. Revenues are budgeted in the year receipt is expected; and expenditures are budgeted in the year that the expenditure is incurred. The budget and actual financial statements are reported on this basis.

Compliance

The City is compliant with applicable requirements of Section 16.356 of the Texas Water Code relating to transfers of funds associated with EDAP funded projects. All revenues derived from EDAP funded projects are solely for utility purposes.

NOTE 3: DEPOSITS AND INVESTMENTS

The City's funds are required to be deposited and invested under the terms of a depository contract. The depository bank deposits for safekeeping and trust with the City's agent bank approved pledged securities in an amount sufficient to protect City funds on a day-to-day basis during the period of the contract. 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.

Cash Deposits

The City's cash deposits were entirely covered by FDIC insurance or by pledged collateral held by the City's agent bank in the City's name at September 30, 2022.

Investments

The City is required by Government Code Chapter 2256, The Public Funds Investment Act, ("ACT") to adopt, implement, and publicize an investment policy. That policy must be written; primarily emphasize safety of principal and liquidity; address investment diversification, yield, and maturity and the quality and capability of investment management; and include a list of the types of authorized investments in which the investing entity's

NOTES TO THE FINANCIAL STATEMENTS**NOTE 3: DEPOSITS AND INVESTMENTS - continued**

funds may be invested; and the maximum allowable stated maturity of any individual investment owned by the entity.

The ACT requires an annual audit of investment practices. Audit procedures in this area conducted as a part of the audit of the general-purpose financial statements disclosed that in the areas of investment practices, management reports, and establishment of appropriate policies, the City adhered to the requirements of the ACT. Additionally, investment practices of the City were in accordance with local policies.

Statutes authorize the entity to invest in (1) obligations of the U.S. Treasury, certain U.S. agencies, and the State of Texas; (2) certificates of deposit, (3) certain municipal securities, (4) money market savings accounts, (5) repurchase agreements, (6) bankers acceptances, (7) mutual funds, (8) investment pools, (9) guaranteed investment contracts, (10) and common trust funds.

Fair Value

Generally accepted accounting principles require the use of valuation techniques that are consistent with the market approach, the income approach and/or the cost approach. The market approach uses prices and other relevant information generated by market transactions involving identical or comparable assets and liabilities. The income approach uses valuation to convert future amounts, such as cash flows or earnings, to a single present amount on a discounted basis. The cost approach is based on the amount that currently would be required to replace the service capacity of an asset (replacement cost). Valuation techniques should be consistently applied. Inputs to valuation techniques refer to the assumptions that market participants would use in pricing the asset or liability. Inputs may be observable, meaning those that reflect the assumptions market participants would use in pricing the asset or liability developed based on market data obtained from independent sources, or unobservable, meaning those that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset or liability developed based on the best information available in the circumstances.

A fair value hierarchy exists for valuation inputs that give the highest priority to quoted prices in active markets for identical assets or liabilities and the lowest priority to unobservable inputs. The fair value hierarchy is as follows:

Level 1 – Unadjusted quoted prices in active markets for identical assets or liabilities that the reporting entity has the ability to access at the measurement date.

Level 2 – Inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly. These include quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets or liabilities in markets that are not active, inputs other than quoted prices that are observable for the asset or liability (for example: interest rates, volatilities, prepayment speeds, loss severities, credit risks and default rates) or inputs that are derived principally from or corroborated by observable market data by correlation or other means.

Level 3 – Significant unobservable inputs that reflect an entity's own assumptions that market participants would use in pricing the assets or liabilities.

A description of the valuation methodologies used for assets and liabilities measured at fair value, as well as the general classification of such instruments pursuant to the valuation hierarchy, is set forth below:

In general, fair value is based upon quoted market prices, where available. If such quoted market prices are not available, fair value is based upon internally-developed models that primarily use, as inputs, observable market-based parameters. Valuation adjustments may be made to ensure that financial instruments are recorded at fair value.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 3: DEPOSITS AND INVESTMENTS - continued**

While management believes the City's valuation methodologies are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different estimate of fair value at the reporting date.

For all assets and liabilities other than investments carrying value approximates fair value.

Investments are reported at fair value utilizing Level I inputs for TexPool and TexSTAR and Level 2 for certificates of deposits.

The City's investments at September 30, 2022 are as follows:

	Fair Value			Weighted Average Maturity (Days)	Standard & Poor's Rating
	General Fund	Utility Fund	Total		
TexPool	\$ 1,627,049	\$ 2,052,399	\$ 3,679,448	25	AAAm
TexSTAR	2,547,118		2,547,118	44	AAAm
Certificate of Deposit		20,000	20,000	359	
	<u>\$ 4,174,167</u>	<u>\$ 2,072,399</u>	<u>\$ 6,246,566</u>		

Analysis of Specific Deposit and Investment Risks

- Credit Risk – the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. At year end, the City was not significantly exposed to credit risk.
- Custodial Credit Risk – Deposits and investments are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the City's name. At September 30, 2022, the City's deposits and investments were entirely collateralized and therefore, not exposed to custodial credit risk.
- Concentration of Credit Risk – the risk of loss attributed to the magnitude of a government's investment in a single issuer. The City's policy is to diversify its investments by security type and institution. The City invests only in TexPool and TexSTAR and certificates of deposits. The City's concentration of credit risk is low.
- Interest rate risk – the risk that changes in interest rates will adversely affect the fair value of an investment. The City manages its exposure to declines in fair values by limiting the maturity of investments to one year or less. The City monitors the interest rates to minimize the exposure to interest rate risk.
- Foreign Currency Risk – the risk that exchange rates will adversely affect the fair value of an investment. As of September 30, 2022, the City was not exposed to foreign currency risk.

NOTE 4: RECEIVABLES, UNCOLLECTIBLE ACCOUNTS, AND UNAVAILABLE REVENUEEnterprise Receivables

Significant receivables include amounts due from customers primarily for utility services. These receivables are due within one year. The allowance for uncollectible accounts is \$25,518 based on historical data.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 4: RECEIVABLES, UNCOLLECTIBLE ACCOUNTS, AND UNAVAILABLE REVENUE**

Receivables at September 30, 2022 are shown as follows:

Primary government:

Water fund utility services	\$ 235,863
Allowance for uncollectible accounts	<u>(25,518)</u>
Total primary government	\$ <u>210,345</u>

Property Taxes Receivable, Deferred Revenue and Property Tax Calendar

Property taxes are levied by October 1st on the assessed value listed as of the prior January 1st for all real and business personal property in conformity with Subtitle E, Texas Property Tax Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1st of the year following the year in which the tax is imposed. On January 1st of each year, a tax lien attaches to property to secure the payment of all taxes, penalties, and interest ultimately imposed. Property tax revenues are considered available when they become due or past due and receivable within the current period.

Allowances for uncollectible taxes receivable within the General Fund are based upon historical experience in collecting property taxes. Uncollectible property taxes are periodically reviewed and written off, but the city is prohibited from writing off real property taxes without specific statutory authority from the Texas Legislature.

In the governmental fund financial statements, property taxes receivable are recorded in the General Fund. At fiscal year-end, the receivables represent delinquent taxes receivable.

In the government-wide financial statements, property taxes receivable and related revenue include all amounts due the City regardless of when cash is received. Over time, substantially all property taxes are collected.

NOTE 5: NOTE RECEIVABLE

Glen Rose Economic Development Corporation entered into a note agreement with VRC Enterprises, Inc on August 26, 2016, in the amount of \$100,000 for the construction of office, warehouse, and fabrication facilities. The note is a zero percent loan payable in quarterly payments of \$2,500. The loan matures on October 1, 2026. The balance at September 30, 2022 was \$45,000.

NOTE 6: CAPITAL ASSETS

The following schedule provides a summary of changes in capital assets:

	Beginning Balance	Increases	Decreases	Ending Balance
<u>Governmental activities:</u>				
Capital assets not being depreciated:				
Land	\$ 798,972	\$	\$	798,972
Construction in progress		14,376		14,376
Total not being depreciated	798,972	14,376		813,348
Capital assets being depreciated				
Buildings & improvements	763,034			763,034
Machinery & equipment	1,077,299			1,077,299
Infrastructure	9,300,929	165,227		9,466,156
Total being depreciated	11,141,262	165,227		11,306,489

NOTES TO THE FINANCIAL STATEMENTS**NOTE 6: CAPITAL ASSETS - continued**

Less accumulated depreciation for:

Buildings & improvements	(327,842)	(20,389)	(348,231)
Machinery & equipment	(898,201)	(62,837)	(961,038)
Infrastructure	(2,096,701)	(175,858)	(2,272,559)
Total accumulated depreciation	(3,322,744)	(259,084)	(3,581,828)
Total being depreciated, net	7,818,518	(93,857)	7,724,661
Governmental activities total, net	\$ 8,617,490	\$ (79,481)	\$ 8,538,009

Depreciation was charged to functions as follows:

General government	\$ 27,534
Public safety	20,281
Highways and streets	205,534
Non-departmental	5,735
Total depreciation expense - governmental activities	\$ 259,084

	Beginning Balance	Increases	Decreases	Ending Balance
<u>Business-type activities:</u>				
Capital assets not depreciated				
Land	\$ 67,337	\$	\$	\$ 67,337
Construction in progress	837,991		(837,991)	
Total not being depreciated	905,328		(837,991)	67,337
Capital assets being depreciated				
Buildings & improvements	57,943			57,943
Machinery & equipment	721,978	46,692		768,670
Infrastructure	18,686,130	1,680,532		20,366,662
Total being depreciated	19,466,051	1,727,224		21,193,275
Less accumulated depreciation for:				
Buildings & improvements	(27,716)	(1,449)		(29,165)
Machinery & equipment	(664,386)	(27,508)		(691,894)
Infrastructure	(5,701,141)	(471,578)		(6,172,719)
Total accumulated depreciation	(6,393,243)	(500,535)		(6,893,778)
Total being depreciated, net	13,072,808	1,226,689		14,299,497
Business-type activities total, net	\$ 13,978,136	\$ 1,226,689	\$ (837,991)	\$ 14,366,834
Total governmental-wide, net	\$ 22,595,626	\$ 1,147,208	\$ (837,991)	\$ 22,904,843

NOTE 7: LONG-TERM BONDS PAYABLE

The bond payable balances at September 30, 2022 are as shown in the chart below:

Business-type Activities

In July 2016, the City issued Tax and Waterworks and Sewer System Surplus Revenue Certificates of Obligation, Series 2016 in the amount of \$3,520,000, pursuant to Subchapter C of Chapter 271, Texas Local Government Code, to finance the sewer and water supply project. Additionally, the Texas Water Development Board (TWDB) provided financial assistance of \$3,520,000 in the form of a grant. The interest rates range from .070% to 3.21%. The Certificates of Obligation mature on August 15, 2037.

	Balance
	\$ 2,820,000
Total Business-type Activities	\$ 2,820,000

NOTES TO THE FINANCIAL STATEMENTS**NOTE 7: LONG-TERM BONDS PAYABLE – continued**

The following provides a summary of changes in long-term debt and bonds payable:

	Balance at 9/30/2021	Additions	Retirements	Balance at 9/30/2022	Amount Due In One Year
Business-type Activities					
Certificates of Obligation, Series 2013	\$ 35,000	\$	\$ 35,000	\$	\$
Certificates of Obligation, Series 2016	2,940,000		120,000	2,820,000	160,000
	<u>\$ 2,975,000</u>	<u>\$</u>	<u>\$ 155,000</u>	<u>\$ 2,820,000</u>	<u>\$ 160,000</u>
TMRS Pension Liability	\$ 387,885	\$ 476,645	\$ 780,054	\$ 84,476	
TMRS OPEB Liability	113,195	9,610	3,333	119,472	
	<u>\$ 501,080</u>	<u>\$ 486,255</u>	<u>\$ 783,387</u>	<u>\$ 203,948</u>	

Debt service for long-term debt is as follows:

	Year	Principal	Interest	Total
Business-type	2023	\$ 160,000	\$ 78,520	\$ 238,520
	2024	160,000	75,960	235,960
	2025	165,000	73,112	238,112
	2026	165,000	69,928	234,928
	2027	170,000	66,528	236,528
	2028-2032	925,000	261,438	1,186,438
	2033-2037	1,075,000	105,831	1,180,831
		<u>\$ 2,820,000</u>	<u>\$ 731,317</u>	<u>\$ 3,551,317</u>

NOTE 8: RISK MANAGEMENT – CLAIMS AND JUDGEMENTS

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 liability, professional liability, and worker's compensation insurance coverage is provided through the purchase of commercial insurance. The City retains risk on only a deductible amount. There were no significant reductions in coverage in the past fiscal year and there were no settlements exceeding insurance coverage. The employee health care is also provided by commercial insurance with no risk retained by the city. Management has not been notified and is not aware of any significant claims not covered by insurance.

NOTE 9: DEFINED BENEFIT PENSION PLANPlan Description

The City of Glen Rose participates as one of 901 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 TMRS Act, subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for employees Texas participating cities. The TMRS Act places the general administration and management of TMRS with a six-member, Governor-appointed Board of Trustees; however, TMRS is not fiscally dependent on the State of Texas. TMRS issues a publicly available comprehensive annual financial report (Annual Report) that can be obtained at tmrs.com.

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

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.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 9: DEFINED BENEFIT PENSION PLAN - continued**

At retirement, the Member's benefit is calculated based on the sum of the Member's contributions, with interest, and the city-financed monetary credits with interest. 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 total 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:

	<u>2021</u>	<u>2020</u>
Employee deposit rate	7%	7%
Matching ratio (city to employee)	2 to 1	2 to 1
Years required for vesting	5	5
Service retirement eligibility (expressed as age / years of service)	60/5, 0/20	60/5, 0/20
Updated service credit	100% Repeating Transfer	100% Repeating Transfer
Annuity increase (to retirees)	70% of CPI	70% of CPI
Supplemental Death Benefit to Active Employees	Yes	Yes
Supplemental Death Benefit to Retirees	Yes	Yes

Employees covered by benefit terms.

At the December 31, 2021 valuation and measurement date, the following employees were covered by the benefit terms:

	<u>2021</u>	<u>2020</u>
Inactive employees or beneficiaries currently receiving benefits	20	20
Inactive employees entitled to but not yet receiving benefits	24	21
Active employees	19	20
Total	<u>63</u>	<u>61</u>

Contributions

Member contribution rates in TMRS are either 5%, 6%, or 7% of the Member's total compensation, and the city matching percentages are either 1:1 (1 to 1), 1.5:1 (1 ½ to 1), or 2:1 (2 to 1), 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 of Glen Rose were required to contribute 7.0% of their annual gross earnings during the fiscal year. The contribution rates for the City of Glen Rose were 14.29% and 13.86% in calendar years 2021 and 2022, respectively. The city's contributions to TMRS for the year ended September 30, 2022, were \$144,007, and were equal to the required contributions.

Net Pension Liability

The City's Net Pension Liability (NPL) was measured as of December 31, 2021, 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, 2021 actuarial valuation was determined using the following actuarial assumptions:

NOTES TO THE FINANCIAL STATEMENTS**NOTE 9: DEFINED BENEFIT PENSION PLAN - continued**

Inflation	2.5% per year
Overall payroll growth	2.75% per year, adjusted down for population declines, if any
Investment Rate of Return	6.75%, net of pension 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 are 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 become 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 over the four-year period from 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 Rates (AORs) is 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. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for the time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of real rates of return for each major asset class in fiscal year 2021 are summarized in the following table:

Asset Class	Minimum %	Target %	Maximum %
Core Fixed Income	1%	6%	11%
Non-Core Fixed Income	15%	20%	25%
Global Public Equity	25%	35%	45%
Real Estate	7%	12%	17%
Other Public & Private Mkts	7%	12%	17%
Hedge Funds	0%	5%	10%
Private Equity	5%	10%	15%
Cash Equivalents	0%	0%	3%

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.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 9: DEFINED BENEFIT PENSION PLAN - continued**

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
Balance at 12/31/20	\$ 4,576,308	\$ 4,188,423	\$ 387,885
Changes for the year:			
Service cost	167,769		167,769
Interest	306,350		306,350
Change in benefit terms	-		-
Difference between expected and actual experience	(34,561)		(34,561)
Changes of assumptions			-
Contributions - employer		134,326	(134,326)
Contributions - employee		65,498	(65,498)
Net investment income		545,652	(545,652)
Benefit payments, including refunds of employee contributions	(243,337)	(243,337)	-
Administrative expense		(2,526)	2,526
Other charges		17	(17)
Net changes	196,221	499,630	(303,409)
Balance at 12/31/21	\$ 4,772,529	\$ 4,688,053	\$ 84,476

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 (asset)	\$ 765,667	\$ 84,476	\$ (469,987)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's Fiduciary Net Position is available in the Schedule of Changes in Fiduciary Net Position, by Participating City. That report may be obtained at tmrs.com.

Pension Expense and Deferred Outflows of Resources Related to Pensions

For the year ended September 30, 2022, the city recognized pension expense of \$(5,061).

At September 30, 2022, the city reported deferred outflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual economic experience	\$	\$ 84,913
Changes in actuarial assumptions	9,245	
Difference between projected and actual investment earnings		280,228
Total before subsequent contributions	9,245	365,141
Contributions subsequent to the measurement date	106,528	
Total	\$ 115,773	\$ 365,141

NOTES TO THE FINANCIAL STATEMENTS**NOTE 9: DEFINED BENEFIT PENSION PLAN - continued**

\$106,528 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability for the year ending September 30, 2023. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31:

2023	\$	(96,840)
2024		(147,362)
2025		(59,109)
2026		(52,585)

NOTE 10: DEFINED OTHER POST-EMPLOYMENT BENEFIT PLANSPlan Description

The City participates in a defined benefit group-term life insurance plan known as the Supplemental Death Benefits Fund ("SDBF") administered by TMRS. This is a voluntary program in which participating member cities may elect, by ordinance, to provide group-term life insurance coverage (Supplemental Death Benefits) for their active members, including or not including retirees. Employers may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

Benefits Provided

Payments from this fund are similar to group-term life insurance benefits and are paid to the designated beneficiaries upon the receipt of an approved application for payment. 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 employment benefit and is affixed amount of \$7,500. The obligations of this plan are payable only from the SDBF and are not an obligation of, or a claim against, the Pension Trust Fund.

Contributions

Contributions are made monthly based on the covered payroll of employee members of the participating member city. The contractually required contribution rate is determined annually for each city. The rate is based on the mortality and service experience of all employees covered by the SDBF and the demographics specific to the workforce of the city. There is a one-year delay between the actuarial valuation that serves as the basis for the employer contribution rate and the calendar year when the rate goes into effect. The contributions to the SDBF are pooled for investment purposes with those of the Pension Trust Fund. The TMRS Act requires the Pension Trust Fund to allocate investment income to the SDBF on an annual basis. The funding policy of this plan is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to prefund retiree term life insurance during employees' entire careers. As such, contributions are utilized to fund active member deaths on a pay-as-you-go basis; any excess contributions and investment income over payments then become net position available for benefits.

Employees of the City were required to contribute 0.0% of their annual gross earnings during the fiscal year. The contribution rates for the City were 0.32% and 0.33% in calendar years 2021 and 2022, respectively. The City's contributions to OPEB for the year ended September 30, 2022 were \$3,376 and were equal to the required contributions.

Total OPEB Liability

The actuarial assumptions used in the calculation of the funding valuation for the Supplemental Death Benefits Fund (SDBF) are based on the Mortality Experience Investigation Study covering 2009 through 2011, and dated December 31, 2013. These assumptions were first used in the December 31, 2013 valuation. For purposes of developing the SDBF contribution rates, no other demographic assumptions are applicable.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 10: DEFINED OTHER POST-EMPLOYMENT BENEFIT PLANS - continued****I. Assumptions**

- A. Mortality Rates — Same as for the Pension Trust Fund.
- B. Investment Return — A statutory interest credit of 5% is allocated annually and is not dependent on investment earnings.
- C. Actuarial Cost Method — For the purpose of calculating an employer's actuarially determined contribution rate, the one-year term cost is used.
- D. Valuation of Assets — Assets in the SDBF are valued at fund value (or fund balance); however, since the contribution rates are based just on the one-year term cost, assets are not included in developing the rate.
- E. Changes in Actuarial Assumptions and Methods — There were no changes since the prior valuation.

II. Benefit Provisions

- A. Participation in SDBF — Participation in the SDBF is optional and may be rescinded. Each municipality that chooses to participate can elect to cover just active members, or both active and retired members.
- B. Benefit Eligibility — Benefits are payable if the death occurs during the period in which a municipality has elected to participate in the SDBF. For retirees who had service with multiple TMRS employers, benefits are payable only if the municipality from which the member retired participates in the SDBF when the death occurs.
- C. Benefit Amount — 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 a fixed amount of \$7,500.

Discount rate.

The discount rate used to measure the Total OPEB Liability was 1.84%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute.

Changes in the Total OPEB Liability

	Total OPEB Liability
Balance at 12/31/20	\$ 113,195
Changes for the year:	
Service cost	3,930
Interest	2,284
Change in benefit terms	
Difference between expected/actual experience	(1,462)
Changes of assumptions	3,396
Benefit payments	(1,871)
Net changes	6,277
Balance at 12/31/21	\$ 119,472

Sensitivity of the total OPEB liability to changes in the discount rate

The following shows the total OPEB liability calculated using the discount rate of 1.84%, as well as what the City's total OPEB liability would have been if it were calculated using a discount rate that is 1 percentage point lower (1.84%) or 1 percentage point higher (2.84%) than the current rate.

	1% Decrease in Discount Rate (0.84%)	Discount Rate (1.84%)	1% Increase in Discount Rate (2.84%)
City of Glen Rose's net OPEB liability	\$ 144,455	\$ 119,472	\$ 100,278

OPEB Plan Total Liability

Detailed information about the OPEB plan's Total OPEB Liability is available in a separately issued TMRS financial report. That report may be obtained on the Internet at www.tmrs.com.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 10: DEFINED OTHER POST-EMPLOYMENT BENEFIT PLANS - continued**OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2022, the City recognized OPEB expense in the amount of \$10,985.

At September 30, 2022, 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	\$ 2,427	\$ 8,191
Changes in actuarial assumptions	18,183	1,612
Contributions subsequent to the measurement date	2,536	
Total	<u>\$ 23,146</u>	<u>\$ 9,803</u>

\$2,536 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 total OPEB liability for the year ended September 30, 2023. Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in pension expense as follows:

Year ended December 31:

2023	\$ 4,569
2024	3,801
2025	2,163
2026	274

NOTE 11: HEALTH CARE COVERAGEEmployee Health Care Coverage

During the year ended September 30, 2022, employees of the City were covered by a health insurance plan (the Plan). Employees, at their option, authorized payroll withholdings to pay premiums for dependents. All premiums were paid to a licensed insurer. The Plan was authorized by Article 3.51-2, Texas Insurance Code and was documented by contractual agreement.

NOTE 12: COMMITMENTS AND CONTINGENCIES

The City participates in grant programs which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the City has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivable may be impaired. In the opinion of the city, there were no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying basic financial statement for such contingencies.

NOTE 13: NEW ACCOUNTING PRONOUNCEMENTS

In June 2017, the GASB issued Statement No. 87 *Leases*. The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the

NOTES TO THE FINANCIAL STATEMENTS**NOTE 13: NEW ACCOUNTING PRONOUNCEMENTS - continued**

contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this statement are effective for reporting periods beginning after December 15, 2019. GASB 95 postponed the effective date 18 months. The City implemented this Statement in the current year.

In May 2019, the GASB issued Statement No. 91 *Conduit debt obligations*. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020. GASB 95 postponed the effective date one year. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In January 2020, the GASB issued Statement No. 92 *Omnibus 2020*. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. The requirements of this Statement are effective for reporting periods beginning after June 15, 2020. Implementation of this standard has been extended until the reporting periods beginning after December 15, 2021. GASB No. 95 postponed the effective date for one year. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In March 2020, the GASB issued Statement No. 93 *Replacement of Interbank Offered Rates*. The objective of the Statement is to address those and other accounting and financial reporting implications that result from the replacement of an IBOR. The requirements of this Statement are effective for reporting periods ending after December 31, 2021. Implementation of this standard has been extended until the reporting periods beginning after December 15, 2022. GASB 95 postponed the implementation by one year. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In March 2020, the GASB issued Statement No. 94 *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In May 2020, the GASB issued Statement No. 95 *Postponement of the Effective Dates of Certain Authoritative Guidance*. The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later. The following statements are postponed by one year: Nos. 83, 84, 88, 89, 90, 91, 92 and 93. The following statement is postponed by

NOTES TO THE FINANCIAL STATEMENTS**NOTE 13: NEW ACCOUNTING PRONOUNCEMENTS - continued**

18 months: No. 87. The requirements of this Statement are effective immediately. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In May 2020, the GASB issued Statement No. 96 *Subscription-Based Information Technology Arrangements*. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset- an intangible asset – and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. The requirements of this Statement are effective for years beginning after June 15, 2022. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In June 2020, the GASB issued Statement No. 97 *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – An Amendment of GASB Statements No. 14 and 84, and a Supersession of GASB Statement No. 32*. The primary objectives of this Statement are to (1) increase consistency and comparability related to reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements, and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this Statement are effective for fiscal years beginning after June 15, 2021. The City determined there was no impact upon its financial position, results of operations or cash flows upon adoption.

In October 2021, the GASB issued Statement No. 98 *The Annual Comprehensive Financial Report*. This Statement establishes the term *annual comprehensive financial report* and its acronym ACFR. That new term and acronym replace instances of *comprehensive annual financial report* and its acronym in generally accepted accounting principles for state and local governments. The requirements of this Statement are effective for fiscal years ending after December 15, 2021. Earlier application is encouraged. The City determined there was no impact upon its financial position, results of operations or cash flows upon adoption.

In April 2022, the GASB issued Statement No. 99 *Omnibus 2022*. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The requirements of this Statement are effective as follows: related to extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges are effective upon issuance; related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022; and related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement No. 53 are effective for fiscal years beginning after June 15, 2023. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

In June 2022, the GASB issued Statement No. 100 *Accounting Changes and Error Corrections – an Amendment of GASB Statement No. 62*. The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent and comparable information for making decisions or assessing accountability. The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

NOTES TO THE FINANCIAL STATEMENTS**NOTE 13: NEW ACCOUNTING PRONOUNCEMENTS - continued**

In June 2022, the GASB issued Statement No. 101 *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023. The City has not determined the impact, if any, upon its financial position, results of operations or cash flows upon adoption.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF GLEN ROSE
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2022

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Taxes				
Property tax	\$ 760,144	\$ 760,144	\$ 833,845	\$ 73,701
Sales tax	1,500,000	1,500,000	1,735,339	235,339
Gross receipt tax	200,000	200,000	207,824	7,824
Beverage tax	26,000	26,000	22,909	(3,091)
Total taxes	<u>2,486,144</u>	<u>2,486,144</u>	<u>2,799,917</u>	<u>313,773</u>
Other				
Licenses and permits	90,000	90,000	122,435	32,435
Fines and forfeitures	113,300	113,300	76,010	(37,290)
Investment income	10,000	10,000	47,506	37,506
Rental income	24,000	24,000	25,000	1,000
Grant revenue	1,109,494	1,109,494	661	(1,108,833)
Miscellaneous income	25,000	25,000	48,622	23,622
Total other	<u>1,371,794</u>	<u>1,371,794</u>	<u>320,234</u>	<u>(1,051,560)</u>
Total Revenues	<u>3,857,938</u>	<u>3,857,938</u>	<u>3,120,151</u>	<u>(737,787)</u>
EXPENDITURES				
General government	635,563	595,411	535,511	59,900
Public safety	671,002	691,333	556,227	135,106
Highways and streets	2,309,508	2,255,142	469,510	1,785,632
Culture and recreation	109,150	59,253	2,789	56,464
Non-Departmental	332,715	449,435	329,810	119,625
Total expenditures	<u>4,057,938</u>	<u>4,050,574</u>	<u>1,893,847</u>	<u>2,156,727</u>
Net Change in Fund Balance	(200,000)	(192,636)	1,226,304	1,418,940
Fund Balance - Beginning	<u>5,450,147</u>	<u>5,450,147</u>	<u>5,450,147</u>	
Fund Balance - Ending	<u>\$ 5,250,147</u>	<u>\$ 5,257,511</u>	<u>\$ 6,676,451</u>	<u>\$ 1,418,940</u>

CITY OF GLEN ROSE

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS - TMRS PENSION

Last 10 Years (will ultimately be displayed)

	Plan Year Ended December 31,			
	2021	2020	2019	2018
Total pension liability				
Service cost	\$ 167,769	\$ 203,843	\$ 222,175	\$ 229,008
Interest (on the total pension liability)	306,350	298,104	276,750	259,616
Changes in benefit terms				
Difference between expected and actual experience	(34,561)	(140,435)	(10,148)	(13,525)
Change of assumptions			52,577	
Benefit payments, including refunds of employee contributions	(243,337)	(199,269)	(232,417)	(203,257)
Net Change in Total Pension Liability	196,221	162,243	308,937	271,842
Total Pension Liability - Beginning	4,576,308	4,414,065	4,105,128	3,833,286
Total Pension Liability - Ending	\$ 4,772,529	\$ 4,576,308	\$ 4,414,065	\$ 4,105,128
Plan Fiduciary Net Position				
Contributions - employer	\$ 134,326	\$ 165,253	\$ 173,849	\$ 181,590
Contributions - employee	65,498	79,537	83,524	85,771
Net investment income	545,652	292,636	513,227	(100,568)
Benefit payments, including refunds of employee contributions	(243,337)	(199,269)	(232,417)	(203,257)
Administrative expense	(2,526)	(1,892)	(2,898)	(1,943)
Other	17	(74)	(87)	(102)
Net Change in Plan Fiduciary Net Position	499,630	336,191	535,198	(38,509)
Plan Fiduciary Net Position - Beginning	4,188,423	3,852,232	3,317,034	3,355,543
Plan Fiduciary Net Position - Ending	\$ 4,688,053	\$ 4,188,423	\$ 3,852,232	\$ 3,317,034
Net Pension Liability - Ending	\$ 84,476	\$ 387,885	\$ 561,833	\$ 788,094
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	98.23%	91.52%	87.27%	80.80%
Covered Payroll	\$ 935,691	\$ 1,136,248	\$ 1,193,206	\$ 1,225,299
Net Pension Liability as a Percentage of Covered Payroll	9.03%	34.14%	47.09%	64.32%

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
\$	230,912	\$ 185,563	\$ 176,861	\$ 133,111
	237,251	219,515	222,569	209,657
	59,139	59,890	(124,432)	3,795
			30,587	
	<u>(186,779)</u>	<u>(262,987)</u>	<u>(211,845)</u>	<u>(156,120)</u>
	340,523	201,981	93,740	190,443
	<u>3,492,763</u>	<u>3,290,782</u>	<u>3,197,042</u>	<u>3,006,599</u>
\$	<u><u>3,833,286</u></u>	<u><u>3,492,763</u></u>	<u><u>3,290,782</u></u>	<u><u>3,197,042</u></u>
\$	179,021	\$ 155,068	\$ 130,937	\$ 117,433
	86,484	71,039	65,853	61,440
	399,221	184,819	4,055	147,549
	(186,779)	(262,987)	(211,845)	(156,120)
	(2,068)	(2,087)	(2,469)	(1,540)
	<u>(105)</u>	<u>(113)</u>	<u>(122)</u>	<u>(127)</u>
	475,774	145,739	(13,591)	168,635
	<u>2,879,769</u>	<u>2,734,030</u>	<u>2,747,621</u>	<u>2,578,986</u>
\$	<u><u>3,355,543</u></u>	<u><u>2,879,769</u></u>	<u><u>2,734,030</u></u>	<u><u>2,747,621</u></u>
\$	477,743	\$ 612,994	\$ 556,752	\$ 449,421
	87.54%	82.45%	83.08%	85.94%
\$	1,235,483	\$ 1,002,501	\$ 940,753	\$ 890,879
	38.67%	61.15%	59.18%	50.45%

CITY OF GLEN ROSE
SCHEDULE OF CONTRIBUTIONS - TMRS PENSION

Last 10 Fiscal Years (will ultimately be displayed)

	Fiscal Year Ended September 30,			
	2022	2021	2020	2019
Actuarially Determined Contribution	\$ 144,007	\$ 139,131	\$ 172,755	\$ 173,026
Contributions in relation to the actuarially determined contribution	\$ (144,007)	\$ (139,131)	\$ (172,755)	\$ (173,026)
Contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 1,030,877	\$ 967,248	\$ 1,183,958	\$ 1,181,869
Contribution as a percentage of covered payroll	13.97%	14.38%	14.59%	14.64%

NOTES TO SCHEDULE OF CONTRIBUTIONS

Valuation Date:

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	24 Years
Asset Valuation Method	10 Year smoothed market; 12% soft corridor
Inflation	2.5%
Salary Increases	3.50% to 11.50% including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table based on rates that are specific to the City's plan of benefits. Last updated for the 2019 valuation pursuant to an experience study of the period 2014-2018.

Mortality	Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. The rates are projected on a fully generational basis with scale UMP. Pre-retirement: PUM(10) mortality tables, with the Public Safety table used for males and the General Employee table used for females. The rates are projected on a fully generational basis with scale UMP.
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Other Information:

Notes	There were no benefit changes during the year.
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	<u>2018</u>		<u>2017</u>		<u>2016</u>		<u>2015</u>
\$	182,969	\$	175,544	\$	146,803	\$	128,304
\$	<u>(182,969)</u>	\$	<u>(175,544)</u>	\$	<u>(146,803)</u>	\$	<u>(128,304)</u>
\$	-	\$	-	\$	-	\$	-
\$	1,242,364	\$	1,174,192	\$	975,973	\$	909,946
	14.73%		14.95%		15.04%		14.10%

CITY OF GLEN ROSE
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY - TMRS
 Last 10 Years (will ultimately be displayed)

	Plan Year Ended December 31,			
	2021	2020	2019	2018
Total OPEB liability				
Service cost	\$ 3,930	\$ 5,454	\$ 4,057	\$ 6,617
Interest (on the total pension liability)	2,284	2,804	3,184	2,527
Changes in benefit terms				
Difference between expected and actual experience	(1,462)	(8,359)	(4,730)	7,911
Change of assumptions	3,396	14,692	14,021	(5,260)
Benefit payments, including refunds of employee contributions	(1,871)	(1,250)	(955)	(1,103)
Net Change in Total OPEB Liability	6,277	13,341	15,577	10,692
Total OPEB Liability - Beginning	113,195	99,854	84,277	73,585
Total OPEB Liability - Ending	<u>\$ 119,472</u>	<u>\$ 113,195</u>	<u>\$ 99,854</u>	<u>\$ 84,277</u>
Covered Payroll	<u>\$ 935,691</u>	<u>\$ 1,136,248</u>	<u>\$ 1,193,206</u>	<u>\$ 1,225,299</u>
Total OPEB Liability as a Percentage of Covered Payroll	12.77%	9.96%	8.37%	6.88%

	<u>2017</u>
\$	5,930
	2,408
	5,000
	(988)
	<u>12,350</u>
	61,235
\$	<u><u>73,585</u></u>
\$	<u><u>1,235,483</u></u>
	5.96%

OTHER INFORMATION REQUIRED BY GAO

INDEPENDENT AUDITORS' 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

To the Honorable Mayor and
Members of the City Council
City of Glen Rose, 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, and each major fund of the City of Glen Rose, Texas, as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City of Glen Rose, Texas' basic financial statements, and have issued our report thereon dated December 8, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Glen Rose, Texas' internal control over financial reporting (internal control) to determine the 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 of Glen Rose, Texas' 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 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. 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 may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Glen Rose, Texas' financial statements are free of 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 determination of financial statement amounts. 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 Standard*.

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 *Governmental Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

MERRITT, MCLANE & HAMBY, P.C.

Abilene, Texas
December 8, 2022

CITY OF GLEN ROSE**SCHEDULE OF FINDINGS AND RESPONSES**

YEAR ENDED SEPTEMBER 30, 2022

I. Summary of Auditor's Report

- a. The type of report issued on the financial statements of the City of Glen Rose was an unmodified opinion.
- b. No material weaknesses were disclosed during the audit of the financial statements. No significant deficiencies were reported.
- c. No instances of noncompliance material to the financial statements of the City of Glen Rose were disclosed during the audit.

II. Findings Required to be Reported in Accordance with *Government Auditing Standards*.

None

CITY OF GLEN ROSE

SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED SEPTEMBER 30, 2022


Findings/Noncompliance

None

Contact: Michael Leamons, City Administrator
254-897-2272




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding traffic control at Elm and Barnard		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: <p>At the August 23, 2022 City Council meeting, the City Council voted to approve a resolution requesting a traffic light at Barnard & Elm. Subsequently, Somervell County, GRISD, and the Hospital District all adopted similar resolutions. Those resolutions were submitted to TxDOT. In response to a request by Mayor Douglas, TxDOT Project Manager Jeremy Dooley and Assistant Area Engineer Noel Sparr are expected to be at Tuesday's meeting to discuss the traffic light as well as inquiries concerning manual direction of traffic at that intersection. City Attorney Lowry has stated the City needs a contract with TxDOT to be able to manually direct traffic, a position consistent with guidance previously received from TML General Counsel Bill Longley. Although no formal response has been received concerning Mayor Douglas' request for permission to manually direct traffic, indications are that such permission will not be granted. Hopefully, the TxDOT officials will be able to shed some light on this matter as well. Regarding the requested traffic light, Mr. Dooley mentioned that a partnership may be needed to handle the relocation of overhead utilities in its way.</p>			
RECOMMENDED ACTION: 			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a request from Dennis Moore for the council to reconsider the contract for City Administrator Michael Leamons		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	1/03/2023
EXHIBITS:	1. Request to Place Item on Agenda 2. Petition (2 pages)		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: On December 6, 2022, Mr. Moore submitted a request to place an item on the December 13, 2022 City Council agenda. Mr. Moore was advised that the full council may not be in attendance at that meeting and agreed to have the item placed on the January 10, 2023 agenda.			
RECOMMENDED ACTION:			



REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

The City of Glen Rose welcomes constructive input from interested citizens. Please complete this form if you wish to have an item placed on the agenda for a regular City Council meeting. The deadline for placing an item on the agenda is one week prior to the regular meetings which are held the second Monday of every month. In order for the City Council to fully understand your item, have a productive discussion, and insure efficient council meetings, it is important that you describe the item with as much detail as possible and include any supporting documentation so that it may be included in the Council's meeting packets. You may use additional blank pages for item description. If you have any questions, contact the City Secretary at 254-897-2272.

Full Name: Dennis Moore

Mailing Address: [REDACTED] Glen Rose, Tx 76043

Phone Number: [REDACTED] Fax Number

Email: [REDACTED]

Are additional sheets or supporting materials attached? ☒ Yes ☐ No

I request that this item be placed on the agenda for the December, 13, 2022 City Council meeting.

Description of Item: We the undersigned (Citizens of Glen Rose and Somervell County) "one city/one county" petition the City Council to reconsider it's decision to terminate City Administrator Leamons' Contract. We request that his contract be extended.

Sponsoring Councilperson (if applicable) N/A

(Use additional pages if needed)

Certification: I understand that the City Council retains the right to set the items for discussion at its meetings and further understand that my request will not be automatically placed on an agenda or may even be denied. I also understand that I may be requested to present additional information on my item, asked to consult with the appropriate City department, or take other action before my request is considered. I agree to attend the meeting at which my item may appear and make a presentation and/or answer questions.

Signature: Dennis Moore

Date: 12-6-2022

CITY OF GLEN ROSE
PROCEDURES FOR PLACING AN ITEM ON THE AGENDA
Adopted by the City Council on December 10, 2018

REGULAR MEETINGS

Any member of the public or any Council member may request that a matter within the jurisdiction of the Council be placed on the agenda of a Regular Meeting. Procedures for placing an item on the agenda or making a presentation shall be as follows:

The request must be in writing and be submitted to the City Secretary or designee with supporting documents and information, if any, ***no later than 12:00 noon one week prior to the meeting date*** or will be postponed to a later meeting in order to allow sufficient time for consideration and research of the issues. At the discretion of the Mayor or two Council members, an item may be added to the agenda after the above mentioned deadline, but before noon on the Thursday prior to the meeting date, as long as all the necessary supporting documentation is provided to the City Secretary at the time the item is added to the agenda.

Applications for those to be considered for appointment to the City Council or to any of the City's boards must be submitted prior to delivery of the Council packets. Only those applications satisfying this requirement may be given consideration at the Council Meeting. Other material requiring Council action must be delivered to the Council via the Council packet or by email no later than by the end of the day on the Friday prior to the meeting date.

Citizens must submit a request to place an item on the agenda utilizing the "Request to Place Item on City Council Agenda" form (Exhibit B). Citizens are encouraged to contact the Mayor, City Secretary, or a Councilmember with any questions they may have about filling out the form. Citizen agenda item requests are submitted to the City Secretary, Administration Office at City Hall.

City Officials and Staff will utilize "Agenda Item Form" (Exhibit C). City Official agenda requests are to be turned in to the City Secretary. City Staff agenda requests are to be turned in to the City Secretary who will then forward them to the City Administrator for review.

The Mayor, City Secretary and City Administrator in consultation with the City Attorney, shall decide whether a request is within the subject matter jurisdiction of the Council. Items not within the subject matter jurisdiction of the Council may not be placed on the agenda. In addition, the Mayor, City Secretary and City Administrator in consultation with the City Attorney, if needed, shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation before placing the item on the agenda.

The Mayor, City Secretary and City Administrator in consultation with the City Attorney, if needed, shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item, information item or consent item.

The agenda shall provide members of the public the opportunity to address the Council on any agenda item before or during the Council's consideration of the item. The agenda shall also provide members of the public an opportunity to speak at regular meetings on matters which are not on the agenda, but which are within the subject matter jurisdiction of the Council.

Once someone has placed an item on the agenda, it may not be removed from the agenda without that person's permission.

SPECIAL CALLED MEETINGS

Special Council Meetings may be called by the Mayor upon his/her own initiative or upon application by three Council members. Once a Special Meeting has been called, items may be added to the agenda at the discretion of the Mayor or of two Council members, no later than 96 hours before the meeting is scheduled to begin, as long as all the necessary supporting documentation is provided to the City Secretary at the time those items are added to the agenda.

This procedure with agenda request forms will be maintained in the Policy/Procedure Book for City of Glen Rose maintained by the City Secretary and be posted on the City of Glen Rose Official Website for easy access by the public.

We, the undersigned, petition the City Council to reconsider its decision to terminate City Administrator Leamons' contract. We request that his contract be extended.

Name (printed)

Signature

Telephone #

- 1) Julia Douglas *Julia Douglas*
- 2) RICHARD W. VAUGHN *Richard W. Vaughn*
- 3) Cindy Cindy Vaughn *Cindy Vaughn*
- 4) Larry Wilson *Larry Wilson*
- 5) Jeanette Wilson *Jeanette Wilson*
- 6) ~~Debra Crenean~~
- 7) Debra Crenean
- 8) Lindsey D Brewer *Lindsey Brewer*
- 9) Kelly L. Brewer *Kelly L. Brewer*
- 10) Glenda Bone *Glenda Bone*
- 11) WILLIAM B. GREEN *W. B. Green*
- 12) LINDA G. GREEN *L. G. D. Green*
- 13) Dennis Moore *Dennis Moore*
- 14) Bob Miller *Bob Miller*
- 15) JACK JOHNSON *Jack Johnson*
- 16) JOHANNY MARTIN *J. Martin*
- 17) Marviline Martin *Marviline Martin*
- 18) TRACEY GREEN *Tracey Green*
- 19) MATT Holder *Matt Holder*
- 20) Karen Moore *Karen Moore*

We, the undersigned, petition the City Council to reconsider its decision to terminate City Administrator Leamons' contract. We request that his contract be extended.

Name (printed)


Signature

Telephone #

(21)	JANE CARROLL	Jane Carroll	
(22)	CHIP HARRISON	Chip Harrison	
(23)	CHARLIE ADAMS	Charlie Adams	
(24)	JIM WILLY	Jim Willy	
(25)	TINA WILLIS	Tina Willis	
(26)	CAROL MCCAY	Carol McCay	
(27)	PAT PATTERSON	Pat Patterson	
(28)	RHONDA HEUSTON	Rhonda Heuston	
(29)	STANFORD HAWTHORNE	Stanford Hawthorne	
(30)	ED RASMUSSEN	Ed Rasmussen	
(31)	GLENDA RASMUSSEN	Glenda Rasmussen	
(32)	JOE BOLES	Joe Boles	
(33)	BURLENE MOORE	Burlene Moore	
(34)	ANN CHODER	Ann Choder	
(35)	DOUG MITCHELL	Doug Mitchell	
(36)	DAN MITCHELL	Dan Mitchell	
(37)	SUE McDONALD	Sue McDonald	
(38)	MARIO L. COSSIO	Mario L. Cossio	
(39)	MARIE FLANNERY	Marie Flannery	
(40)	FRED W. FLANNERY	Fred W. Flannery	
(41)	DARIN STOUT	Darin Stout	



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	12/01/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a request from Laurie and Tony Waltermeyer and Charles Porter to address drainage issues in the Vista Ridge Addition		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	12/16/2022
EXHIBITS:	1. Request to Place Item on Agenda – Waltermeyer 2. Request to Place Item on Agenda - Porter		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: On December 15, 2022, a request for Council to discuss drainage issues in Vista Ridge was received from Charles Porter, 102 Easy Street. On December 16, 2022, a request for Council to discuss drainage issues in Vista Ridge was received from Laurie Waltermeyer, 106 Vista Ridge.			
RECOMMENDED ACTION:			

REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

The City of Glen Rose welcomes constructive input from interested citizens. Please complete this form if you wish to have an item placed on the agenda for a regular City Council meeting. The deadline for placing an item on the agenda is one week prior to the regular meetings which are held the second Monday of every month. In order for the City Council to fully understand your item, have a productive discussion, and insure efficient council meetings, it is important that you describe the item with as much detail as possible and include any supporting documentation so that it may be included in the Council's meeting packets. You may use additional blank pages for item description. If you have any questions, contact the City Secretary at 254-897-2272.

Full Name: Laurie & Tony Walkemeyer

Mailing Address: 106 Vista Edg

Phone Number: [REDACTED] Fax Number

Email: [REDACTED]

Are additional sheets or supporting materials attached? Yes No

I request that this item be placed on the agenda for the Jan 10th 2023 City Council meeting.

Description of Item: Drainage issues on Vista Edg.

Sponsoring Councilperson (if applicable) _____

(Use additional pages if needed)

Certification: I understand that the City Council retains the right to set the items for discussion at its meetings and further understand that my request will not be automatically placed on an agenda or may even be denied. I also understand that I may be requested to present additional information on my item, asked to consult with the appropriate City department, or take other action before my request is considered. I agree to attend the meeting at which my item may appear and make a presentation and/or answer questions.

Signature: [Signature]

Date: 12.16.22



REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

The City of Glen Rose welcomes constructive input from interested citizens. Please complete this form if you wish to have an item placed on the agenda for a regular City Council meeting. The deadline for placing an item on the agenda is one week prior to the regular meetings which are held the second Monday of every month. In order for the City Council to fully understand your item, have a productive discussion, and insure efficient council meetings, it is important that you describe the item with as much detail as possible and include any supporting documentation so that it may be included in the Council's meeting packets. You may use additional blank pages for item description. If you have any questions, contact the City Secretary at 254-897-2272.

Full Name: *Charles F Porter*

Mailing Address: *102 Easy Street Glen Rose 76043*

Phone Number: [REDACTED]

Fax Number

Email: [REDACTED]

Are additional sheets or supporting materials attached?

Yes

☒ No

I request that this item be placed on the agenda for the meeting. *Vista Ridge Street Drainage*

City Council

Description of Item:

Discussion current construction + the addition of some 100 Additional curbing for water/drainage control. Need to keep street drainage out of Vista Ridge Addition property.

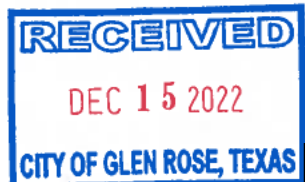
Sponsoring Councilperson (if applicable) _____

(Use additional pages if needed)

Certification: I understand that the City Council retains the right to set the items for discussion at its meetings and further understand that my request will not be automatically placed on an agenda or may even be denied. I also understand that I may be requested to present additional information on my item, asked to consult with the appropriate City department, or take other action before my request is considered. I agree to attend the meeting at which my item may appear and make a presentation and/or answer questions.


Signature: *Charles F Porter*

Date: *12-15-22*





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	01/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the bid award for the Spanish Oaks and Hereford Water Main Project.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	01/03/2023
EXHIBITS:	Bid tab and award recommendation by Chris Hay, PE		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: <p>On January 4th a bid opening for the Spanish Oaks and Hereford Water Main Project was conducted by Chris Hay, PE. The City received 7 bids; however, one of them was disqualified because the required bid bond was included in that contractor's response. Chris Hay is reviewing the bids and will be checking on references for the apparent low bidder. It is uncertain whether or not he will submit a bid tab and award recommendation prior to the packet being published. If he doesn't, that information will be forwarded to you when it becomes available. The bulk of the funding for this project is being provided by a grant the City received from ARPA.</p>			
RECOMMENDED ACTION: 			



January 6, 2023

Mayor Julia Douglas
City of Glen Rose
201 N. E. Vernon Street
Glen Rose, Texas 76043

**Re: Recommendation of Award
Spanish Oak Trail Water Line Project**

Dear Mayor Douglas:

Bids for this project were opened on January 4, 2023. A total of six (6) bids were received. A copy of the bid tab is included with this letter for your reference. The apparent low bidder is Excel 4 Construction, LLC (PO Box 4739, Fort Worth, TX 76164).

The responsiveness of the bidder has been evaluated for conformity with all material conditions of the Advertisement to Bid and the Information for Bidders. Based upon the evaluation findings and information provided, it is recommended that the construction contract for the Spanish Oak Trail Water Line Project be awarded to Excel 4 Construction, LLC as the lowest, qualified bidder. Their bid included a base bid of \$560,582.00 and an additive alternate bid of \$207,300.00. If the project budget allows both the base bid and additive alternate bid to be awarded, the total construction contract would be \$767,882.00.

If you have any questions, please contact me at (682) 498-6000. We look forward to working with you throughout the construction phase of this project.

Sincerely,

Enprotec / Hibbs & Todd



Chris Hay, P.E.

CH/jd

Encl: Bid Tabulation

c: Michael Leamons, City of Glen Rose
Jim Holder, City of Glen Rose
Project File 5722-34

P:\Projects\Glen Rose, City of\5722 Glen Rose General Service Agreement\5722-34 Spanish Oak Trail and Hill Top Dr Water Line Impl5. Bidding Phase\Bidder Evaluation\5722-34 Recommendation of Award.doc

TABULATION OF BIDS FOR: Spanish Oak Trail Water Line Project, City of Glen Rose, Texas

BIDS RECEIVED: 1/4/2023

PE Firm Registration No. 1151

BASE BID				Excel 4 Construction, LLC		Leetech Solutions, LLC		Tracker Utility Services	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1	1	LS	Mobilization, Bonds & Insurance	\$ 5,800.00	\$ 5,800.00	\$ 30,000.00	\$ 30,000.00	\$ 31,000.00	\$ 31,000.00
2	1	LS	Traffic Control Plan	\$ 6,000.00	\$ 6,000.00	\$ 20,000.00	\$ 20,000.00	\$ 16,163.00	\$ 16,163.00
3	1	LS	Stormwater Pollution Prevention Plan	\$ 6,200.00	\$ 6,200.00	\$ 20,000.00	\$ 20,000.00	\$ 7,500.00	\$ 7,500.00
4	1,569	LF	Trench Safety Plan	\$ 1.00	\$ 1,569.00	\$ 1.00	\$ 1,569.00	\$ 4.00	\$ 6,276.00
5	1,070	LF	6" C900 DR18 Water Pipe by Open Cut	\$ 85.00	\$ 90,950.00	\$ 90.00	\$ 96,300.00	\$ 135.00	\$ 144,450.00
6	1,718	LF	6" HDPE Water Pipe by Pulling Through Existing 10" Water Pipe	\$ 61.00	\$ 104,798.00	\$ 75.00	\$ 128,850.00	\$ 90.00	\$ 154,620.00
7	80	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 108.00	\$ 8,640.00	\$ 100.00	\$ 8,000.00	\$ 100.00	\$ 8,000.00
8	404	LF	HDD Bore for 8" DR11 DIPS HDPE Water Line	\$ 303.00	\$ 122,412.00	\$ 360.00	\$ 145,440.00	\$ 363.00	\$ 146,652.00
9	23	EA	Standard Service Line Reconnect	\$ 950.00	\$ 21,850.00	\$ 1,800.00	\$ 41,400.00	\$ 1,350.00	\$ 31,050.00
10	3	EA	Long Service Line Reconnect	\$ 1,700.00	\$ 5,100.00	\$ 2,300.00	\$ 6,900.00	\$ 1,500.00	\$ 4,500.00
11	6	EA	6" Gate Valve	\$ 2,100.00	\$ 12,600.00	\$ 2,500.00	\$ 15,000.00	\$ 2,000.00	\$ 12,000.00
12	3	EA	8" Gate Valve	\$ 2,700.00	\$ 8,100.00	\$ 3,500.00	\$ 10,500.00	\$ 3,000.00	\$ 9,000.00
13	805	LF	Asphalt Replacement	\$ 30.00	\$ 24,150.00	\$ 50.00	\$ 40,250.00	\$ 25.00	\$ 20,125.00
14	9	LF	Concrete Replacement	\$ 145.00	\$ 1,305.00	\$ 120.00	\$ 1,080.00	\$ 205.00	\$ 1,845.00
15	1	EA	10"x6" Tapping Sleeve and Valve to Connect to 6" Water Line	\$ 5,200.00	\$ 5,200.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00
16	1	EA	6" Water Line to Existing 2" Water Line at STA 17 + 27	\$ 7,000.00	\$ 7,000.00	\$ 5,500.00	\$ 5,500.00	\$ 1,199.00	\$ 1,199.00
17	1	EA	8" Water Line to Existing 10" Water Line at US Hwy 67	\$ 9,800.00	\$ 9,800.00	\$ 4,500.00	\$ 4,500.00	\$ 3,500.00	\$ 3,500.00
18	1	EA	8" Water Line to Existing 8" Water Line at US Hwy 67	\$ 5,400.00	\$ 5,400.00	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00
19	2	EA	Connection to Existing Fire Hydrant Assembly	\$ 6,000.00	\$ 12,000.00	\$ 5,000.00	\$ 10,000.00	\$ 2,750.00	\$ 5,500.00
20	1	EA	New Fire Hydrant Assembly	\$ 7,300.00	\$ 7,300.00	\$ 6,500.00	\$ 6,500.00	\$ 7,000.00	\$ 7,000.00
21	1	EA	Connection to Existing Air Release Valve	\$ 1,800.00	\$ 1,800.00	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
22	24	LF	6" DR18 C900 Water Line by Slick Bore without Encasement	\$ 317.00	\$ 7,608.00	\$ 190.00	\$ 4,560.00	\$ 150.00	\$ 3,600.00
23	1	LS	Water Service Bypass Line, Connections, etc....	\$ 85,000.00	\$ 85,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
TOTAL BASE BID PRICE (Items 1 thru 23)					\$ 560,582.00	***	\$ 624,349.00	**	\$ 639,980.00

ADDITIVE ALTERNATE BID				Excel 4 Construction, LLC		Leetech Solutions, LLC		Tracker Utility Services	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1A	1	LS	Mobilization, Bonds & Insurance	\$ 9,000.00	\$ 9,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,400.00	\$ 7,400.00
2A	1	LS	Traffic Control Plan	\$ 12,000.00	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00
3A	1	LS	Stormwater Pollution Prevention Plan	\$ 9,800.00	\$ 9,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
4A	1,430	LF	Trench Safety Plan	\$ 1.00	\$ 1,430.00	\$ 1.00	\$ 1,430.00	\$ 3.00	\$ 4,290.00
5A	1,173	LF	8" C900 CR18 Water Pipe by Open Cut	\$ 96.00	\$ 112,608.00	\$ 100.00	\$ 117,300.00	\$ 70.00	\$ 82,110.00
6A	190	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 96.00	\$ 18,240.00	\$ 26.32	\$ 5,000.00	\$ 130.00	\$ 24,700.00
7A	67	LF	8" C900 DR18 Water Line by Slick Bore	\$ 366.00	\$ 24,522.00	\$ 89.55	\$ 6,000.00	\$ 180.00	\$ 12,060.00
8A	1	EA	10" Water Line to Existing 6" Water Line at STA 00 + 00	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 2,453.00	\$ 2,453.00
9A	1	EA	10" Water Line to Existing 10" Water Line at STA 14 + 30	\$ 9,200.00	\$ 9,200.00	\$ 4,000.00	\$ 4,000.00	\$ 4,067.00	\$ 4,067.00
10A	1	EA	10" Gate Valve	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL ADDITIVE ALTERNATE BID PRICE (Items 1A thru 10A)					\$ 207,300.00	***	\$ 154,730.00		\$ 148,080.00

** Due to calculation error, Tracker Utility Services Base Bid is higher than what was read aloud at the Bid Opening.

*** Due to calculation error, Leetech Solutions Base Bid and Alternate Bid is lower than what was read aloud at the Bid Opening.

BASE BID				Canary Construction, Inc.		Fambro Construction, LLC		B&L Construction	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1	1	LS	Mobilization, Bonds & Insurance	\$ 34,000.00	\$ 34,000.00	\$ 40,510.00	\$ 40,510.00	\$ 40,000.00	\$ 40,000.00
2	1	LS	Traffic Control Plan	\$ 1,200.00	\$ 1,200.00	\$ 22,750.00	\$ 22,750.00	\$ 20,000.00	\$ 20,000.00
3	1	LS	Stormwater Pollution Prevention Plan	\$ 3,000.00	\$ 3,000.00	\$ 10,715.00	\$ 10,715.00	\$ 5,000.00	\$ 5,000.00
4	1,569	LF	Trench Safety Plan	\$ 2.00	\$ 3,138.00	\$ 1.00	\$ 1,569.00	\$ 20.00	\$ 31,380.00
5	1,070	LF	6" C900 DR18 Water Pipe by Open Cut	\$ 80.00	\$ 85,600.00	\$ 92.00	\$ 98,440.00	\$ 165.00	\$ 176,550.00
6	1,718	LF	6" HDPE Water Pipe by Pulling Through Existing 10" Water Pipe	\$ 75.00	\$ 128,850.00	\$ 111.00	\$ 190,698.00	\$ 125.00	\$ 214,750.00
7	80	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 90.00	\$ 7,200.00	\$ 292.00	\$ 23,360.00	\$ 175.00	\$ 14,000.00
8	404	LF	HDD Bore for 8" DR11 DIPS HDPE Water Line	\$ 700.00	\$ 282,800.00	\$ 460.00	\$ 185,840.00	\$ 420.00	\$ 169,680.00
9	23	EA	Standard Service Line Reconnect	\$ 2,000.00	\$ 46,000.00	\$ 1,485.00	\$ 34,155.00	\$ 2,500.00	\$ 57,500.00
10	3	EA	Long Service Line Reconnect	\$ 3,000.00	\$ 9,000.00	\$ 1,745.00	\$ 5,235.00	\$ 3,500.00	\$ 10,500.00
11	6	EA	6" Gate Valve	\$ 2,000.00	\$ 12,000.00	\$ 2,630.00	\$ 15,780.00	\$ 2,500.00	\$ 15,000.00
12	3	EA	8" Gate Valve	\$ 2,500.00	\$ 7,500.00	\$ 4,135.00	\$ 12,405.00	\$ 3,200.00	\$ 9,600.00
13	805	LF	Asphalt Replacement	\$ 75.00	\$ 60,375.00	\$ 78.00	\$ 62,790.00	\$ 100.00	\$ 80,500.00
14	9	LF	Concrete Replacement	\$ 75.00	\$ 675.00	\$ 150.00	\$ 1,350.00	\$ 130.00	\$ 1,170.00
15	1	EA	10"x6" Tapping Sleeve and Valve to Connect to 6" Water Line	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00
16	1	EA	6" Water Line to Existing 2" Water Line at STA 17 + 27	\$ 4,000.00	\$ 4,000.00	\$ 6,115.00	\$ 6,115.00	\$ 6,500.00	\$ 6,500.00
17	1	EA	8" Water Line to Existing 10" Water Line at US Hwy 67	\$ 4,000.00	\$ 4,000.00	\$ 17,340.00	\$ 17,340.00	\$ 8,500.00	\$ 8,500.00
18	1	EA	8" Water Line to Existing 8" Water Line at US Hwy 67	\$ 4,000.00	\$ 4,000.00	\$ 17,295.00	\$ 17,295.00	\$ 8,500.00	\$ 8,500.00
19	2	EA	Connection to Existing Fire Hydrant Assembly	\$ 5,000.00	\$ 10,000.00	\$ 5,810.00	\$ 11,620.00	\$ 3,500.00	\$ 7,000.00
20	1	EA	New Fire Hydrant Assembly	\$ 9,000.00	\$ 9,000.00	\$ 9,995.00	\$ 9,995.00	\$ 6,800.00	\$ 6,800.00
21	1	EA	Connection to Existing Air Release Valve	\$ 1,200.00	\$ 1,200.00	\$ 3,150.00	\$ 3,150.00	\$ 3,500.00	\$ 3,500.00
22	24	LF	6" DR18 C900 Water Line by Slick Bore without Encasement	\$ 245.00	\$ 5,880.00	\$ 130.00	\$ 3,120.00	\$ 320.00	\$ 7,680.00
23	1	LS	Water Service Bypass Line, Connections, etc....	\$ 65,000.00	\$ 65,000.00	\$ 67,700.00	\$ 67,700.00	\$ 100,000.00	\$ 100,000.00
TOTAL BASE BID PRICE (Items 1 thru 23)					\$ 789,418.00		\$ 849,932.00		\$ 1,001,610.00

ADDITIVE ALTERNATE BID				Canary Construction, Inc.		Fambro Construction, LLC		B&L Construction	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1A	1	LS	Mobilization, Bonds & Insurance	\$ 8,000.00	\$ 8,000.00	\$ 8,425.00	\$ 8,425.00	\$ 15,000.00	\$ 15,000.00
2A	1	LS	Traffic Control Plan	\$ 1,200.00	\$ 1,200.00	\$ 5,550.00	\$ 5,550.00	\$ 20,000.00	\$ 20,000.00
3A	1	LS	Stormwater Pollution Prevention Plan	\$ 650.00	\$ 650.00	\$ 3,215.00	\$ 3,215.00	\$ 5,000.00	\$ 5,000.00
4A	1,430	LF	Trench Safety Plan	\$ 2.00	\$ 2,860.00	\$ 1.00	\$ 1,430.00	\$ 20.00	\$ 28,600.00
5A	1,173	LF	8" C900 CR18 Water Pipe by Open Cut	\$ 80.00	\$ 93,840.00	\$ 85.00	\$ 99,705.00	\$ 185.00	\$ 217,005.00
6A	190	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 85.00	\$ 16,150.00	\$ 125.00	\$ 23,750.00	\$ 260.00	\$ 49,400.00
7A	67	LF	8" C900 DR18 Water Line by Slick Bore	\$ 420.00	\$ 28,140.00	\$ 205.00	\$ 13,735.00	\$ 320.00	\$ 21,440.00
8A	1	EA	10" Water Line to Existing 6" Water Line at STA 00 + 00	\$ 4,500.00	\$ 4,500.00	\$ 5,895.00	\$ 5,895.00	\$ 10,000.00	\$ 10,000.00
9A	1	EA	10" Water Line to Existing 10" Water Line at STA 14 + 30	\$ 9,500.00	\$ 9,500.00	\$ 9,805.00	\$ 9,805.00	\$ 10,000.00	\$ 10,000.00
10A	1	EA	10" Gate Valve	\$ 4,500.00	\$ 4,500.00	\$ 4,880.00	\$ 4,880.00	\$ 7,500.00	\$ 7,500.00
TOTAL ADDITIVE ALTERNATE BID PRICE (Items 1A thru 10A)					\$ 169,340.00		\$ 176,390.00		\$ 383,945.00

I, CHRISTOPHER S. HAY, P.E., #111453, DO HEREBY CERTIFY THAT THE ABOVE REFERENCED BIDS WERE RECEIVED, IN ACCORDANCE WITH THE ADVERTISED PROCEDURES, OPENED, AND READ ALOUD. THE BID TABULATION HEREIN IS A TRUE AND ACCURATE REPRESENTATION OF THE BIDS READ ALOUD.


CHRISTOPHER S. HAY, P.E., #111453


1/5/2023

TABULATION OF BIDS FOR: Spanish Oak Trail Water Line Project, City of Glen Rose, Texas

BIDS RECEIVED: 1/4/2023

PE Firm Registration No. 1151

BASE BID				Excel 4 Construction, LLC		Leetech Solutions, LLC		Tracker Utility Services	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1	1	LS	Mobilization, Bonds & Insurance	\$ 5,800.00	\$ 5,800.00	\$ 30,000.00	\$ 30,000.00	\$ 31,000.00	\$ 31,000.00
2	1	LS	Traffic Control Plan	\$ 6,000.00	\$ 6,000.00	\$ 20,000.00	\$ 20,000.00	\$ 16,163.00	\$ 16,163.00
3	1	LS	Stormwater Pollution Prevention Plan	\$ 6,200.00	\$ 6,200.00	\$ 20,000.00	\$ 20,000.00	\$ 7,500.00	\$ 7,500.00
4	1,569	LF	Trench Safety Plan	\$ 1.00	\$ 1,569.00	\$ 1.00	\$ 1,569.00	\$ 4.00	\$ 6,276.00
5	1,070	LF	6" C900 DR18 Water Pipe by Open Cut	\$ 85.00	\$ 90,950.00	\$ 90.00	\$ 96,300.00	\$ 135.00	\$ 144,450.00
6	1,718	LF	6" HDPE Water Pipe by Pulling Through Existing 10" Water Pipe	\$ 61.00	\$ 104,798.00	\$ 75.00	\$ 128,850.00	\$ 90.00	\$ 154,620.00
7	80	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 108.00	\$ 8,640.00	\$ 100.00	\$ 8,000.00	\$ 100.00	\$ 8,000.00
8	404	LF	HDD Bore for 8" DR11 DIPS HDPE Water Line	\$ 303.00	\$ 122,412.00	\$ 360.00	\$ 145,440.00	\$ 363.00	\$ 146,652.00
9	23	EA	Standard Service Line Reconnect	\$ 950.00	\$ 21,850.00	\$ 1,800.00	\$ 41,400.00	\$ 1,350.00	\$ 31,050.00
10	3	EA	Long Service Line Reconnect	\$ 1,700.00	\$ 5,100.00	\$ 2,300.00	\$ 6,900.00	\$ 1,500.00	\$ 4,500.00
11	6	EA	6" Gate Valve	\$ 2,100.00	\$ 12,600.00	\$ 2,500.00	\$ 15,000.00	\$ 2,000.00	\$ 12,000.00
12	3	EA	8" Gate Valve	\$ 2,700.00	\$ 8,100.00	\$ 3,500.00	\$ 10,500.00	\$ 3,000.00	\$ 9,000.00
13	805	LF	Asphalt Replacement	\$ 30.00	\$ 24,150.00	\$ 50.00	\$ 40,250.00	\$ 25.00	\$ 20,125.00
14	9	LF	Concrete Replacement	\$ 145.00	\$ 1,305.00	\$ 120.00	\$ 1,080.00	\$ 205.00	\$ 1,845.00
15	1	EA	10"x6" Tapping Sleeve and Valve to Connect to 6" Water Line	\$ 5,200.00	\$ 5,200.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00
16	1	EA	6" Water Line to Existing 2" Water Line at STA 17 + 27	\$ 7,000.00	\$ 7,000.00	\$ 5,500.00	\$ 5,500.00	\$ 1,199.00	\$ 1,199.00
17	1	EA	8" Water Line to Existing 10" Water Line at US Hwy 67	\$ 9,800.00	\$ 9,800.00	\$ 4,500.00	\$ 4,500.00	\$ 3,500.00	\$ 3,500.00
18	1	EA	8" Water Line to Existing 8" Water Line at US Hwy 67	\$ 5,400.00	\$ 5,400.00	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00
19	2	EA	Connection to Existing Fire Hydrant Assembly	\$ 6,000.00	\$ 12,000.00	\$ 5,000.00	\$ 10,000.00	\$ 2,750.00	\$ 5,500.00
20	1	EA	New Fire Hydrant Assembly	\$ 7,300.00	\$ 7,300.00	\$ 6,500.00	\$ 6,500.00	\$ 7,000.00	\$ 7,000.00
21	1	EA	Connection to Existing Air Release Valve	\$ 1,800.00	\$ 1,800.00	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
22	24	LF	6" DR18 C900 Water Line by Slick Bore without Encasement	\$ 317.00	\$ 7,608.00	\$ 190.00	\$ 4,560.00	\$ 150.00	\$ 3,600.00
23	1	LS	Water Service Bypass Line, Connections, etc....	\$ 85,000.00	\$ 85,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
TOTAL BASE BID PRICE (Items 1 thru 23)					\$ 560,582.00	***	\$ 624,349.00	**	\$ 639,980.00

ADDITIVE ALTERNATE BID				Excel 4 Construction, LLC		Leetech Solutions, LLC		Tracker Utility Services	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1A	1	LS	Mobilization, Bonds & Insurance	\$ 9,000.00	\$ 9,000.00	\$ 5,000.00	\$ 5,000.00	\$ 7,400.00	\$ 7,400.00
2A	1	LS	Traffic Control Plan	\$ 12,000.00	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,500.00	\$ 3,500.00
3A	1	LS	Stormwater Pollution Prevention Plan	\$ 9,800.00	\$ 9,800.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00
4A	1,430	LF	Trench Safety Plan	\$ 1.00	\$ 1,430.00	\$ 1.00	\$ 1,430.00	\$ 3.00	\$ 4,290.00
5A	1,173	LF	8" C900 CR18 Water Pipe by Open Cut	\$ 96.00	\$ 112,608.00	\$ 100.00	\$ 117,300.00	\$ 70.00	\$ 82,110.00
6A	190	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 96.00	\$ 18,240.00	\$ 26.32	\$ 5,000.00	\$ 130.00	\$ 24,700.00
7A	67	LF	8" C900 DR18 Water Line by Slick Bore	\$ 366.00	\$ 24,522.00	\$ 89.55	\$ 6,000.00	\$ 180.00	\$ 12,060.00
8A	1	EA	10" Water Line to Existing 6" Water Line at STA 00 + 00	\$ 6,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00	\$ 2,453.00	\$ 2,453.00
9A	1	EA	10" Water Line to Existing 10" Water Line at STA 14 + 30	\$ 9,200.00	\$ 9,200.00	\$ 4,000.00	\$ 4,000.00	\$ 4,067.00	\$ 4,067.00
10A	1	EA	10" Gate Valve	\$ 4,500.00	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL ADDITIVE ALTERNATE BID PRICE (Items 1A thru 10A)					\$ 207,300.00	***	\$ 154,730.00		\$ 148,080.00

** Due to calculation error, Tracker Utility Services Base Bid is higher than what was read aloud at the Bid Opening.

*** Due to calculation error, Leetech Solutions Base Bid and Alternate Bid is lower than what was read aloud at the Bid Opening.

BASE BID				Canary Construction, Inc.		Fambro Construction, LLC		B&L Construction	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1	1	LS	Mobilization, Bonds & Insurance	\$ 34,000.00	\$ 34,000.00	\$ 40,510.00	\$ 40,510.00	\$ 40,000.00	\$ 40,000.00
2	1	LS	Traffic Control Plan	\$ 1,200.00	\$ 1,200.00	\$ 22,750.00	\$ 22,750.00	\$ 20,000.00	\$ 20,000.00
3	1	LS	Stormwater Pollution Prevention Plan	\$ 3,000.00	\$ 3,000.00	\$ 10,715.00	\$ 10,715.00	\$ 5,000.00	\$ 5,000.00
4	1,569	LF	Trench Safety Plan	\$ 2.00	\$ 3,138.00	\$ 1.00	\$ 1,569.00	\$ 20.00	\$ 31,380.00
5	1,070	LF	6" C900 DR18 Water Pipe by Open Cut	\$ 80.00	\$ 85,600.00	\$ 92.00	\$ 98,440.00	\$ 165.00	\$ 176,550.00
6	1,718	LF	6" HDPE Water Pipe by Pulling Through Existing 10" Water Pipe	\$ 75.00	\$ 128,850.00	\$ 111.00	\$ 190,698.00	\$ 125.00	\$ 214,750.00
7	80	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 90.00	\$ 7,200.00	\$ 292.00	\$ 23,360.00	\$ 175.00	\$ 14,000.00
8	404	LF	HDD Bore for 8" DR11 DIPS HDPE Water Line	\$ 700.00	\$ 282,800.00	\$ 460.00	\$ 185,840.00	\$ 420.00	\$ 169,680.00
9	23	EA	Standard Service Line Reconnect	\$ 2,000.00	\$ 46,000.00	\$ 1,485.00	\$ 34,155.00	\$ 2,500.00	\$ 57,500.00
10	3	EA	Long Service Line Reconnect	\$ 3,000.00	\$ 9,000.00	\$ 1,745.00	\$ 5,235.00	\$ 3,500.00	\$ 10,500.00
11	6	EA	6" Gate Valve	\$ 2,000.00	\$ 12,000.00	\$ 2,630.00	\$ 15,780.00	\$ 2,500.00	\$ 15,000.00
12	3	EA	8" Gate Valve	\$ 2,500.00	\$ 7,500.00	\$ 4,135.00	\$ 12,405.00	\$ 3,200.00	\$ 9,600.00
13	805	LF	Asphalt Replacement	\$ 75.00	\$ 60,375.00	\$ 78.00	\$ 62,790.00	\$ 100.00	\$ 80,500.00
14	9	LF	Concrete Replacement	\$ 75.00	\$ 675.00	\$ 150.00	\$ 1,350.00	\$ 130.00	\$ 1,170.00
15	1	EA	10"x6" Tapping Sleeve and Valve to Connect to 6" Water Line	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00
16	1	EA	6" Water Line to Existing 2" Water Line at STA 17 + 27	\$ 4,000.00	\$ 4,000.00	\$ 6,115.00	\$ 6,115.00	\$ 6,500.00	\$ 6,500.00
17	1	EA	8" Water Line to Existing 10" Water Line at US Hwy 67	\$ 4,000.00	\$ 4,000.00	\$ 17,340.00	\$ 17,340.00	\$ 8,500.00	\$ 8,500.00
18	1	EA	8" Water Line to Existing 8" Water Line at US Hwy 67	\$ 4,000.00	\$ 4,000.00	\$ 17,295.00	\$ 17,295.00	\$ 8,500.00	\$ 8,500.00
19	2	EA	Connection to Existing Fire Hydrant Assembly	\$ 5,000.00	\$ 10,000.00	\$ 5,810.00	\$ 11,620.00	\$ 3,500.00	\$ 7,000.00
20	1	EA	New Fire Hydrant Assembly	\$ 9,000.00	\$ 9,000.00	\$ 9,995.00	\$ 9,995.00	\$ 6,800.00	\$ 6,800.00
21	1	EA	Connection to Existing Air Release Valve	\$ 1,200.00	\$ 1,200.00	\$ 3,150.00	\$ 3,150.00	\$ 3,500.00	\$ 3,500.00
22	24	LF	6" DR18 C900 Water Line by Slick Bore without Encasement	\$ 245.00	\$ 5,880.00	\$ 130.00	\$ 3,120.00	\$ 320.00	\$ 7,680.00
23	1	LS	Water Service Bypass Line, Connections, etc....	\$ 65,000.00	\$ 65,000.00	\$ 67,700.00	\$ 67,700.00	\$ 100,000.00	\$ 100,000.00
TOTAL BASE BID PRICE (Items 1 thru 23)					\$ 789,418.00		\$ 849,932.00		\$ 1,001,610.00

ADDITIVE ALTERNATE BID				Canary Construction, Inc.		Fambro Construction, LLC		B&L Construction	
Item No.	Quantity	Unit	Item	Unit Cost	Amount	Unit Cost	Amount	Unit Cost	Amount
1A	1	LS	Mobilization, Bonds & Insurance	\$ 8,000.00	\$ 8,000.00	\$ 8,425.00	\$ 8,425.00	\$ 15,000.00	\$ 15,000.00
2A	1	LS	Traffic Control Plan	\$ 1,200.00	\$ 1,200.00	\$ 5,550.00	\$ 5,550.00	\$ 20,000.00	\$ 20,000.00
3A	1	LS	Stormwater Pollution Prevention Plan	\$ 650.00	\$ 650.00	\$ 3,215.00	\$ 3,215.00	\$ 5,000.00	\$ 5,000.00
4A	1,430	LF	Trench Safety Plan	\$ 2.00	\$ 2,860.00	\$ 1.00	\$ 1,430.00	\$ 20.00	\$ 28,600.00
5A	1,173	LF	8" C900 CR18 Water Pipe by Open Cut	\$ 80.00	\$ 93,840.00	\$ 85.00	\$ 99,705.00	\$ 185.00	\$ 217,005.00
6A	190	LF	8" C900 DR18 Water Pipe by Open Cut	\$ 85.00	\$ 16,150.00	\$ 125.00	\$ 23,750.00	\$ 260.00	\$ 49,400.00
7A	67	LF	8" C900 DR18 Water Line by Slick Bore	\$ 420.00	\$ 28,140.00	\$ 205.00	\$ 13,735.00	\$ 320.00	\$ 21,440.00
8A	1	EA	10" Water Line to Existing 6" Water Line at STA 00 + 00	\$ 4,500.00	\$ 4,500.00	\$ 5,895.00	\$ 5,895.00	\$ 10,000.00	\$ 10,000.00
9A	1	EA	10" Water Line to Existing 10" Water Line at STA 14 + 30	\$ 9,500.00	\$ 9,500.00	\$ 9,805.00	\$ 9,805.00	\$ 10,000.00	\$ 10,000.00
10A	1	EA	10" Gate Valve	\$ 4,500.00	\$ 4,500.00	\$ 4,880.00	\$ 4,880.00	\$ 7,500.00	\$ 7,500.00
TOTAL ADDITIVE ALTERNATE BID PRICE (Items 1A thru 10A)					\$ 169,340.00		\$ 176,390.00		\$ 383,945.00


I, CHRISTOPHER S. HAY, P.E., #111453, DO HEREBY CERTIFY THAT THE ABOVE REFERENCED BIDS WERE RECEIVED, IN ACCORDANCE WITH THE ADVERTISED PROCEDURES, OPENED, AND READ ALOUD. THE BID TABULATION HEREIN IS A TRUE AND ACCURATE REPRESENTATION OF THE BIDS READ ALOUD.


CHRISTOPHER S. HAY, P.E., #111453


1/5/2023



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a contract with Freeman-Millican, Inc. for engineering services for the 2023-2024 Texas Community Development Block Grant project		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:	Freeman Millican Contract; Resolution Selecting Freeman Millican		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Jake McAdams with Public Management coordinated a meeting with Freeman Millican, eHT, Public Works Director Holder and City Administrator Leamons to clear a path for the City's CDBG project to move forward with eHT provided plans and Freeman Millican bid and construction services. Additional input was required and obtained from the Texas Department of Agriculture. Freeman Millican provided a contract for the City's review on January 5 th . It has been forwarded to City Attorney Lowry for his review.			
RECOMMENDED ACTION: Move to adopt Resolution selecting Freeman Millican.			

RESOLUTION NO.**A RESOLUTION OF THE CITY OF GLEN ROSE, TEXAS, AUTHORIZING PROFESSIONAL SERVICE PROVIDER SELECTION FOR A 2023/2024 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM – COMMUNITY DEVELOPMENT FUND GRANT THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE.**

WHEREAS, participation in the Texas Community Development Block Grant Program – Community Development Fund (CDBG) requires implementation by professionals experienced in the engineering/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 BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS, THAT:

- Section 1. That Freeman-Millican, Inc. is selected to provide application and project-related engineering and design services for a 2023/2024 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 this 10th day of January, 2023

Julia Douglas, Mayor

ATTEST:

Staci King, City Secretary

PART I – PROPOSED CONTRACT
ENGINEERING / ARCHITECTURAL / SURVEYOR SERVICES
AGREEMENT

THIS AGREEMENT, entered into this ____ day of _____, by and between the CITY OF GLEN ROSE, hereinafter called the "City", acting herein by the Mayor or equivalent authorized person hereunto duly authorized, and FREEMAN-MILLICAN, INC. hereinafter called "Firm", acting herein by Vice President.

WITNESSETH THAT:

WHEREAS, the City of Glen Rose desires to implement the following: Public Infrastructure Project under the general direction of the Texas Community Development Block Grant Program (TxCDBG) administered by the Texas Department of Agriculture (TDA); and Whereas the City/County desires to engage Freeman-Millican, Inc. to render certain engineering services in connection with the TxCDBG Project, Contract Number.

NOW THEREFORE, the parties do mutually agree as follows:

1. Scope of Services
Part II, Scope of Services, is hereby incorporated by reference into this Agreement.
2. Time of Performance - The services of the Firm shall commence on January 15, 2023. In any event, all of the services required and performed hereunder shall be completed no later than January 15, 2025.
3. Local Program Liaison - For purposes of this Agreement, the Mayor or equivalent authorized person will serve as the Local Program Liaison and primary point of contact for the Firm. All required progress reports and communication regarding the project shall be directed to this liaison and other local personnel as appropriate
4. Access to Records - The U.S. Department of Housing and Urban Development (HUD), Inspector General, the Comptroller General of the United States, the Texas Department of Agriculture (TDA), and the City/County, or any of their authorized representatives, shall have access to any documents, papers, or other records of the Firm which are pertinent to the TxCDBG award, in order to make audits, examinations, excerpts, and transcripts, and to closeout the City/County's TxCDBG contract with TDA.
5. Retention of Records - The Firm shall retain all required records for three years after the City/County makes its final payment and all pending matters are closed.
6. Compensation and Method of Payment - The maximum amount of compensation and reimbursement to be paid hereunder shall not exceed \$25,000. Payment to Firm shall be based on satisfactory completion of identified milestones in Part III - Payment Schedule of this Contract.
7. Indemnification – Engineer shall comply with the requirements of all applicable laws, rules and regulations, and shall exonerate, indemnify, and hold harmless the City and its agency members from and against them, and shall assume full responsibility for payments of Federal, State and local taxes on contributions imposed or required under the Social Security, worker's compensation and income tax laws.
8. Miscellaneous Provisions
 - a. This Agreement shall be construed under and accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Johnson County, Texas.
 - b. This Agreement shall be binding upon and insure to the benefit of the parties hereto and respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.
 - c. In any case one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall not be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
 - d. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

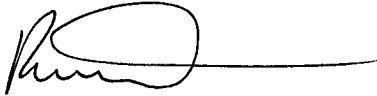
- e. This Agreement may be amended by mutual agreement of the parties hereto and a writing to be attached to an incorporated into this Agreement.
9. Extent of Conditions - This Agreement which includes Part I-V, represents the entire and integrated agreement between the City/County and the Firm and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by authorized representatives of both City/County and the Firm

IN WITNESSETH HEREOF, the parties have hereunto set their hands and seals.

CITY OF GLEN ROSE

FIRM: FREEMAN-MILLCAN, INC.

BY: _____
(Mayor) – Or Approved Signature

BY:  _____
/Richard Dormier, P.E.
Vice President

PART II – PROPOSED SCOPE OF SERVICES

The Engineering Firm shall render the following services necessary for the development of the project:

SCOPE OF SERVICES:

PHASE ONE:

1. Attend project planning meetings with City Staff to begin application preparation assistance
2. Provide an Estimate of Probable Construction Cost for all construction options presented to the City.
3. Provide project Exhibits for the Application.

PHASE TWO:

1. Attend conferences with the Grant Recipient regarding the selected design of the project.
2. Make 10-day call to confirm prevailing wage decision issued by CDBG.
3. Incorporate any and all wage rate modifications or supersedes via bid addendum (if applicable).
4. Conduct bid opening and prepare minutes.
5. Tabulate, analyze, and review bids for completeness and accuracy.
6. Accomplish Construction Contractor eligibility verification.
7. Conduct pre-construction conference and prepare copy of report/minutes.
8. Require construction contractor to perform all required testing and inspection during construction.
9. Issue Start of Construction Notice to CDBG and Notice to Proceed to construction contractor.
10. Provide in all proposed construction contracts deductive alternatives where feasible, so that should the lowest responsive base bid for construction exceed the funds available, deductive alternatives can be taken to reduce the bid price.
11. Design for access by persons with disabilities to facilities to be used by the public in accordance with Public Law 504.
12. Use forms for instructions to bidders, general conditions, contract, bid bond, performance bond, and payment bond that have CDBG approval.
13. Make periodic visits, no less than every 30 days during the construction period, to the site to observe the progress and quality of the work, and to determine in general if the work is proceeding in accordance with the Contract.
14. Consult with and advise the Grant Recipient during construction; issue to contractors all instructions requested by the Grant Recipient; and prepare routine change orders if required, at no charge for engineering services to the Grant Recipient when the change order is required to correct errors or omissions by the Engineer; provide price analysis for change orders; process change orders approved by Grant Recipient and the project engineer and submit to CDBG for approval prior to execution with the construction contractor.
15. Review shop and working drawings furnished by contractors for compliance with design concept and with information given in contract documents (contractors will be responsible for dimensions to be confirmed and correlated at job site).
16. Resolve all payment requests within 14 days of receipt of signed pay request from the Construction Contractor.
17. Based on the Engineer's on-site observations and review of the contractor's applications for payment, determine the amount owed to the contractor in such amounts; such approvals of payment to constitute a representation to the Grant Recipient, based on such observations and review, that the work has progressed to the point indicated and that the quality of work is in accordance with the plans, specifications and contract documents.
18. Recommend that a 10% retainage is withheld from all payments on construction contracts until final acceptance by the Grant Recipient and approval by CDBG, unless State or local law provides otherwise.
19. Prepare Certificate of Construction Completion and Clean Lien Certificate. A Clean Lien Certificate may be prepared for each of the Prime Contractor(s) and each of the subcontractor(s).
20. Conduct interim/final inspections (**with resident inspection to be at City's option**).
21. Revise contract drawings, with design engineer, to show the work as actually constructed, and furnish the Grant Recipient with a set of "record drawings" plans.

22. The Engineer will provide a copy of the final project record drawing(s) engineering schematic(s), as constructed using funds under this contract. These files shall be provided in digital format containing the source file data (original vector data) and the graphic data in files on machine readable media, such as compact disc (CD) or flash drive, which are compatible with computer systems owned or readily available to the owner. The digital copy provided shall not include a digital representation of the engineer's seal but the accompanying documentation from the engineer shall include a signed statement of when the map was authorized, that the digital file is a true representation of the original sealed document, and that a printed version with the seal has been provided to the owner. In addition, complete documentation as to the content and layout of the data files and the name of the software package(s) used to generate the data and files shall be provided to the owner in written form.

SUBCONTRACTS

No work under this Agreement shall be subcontracted by the Firm without prior approval, in writing, from the City/County.

2. The Firm shall, prior to proceeding with the work, notify the City/County in writing of the name of any subcontractors proposed for the work, including the extent and character of the work to be done by each.
3. If any time during progress of the work, the City/County determines that any subcontractor is incompetent or undesirable, the City/County will notify the Firm who shall take reasonable and immediate steps to satisfactorily cure the problem, substitute performance, or cancel such subcontract. Subletting by subcontractors shall be subject to the same regulations. Nothing contained in this Agreement shall create any contractual relation between any subcontractor and the City/County.
4. The Firm will include in all contracts and subcontracts in excess of \$150,000 a provision which requires compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C 7401-7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). The provisions shall require reporting of violations to TDA and to the Regional Office of the Environmental Protection Agency (EPA).
5. The Firm will include in all contracts and subcontracts in excess of \$150,000 provisions or conditions which will allow for administrative, contractual or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate.
6. The Firm will include in all contracts and subcontracts in excess of \$10,000 provisions addressing termination for cause and for convenience by the City/County including the manner by which it will be effected and the basis for settlement..
7. The Firm will include in all contracts and subcontracts provisions requiring compliance with the following, if applicable:
 - a. Prime construction contracts in excess of \$2,000, compliance with the Davis-Bacon Act, as amended (40 U.S.C.3141-3144, 3146-3148) as supplemented by Department of Labor regulations (29 CFR part 5);
 - b. Prime construction contracts in excess of \$2,000, compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR part 3)
 - c. Contracts greater than \$10,000, the inclusion of the Equal Opportunity clause provided under 41 CFR 60-1.4(b) (Executive Order 11246);
 - d. Section 3 of the Housing and Urban Development Act of 1968;
 - e. Contracts exceeding \$100,000, compliance with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352);
 - f. For contracts in excess of \$100,000 that involve the employment of mechanics or laborers, compliance with the Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708), including work week requirements and safety conditions for workers, as supplemented by Department of Labor regulations (29 CFR Part 5); and
 - g. For procurement of recovered materials where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000, compliance with 2 CFR 200.322 and section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, which requires procuring only items designated in guidelines of the EPA at 40 CFR part 247 that contain the highest percentage of recovered materials practicable.
8. The Firm will include in all negotiated contracts and subcontracts a provision which indicates that funds will not be awarded under this contract to any party which is debarred, suspended, or otherwise excluded from or ineligible for

participation in federal assistance programs under Executive Order 12549 and 2 CFR Part 2424. A certification shall be provided and received from each proposed subcontractor under this contract and its principals.

9. The Firm will include in all negotiated contracts and subcontracts a provision to the effect that the City/County, TDA, the Texas Comptroller of Public Accounts, the Comptroller General of the United States, the U.S. Department of Housing and Urban Development (HUD), or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to that specific contract, for the purpose of making audit, examination, excerpts, and transcriptions.

10. The Firm will include in all contracts and subcontracts a requirement that the contractor maintain all relevant project records for three (3) years after the City/County has made final payment to the contractor and all other pending matters are closed.

STANDARD OF PERFORMANCE AND DEFICIENCIES

1. All services of the Firm and its independent professional associates, consultants and subcontractors will be performed in a professional, reasonable and prudent manner in accordance with generally accepted professional practice. The Firm represents that it has the required skills and capacity to perform work and services to be provided under this Agreement.
2. The Firm represents that services provided under this Agreement shall be performed within the limits prescribed by the City/County in a manner consistent with that level of care and skill ordinarily exercised by other professional consultants under similar circumstances.
3. Any deficiency in Firm's work and services performed under this contract shall be subject to the provisions of applicable state and federal law. Any deficiency discovered shall be corrected upon notice from City/County and at the Firm's expense if the deficiency is due to Firm's negligence. The City/County shall notify the Firm in writing of any such deficiency and provide an opportunity for mutual investigation and resolution of the problem prior to pursuit of any judicial remedy. In any case, this provision shall in no way limit the judicial remedies available to the City/County under applicable state or federal law.
4. The Firm agrees to and shall hold harmless the City/County, its officers, employees, and agents from all claims and liability of whatsoever kind or character due to or arising solely out of the negligent acts or omissions of the Firm, its officers, agents, employees, subcontractors, and others acting for or under the direction of the Firm doing the work herein contracted for or by or in consequence of any negligence in the performance of this Agreement, or by or on account of any omission in the performance of this Agreement.

PART III -- PAYMENT SCHEDULE PROFESSIONAL ENGINEERING/ARCHITECTURAL SERVICES

(Texas Government Code 2254 prohibits professional engineers from providing fees prior to being selected to perform work)

Grant Recipient shall reimburse (Freeman-Millican, Inc.) for basic engineering services provided upon completion of the following project milestones per the following percentages of the maximum contract amount:

Milestone	% of Contract Fee
• Completion of bid advertisement and contract award.	50%
• Completion of Final Closeout Assessment and submittal of "As Builts" to Grant Recipient.	40%
• Completion of final inspection and acceptance by the Grant Recipient.	10%
Total	100%

SPECIAL SERVICES

Special Services shall be reimbursed under the following hourly rate schedule: (List all applicable services to include overhead charge)

Registered Surveyor	\$ 165
Survey Crew (3 members)	\$ 175
Project Engineer	\$ 180
Engineering Technician	\$ 135
Project Representative	\$ 110
Draftsman	\$ 90

The fee for all other Special Services shall not exceed a total of Twenty Thousand and No/100 Dollars (\$20,000.00). The payment for these Special Services shall be paid as a lump sum, per the following schedule:

1. The Engineer shall be paid upon completion of surveying, necessary field data, and acquisition data, if applicable, the sum of _____ and No/100 Dollars (\$____).
2. The Engineer shall be reimbursed the actual costs of necessary testing based on itemized billing statements from the independent testing laboratory, plus a Ten percent (10%) overhead charge. All fees for testing shall not exceed a total of Three Thousand and No/100 Dollars (\$3,000.000).
3. The payment requests shall be prepared by the Engineer and be accompanied by such supporting data to substantiate the amounts requested.
4. Any work performed by the Engineer prior to the execution of this contract is at the Engineer's sole risk and expense.

PART IV - TERMS AND CONDITIONS
PROFESSIONAL ENGINEERING SERVICES

1. Termination of Agreement for Cause. If the Firm fails to fulfill in a timely and proper manner its obligations under this Agreement, or if the Firm violates any of the covenants, conditions, agreements, or stipulations of this Agreement, the City/County shall have the right to terminate this Agreement by giving written notice to the Firm of such termination and specifying the effective date thereof, which shall be at least five days before the effective date of such termination. In the event of termination for cause, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by the Firm pursuant to this Agreement shall, at the option of the City/County, be turned over to the City / County and become the property of the City / County. In the event of termination for cause, the Firm shall be entitled to receive reasonable compensation for any necessary services actually and satisfactorily performed prior to the date of termination.

Notwithstanding the above, the Firm shall not be relieved of liability to the City/County for damages sustained by the City/County by virtue of any breach of the Agreement by the Firm, and the City/County may set-off the damages it incurred as a result of the Firm's breach of the contract from any amounts it might otherwise owe the Firm.

2. Termination for Convenience of the City/County.

City/County may at any time and for any reason terminate Contractor's services and work at City/County's convenience upon providing written notice to the Contractor specifying the extent of termination and the effective date. Upon receipt of such notice, Contractor shall, unless the notice directs otherwise, immediately discontinue the work and placing of orders for materials, facilities and supplies in connection with the performance of this Agreement.

Upon such termination, Contractor shall be entitled to payment only as follows: (1) the actual cost of the work completed in conformity with this Agreement; plus, (2) such other costs actually incurred by Contractor as are permitted by the prime contract and approved by City/County; (3) plus ten percent (10%) of the cost of the work referred to in subparagraph (1) above for overhead and profit. There shall be deducted from such sums as provided in this subparagraph the amount of any payments made to Contractor prior to the date of the termination of this Agreement. Contractor shall not be entitled to any claim or claim of lien against City/County for any additional compensation or damages in the event of such termination and payment.

3. Changes. The City/County may, from time to time, request changes in the services the Firm will perform under this Agreement. Such changes, including any increase or decrease in the amount of the Firm's compensation, must be agreed to by all parties and finalized through a signed, written amendment to this Agreement.
4. Resolution of Program Non-Compliance and Disallowed Costs. In the event of any dispute, claim, question, or disagreement arising from or relating to this Agreement, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or CDBG program requirements, the parties hereto shall use their best efforts to settle the dispute, claim, question or disagreement. To this effect, the parties shall consult and negotiate with each other in good faith within 30 days of receipt of a written notice of the dispute or invitation to negotiate, and attempt to reach a just and equitable solution satisfactory to both parties. If the matter is not resolved by negotiation within 30 days of receipt of written notice or invitation to negotiate, the parties agree first to try in good faith to settle the matter by mediation administered by the American Arbitration Association under its Commercial Mediation Procedures before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may enter into a written amendment to this Amendment and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of

such mediation equally. *[This section may also provide for the qualifications of the mediator(s), the locale of meetings, time limits, or any other item of concern to the parties.]* If the matter is not resolved through such mediation within 60 days of the initiation of that procedure, either party may proceed to file suit.

5. Personnel.
 - a. The Firm represents that he/she/it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City/County.
 - b. All of the services required hereunder will be performed by the Firm or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
 - c. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City/County. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.
6. Assignability. The Firm shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the City/County thereto; Provided, however, that claims for money by the Firm from the City/County under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City/County.
7. Reports and Information. The Firm, at such times and in such forms as the City/County may require, shall furnish the City/County such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.
8. Records and Audits. The Firm shall insure that the City/County maintains fiscal records and supporting documentation for all expenditures of funds made under this contract in a manner that conforms to 2 CFR 200.300-.309, 24 CFR 570.490, and this Agreement. Such records must include data on the racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the funds provided under this Agreement. The Firm and the City/County shall retain such records, and any supporting documentation, for the greater of three years from closeout of the Agreement or the period required by other applicable laws and regulations.
9. Findings Confidential. All of the reports, information, data, etc., prepared or assembled by the Firm under this contract are confidential and the Firm agrees that they shall not be made available to any individual or organization without the prior written approval of the City/County.
10. Copyright. No report, maps, or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Firm.
11. Compliance with Local Laws. The Firm shall comply with all applicable laws, ordinances and codes of the State and local governments, and the Firm shall save the City/County harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
12. Conflicts of interest.
 - a. Governing Body. No member of the governing body of the City/County and no other officer, employee, or agent of the City/County, who exercises any functions or responsibilities in

connection with administration, construction, engineering, or implementation of CDBG award between TDA and the City / County, shall have any personal financial interest, direct or indirect, in the Firm or this Agreement; and the Firm shall take appropriate steps to assure compliance.

- b. Other Local Public Officials. No other public official, who exercises any functions or responsibilities in connection with the planning and carrying out of administration, construction, engineering or implementation of the CDBG award between TDA and the City/County, shall have any personal financial interest, direct or indirect, in the Firm or this Agreement; and the Firm shall take appropriate steps to assure compliance.
- c. The Firm and Employees. The Firm warrants and represents that it has no conflict of interest associated with the CDBG award between TDA and the City/County or this Agreement. The Firm further warrants and represents that it shall not acquire an interest, direct or indirect, in any geographic area that may benefit from the CDBG award between TDA and the City/County or in any business, entity, organization or person that may benefit from the award. The Firm further agrees that it will not employ an individual with a conflict of interest as described herein.

13. Debarment and Suspension (Executive Orders 12549 and 12689)

The Firm certifies, by entering into this Agreement, that neither it nor its principals are presently debarred, suspended, or otherwise excluded from or ineligible for participation in federally-assisted programs under Executive Orders 12549 ([Text deleted]1986) and 12689 (1989). The term “principal” for purposes of this Agreement is defined as an officer, Director, owner, partner, key employee, or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Firm. The Firm understands that it must not make any award or permit any award (or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, “Debarment and Suspension.”

Federal Civil Rights Compliance.

14. Equal Opportunity Clause (applicable to contracts and subcontracts over \$10,000).

During the performance of this contract, the Firm agrees as follows:

- a. The Firm will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Firm will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- b. The Firm will, in all solicitations or advertisements for employees placed by or on behalf of the Firm, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- c. The Firm will not discourage or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee’s essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in

- furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- d. The Firm will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Firm's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - e. The Firm will comply with all provisions of Executive Order 11246 of September 24, 1965, "**Equal Employment Opportunity**," and of the rules, regulations, and relevant orders of the Secretary of Labor.
 - f. The Firm will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
 - g. In the event of the Firm's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Firm may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
 - h. The Firm will include the portion of the sentence immediately preceding paragraph (a) and the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Firm will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a Firm becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Firm may request the United States to enter into such litigation to protect the interests of the United States.
15. Civil Rights Act of 1964. Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color, religion, sex, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
16. Section 109 of the Housing and Community Development Act of 1974. The Firm shall comply with the provisions of Section 109 of the Housing and Community Development Act of 1974. No person in the United States shall on the ground of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.
17. Section 504 of the Rehabilitation Act of 1973, as amended. The Firm agrees that no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be denied the benefits of, or be subjected to discrimination, including discrimination in employment, under any program or activity receiving federal financial assistance.
18. Age Discrimination Act of 1975. The Firm shall comply with the Age Discrimination Act of 1975 which provides that no person in the United States shall on the basis of age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
19. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) (if contract greater than or equal to \$100,000)
The Firm certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer


or employee of Congress, or an employee of a member of Congress in connection with obtaining this contract. The Firm shall disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.

20. Economic Opportunities for Section 3 Residents and Section 3 Business Concerns.

- a. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- b. The parties to this Agreement agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this Agreement certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- c. The Firm agrees to send to each labor organization or representative of workers with which the Firm has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the Firm's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- d. The Firm agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The Firm will not subcontract with any subcontractor where the Firm has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- e. The Firm will certify that any vacant employment positions, including training positions, that are filled (1) after the Firm is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the Firm's obligations under 24 CFR part 135.
- f. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this Agreement for default, and debarment or suspension from future HUD assisted contracts.
- g. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this Agreement. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A <i>Schedule of Uses</i> , specifically parking regulations		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:	1. P&Z Recommendation Letter 2. Proposed Ordinance		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: On December 13, 2022, the Council was presented with proposed changes to parking regulations. The motion to approve failed due to a lack of second. Planning and Zoning Chair Pam Streeter has requested the item be brought back to council for discussion to provide direction and clarity for the Commission.			
RECOMMENDED ACTION: Approve as presented or provide input for changes.			



**COMMISSION'S DETERMINATION AND
RECOMMENDATION TO THE GLEN ROSE CITY COUNCIL**

Date and time of public hearing: December 6, 2022, 5:30 pm

Purpose of hearing:

- Request for amending the City of Glen Rose Parking Provisions (Sec. 14.02.101 as listed in the Schedule of Uses (at the end of Appendix A).

Request submitted by: Planning and Zoning Commission Board.

After considering all information submitted, the Planning and Zoning Commission has made the determination to:

- ☒ Approve the request and further recommends approval to the City Council.
- ☐ Deny the request.

Reason for decision: Based on reviewing the types of commercial retails, and customer-used (Usable Floor space vs Gross Floor Space (total sqft) we conducted a series of tests and determined the following Types of Use in the Schedule of Uses Chart should have a 1/350GFA parking requirement. This updated amount will allow for plenty of parking for employees and customers and also provide additional greenspace & create less drainage issues by reducing the parking spaces needed on these business types from 1/200GFA to 1/350GFA.

Building Materials Sales, Lumber Yard or Monument Sales	1/350GFA
Shop Large - Other (3000sqft more or chains)	1/350GFA
Shop, Large Retail - Furniture	1/350GFA
Shop, Small - Hardware (paint, plumbing and related sales)	1/350GFA
Store, Small Retail - Department or Discount	1/350GFA
Store, Small Retail - Drug Store or Pharmacy	1/350GFA
Store, Small Retail - General Store or Convenience Store	1/350GFA

Each use type will be examined over the next several months to update all of them.

Signature: Pamela Streeter

Date: 12/7/2022

Position: Chairperson, P&Z

The City Council of the City of Glen Rose, Texas, has voted to:

☐ Approve ☐ Disapprove this recommendation.

Staff Representative Signature _____ Approval Date: _____

Comments:

ORDINANCE NO. 2023.01.10.____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, BY AMENDING CHAPTER 14, APPENDIX A *SCHEDULE OF USES*; PROVIDING FOR REPEALING, SEVERABILITY AND PROPER NOTICE, MEETING AND QUORUM CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Glen Rose, Texas (City) is a Type A general-law municipality located in Somervell County, created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the City heretofore adopted Zoning Regulations, which regulate and restrict the location and use of buildings, structures, and land for trade, industry, residence, and other purposes, and provide for the establishment of zoning districts of such number, shape, and area as may be best suited to carry out these regulations; and

WHEREAS, the City's Planning and Zoning Commission held a public hearing on December 6, 2022, and the City Council held a public hearing on December 13, 2022, with respect to the amendments described herein; and

WHEREAS, the City has complied with all requirements of Chapter 211 of the Texas Local Government Code, and all other laws dealing with notice, publication, and procedural requirements for the adoption of these zoning regulations.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS:

SECTION 1**INCORPORATION OF RECITALS**

All of the above recitals are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2**AMENDING APPENDIX A *SCHEDULE OF USES***

The following parking regulations are hereby amended as follows:

<i>Building Materials Sales, Lumber Yard, or Monument Sales</i>	<i>1/350GFA</i>
<i>Shop Large - Other (3000 sq ft or more, chain retailers)</i>	<i>1/350GFA</i>
<i>Shop, Large Retail - Furniture</i>	<i>1/350GFA</i>
<i>Shop, Small - Hardware (paint, plumbing, and related sales)</i>	<i>1/350GFA</i>
<i>Store, Small Retail - Department or Discount</i>	<i>1/350GFA</i>
<i>Store, Small Retail - Drug Store or Pharmacy</i>	<i>1/350GFA</i>
<i>Store, Small Retail - General Store or Convenience Store</i>	<i>1/350GFA</i>

SECTION 3

SAVINGS/REPEALING CLAUSE

Chapter 14 of the City's Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 4

SEVERABILITY CLAUSE

It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any section, paragraph, sentence, clause, or phrase of this Ordinance shall be declared unconstitutional by the valid judgment of decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining sections, paragraphs, sentences, clauses, and phrases of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional section, paragraph, sentence.

SECTION 5

PROPER NOTICE, MEETING, AND QUORUM CLAUSE

It is hereby officially found and determined that the meeting at which this Ordinance was adopted by majority vote of the City Council of the City of Glen Rose, Texas was open to the public; that public notice of the time, place, and purpose of the meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code; and, that a quorum was present pursuant to Section 22.039 of the Texas Local Government Code.

SECTION 6

EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after the date of its passage.

PASSED AND APPROVED this 10th day of January, 2023.

APPROVED:


Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the adoption of an updated Outdoor Lighting Ordinance		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:	Proposed updated Outdoor Lighting Ordinance; Article on Dark Sky communities		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: <p>Mr. Russ Miller a representative of the Dark-Sky association worked with the City several years ago to adopt its first Outdoor Lighting Ordinance and has been working with the City to adopt an updated ordinance. Since the first ordinance was adopted several circumstances have changed, particularly the proliferation of LED lighting and signage. The revised ordinance being presented for your consideration addresses LED lighting as well as lighting temperatures (white, blue, and yellow lighting). Mr. Miller will be present at Monday's meeting to answer any questions you might have. In the past Mr. Warren Lewis of Fossil Rim has also presented with Mr. Miller and also may be present at Monday's meeting. City Attorney Lowry has reviewed the Ordinance and made some revisions to the enforcement provisions.</p>			
RECOMMENDED ACTION: 			

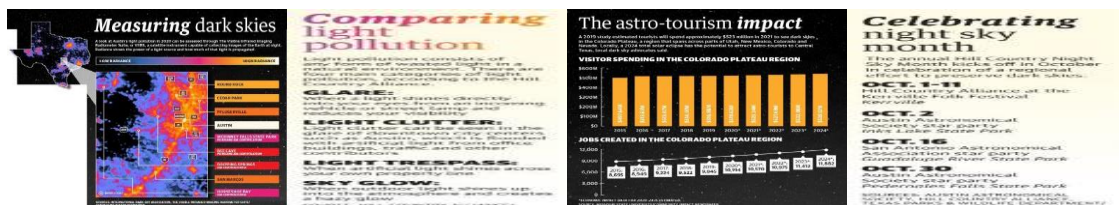
Hill Country communities can pursue Dark Sky designation following new state law

By [Taylor Girtman](#), [Amy Rae Dadamo](#), [Iain Oldman](#) | 9:30 AM Sep 9, 2021 CDT

Updated 4:33 PM Oct 4, 2021 CDT



Some 80% of Americans live where they cannot see the Milky Way as pictured here in Yosemite National Park. (Courtesy Chris Backus)



Across the more remote pockets of Hill Country, several communities are looking to attract tourism dollars and increase the quality of life for residents by utilizing a precious, shrinking natural resource—darkness—or rather, the absence of artificial light.

With the authorization of a recent state bill, Senate Bill 1090, cities across Texas can again apply for a designation of a Dark Sky Community from the International Dark-Sky Association. In order to attain that title, a town must enact certain restrictive lighting regulations on residential, municipal and commercial properties—something cities were unintentionally barred from doing through a 2019 bill.

“I’ve heard a number of advocates say they can now get started. [The application process] takes a while,” said Cindy Luongo Cassidy, the IDA Texas chapter director. “Some communities have started already and are hoping to get going quickly.”

SB 1090 now opens the door for communities to again apply for Dark Sky Community status. Local advocates say that designation, as inconsequential as it may seem, has the potential to draw stargazing enthusiasts from across the globe who flock to remote areas in search of the increasingly elusive dark sky.

A [2016 study](#) published in *Science Advances* found 99% of U.S. and European populations live in places with “light-polluted skies.” The research team further found the Milky Way—the galaxy that includes Earth’s solar system—can no longer be seen by nearly 80% of North Americans due to [light pollution](#).

“The Hill Country, we know, is becoming a hotspot for astro-tourism, and the reason that people move to the Hill Country is because they want that natural connection, and part of that is the night sky,” said Dawn Davies, the Night Sky program coordinator at Hill Country Alliance.

LIGHTING REGULATIONS

Under the IDA’s designation, there are already several existing International Dark Sky Places dotted throughout the state. In all, 15 sites are designated as Dark Sky Places in Texas, and seven of those are located between Fredericksburg and Austin.

Dripping Springs became the [first Dark Sky Community](#) in 2014, meaning the city adopted outdoor lighting ordinances to preserve the quality of the night sky, according to the IDA website. Horseshoe Bay followed not long after, becoming a certified IDA community in 2015.

Most recently, [McKinney Falls State Park](#) in southeast Austin applied for an Urban Night Sky Place designation, Davies said, and the expectation is the state park will receive the title. These areas are sites near urban centers that “actively promote an authentic nighttime experience in the midst of significant artificial light,” according to the IDA website.

A site such as McKinney Falls State Park is only now able to apply for IDA status because of provisions outlined in SB 1090. The bill establishes standards for materials used in development—such as light structures and sconces.

“In 2019 there was action taken by the Legislature to ensure that cities and other governmental entities wouldn’t be in the business of picking winners and losers in the market for products used in constructing homes. It didn’t have legislation that permitted future Dark Sky communities to be established,” said Rep. Andrew Murr, R-Kerrville, who sponsored the 2021 bill. “[SB 1090] picks up where that left off as an unintended consequence.”

The new bill now allows communities to enact lighting ordinances and standards that meet the IDA’s requirements to become a Dark Sky Community. Any restrictions on building materials that go past the necessary measures for IDA designation are prohibited by SB 1090.



In 2011, the IDA approved its model lighting ordinance, or MLO, to serve as a template for municipalities to develop more responsible lighting standards. Under the MLO, outdoor lighting fixtures such as street

lamps must be designed with proper shielding to reduce glare and prevent light trespass, which occurs when artificial light extends past a property line. Other requirements include an 11 p.m. lights-out curfew for nonresidential properties as well as standards for lighting color and temperature. Generally, the IDA recommends a warm-toned amber light with a temperature under 2700 Kelvins.

Similar dark sky standards are upheld by the city of Bee Cave, which has been pursuing IDA dark sky designation for at least a year, said Megan Will, planning and development director for the city. By the end of 2021, city staff will unveil updated lighting ordinances in full compliance with IDA standards, but Will said protecting the night sky has been a priority for the city and its residents since at least 2007.

A couple of neighborhoods in South Austin were given IDA designations as Dark Sky Friendly Developments of Distinction for enacting planning that “promotes a more natural night sky,” according to the IDA.

That program was ended by the IDA in 2020, however. Luongo Cassidy said that in lieu of pursuing that designation, interested property owners in master-planned communities or HOAs can now apply for IDA Texas’ Be a Star Award. The designation has already been awarded to people in 15 separate Texas counties.

“That is a designation on a specific property. ... It is only tied to the type of lighting you control on the property you own,” Luongo Cassidy said.

DARK SKY TOURISM

Dark sky proponents say designated sites can attract a niche visitor to the Hill Country—astro-tourists.

These tourists come from around the U.S.—and sometimes from around the world—to catch astronomical events in areas with a preserved night sky.

In 2019, two researchers from Missouri State University estimated astro-tourists have the potential to generate billions of economic impact dollars in the Colorado Plateau, a region that encompasses parts of Utah, New Mexico, Colorado and Nevada. The study states nonlocal tourists from the area “who value dark skies” will spend \$5.8 billion in the area over the next decade, generating \$2.4 billion in higher wages for workers.

“There’s a lot more tourism in state parks and more demand for programs in the parks that have Dark Sky designations,” Luongo Cassidy said.

[A Flourish data visualization](#)

As it so happens, a major astronomical event will cross through Central Texas in 2024 that may draw in international visitors.

A total solar eclipse will [cross through North America](#) on April 8, 2024, similar to the astronomical event that occurred Aug. 21, 2017, according to the [American Astronomical Society](#). The path of totality, where it is possible to observe the phenomenon of total eclipse, will run straight through the Hill

Country, cutting just west of Austin on a path north to Montreal.

Luongo Cassidy anticipates tourists will flock from all corners of the Earth to observe the total solar eclipse around Austin. And when they come, Luongo Cassidy said, they will be searching for Dark Sky communities where the eclipse will not be interrupted by artificial light.

“Those people want to find a place where they can have a reasonable place to stay and where there won’t be nasty lights that come on during the eclipse,” Luongo Cassidy said. “A lot of the people who come for the eclipse will stay for the whole week. You talk about good tourism dollars—I imagine it will be quite busy around here.”

DEVELOPMENT CONCERNS

While the Texas Hill Country region has become a hot spot for astro-tourism, it has also been the site of emerging developments and population growth.

The increase in large master-planned communities is a real concern for dark sky advocates such as Davies. As the night sky coordinator at HCA, Davies said she works with the organization’s night sky-friendly development program, which recognizes builders who make an effort to reduce light pollution. The program, in part, highlights the incentives behind adopting IDA lighting standards, which include fiscal benefits as a result of reduced energy usage.

“The entire Central Texas area is growing exponentially, both in overall residents moving here but also in industry commercial growth. So there’s a large amount of unintentional, and I’d say undirected, light that is being thrown up into our night skies,” she said.

Amid this growth, Davies said it is important for local municipalities, developers and residents to share a commitment in reducing light pollution.

An example of this commitment within the city of Bee Cave is highlighted by a [multiyear lighting plan](#) at the Field of Dreams, a 19.5-acre outdoor sports complex off Hwy. 71. In 2019, council approved a plan from a local nonprofit, the Lake Travis Youth Association, to replace the pre-existing lights, which contributed to light pollution that negatively impacted neighbors. Over the next 10 years, the field will see the addition of \$1.2 million in dark sky-friendly LEDs. Several of the lights have already been replaced, and Will said the community’s response has been positive.

“The difference that you see between those new lights that are compliant with those IDA standards for sports field lighting and the older lights ... it is a big difference in terms of how they look and the spillover effects,” she said.

As Bee Cave continues to strive for IDA designation amid ongoing growth in development, future projects including a 3,700-person amphitheater [known as The Backyard](#) are also expected to comply with regulations to preserve a clear night sky.

Increased lighting standards were considered last April in Cedar Park. Proposed lighting ordinance changes included a maximum color temperature of 3,000 Kelvins and added clarifications and definitions to the existing ordinance. According to the city, these changes supported limiting light pollution.

Cedar Park City Council ultimately chose to table the item and has not rediscussed the ordinance changes since April 22. One council concern was the cost burden it would have on developers.

Lighting fixtures that aligned with the existing ordinance could remain in place, but future replacements would need to follow the updated ordinance.

Tony Moline, Cedar Park Chamber of Commerce president, voiced opposition to the proposed changes when they were considered in April. Moline said businesses understand the balance between not being a bright-light eyesore to neighbors but also using lighting to protect their businesses at night. Developers told Moline the IDA-approved lighting fixtures would come at an increased cost.

“For the most part, businesses are already self-regulating a lot of these things,” Moline said. “They have a substantial interest in keeping their property safe and secure. At the same time, nobody wants to go to a place that’s under a spotlight.”

QUALITY OF LIFE

Horseshoe Bay, a community of about 4,000 residents located one hour west of Austin, became the second-ever Dark Sky Community in Texas in 2015.

Horseshoe Bay City Manager Stan Farmer said the community watched Dripping Springs attain its certification and quickly realized it had many of the same ordinances in place.

“We already acted like a Dark Sky Community because we didn’t have streetlights,” Farmer told *Community Impact Newspaper*.

Unlike other Central Texas sites pursuing IDA designations, Farmer said Horseshoe Bay did not consider the allure of tourism dollars when it became a Dark Sky Community. For the inlet community on the Highland Lakes chain, preserving the dark sky is a quality-of-life issue.

“We didn’t do it for tourism. We value our quality of life, and that’s not a lot of traffic or visitors,” Farmer said. “It’s nice to go out at night and stand in the street at the end of your driveway, and when you look up you can see the Big Dipper [constellation] in two seconds. I don’t think you can do that in a suburb or downtown Austin.”

Editor's note: This story was updated to correctly relate that astro-tourists are interested in astronomical events.

By [Taylor Girtman](#)

Reporter, Cedar Park and Leander

Taylor Girtman became the reporter for the Cedar Park-Leander edition in February 2020. She has a bachelor's degree in journalism from the University of Florida.

By [Amy Rae Dadamo](#)

Amy Rae Dadamo is the reporter for Lake Travis-Westlake, where her work focuses on city government and education. Originally from New Jersey, Amy Rae relocated to Austin after graduating from Ramapo College of New Jersey in May 2019.

By **Iain Oldman**

Iain Oldman joined Community Impact Newspaper in 2017 after spending two years in Pittsburgh, Pa., where he covered Pittsburgh City Council. His byline has appeared in PublicSource, WESA-FM and Scranton-Times Tribune. Iain worked as the reporter for Community Impact Newspaper's flagship Round Rock/Pflugerville/Hutto edition and is now working as the editor for the Northwest Austin edition.

ORDINANCE NO. 2023.01.10.____

AN ORDINANCE REPEALING AND REPLACING ARTICLE 3.12 *OUTDOOR LIGHTING* OF THE CITY OF GLEN ROSE CODE OF ORDINANCES; MODIFYING REGULATIONS FOR OUTDOOR LIGHTING; IDENTIFYING VIOLATIONS AS A MISDEMEANOR OFFENSE; PROVIDING PENALTIES NOT TO EXCEED \$500.00 PER VIOLATION; ADOPTING SAVING/REPEALING, SEVERABILITY, CODIFICATION, PROPER NOTICE, MEETING, AND QUORUM, AND PUBLICATION CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Glen Rose (City) is a Type A general-law municipality located in Somervell County, created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to enabling legislation of the State of Texas; and,

WHEREAS, on May 8, 2001, the City Council of the City of Glen Rose adopted Ordinance 340 regulating Outdoor Lighting; and,

WHEREAS, since that time, particularly with the introduction and proliferation of LED lighting fixtures and electronic message displays, new regulations are needed;

WHEREAS, the International Dark-Sky Association has provided a Model Lighting Ordinance to assist cities in developing outdoor lighting regulations; and,

WHEREAS, the City Council of the City of Glen Rose (the City Council) seeks to provide for updated regulation of lighting within the City's corporate limits; and

WHEREAS, the City Council seeks to maintain the value of Glen Rose's scenic beauty and charm, which are the keystones of the City's quality of life, through a comprehensive regulatory program that includes restrictions on signs and lighting; and

WHEREAS, the City Council finds that unnecessary and improperly designed and installed light fixtures cause glare, light pollution, light trespass, and wasted resources, thereby constituting a nuisance; and

WHEREAS, glare and light pollution can result in hazardous circulation conditions for all modes of transportation; reduction in safety; the diminishing ability to view the night sky; and, unattractive townscape; and

WHEREAS, light trespass can eliminate the full use and enjoyment of property, causing substantial interference; and

WHEREAS, wasted resources can add to any strain that might be placed on the electric grid; and

WHEREAS, the people who live in and near the City value the natural environment, including the beauty and high quality of the night sky; and

WHEREAS, the City Council desires to protect the health, safety, and welfare of the general public and to protect the night sky that adds to the quality of life and economic well-being of the City; and

WHEREAS, these lighting regulations will not sacrifice the safety of our citizens or visitors or the security of property, but instead will result in safer, more efficient, and more cost-effective lighting; and

WHEREAS, pursuant to Texas Local Government Code (TLGC) Section 217.002, the governing body of the municipality may (if it is a Type A general-law municipality):

- 1) abate and remove a nuisance and punish by fine the person responsible for the nuisance;
- 2) define and declare what constitutes a nuisance and authorize and direct the summary abatement of the nuisance; and
- 3) abate in any manner the governing body considers expedient any nuisance that may injure or affect the public health or comfort"; and,

WHEREAS, pursuant to TLGC Section 51.001, the City has general authority to adopt an ordinance or police regulation that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the proposed lighting ordinance is designed to benefit residents and businesses in the City of Glen Rose by constituting better nighttime visibility, public safety, energy efficiency, and preservation of the natural night environment to promote tourism; and

WHEREAS, the City Council finds that it is necessary and proper for the good government, peace, or order of the City of Glen Rose to repeal and replace Article 3.12 Outdoor Lighting of the City's Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS:

SECTION 1 FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2 REPEAL AND REPLACEMENT ART. 3.12 OUTDOOR LIGHTING

Article 3.12 of the City of Glen Rose Code of Ordinances is hereby repealed in its entirety and replaced with the following:

ARTICLE 3.12 OUTDOOR LIGHTING

Sec. 3.12.001 - Title, purpose, and scope.

- a) This article shall be known and cited as the "Outdoor Lighting Ordinance."
- b) The purpose of this article is:

- 1) To reduce glare and improve nighttime visibility, which contributes to safer, more secure, and attractive outdoor living spaces;
- 2) To encourage efficient, controlled lighting that conserves energy;
- 3) To make our community a better place to live and work and a more inviting place for tourists to visit;
- 4) To protect properties from light trespass;
- 5) To restore and preserve our heritage of a clear, dark night sky;
- 6) To position the City to apply for the designation of International Dark Sky Community;
- 7) To have lights at night that are directed where light is wanted, are a warm color, and the appropriate amount of light; and,
- 8) To prevent light at night from being wasted offsite, off property, or into the night sky.

c) Scope

- 1) This article shall apply within the City limits, hereinafter referred to as "City."
- 2) Nothing herein shall be construed as preventing or limiting the City from applying this article within the surrounding areas where the City asserts powers of extraterritorial jurisdiction through agreements with property owners or as a term affixed to a conditional approval (such as a variance) or if authorized by the State of Texas.

Sec. 3.12.002. - Definitions.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

Adaptive controls. Mechanical or electronic devices, when used in the context of outdoor lighting systems, intended to actively regulate the switching, duration, and/or intensity of light emitted by the outdoor lighting system. Examples of adaptive controls include timers, dimmers, and motion-sensing switches.

Beam of a light fixture. The spatial distribution of the emitted light.

Correlated Color Temperature (CCT). A measure of the color properties of light emitted by lamps, being equal to the temperature, expressed in Kelvins (K). CCT values are typically provided on lighting manufacturer packaging or data sheets.

Decorative holiday lighting. Low-intensity string lights, whose luminous output does not exceed fifty (50) lumens per linear foot, and fully-shielded floodlights, whose luminous output does not exceed one thousand (1,000) lumens and which are aimed and oriented in such a way as to not create light trespass onto another property nor into the night sky, operated for a limited number of days per calendar year.

Electronic Message Display. Any illuminated sign of an informative or advertising nature, whether on or off-premise, and operable at night, whose content is made visible to the viewer by means of luminous elements under active electronic control and therefore subject to alteration in order to vary the content of the message. Electronic displays may be either static or dynamic in terms of light color and intensity.

Existing light fixtures. Those outdoor light fixtures already installed at the time this article was adopted.

Floodlight. A light fixture having a wide beam.

Fully Shielded. An outdoor luminaire constructed so that in its installed position, all of the light emitted from the light fixture is projected below the horizontal plane passing through the lowest light-emitting part of the fixture.

Glare. Visual discomfort or impairment caused by a bright source of light in a direction near one's line of sight.

Greenhouse. Any building that is constructed of glass, plastic, or other transparent material in which plants are grown under climate-controlled conditions and includes hoop houses and other similar structures.

Illuminance. The intensity of light in a specified direction measured at a specific point.

Light source. A light-emitting portion of the luminaire and any diffusing elements and surfaces intended to reflect or refract light emitted from the lamp individually or collectively, for example, a lamp, bulb, lens, highly reflective surface, or frosted glass.

Light pollution. The unintended, adverse, and /or obtrusive effect of the use of outdoor light at night.

Light trespass. Light emitted from fixtures designed or installed in a manner that unreasonably causes light to fall on a property other than the one where the light is installed, in a motor vehicle driver's eyes, or upwards toward the sky. If the light appears star-like from another property or the public roadway, the light is creating light trespass. It is expected that the illumination produced by a light source may be viewed from other properties, but the light source itself should not be visible from other properties. Exhibit 3 of Sec.3.21.008 is a sample educational illustration about light trespass.

Lumen. The unit of measurement used to quantify the amount of light produced by a bulb or emitted from a light source. Lumen values are typically provided on lighting manufacturer packaging or data sheets. For the purposes of this article, unless otherwise stated, the lumen output values shall be the initial lumen output ratings as defined by the manufacturer, multiplied by the lamp efficiency. Lamp efficiency of ninety-five percent (95%) shall be used for all solid-state lamps and eighty percent (80%) for all other lamps unless an alternate efficiency rating is supplied by the manufacturer.

Lumens per Net Acre. The total outdoor light output, as defined in this article, divided by the number of acres or part of an acre with outdoor illumination. Undeveloped, non-illuminated portions of the property may not be included in the net acreage calculation.

Luminaire. A complete lighting assembly or lighting fixture consisting of a lamp, housing, optic(s), and other structural elements, but not including any mounting pole or surface.

Luminance. A measure of light emitted by or from a surface.

Nit. The standard unit of measure of luminance used for internally illuminated signs, digital signs, or electronic message displays.

Outdoor Lighting. Temporary or permanent lighting that is installed, located, or used in such a manner to cause light rays to shine outdoors. Nonresidential fixtures that are installed indoors that cause light rays to shine outside are considered outdoor lighting for the intent of this article. See Exhibit 1 of

Sec.3.12.008 for an illustration of this type of situation. Residential fixtures installed indoors generating more than thirty-eight hundred (3,800) lumens (approximately equal to a three hundred [300] watt incandescent bulb) that cause light to shine outside are also considered outdoor lighting for the intent of this article. All of the lighting that illuminates the translucent portion of a greenhouse or solarium, including roofing material, is considered outdoor lighting for the intent of this article.

Private lighting. Outdoor light fixtures that are owned, leased, operated, maintained, or controlled by individual persons, including but not limited to families, partnerships, corporations, and other entities engaged in the conduct of business or other non-governmental activities.

Public lighting. Outdoor light fixtures that are owned, leased, operated, maintained, or controlled by the City or other governmental entity or entities completely or partially funded by grants obtained by the City or its agents from federal, state, or private sources. The light fixtures are generally located on but are not limited to, streets, highways, alleys, easements, parking lots, parks, playing fields, schools, institutions of higher learning, and meeting places.

Sag-lens or drop-lens fixture. A fixture, typically seen on older streetlights or parking lot lights, where the lens extends below the lowest opaque part of the fixture such that light is scattered above the horizontal plane.

Searchlight. A light fixture having a narrow beam intended to be seen in the sky.

Spotlight. A light fixture having a narrow beam.

Temporary lighting. Non-permanent lighting installations installed and operated for a duration not to exceed thirty (30) days.

Total outdoor light output. The total amount of light, measured in lumens, from all outdoor light fixtures within the illuminated area of a property. The lumen value to be used in the calculation is the lumen value as defined in this article. To compute the total, add the lumen outputs attributed to each light fixture together.

Sec. 3.12.003. – Nonconforming existing outdoor light fixtures.

- a) All existing outdoor lighting that was legally installed before the enactment of this article that does not conform with the standards specified by this article shall be considered nonconforming. Nonconforming outdoor lighting is allowed to remain until required to be replaced pursuant to the terms of this article.
- b) If more than fifty percent (50%) of the total appraised value of a structure (as determined from the records of the county's appraisal district) has been destroyed, the nonconforming status expires, and the structure's previously nonconforming outdoor lighting must be removed and may only be replaced in conformity with the standards of this article.
- c) Nonconforming outdoor lighting shall be brought into conformance with this article as follows:

- 1) Nonresidential Application. All existing outdoor lighting located on a subject property that is part of an application for a rezoning application, conditional use permit, subdivision approval, or a building permit for a major addition is required to be brought into conformance with this article before final inspection, issuance of a certificate of occupancy, or final plat recordation, when applicable. For the following permits issued by the City, the applicant shall have a maximum of ninety (90) days from date of permit issuance to bring the lighting into conformance: site development permit, sign permit for an externally or internally illuminated outdoor sign, initial alcoholic beverage permit, initial food establishment permit, and on-site sewage facility permit.
 - 2) Residential addition or remodel. Nothing herein shall be construed to terminate a residential property's nonconforming status as a result of an addition or remodel. However, all outdoor residential lighting affixed to a construction project requiring a building permit is required to conform to the standards established by this ordinance.
 - 3) Abandonment of non-conforming. A non-conforming structure shall be deemed abandoned if the structure remains vacant for a continuous period of six (6) months. In that instance, the nonconforming status expires, and the structure's previously nonconforming outdoor lighting must be removed and may only be replaced in conformity with the standards of this article.
- d) It is unlawful to expand, repair or replace outdoor lighting that was previously nonconforming, but for which the prior nonconforming status has expired, been forfeited, or otherwise abandoned.
- e) Outdoor lighting on any property that does not conform with this article shall be brought into conformance with this article within five (5) years from the date of adoption of this article. All new construction and/or new luminaires installed (including replacements for existing fixtures) shall comply after the adoption of this article.
- f) Amortization Extension. Residential property owners may request from the City an amortization extension of up to a maximum of ten (10) years from the date a nonconforming fixture was installed, provided that the fixture was compliant with existing City ordinances at the time it was installed and that date of installation can be substantiated via documents, date stamped photographs, etc. or, at the prerogative of the City Administrator, corroborative written statements.
- 1) Amortization extensions to the date at which outdoor lighting shall conform with this article shall be on a per-fixture basis with the following requirements:
 - i. The light fixture must be documented to cost at least one hundred dollars (\$100) when originally purchased;
 - ii. The fixture cannot be brought into compliance by changing the bulb or lighting element or installing shielding;
 - iii. If the bulbs or other lighting elements of the fixture require replacement during the amortization period, the replacement bulbs or lighting elements shall not be rated in excess of twenty-seven hundred (2700) Kelvin.

Sec.3.12.004. - General Provisions

a) Shielding and Light Output.

- 1) Unless exempted elsewhere in this article, all outdoor lighting shall be fully shielded so that the light source shall not be visible from any other property.
- 2) Luminaire mounting height or topography or proximity to other properties may cause public or private outdoor light fixtures to require three-hundred-sixty-degree shielding to hide the source of the light to prevent glare, light trespass, or an unsafe condition on properties other than the one on which it is installed.
- 3) Public or private outdoor street or area lights shall utilize a minimum output consistent with the safety of vehicular traffic and/or pedestrians by following the lighting level recommendations of the Illuminating Engineering Society.
- 4) All lighting that illuminates the translucent portion of a greenhouse or solarium must be shielded so that no direct light shines outside of the structure and no more than four percent (4%) of the reflected or refracted illumination is allowed to escape outside the structure.
- 5) Outdoor light fixtures with a maximum output of two hundred (200) lumens per fixture, regardless of the number of bulbs, may be left unshielded, provided the fixture conforms to all other stipulations of this article. The output from these fixtures shall not exceed ten percent (10%) of the lumens per net acre allowed by this article.

b) Light Trespass. Light trespass is prohibited. No luminaire installed within the City limits, except streetlights that are government-owned or governmental approved to be installed in the right-of-way, shall create conditions of light trespass.

c) Outdoor Sports Facilities.

- 1) Lighting at public and private outdoor sports facilities, including but not limited to playing fields, arenas, tracks, and swimming pools, will be shielded to the greatest practical extent to reduce glare, safety hazards, light trespass, and light pollution;
- 2) Will provide levels of illuminance that are adjustable according to task, allowing for illumination levels not to exceed nationally recognized Illuminating Engineering Society of North America (IESNA) standards according to the appropriate class of play, as well as for lower output during other times, such as when field maintenance is being actively performed; and
- 3) Shall be provided exclusively for illumination of the surface of play and adjacent viewing stands and not for any other application, such as lighting a parking lot; and
- 4) Must be extinguished by 11:00 p.m. or within one (1) hour of the end of active play. The outdoor sports facility lighting shall be fitted with mechanical or electronic timers to prevent lights from being left on accidentally overnight.
- 5) Outdoor sports facility lighting will be exempted from the other regulations of this article if its design and installation, as certified by a professional engineer (PE) licensed in the state of Texas, adheres to the version of the International Dark-Sky Association's Criteria for Community-Friendly Outdoor Sports Lighting operative at the time when the construction permit is submitted to the City for review.

d) Towers. No lighting of towers and associated facilities is allowed except by permit or as required by the Federal Aviation Administration or other federal or state agencies. In coordination with the applicable federal or state agency, the applicant shall determine the maximum height of the tower that would not require lighting. If a proposed tower

would require lighting, the applicant shall demonstrate that a tower height that requires lighting is necessary. Such justification shall include documentation showing the following:

- 1) Coverage limitations;
- 2) Type of system (e.g., cellular, radio, television);
- 3) Technical and engineering details of the lighting to be installed; and
- 4) Requirements of federal, state, and local agencies.

If a tower height that requires lighting is justified, slowly blinking red lights must be used at night. White strobe lights at night are prohibited.

e) Color Temperature.

- 1) The correlated color temperature (CCT) of street and/or area lights may not exceed twenty-seven hundred (2700) Kelvins.
- 2) The correlated color temperature (CCT) of all other outdoor luminaries shall not exceed three thousand (3000) Kelvins except that luminaries directed down onto a fuel pump or luminaries approved through the International Dark-Sky Association's Community-Friendly Outdoor Sports Lighting program may be rated up to four thousand (4000) Kelvin.
- 3) Luminaries rated below twenty-five hundred (2500) Kelvin are encouraged for better nighttime visibility.

f) Service Station Canopies and other building overhangs. All luminaires mounted on or recessed into the lower surface of service station canopies or other overhangs shall be fully shielded and utilize only flat lenses or windows. Shielding must be provided by the luminaire itself and not by surrounding structures such as canopy edges. Light directed on service station pumps may be angled to illuminate the pump to the level of federal standards and to shield the light from normal view.

g) General curfew.

- 1) In all nonresidential zones,
 - i. All privately owned exterior lighting not adaptively controlled shall be extinguished by 11:00 p.m. or within one (1) hour of the end of regular business hours, whichever occurs later.
 - ii. Exterior lighting with adaptive controls shall reduce lighting to twenty-five percent (25%) or less of the total outdoor light output allowed by 11:00 p.m. or within one (1) hour of the end of regular business hours, whichever occurs later. Adaptive controls may be used to activate lights and resume normal light output when motion is detected and be reduced back to twenty-five percent (25%) or less of total outdoor light output allowed within five (5) minutes after activation has ceased, and the light shall not be triggered by activity off property.
 - iii. Businesses whose regular operating hours are (24) twenty-four hours per day are exempt from this provision.
- 2) All publicly owned lighting not adaptively controlled must be fully extinguished by 11:00 p.m. or within one (1) hour of the end of occupancy of the structure or area to be lit, whichever is later.

- 3) All outdoor lighting is encouraged to be turned off when no one is present to use the light.
- h) Lumen Caps. The lumen per net acre values are an upper limit and not a design goal; design goals should be the lowest levels that meet the requirement of the task. Lumen per net acre values exclude governmental-owned street lights used for illumination of public rights-of-way and outdoor recreation facilities.
 - 1) Nonresidential Property. Total outdoor light output installed on any nonresidential property shall not exceed one hundred thousand (100,000) lumens per net acre in any contiguous illuminated area;
 - 2) Residential Property. Total outdoor light output installed on any residential property shall not exceed twenty-five thousand (25,000) lumens per net acre in any contiguous illuminated area.
 - 3) The lumen output of a fixture directed onto a highly reflective surface such as water, polished metal, or any surface with a high gloss finish is encouraged to be the lowest level of light required to accommodate the purpose. The lumen output attributed to a fixture so directed onto a highly reflective surface shall be double the amount defined in this article for the purpose of calculating the lumens per net acre.
 - i) Adaptive Controls. All new publicly owned lights, including streetlights, will incorporate adaptive controls (e.g., timers, motion-sensors, and light-sensitive switches) to actively regulate the emission of light from light fixtures such that the lighting of areas is restricted to times, places, and amounts required for safe occupancy.
 - j) Flagpoles. Property owners are encouraged not to illuminate flagpoles at night but rather to hoist flags after dawn and lower flags before sunset. If flags are illuminated at night, lighting of up to a total of two (2) flags per property is permitted with the following conditions:
 - 1) Flagpoles with a height greater than twenty (20) feet above ground level shall be illuminated only from above. This may be achieved by utilizing a luminaire attached to the top of the flagpole or a luminaire mounted above the top of the flagpole on a structure within fifteen (15) feet of the flagpole and must comply with all sections of this article. The total light output from any luminaire mounted on top of or above a flagpole shall not exceed eight hundred (800) lumens.
 - 2) Flagpoles with a height equal to or less than twenty (20) feet above ground level may be illuminated from below. If ground-level illumination is used, flagpoles may be illuminated with up to two (2) spotlight-type luminaires, utilizing shields or diffusers to reduce glare, whose maximum combined lumen output is seventy-five (75) lumens per linear foot of pole height, measured from the level of the luminaire above grade to the top of the flagpole. Luminaires are to be mounted so that their lenses are perpendicular to the flagpole and the light output points directly toward the flag(s).
 - k) Maximum, average, and minimum levels of illuminance for different facilities are listed below in horizontal footcandles. Unless otherwise specified, minimum levels shall be the lowest consistent with safety and security.
 - 1) Parking lots and parking areas: Average 2.0 fc; minimum 0.5 fc;
 - 2) Entry areas and parking areas near a building: Maximum 5.0 fc;

- 3) Service stations and other fueling facilities: Maximum 10 fc in the area surrounding pump islands; parking areas and entry areas shall be lighted as required in subsections (k)(1) and (k)(2) above; drop-lens fixtures are prohibited, whether mounted under canopies or on poles; and
 - 4) Sales lots where merchandise, including automobiles, is displayed at night: Maximum 20 fc.
 - 5) ATM, maximum 20 fc horizontal/ 10 fc vertical;
 - 6) Stairs, maximum 5 fc;
 - 7) Building facades, maximum 2 fc;
 - 8) Building service areas, maximum 2 fc;
 - 9) Building general exterior for safety, maximum 1 fc;
 - 10) Landscaping, maximum 1.0 fc;
 - 11) Driveway, maximum 1.5 fc; and.
 - 12) For locations and facilities not specified herein, the Building Official shall set acceptable levels of illuminance upon request based on guidelines established by the Illuminating Engineering Society of North America.
- l) Prohibitions. The use of the following types of outdoor lighting are prohibited except as specifically exempted here or elsewhere in this article.
- 1) Sag-lens or drop lens fixtures.
 - 2) Any luminaire that uses mercury vapor lamps.
 - 3) Searchlights, sky beams, and similar lighting, except as required by response personnel during emergency conditions.
 - 4) Any light that dynamically varies its output by intermittently fading, flashing, blinking, or rotating. This type of lighting includes strobe lighting.
- m) Warranting. New installations of outdoor lighting will only be installed on public properties and right-of-way upon determination by the City Administrator that a public safety hazard exists in the area to be lit and that the hazard can only be effectively mitigated through the use of outdoor lighting and not through some other passive means, such as reflectorized roadway paint or markers.

Art. 3.12.005. - Sign illumination.

- a) All permanent signs may be non-illuminated, illuminated by internal, internal indirect (halo), or lit by external indirect illumination, unless otherwise specified. All illuminated signs shall be extinguished at 11:00 p.m. or within one (1) hour of the end of regular business hours, whichever occurs later. All sign illumination must comply with the correlated color temperature (CCT) requirements of this article.
- b) Top-down lighting. Externally illuminated signs shall be lit only from the top of the sign, with fully shielded luminaires designed and installed to prevent light from spilling beyond the physical edges of the sign.
- c) Outdoor internally illuminated signs (whether free-standing or building-mounted) shall be subject to all the following requirements:

- 1) The sign must be constructed with an opaque background and translucent letters and symbols or with a dark-colored background and lighter letters and symbols. (See Exhibit 5 of Sec. 3.12.008 for examples).
 - 2) The internally illuminated portion of the sign cannot be white, cream, off-white, light tan, yellow, or any light color unless it is part of a registered logo that does not have an alternate version with dark tones. Light tone colors such as white, cream, off-white, light tan, yellow, or any light color are permitted in the logo only, provided that such colors in the logo shall represent not more than thirty-three percent (33%) of the total sign area permitted.
 - 3) The internal illumination between sunset and sunrise is to be the lowest intensity needed to allow the sign to be visible for up to one-half (1/2) mile from its installation and shall not exceed one hundred (100) nits.
 - 4) Size limit. The luminous surface area of an individual sign shall not exceed two hundred (200) square feet.
 - 5) Permitted location. Off-premise signs shall not be placed within one thousand (1,000) feet of another off-premise sign on the same side of an arterial street or highway, regardless of face orientation, or within one thousand (1,000) feet of a residential area.
- d) Electronic Message Displays.
- 1) Electronic Message Center displays are prohibited within or adjacent to sensitive areas. These may include but are not limited to: natural areas, beaches, wetlands, state and national parks, wildlife refuges, residential areas, observatories, and military training grounds.
 - 2) The total number of EMCs on any given mile of roadway is limited to two, and the total square footage within any given mile is limited to eight hundred (800) square feet.
 - 3) Messages appearing on electronic message center displays shall not be displayed for less than thirty (30) seconds and shall require no longer than one-fourth (1/4) second to transition from one message to another. Moving and/or flashing text or images are prohibited.
 - 4) Electronic message displays are to be gradually dimmed between day and night mode from sunset to one hour after sunset to provide the proper contrast ratio with the ambient illumination level, and similarly before sunrise. Within one hour after sunset, luminance levels shall not exceed the following:
 - i. In areas with low ambient lighting where lighting might adversely affect flora and fauna or disturb the character of the area, such as rural and low-density residential areas, the maximum nighttime luminance is not to exceed twenty (20) candelas per square meter of signage.
 - ii. In areas with moderate ambient lighting where the vision of human residents and users is adapted to moderate light levels, such as light commercial business areas and high-density or mixed-use residential areas, the maximum nighttime luminance is not to exceed forty (40) candelas per square meter of signage.
 - iii. In areas with moderately high ambient lighting where the vision of human residents and users is adapted to moderately high light levels, the maximum nighttime luminance is not to exceed eighty (80) candelas per square meter of signage.

- e) On-premises electronic message displays are to be switched off completely after twenty-three hundred (2300) hours or thirty (30) minutes after the close of business, whichever is later, and remain off until one (1) hour before sunrise.
- f) Electronic Message Centers intended for traffic and safety information may operate without curfew but must follow all other requirements.

Sec. 3.12.006. - Plan Submission and Compliance Review.

- a) Any individual applying for a compliance review or building permit under this article intending to install new outdoor lighting or update existing outdoor lighting shall file a lighting plan with the City. A lighting plan shall be filed at the same time as any other plans required by the City. The individual may obtain from City staff a document that lists all of the items that comprise a proper and complete outdoor lighting submittal. The submittal shall contain, but shall not necessarily be limited to, the following:
 - 1) Plans indicating the number and location on the premises of proposed and existing light fixtures, the type of light fixture (the manufacturer's order number), the lamp type, Kelvin rating, initial lumens produced, the mounting height for each fixture, adaptive controls, building elevations for any structure whose interior lighting is defined as outdoor lighting per this article and the manufacturer's specification sheet for each light fixture.
 - 2) The number of acres or part of an acre that is to be illuminated contiguously, the square footage of the footprint for each structure within the area to be illuminated; and
 - 3) Any other evidence that the proposed installation will comply with this ordinance.
- b) The lighting plan shall be reviewed by the City building official to determine compliance with this article, taking into account all factors, including but not limited to levels of illuminance, luminance, glare, safety hazards, light trespass, and light pollution. The building official may seek input from community members knowledgeable about outdoor lighting during the review process. The building official shall approve or reject the plan within thirty (30) days of submission, returning it to the applicant with an explanation. The applicant shall not move forward with the outdoor lighting project until the lighting plan is approved. After the lighting plan is approved, no substitutions may be made for approved light fixtures without re-submitting the plan for review with the substitutions.

Sec.3.12.007. - Exemptions, temporary permitting, amendments, enforcement, civil remedies, and public nuisance.

- a) This article shall not apply to the following:
 - a. Decorative holiday lighting energized for no more than sixty (60) days per calendar year, with illumination only during the hours of 6:00 a.m. to 11:00 p.m. each day, and with the provision that flashing holiday lights are prohibited on nonresidential properties;
 - b. String, festoon, bistro, and similar lighting, provided that the emission of no individual lamp exceeds fifty (50) lumens and no installation of such lighting exceeds, in the aggregate, six thousand (6,000) lumens on any one property, and the lights must be rated at or below twenty-seven hundred (2700) Kelvin;
 - c. Underwater lighting of swimming pools and similar water features;
 - d. Lighting required by law to be installed on surface vehicles and aircraft;

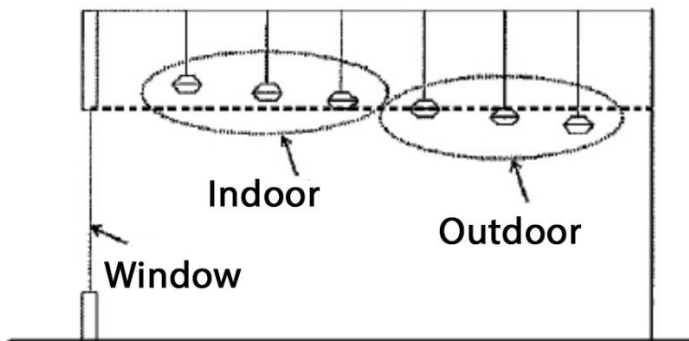
- e. Airport lighting required by law;
 - f. Lighting required by federal or state laws or regulations;
 - g. Temporary emergency lighting needed by law enforcement, fire, and other emergency services, as well as temporary building egress lighting whose electric power is provided by either battery or generator;
 - h. Lighting employed during emergency repairs of roads and utilities provided such lighting is deployed, positioned, and aimed such that the resulting glare is not directed toward any roadway, highway, or residence;
 - i. Temporary lighting at construction projects provided such lighting is deployed, positioned, and aimed such that the resulting glare is not directed toward any roadway, highway, or residence;
 - j. Temporary lighting, permitted in this article, for theatrical, television, performance areas, or events provided the lights are positioned safely and do not create issues of light trespass.
 - k. Governmental facilities where compelling needs for safety and security are demonstrated.
- b) Temporary Permitting
- a. Lighting such as that needed for theatrical, television, performance areas, or events may be allowed by a temporary exemption. Temporary lighting that does not conform to the provisions of this article may be approved at the discretion City Council or the City Administrator subject to submission of an acceptable Temporary Outdoor Lighting Permit.
 - b. Permit term and renewal. Permits issued shall be valid for no more than seven (7) calendar days and subject to no more than one renewal at the discretion of the City Council or the City Administrator for an additional seven (7) calendar days.
 - c. Conversion to a permanent status. Any lighting allowed by the Temporary Outdoor Lighting Permit that remains installed after fourteen (14) calendar days from the issue date of the permit is declared permanent and is immediately subject to all of the provisions of this article.
 - d. Permit contents. A request for a Temporary Outdoor Lighting Permit for a temporary exemption to any provision of this article must list the specific exemption requested and the start and end date of the exemption. Searchlights, sky beams, and similar lighting will not be allowed. The City may ask for additional information that would enable a reasonable evaluation of the request for temporary exemption.
- c) Amendment. This article may be amended from time to time as local conditions change and as changes occur in the recommendations of nationally recognized organizations, such as the Illuminating Engineering Society of North America and the International Dark-Sky Association if the council wishes to do so.
- d) Enforcement.
- a. It will be the responsibility of the City to publish the caption of this Ordinance in the newspaper of record in accordance with state law.
 - b. The Building Official is authorized to promulgate one or more interpretive documents to aid in the administration of and compliance with this article.
 - c. It shall be unlawful to install or operate or allow to be operated any outdoor lighting luminaire in violation of any provision of this Article. Any person who violates or causes

or allows or permits another to violate any provision of this Article shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than Five Hundred Dollars (\$500.00). Each occurrence of any such violation of this Article shall constitute a separate offense. Each day on which any such violation of this Ordinance occurs shall constitute a separate offense.

- d. In the event work is not being performed in accordance with the provisions of this Article, the City may issue a stop work order or seek other available legal remedies, and all work shall immediately cease. No further work shall be undertaken on the project as long as a stop work order is in effect.
 - e. By the passage of this Ordinance, no luminaires being operated in violation of the previous Outdoor Lighting Ordinance shall be deemed to have been legalized, and no offense committed, and no liability, penalty, or forfeiture, either civil or criminal, incurred prior to the time the existing sign ordinances or regulations were repealed by the adoption of this Ordinance shall be discharged or affected by such repeal. Prosecutions and suits for such offenses, liabilities, penalties, or forfeitures may be instituted or causes presently pending proceeded with, in all respects, as if such prior Ordinance or portion of such Ordinance had not been repealed.
- e) Civil remedies. Nothing in this article shall be construed as limiting the right of any person or entity to pursue legal action against any other person or entity under any applicable law, including the doctrine of light trespass.
 - f) Public nuisance. Any violation of this article that results in light trespass or unreasonable interference with the common and usual use of any other property is hereby declared to be a public nuisance.

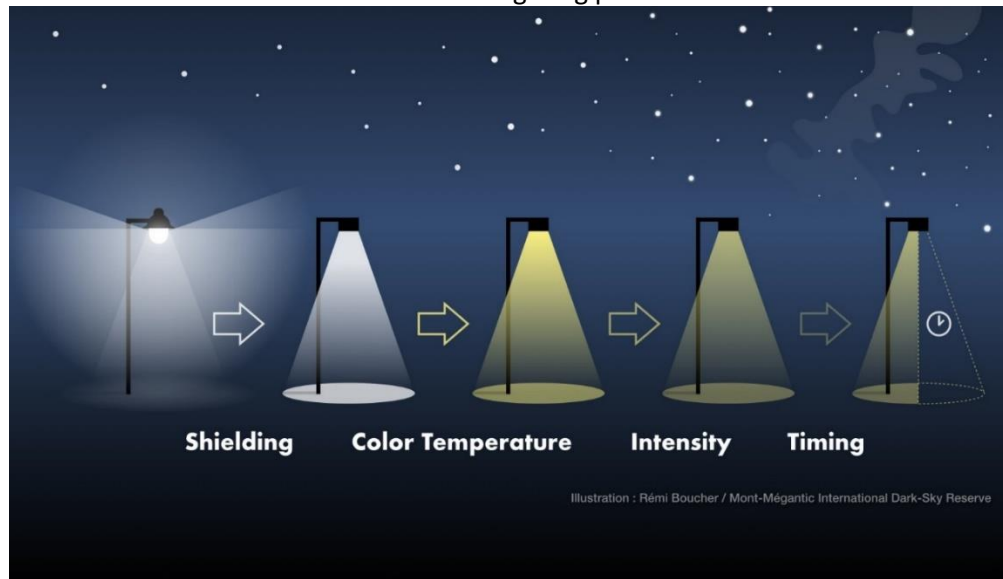
Sec.3.12.008 - Exhibits.

Exhibit 1. Indoor/outdoor lighting.



Elevation view showing an example of a nonresidential application of indoor lighting, labeled “Outdoor,” which will be subject to this article. The example presumes the structure in question is not elevated such that any of the luminaires labeled “Indoor” may be seen from any other property. If the structure is elevated such that the luminaires labeled “Indoor” are visible from another property, they are actually “outdoor lighting” and subject to this article. All luminaires under skylights or other translucent roofing materials are subject to this article, just as the fixtures behind the window are in this example.

Exhibit 2. An illustration of best outdoor lighting practices.



- 1) Use shielding to reclaim wasted light and direct it to the area to be lit.
- 2) Lower the correlated color temperature (CCT) from “cool” white light to “warm” white.
- 3) Lower the intensity to provide as much light as needed for the application, but no more.
- 4) Use adaptive controls, e.g., timers, half-night photocells, motion sensors, etc., to limit the hours the light is in use.

Exhibit 3. Light Trespass

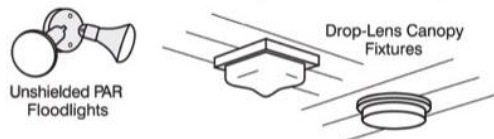
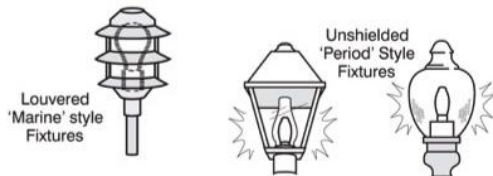
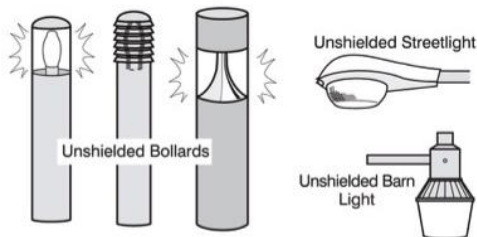
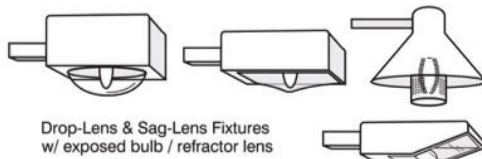
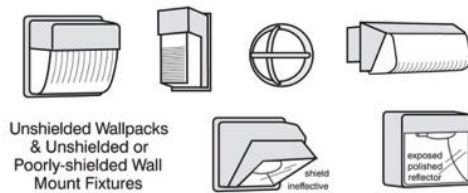
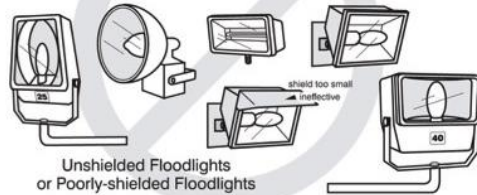


Exhibit 4. Unacceptable Fixtures and Acceptable Fixtures. This list is for illustrative purposes only and is not intended to be all-inclusive.

Examples of Acceptable / Unacceptable Lighting Fixtures

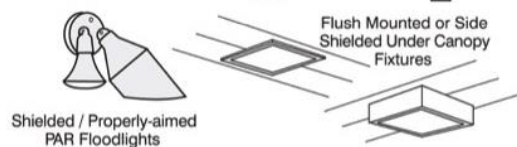
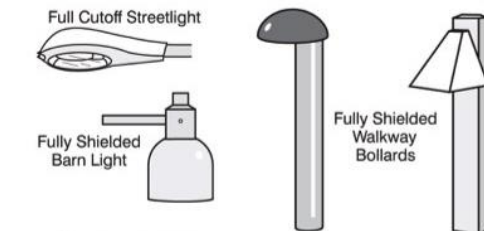
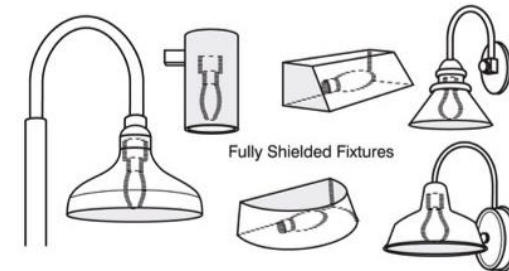
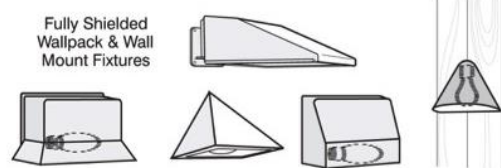
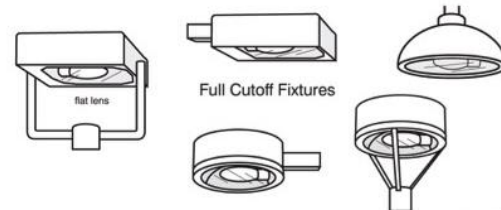
Unacceptable / Discouraged

Fixtures that produce glare and light trespass



Acceptable

Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



Illustrations by Bob Crelin© 2005. Rendered for the Town of Southampton, NY. Used with permission.

Exhibit 5. Internally Illuminated Signs.

Light Background <input checked="" type="checkbox"/>	Colored Background <input checked="" type="checkbox"/>	Opaque Background <input checked="" type="checkbox"/>
		
		

SECTION 3 SAVINGS/REPEALING CLAUSE

Article 3.12 of the City's Code of Ordinances is hereby repealed and replaced with the new Article 3.12. Chapter 3 of the City's Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 4 SEVERABILITY CLAUSE

Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional, illegal, or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. Glen Rose hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

SECTION 5 CODIFICATION CLAUSE

The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

SECTION 6
PROPER NOTICE, MEETING, AND QUORUM CLAUSE

It is hereby officially found and determined that the meeting at which this Ordinance was adopted by a majority vote of the City Council of the City of Glen Rose, Texas was open to the public; that public notice of the time, place, and purpose of the meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551; and, that a quorum was present pursuant to Section 22.039 of the Texas Local Government Code.

SECTION 7
PUBLICATION CLAUSE

The City Secretary is hereby directed to publish this Ordinance's caption in the local newspaper pursuant to the requirements of Section 52.011 of the Texas Local Government Code.

SECTION 8
EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage and publication of its caption.

PASSED AND APPROVED this 10th day of January 2023.


Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary

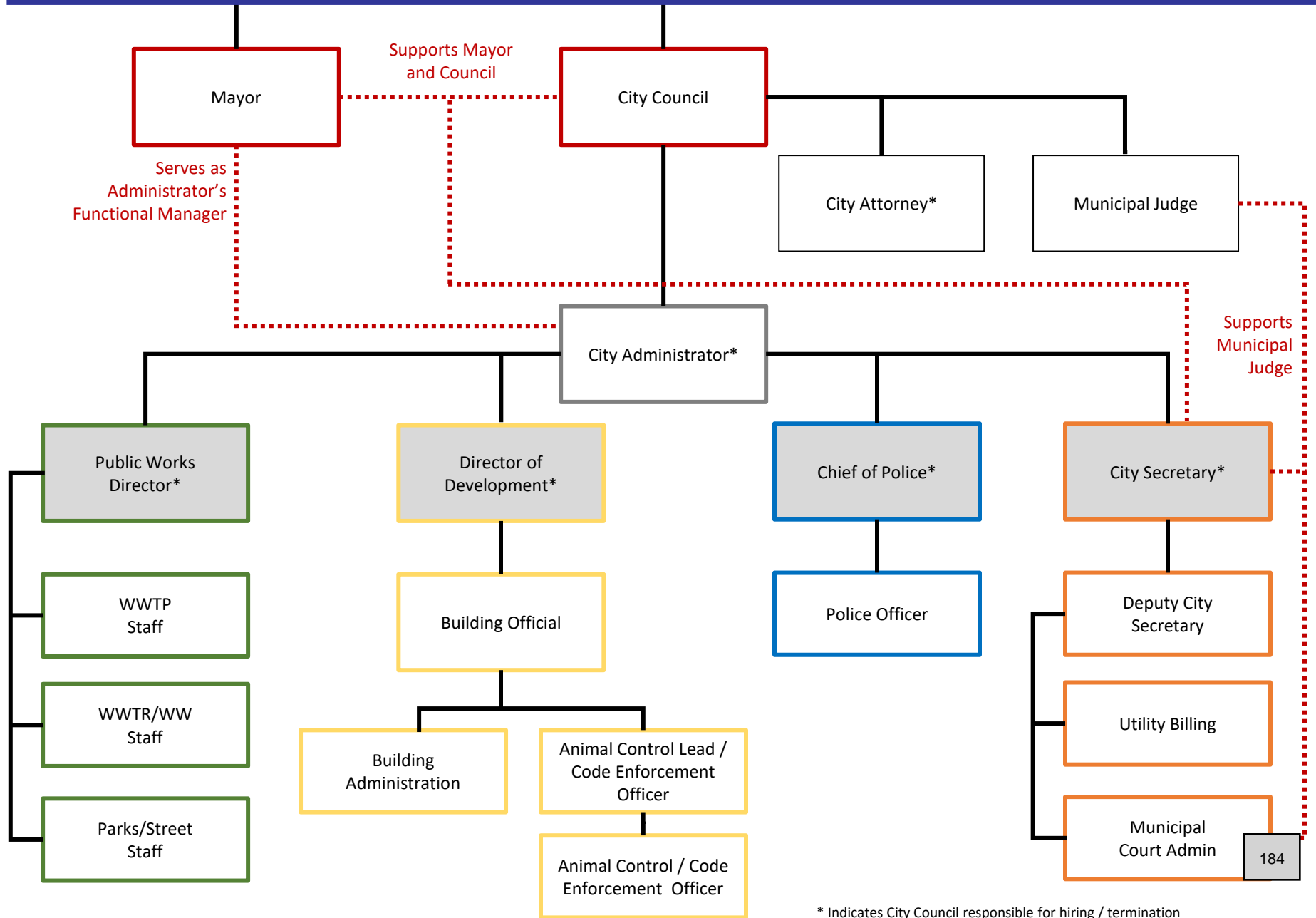


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action to execute a task order for the City Communication Plan		
PREPARED BY:	Councilwoman Demetra Conrad	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
<p>SUMMARY:</p> <p>During the 7/26/2022 City Council meeting, Council approved to budget for and hire Peleton Land Solutions to execute the following activities in addition to the Comprehensive Plan:</p> <ul style="list-style-type: none"> Impact Fees (Utility and Roadway) - \$150,000 – Roadway, drainage, water, wastewater Capital Improvement Plan - \$50,000 Parkland Dedication and Development Requirements - \$12,000 Communications Plan - \$16,000 <p>After speaking with Abra, both timing and conditions are appropriate to begin the work for the Communications Plan. She confirmed that it is not only feasible to begin this work before completing the Comprehensive Plan but also recommended we begin now.</p> <p>The first step is to execute a task order for the City Communication Plan. Abra is scheduled to attend the February City Council Meeting and can engage us in the next steps at that time.</p>			
<p>RECOMMENDED ACTION:</p> <p>Approve the execution of a task order for the City Communication Plan with Peleton Land Solutions.</p>			


GLEN ROSE CITIZENS

Item 19.





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the creation of a Development Director position or entering into a contract for such services		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	1/03/2023
EXHIBITS:	Retail Strategies Contract		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: <p>As you will recall, in December at the Special Meeting just before the regular meeting Chris Bontrager of Retail Strategies provided a presentation on the marketing services offered by his firm. P&Z Member Greg Clanton is familiar with Retail Strategies and thought the City could benefit from the services they offer. After Mr. Bontrager's presentation, it was time for the regular meeting to begin and the Council took no action, but a request for references was made. Subsequently, those references were forwarded. As additional follow up to his presentation, Mr. Bontrager has provided the attached contract for your consideration. This year's budget has \$101,000 in the administration budget for contract labor. Does the Council wish to contract out for these type of services or hire another full time employee?</p>			
RECOMMENDED ACTION: 			

DIRECTOR OF DEVELOPMENT

CITY OF GLEN ROSE, TEXAS

DEPARTMENT: Development

REPORTS TO: City Administrator

JOB SUMMARY:

The City is seeking a Director of Development with strong management and leadership skills to lead the Department of Development. This role must understand the desires of the community to retain its small-town charm while applying careful planning skills during this time of growth. A strategic thinker with business acumen and interpersonal skills possessing a proven history in the field of City planning is necessary to be successful. Must interact well with City leadership, boards and have strong oral and written skills. The ability to express a concise vision to developers and our citizens will be required.

A knowledge of all forms of development financing is beneficial.

This role is responsible for leading the efforts to implement the City's Comprehensive Plan and shall be appointed by a majority vote of the Mayor and City Council for a contractually agreed upon term.

EXAMPLES OF JOB DUTIES:

(This list of tasks is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class.)

- Provide leadership and direction in establishing a unified vision for the future of the City of Glen Rose
- Under the general supervision of the City Administrator, the Director of Development provides planning and technical services related to long-range planning, zoning, design, and general development of the City
- Assumes management responsibility for all City planning functions and activities, including current, long-term, and environmental planning; facilitation of the residential and commercial development process; knowledge of economic incentives and processes to include but not limited to PID, TIRZ, Annexation, De-annexation, 380-agreements, grants, and loans
- Plan strategies to attract new businesses through an aggressive outreach to identify customers and/or prospects and encourage expansion and retention of existing businesses to promote a stronger economic base
- Build and maintain excellent relationships with Glen Rose Chamber of Commerce, Convention & Visitors Bureau, County Commission, Somervell County Water District and similar groups to promote Glen Rose business; represent the City at chamber/City organizations and industry trade shows
- Contact and market the City to outside agencies and enterprises. (i.e. private investors, developers, realtors, etc.); conduct tours of industrial and commercial sites and available facilities; gather business related data and demographics and develop marketing materials
- Coordinate economic development negotiations with the City Manager, County Judge and Commissioners
- Recommend and administer policies and procedures

- Direct the research, analysis and evaluation of technical information to determine feasibility and impact of proposed industrial expansions and developments
- Plan, coordinate and manage municipal planning projects. Assists in economic development, neighborhood, and revitalization initiatives
- Coordinate beautification and way-finding projects
- Explain, justify and defend policies, and activities; negotiate and resolve sensitive and controversial issues.
- Develop comprehensive marketing plans
- Evaluate program effectiveness
- Monitors, researches, evaluates, and writes various City ordinances relating to planning and community development; coordinates updates, code amendments, and zoning changes with multiple City departments
- Interprets and administers land development regulations, such as zoning, subdivision regulations and development standards
- Assists in researching and developing and/or revising policies and regulations relating to long-range planning including elements of the Comprehensive Plan and other regulatory ordinances
- Completes long-range planning and design assignments related to comprehensive and area planning, including preparing and evaluating plans and written reports
- Preparation of studies and reports regarding land use, building activity, residential and commercial improvements, and related long-range planning activities
- Makes presentations to the Planning and Zoning Committee, Historic Preservation Board and City Council
- Coordinates work and attends meetings with City, County and State officials regarding current and future development needs and plans
- The Director of Development will monitor legislation and technical developments that may affect the planning function; evaluates their impact upon the department and City activities and draft code changes, implementing changes, as needed
- Continually seeks process improvements that provide exceptional customer service
- Complete performance evaluations and make recommendations to the City Administrator regarding hiring, developing, promoting, disciplining, and terminating members of the Development Department
- Must create and foster a positive work environment
- Responsible for department budget preparation and administration; fee assessments and collection
- Fosters positive working relationships with any organization and or entity with which they conduct business
- Investigates the affairs of their department, including all complaints and report findings to the City Administrator
- Represents the City at functions with outside organizations, agencies, businesses, and the general public
- Conveys a positive, professional image by action, communication and appearance
- Provide a weekly report to the City Administrator and monthly report to the City Council
- Assists the City Council in identifying and applying for Federal and State grants and loans
- Assists the Mayor and Finance Director with preparation of the annual budget
- Attends various meetings, including City Council, planning and zoning, historic preservation board, and staff meetings, and takes necessary action regarding agenda items
- Must be available to Mayor and City Council for meetings pertaining to City development. (Refer to Director of Development Ordinance for additional powers and duties – **we'll need to create**)

- Performs other such duties as may be prescribed by the City Administrator or City Council or as by the nature of the position
- Duties may be added, removed or evolve as deemed appropriate by the City Administrator or City Council

WORKING CONDITIONS:

- Considerable time is spent outdoors and is subject to mechanical, electrical, fire, chemical hazards, and bodily injury
- Workers may be subjected to extreme temperatures; inadequate lighting; workspace restrictions; intense noises; travel; dirt, and dust; heat and cold; loud noise; constant noise; fumes; odors; wetness and humidity; vibration; extremes in temperatures; trench work; work from heights; and smoke
- Work is occasionally performed indoors in an office setting
- Travels to meetings, conferences, seminars, etc.
- Subject to intermittent times of stress and frequent calls after hours
- Required to attend frequent evening meetings
- May be subjected to time pressures, frequent changes to tasks, requests to perform multiple tasks simultaneously, and dealing with irate people
- **This position is considered essential and is required to respond in the event of an area-wide or local emergency**

KNOWLEDGES, SKILLS AND ABILITIES:

- Reviews and processes annexation, planning, zoning, and subdivision applications
- Prepares technical comments and compiles zoning history information for each case
- Management skills to analyze programs, policies and operational needs
- Ensures additional or revised information is provided by applicant; determines if special exceptions or variances to development standards are required
- Prepares graphics for each case
- Prepares memorandums, reports, and details for the City Administrator, related boards, and City Council
- Communicates with Planning and Zoning Board, Historic Preservation Board and City Council
- Prepares and reviews legal notifications prior to mailing and newspaper submission
- Prepares clear resolutions and ordinances; research property ownership; assist with portions of review of site plan applications
- Ensure compliance with appropriate laws, codes, regulations, and ordinances
- Assist with the negotiation of development agreements and planned development districts
- The Director of Development will also manage permitting, engineering, GIS, building inspections, code inspections, building compliance, health inspections and Historic Preservation
- Practice work place safety
- Basic knowledge of general management principles including human resources and time management
- Ability to effectively communicate with staff, citizens and stakeholders by written and verbal means including email, social media and addressing the public in a group setting
- Ability to manage multiple deadlines and timelines simultaneously
- Ability to make objective, ethical decisions in the best interest of the City and its citizens
- Ability to select, develop, organize, motivate and effectively utilize their staff
- Principles and practices of program development and administration.

- Plan, organize, direct and coordinate the work of lower level staff
- Delegate authority and responsibility
- Identify and respond to community and City Council issues, concerns and needs
- Develop and administer departmental goals, objectives, and procedures
- Prepare and administer large and complex budgets
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals
- Research, analyze, and evaluate new service delivery methods and techniques
- Interpret and apply Federal, State and local policies, laws and regulations
- Working knowledge of local codes, ordinances and State and Federal laws affecting municipalities

EDUCATION AND EXPERIENCE:

- Bachelor' or master's degree in Urban Planning, Architecture, Construction Management, Geography, Public Administration, Social Sciences or related field. Equivalent combinations of education and experience will be considered
- Minimum five (5) years of work experience in Municipal Planning, plan review, general City planning, zoning administration, building code application or surveying. Historical Preservation Commission experience helpful. A Master's Degree in Planning is desirable and may be substituted for experience

LICENSES, QUALIFICATIONS AND CERTIFICATIONS:

- Class C Texas Driver's License
- Eligibility to be bonded
- Must reside within Somervell County within 90 days of hire
- Must be willing to submit to and able to pass a background check

Any combination of knowledge, experience, education and skills may be considered as qualification for position.



retail recruitment

Retail Strategies is the most trusted partner when recruiting businesses.

Retail Recruitment is Economic Development

Retail Recruitment

Retail Strategies dedicates Real Estate Professionals to your community to perform the heavy lifting of retail recruitment. We leverage our extensive experience and connections to position your community in front of expanding businesses.



Extending Your Team

Retail Recruitment is a complex, time-intensive effort. Acting as an extension of your team, we are built to scale so that we can connect with all parties locally and nationally to position your market for success.

1 discover

We are an investment for your community.

- Retail GAP Analysis
- Peer Community Analysis
- Mobile Data Collection
- Real Estate Analysis
- Retail Strategy & Prospects
- Marketing Guide

2 connect

We make sure your community's story is heard.

- Boots on the Ground
- Conference Representation
- National Representation
- Retailer Outreach
- Developer Outreach
- Property Owner Outreach

3 advance

We multiply and enhance your staff.

- Ongoing Retail Recruitment
- Reporting to City Leaders
- Feedback from Retailers
- Real Estate Advisor
- Community Development



retail recruitment

BEYOND DATA: WE ACTIVELY RECRUIT

Retail Recruitment is Economic Development



Real Estate Analysis

Finding the right site is critical. Every retail site in your market will be cataloged - shopping centers with vacancies, land ready for development, and underutilized retail space will be assessed by a licensed real estate professional.

Data Analysis

The first is to understand who your consumers are and where they live. Using mobile data and other datasets, we uncover where people are coming from and their buying power.

Retail Recruitment Strategy

Based on your data and real estate assets we will develop a Retail Recruitment Strategy with specific restaurant, grocery, home improvement, entertainment, and hospitality targets.

National Recruitment and Representation

Your community will have a dedicated team implementing the Retail Recruitment Strategy by connecting with retailers, brokers, property owners, tenant reps, and other industry players to get new retail open in your market.



"I've worked with retail consultants before, and they helped with demographics and statistics, but it was nothing like the partnership we have with Retail Strategies. I have a team of experienced retail recruiters who assist us with the things we are unable to do. It's like having another whole department in our office."

Carolyn Gibson,
Executive Director, El Campo, Texas

PROFESSIONAL SERVICES AGREEMENT TO PROVIDE CONSULTING SERVICES

This Professional Services Agreement to Provide Consulting Services (this “Agreement”) sets forth the mutual understanding of (the “Client”) Glen Rose, TX and Retail Strategies, LLC, an Alabama limited liability company (the “Consultant”) on this 10th day of January, 2023 (the “Execution Date”), for the provision of professional consulting services as more fully set forth below.

R E C I T A L S:

The Consultant possesses a high degree of professional skill and experience and is a unique provider of professional consulting services in retail recruitment.

The Client desires to hire the Consultant to provide professional consulting services because of its professional skill and experience.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements set forth in this Agreement, the Client, and the Consultant, intending to be legally bound, do hereby agree as follows:

1. **CONSULTING SERVICES.** The Consultant agrees to provide the following professional consulting services to the Client (the “Services”):
 - A. **Research.** The Consultant will identify the Client’s retail trade area using a blend of demographics, political boundaries, drive times and/or custom boundaries. The Consultant will perform market and retail analysis based on current industry standards at the time such reports are run. The Consultant will map retail locations and analyze opportunities given local and macro retail trends.
 - B. **In-Market Real Estate Analysis.** The Consultant will analyze existing shopping centers and retail corridors and actively reach out to local brokers and real estate owners. The Consultant will identify, evaluate, and catalogue priority commercial properties for development or redevelopment based on their highest-and-best-use. The Consultant will identify priority business categories to expand locally and to recruit to the area.
 - C. **Retail Recruitment.** The Consultant will proactively recruit businesses for targeted zones through the contact of a minimum of 30 retailers, restaurants, brokers or developers. The Consultant will regularly update the Client Representative on retail recruitment efforts via email, telephone and the Consultant’s client web portal known as “Basecamp.” One market visit per calendar year is included in this agreement, additional travel outside of this agreement and requested by the Client shall be approved and paid for by the Client. The Consultant will represent the Client at International Council of Shopping Center conferences and provide updates according to the yearly conference schedule.

- D. Updates.** The Consultant will provide the Client Representative with updates within three business days of receipt of a request from the Client Representative (as defined in Section 4 below).

2. TERM. The Consultant's engagement and provision of Services will commence upon the Execution Date as set forth above. The Consultant's engagement and this Agreement will terminate automatically on the third anniversary of the Execution Date (the "Term") unless earlier terminated as provided in Section 6 below. At the end of the Term, the Client, acting by and through the Client Representative, may extend the Term at its option for successive one-year periods on such terms and conditions as the Client Representative, acting for and on behalf of the Client, and the Consultant may agree upon in writing.

3. CONSULTING FEE.

- A. Consulting Fee.** In consideration for providing the Services, the Client agrees to pay the Consultant a consulting fee (the "Consulting Fee") in an amount equal to \$135,000.00. The Consulting Fee will be paid in installments of immediately available funds as follows:

Contract Period	Payment Date	Payment Amount
Year One	Upon execution of this agreement	\$45,000
Year Two	On or before the 1st anniversary of the Execution Date	\$45,000
Year Three	On or before the 2 nd anniversary of the Execution Date	\$45,000

- B. Payment Default.** If the Client fails to pay any portion of the Consulting Fee on the requisite payment date, the Consultant will immediately cease all Services, including but not limited to: (1) negotiation of incentive agreements; (2) all recruiting and marketing efforts; (3) representation of the Client at trade shows; (4) booking meetings for the Client with prospective retailers; and (5) including the Client in marketing materials.

4. CLIENT INFORMATION AND ACCESS.

- A.** To the extent permitted by law, the Client will provide the Consultant with access to relevant personnel, facilities, records, reports, and other information (including any information specified in the Consultant's proposal to the Client) accessible by the Client that the Consultant may reasonably request from time-to-time during the Term. The Client acknowledges and agrees that the Consultant's scheduled delivery of the Services is dependent upon the timely access to such personnel, facilities, records, reports, and other requested information.
- B.** To facilitate such access and Consultant's delivery of the Services, the Client designates City Administrator (the "Client Representative"). The Client Representative will serve as

the primary liaison between the Consultant and the Client. The Client Representative will have responsibility for regular communications between the Client and the Consultant, including providing updates in a timely manner through Basecamp. The Client Representative's communications to the Consultant will include information regarding retail growth and development, such as actual and prospective business openings and closings, changes in economic drivers (e.g., significant increases or decreases in workforce of major employers, school enrollments, housing, or healthcare services) and changes in the ownership of targeted real estate (e.g., transfers of real estate or changes in the finances of ownership). The Client Representative will also be responsible for disseminating updates relative to consultants' activities related to scope of work to members of local stakeholder groups of the Client (e.g., City Council, Economic Development Boards, and Chamber of Commerce etc.).

- C. The Client hereby authorizes the Client Representative (i) to act on behalf of the Client in the day-to-day administration and operation of this Agreement and the arrangements it contemplates and (ii) to execute and deliver on behalf of the Client, such notices, approvals, consents, instruments, amendments, or other documents as may be necessary or desirable to facilitate or assist the Consultant with the provision of the Services.

5. INTELLECTUAL PROPERTY. As part of the Services, the Consultant will prepare periodic and final reports including demographic and other research reports that will become the property of the Client upon delivery from the Consultant. Any other reports, memoranda, electronic mail, facsimile transmissions, or other written documents prepared or used by the Consultants in connection with the Services will remain the property of the Consultant. With the Consultant's prior permission, the Client may use other information provided by the Consultant, such as specifics related to retailers, developers, site information or other "confidential information" for internal purposes while taking reasonable steps to so limit the use of such materials and maintain its confidentiality.

6. TERMINATION.

- A. **By the Client At-Will.** The Client may terminate this Agreement at any time for any or no reason upon delivery of 30 days' prior written notice to the Consultant. Any portion of the Consulting Fee paid prior to such termination of this Agreement is earned when paid and nonrefundable.
- B. **By the Client Upon the Consultant's Default.** The Client may notify the Consultant within 90 days of the day that the Client knows or should have known that the Consultant breached this Agreement. The Consultant will have 30 days following receipt of such notice to cure any alleged breach. If the Consultant fails to cure any alleged breach within that 30-day period, then the Client may terminate this Agreement. Within 30 days of such termination of this Agreement, the Consultant will refund a pro rata portion of the installment of the Consulting Fee previously paid for the contract period during which such termination occurs based upon the number of days remaining in such contract period.

- C. **By the Consultant At-Will.** The Consultant may terminate this Agreement at any time for any or no reason upon delivery of 30 days' prior written notice to the Client. Within 30 days of such termination of this Agreement, the Consultant will refund a pro rata portion of the installment of the Consulting Fee previously paid for the period during which such termination occurs based upon the number of days remaining in such period.
- D. **By the Consultant Upon the Client's Default.** The Consultant may notify the Client within 90 days of the day that the Consultant knows or should have known that the Client breached this Agreement. The Client will have 30 days following receipt of such notice to cure any alleged breach. If the Client fails to cure any alleged breach within that 30-day period, then the Consultant may terminate this Agreement. Any portion of the Consulting Fee paid prior to such termination of this Agreement is earned when paid and nonrefundable.

7. **NOTICES.** Any notice or communication in connection with this Agreement will be in writing and either delivered personally, sent by certified or registered mail, postage prepaid, delivered by a recognized overnight courier service, or transmitted via facsimile or other electronic transmission, addressed as follows:

Client: City of Glen Rose, TX
201 Vernon St
Glen Rose, TX 76043
Michael.leamons@glenrosetexas.org
Attention: City Administrator

Consultant: Retail Strategies, LLC
2200 Magnolia Ave. South, Suite 100
Birmingham, AL 35205
Email: sleara@retailstrategies.com
Fax: (205) 313-3677
Attention: Stephen P. Leara, Esq – EVP | General Counsel

or to such other address as may be furnished in writing by either party in the preceding manner. Notice shall be deemed to have been properly given for all purposes: (i) if sent by a nationally recognized overnight carrier for next business day delivery, on the first business day following deposit of such notice with such carrier, (ii) if personally delivered, on the actual date of delivery, (iii) if sent by certified U.S. Mail, return receipt requested postage prepaid, on the third business day following the date of mailing, or (iv) if sent by facsimile or email of a PDF document (with confirmation of transmission), then on the actual date of delivery if sent prior to 5 p.m. Central Time, and on the next business day if sent after such time.

8. **INDEPENDENT CONTRACTOR.** The Consultant, in its capacity as a professional consultant to the Client, is and will be at all times an independent contractor. The Consultant does not have the express, implied, or apparent authority either (A) to act as the Client's agent or legal representative or (B) to legally bind the Client, its officers, agents, or employees.

9. **STANDARD TERMS.**

- A. **Affiliated Services:** The Client acknowledges that certain affiliates of the Consultant provide real estate brokerage and management services for which they are paid brokerage, development, leasing, management, and similar fees. In connection with the Services and with the prior written permission of the Client, such affiliates may be engaged to provide such services in consideration for the payment of such fees.
- B. **Applicable Laws:** The Consultant will abide by all laws, rules and regulations applicable to the provision of the Services.
- C. **Insurance:** The Consultant will carry all employee insurance necessary to comply with applicable state and federal laws.
- D. **Third Party Beneficiaries:** This Agreement is for the sole benefit of the parties to this Agreement and their permitted successors and assigns. Nothing in this Agreement, whether express or implied, is intended to or will confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.
- E. **Publicity:** The Client agrees that the Consultant may, from time-to-time, use the Client's name, logo, and other identifying information on the Consultant's website and in marketing and sales materials.
- F. **Entire Agreement:** This Agreement, together with any exhibits or amendments hereto, constitutes the entire agreement of the parties, as a complete and final integration thereof with respect to its subject matter. Any prior written or oral understandings and agreements between the parties are merged into this Agreement, which alone fully and completely expresses their understanding. No representation, warranty, or covenant made by any party which is not contained in this Agreement or expressly referred to herein has been relied on by any party in entering into this Agreement.
- G. **Further Assurances:** Each party hereby agrees to perform any further acts and to execute and deliver any documents which may be reasonably necessary to carry out the provisions of this Agreement.
- H. **Force Majeure:** Neither party to this Agreement will hold the other party responsible for damages or delay in performance caused by acts of God, strikes, lockouts or other circumstances beyond the reasonable control of the other or the other party's employees, agents, or contractors.
- I. **Limitation on Liability; Sole Remedy:** Each party's liability to the other party arising out of or related to this Agreement or the Services will not exceed the amount of the Consulting Fee. The Client's sole remedy in the event of any alleged breach of this Agreement by the Consultant will be the notice, cure and refund provisions of Section 6(B) of this Agreement.

- J. **Amendment in Writing:** This Agreement may not be amended, modified, altered, changed, terminated, or waived in any respect whatsoever, except by a further agreement in writing, properly executed by a duly authorized officer of the Consultant and the Client Representative, acting for and on behalf of the Client.
- K. **Binding Effect:** This Agreement will bind the parties and their respective successors and assigns. If any provision in this Agreement will be invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired thereby.
- L. **Captions:** The captions of this Agreement are for convenience and reference only, are not a part of this Agreement and in no way define, describe, extend, or limit the scope or intent of this Agreement.
- M. **Construction:** This Agreement will be construed in its entirety according to its plain meaning and will not be construed against the party who provided or drafted it.
- N. **Prohibition on Assignment:** No party to this Agreement may assign its interests or obligations hereunder without the written consent of the other party obtained in advance of any such assignment. No such assignment will in any manner whatsoever relieve any party from its obligations and duties hereunder and such assigning party will in all respects remain liable hereunder irrespective of such assignment.
- O. **Waiver:** Non-enforcement of any provision of this Agreement by either party will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remaining terms and conditions of this Agreement.
- P. **Survival:** Section 5 and Section 9(H) will survive termination of this Agreement.
- Q. **Counterparts; Electronic Transmission:** This Agreement may be executed in counterparts, each of which will be deemed to be an original, and such counterparts will, together, constitute and be one and the same instrument. A signed copy of this Agreement delivered by telecopy, electronic transmission or other similar means will be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the Client and the Consultant have caused this Agreement to be executed by their duly authorized officers to be effective as of the Effective Date.

CLIENT:

CITY OF GLEN ROSE, TX

By: _____

Name: Julia Douglas

Title: Mayor

Date: January 10, 2023

CONSULTANT:

RETAIL STRATEGIES, LLC

By: _____

Name:

Title:

Date

EXHIBIT A**I. CONSULTANT AGREEMENT**

This section outlines what Retail Strategies (the “consultant”) will provide to Glen Rose, TX (the “client”).

A. Research

1. Identify market retail trade area using political boundaries, drive times and radii and custom boundary geographies
2. Perform market and retail GAP analysis for trade area (i.e., leakage and surplus)
3. Conduct retail peer market analysis
4. Competition analysis of identified target zones trade area(s)
5. Tapestry lifestyles – psychographic profile of trade area / market segmentation analysis
6. Customized retail market guide including aerial map with existing national retailer brands and traffic counts
7. Retail competitor mapping/analysis
8. Analysis of future retail space requirements in relation to the retail market analysis, the market’s growth potential and trends in the retail industry
9. Identification of at minimum 30 retail prospects to be targeted for recruitment over three-year engagement
10. Updates provided on retail industry trends
11. Custom on-demand demographic research – historical, current, and projected demographics – to include market trade areas by radius/drive time, and custom trade area

B. Boots on the Ground Analysis


1. Identify/Evaluate/Catalog priority commercial properties for development, re-development, and higher and best use opportunities
2. Identification of priority business categories for recruitment and/or local expansion
3. Perform competitive analysis of existing shopping centers and retail corridors
4. Active outreach to local brokers and landowners

C. Retail Recruitment

1. Pro-active retail recruitment for targeted zones
2. Will contact a minimum of 30 retailers, restaurants, brokers and/or developers
3. Updates on new activity will be provided to Client’s designated primary point of contact (Sec. II-A) via Basecamp, telephone, or email on a monthly and/or as needed basis
4. One market visit per calendar year included in agreement, any travel outside of the agreement shall be approved and paid for by the contracting entity
5. ICSC conference representation- updates provided according to the yearly conference schedule




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the purchase and implementation of project management software		
PREPARED BY:	Councilwoman Demetra Conrad	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Discuss research and purchase of Project Management software for use by both staff and council to manage and track the multiple small- and large-scale projects, operational tasks, meeting takeaways, etc.... This can assist in both improved performance and communications.			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Approval or other action regarding the December 13, 2023 Regular City Council Meeting and December 13, 2023 Special City Council Meeting Minutes		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	1/03/2023
EXHIBITS:	1. December 13, 2023 Regular City Council Meeting Minutes 2. December 13, 2023 Special City Council Meeting Minutes		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Approve as presented.		

MINUTES OF THE CITY OF GLEN ROSE REGULAR CITY COUNCIL MEETING

Tuesday, December 13, 2022 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, December 13, 2022 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

CALL TO ORDER

Mayor Douglas called the meeting to order at 5:42 p.m.

ROLL CALL

Council Present

Julia Douglas, Mayor
Chip Joslin, Mayor Pro Tem
Kelly Harris, Council member
George Freas, Council member
Demetra Conrad, Council member

Staff Present

Michael Leamons, City Administrator
Staci King, City Secretary
Buck Martin, Chief of Police
Jim Holder, Director of Public Works
Stan Lowry, City Attorney, via Zoom

Council Absent

TJ Walker, Council member

CITIZEN/VISITOR COMMENTS

Charles Porter, Anthony Waltermeyer, and John Deer addressed the council regarding draining issues in Vista Ridge.

EXECUTIVE SESSION

In accordance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with:

1. **Section 551.071 Consultation with Attorney** - to seek the advice of its attorney regarding pending or contemplated litigation, to wit: 2022 Somervell County Appraisal Review Board action removing properties from the City's tax roll

Mayor Douglas called the meeting into executive session at 5:48 p.m. Mayor Douglas called the meeting back into regular session at 6:19 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

2. **Discussion, consideration, and possible action regarding items discussed in Executive Session: Consultation with Attorney - Contemplated or Pending Litigation - 2022 Somervell County Appraisal Review Board action removing properties from the City's tax roll.**
No action was taken.

PUBLIC HEARINGS

3. **Public hearing regarding amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A Schedule of Uses, specifically parking regulations**

Mayor Douglas opened the public hearing at 6:20 p.m. No one came forward to speak in favor of or opposition to the proposed amendment.

Mayor Julia Douglas and Councilmember Demetra Conrad left the meeting at 6:20 p.m. Mayor Pro Tem Chip Joslin recessed the meeting at 6:20 p.m.; the meeting reconvened at 6:25 p.m.

INDIVIDUAL ITEMS FOR CONSIDERATION

4. Discussion, consideration, and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A *Schedule of Uses*, specifically parking regulations

The Planning and Zoning Commission met on December 6, 2022 and voted to recommend approval of the proposed changes. Pam Streeter, Planning and Zoning chair, spoke on behalf of the Commission. She stated that the Commission had focused primarily on commercial and retail uses, as well as uses that had numerous variance requests.

MOTION by Kelly Harris, to approve an ordinance amending parking regulations as presented. MOTION FAILED for lack of a second.

5. Discussion, consideration, and possible action on a petition for annexation by Hunter Ryfel of a 0.18-acre tract in the Milam County School Land Survey, Abst. No. 136, being a portion of the tract described as Tract Two to Woodcrest Cattle and Land Limited Partnership by a deed recorded as Document Number 20141198, Official Public Records, Somervell County, Texas, and being located at the far northwest end of Mesa Drive.

MOTION by George Freas, second by Kelly Harris, to approve a petition for annexation for the property located at the northwest end of Mesa Drive. MOTION CARRIED by unanimous vote.

6. Discussion, consideration, and possible action regarding appointments to the Planning and Zoning Commission

MOTION by Kelly Harris, second by George Freas, to approve reappointing Pam Streeter, William Green, and Larry Cremean to the Planning and Zoning Commission. MOTION CARRIED by unanimous vote.

7. Discussion, consideration, and possible action on identifying the project scope for the 2023/24 CDBG Grant application

Michael Leamons, City Administrator, presented the proposed project scope to council. The project would include the following:

- 3rd Street from Elm to Bryan
- Clay Street from 2nd Street to 4th Street
- Webster Street from 2nd Street to 4th Street

MOTION by Kelly Harris, second by George Freas, to approve the project scope as presented. MOTION CARRIED by unanimous vote.

8. Discussion, consideration, and possible action on the selection of an engineering firm for the 2023/24 CDBG grant application and project.

Michael Leamons, City Administrator briefed the council on the process for selecting an engineering firm for the 2023-2024 CDBG project.

MOTION by George Freas, second by Kelly Harris, to authorize staff to negotiate a contract with Freman-Millican, Inc. MOTION CARRIED by unanimous vote.

9. Discussion, consideration, and possible action on designating a primary and alternate City representative for Tex-21.

MOTION by Kelly Harris, second by Chip Joslin, to appoint George Freas as primary representative and to Walker as secondary representative for Tex-21. MOTION CARRIED by unanimous vote.

10. Discussion, consideration, and possible action on designating the City's original water tower as a historical property.

Michael Leamons, City Administrator, briefed the council on the item. Council and staff had previously discussed designating the water tower as historic to allow the city to apply for grants through the Texas Historical Commission. Additional research was done and it was determined that grant funding was very limited and a historical designation may result in the city incurring unnecessary maintenance expenses. No action was taken.

11. Discussion, consideration, and possible action regarding the City of Glen Rose City Council compensation.

Discussion was held regarding compensation for City Council members. The FY2022-2023 budget included funding for compensation of \$400 per month for council members and \$800 per month for council members. It was noted that any increase in pay would not affect sitting council members as the change in compensation would only become effective after the May 2023 and 2024 elections.

MOTION by George Freas, second by Kelly Harris, to approve council compensation as presented. MOTION CARRIED by unanimous

CONSENT AGENDA

12. Consider approval or other action regarding minutes

**November 8, 2022 Regular City Council Meeting
November 21, 2022 Special City Council Meeting**

13. Consider approval or other action regarding an accounts payable report for payments made during November 2022.

14. Consider approval or other action regarding a financial report for the month of November 2022

MOTION by Kelly Harris, second by George Freas, to approve the consent agenda as presented. MOTION CARRIED by unanimous vote.

STAFF REPORTS

15. Public Works Director Report

16. Police Chief Report

17. Building and Planning, Code Enforcement, and Animal Control Department Report

18. Convention and Visitors Bureau Director Report

19. City Administrator's Report

20. City Secretary's Report

MAYOR AND COUNCIL MEMBER REPORTS

There were no reports by council members.

ADJOURN

The meeting was adjourned at 7:17 p.m.

MINUTES OF THE CITY OF GLEN ROSE SPECIAL CITY COUNCIL MEETING

Item 21.

Tuesday, December 13, 2022 at 5:00 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, December 13, 2022 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:00 PM to consider the following items of business:

CALL TO ORDER

Mayor Douglas called the meeting to order at 5:30 p.m.

INVOCATION

Council member George Freas led the invocation.

PLEDGES OF ALLEGIANCE

Mayor Douglas led the Pledges of Allegiance to the United States and Texas flags.

ROLL CALL

Council Present

Julia Douglas, Mayor
Chip Joslin, Mayor Pro Tem
Kelly Harris, Council member
George Freas, Council member
Demetra Conrad, Council member

Staff Present

Michael Leamons, City Administrator
Staci King, City Secretary
Buck Martin, Chief of Police
Jim Holder, Director of Public Works

Council Absent

TJ Walker, Council member

CITIZEN/VISITOR COMMENTS *(Limited to three minutes per person.)*

No one came forward to address the council.

ANNOUNCEMENTS/PRESENTATIONS

1. Presentation by Retail Strategies

Chris Bontrager, Retail Strategies, made a presentation regarding the services they could offer to the City of Glen Rose.

INDIVIDUAL ITEMS FOR CONSIDERATION

2. Discussion, consideration, and possible action regarding a proposal for services from Retail Strategies

No action was taken.

ADJOURN

Mayor Douglas adjourned the meeting at 5:42 p.m.


Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	01/10/2023		
AGENDA SUBJECT:	Consider approval or other action regarding an accounts payable report for payments made during December 2022 (R.Sosol)		
PREPARED BY:	Deputy City Secretary Sosol	DATE SUBMITTED:	01/03/2023
EXHIBITS:	Accounts payable report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve or deny as presented		

City of Glen Rose
Council Report
Check Date: 12/1/2022 to 12/31/2022

1/3/2023 3:45

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	12/1/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 12/1/2022	\$102.95
	12/1/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 12/1/2022	\$440.20
	12/1/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/1/2022	\$486.65
	12/1/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 12/1/2022	\$102.95
	12/1/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 12/1/2022	\$440.20
	12/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 11/6/2022	\$1,813.56
	12/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 11/6/2022	\$3,676.30
	12/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 11/20/2022	\$1,787.78
	12/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 11/20/2022	\$3,624.08
	12/5/2022	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 11/6/2022	\$291.98
	12/5/2022	HSA Bank	10-2024	Health Ins W/H	HSA City 11/6/2022	\$1,323.66
	12/5/2022	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 11/20/2022	\$291.97
	12/5/2022	HSA Bank	10-2024	Health Ins W/H	HSA City 11/20/2022	\$1,323.63
	12/9/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 12/4/2022	\$136.15
	12/9/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 12/4/2022	\$363.96
	12/9/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 12/4/2022	\$1,556.23

City of Glen Rose
Council Report
Check Date: 12/1/2022 to 12/31/2022

1/3/2023 3:45

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	12/9/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/4/2022	\$1,997.52
	12/9/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 12/4/2022	\$363.96
	12/9/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 12/4/2022	\$1,556.23
	12/9/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 12/4/2022	\$11.02
	12/9/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 12/4/2022	\$47.12
	12/9/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/4/2022	\$20.68
	12/9/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 12/4/2022	\$11.02
	12/9/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 12/4/2022	\$47.12
	12/22/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 12/4/2022	\$69.84
	12/22/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 12/4/2022	\$3,293.12
	12/22/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 12/18/2022	\$69.84
	12/22/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 12/18/2022	\$3,293.12
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 12/4/2022	\$86.58
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 12/4/2022	\$7.08
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Short Term Disability 12/4/2022	\$120.12

City of Glen Rose
Council Report
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Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Specified Health 12/4/2022	\$40.56
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 12/4/2022	\$5.10
	12/22/2022	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 12/4/2022	\$37.26
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 12/18/2022	\$86.58
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 12/18/2022	\$7.08
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Short Term Disability 12/18/2022	\$120.12
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Specified Health 12/18/2022	\$40.56
	12/22/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 12/18/2022	\$5.10
	12/22/2022	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 12/18/2022	\$37.26
	12/22/2022	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 12/4/2022	\$22.22
	12/22/2022	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 12/18/2022	\$22.22
	12/22/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 12/18/2022	\$136.15
	12/21/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 12/4/2022	\$42.38
	12/21/2022	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 12/4/2022	\$115.30
	12/21/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 12/4/2022	\$41.28

City of Glen Rose
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Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	12/21/2022	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 12/4/2022	\$56.31
	12/21/2022	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 12/4/2022	\$179.63
	12/21/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 12/18/2022	\$42.37
	12/21/2022	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 12/18/2022	\$101.41
	12/21/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 12/18/2022	\$41.28
	12/21/2022	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 12/18/2022	\$56.26
	12/21/2022	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 12/18/2022	\$179.61
	12/22/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 12/18/2022	\$358.29
	12/22/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 12/18/2022	\$1,532.03
	12/22/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/18/2022	\$1,945.89
	12/22/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 12/18/2022	\$358.29
	12/22/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 12/18/2022	\$1,532.03
Total						\$35,899.19
Animal Control						
	12/2/2022	Fuelman	10-55-5608	Gas/Oil/Lube	Gasoline usage AC	\$254.12
	12/9/2022	AT&T Mobility	10-55-5401	Telephone	Animal Control Cell Phone (x2)	\$86.36
	12/9/2022	Cobra Charmers, Inc	10-55-5005	Health Insurance	FY 22-23 COBRA Administration	\$72.00

City of Glen Rose
Council Report
Check Date: 12/1/2022 to 12/31/2022

1/3/2023 3:45

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Animal Control						
	12/9/2022	Dinosaur Valley Pest Service	10-55-5203	Contract Labor	Pest Control Services at AC facilities	\$65.00
	12/9/2022	Glen Rose Veterinary Clinic	10-55-5237	Adoption Reimbursement	Adoption voucher spay/neuter/rabies for animal F-4797	\$65.00
	12/9/2022	Higginbotham Bros. & Co., LLC	10-55-5100	Supplies	Light bulb AC	\$18.79
	12/9/2022	Higginbotham Bros. & Co., LLC	10-55-5604	Repair & Maint - Struct	Weather stripping doors for AC	\$9.48
	12/9/2022	TXU Energy	10-55-5403	Electric	Electricity usage	\$398.12
	12/16/2022	Fuelman	10-55-5608	Gas/Oil/Lube	Gasoline Usage AC	\$84.32
	12/22/2022	Nextlink Broadband	10-55-5402	Internet	Internet services for AC facilities	\$110.83
	12/22/2022	Citibank	10-55-5100	Supplies	Soap for AC	\$2.70
	12/22/2022	Citibank	10-55-5608	Gas/Oil/Lube	Antifreeze AC truck	\$16.95
	12/30/2022	Terry Veterinary Clinic	10-55-5237	Adoption Reimbursement	Spay/rabies vaccine animal D-6136	\$65.00
Total						\$1,248.67
Law Enforcement						
	12/2/2022	Fuelman	10-90-5608	Gas/Oil/Lube	Gasoline usage PD	\$155.63
	12/9/2022	AT&T Mobility	10-90-5401	Telephone	Police department cellphones/unit routers	\$180.11
	12/9/2022	City of Glen Rose	10-90-5404	Water	Water usage 10-21-22/11-20-22	\$48.07
	12/9/2022	Cobra Charmers, Inc	10-90-5005	Health Insurance	FY 22-23 COBRA Administration	\$144.00

City of Glen Rose
Council Report
Check Date: 12/1/2022 to 12/31/2022

1/3/2023 3:45

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Law Enforcement						
	12/9/2022	New Benefits, Ltd.	10-90-5005	Health Insurance	Membership fee Teladoc (Insurance) PD	\$19.00
	12/9/2022	TXU Energy	10-90-5403	Electric	Electricity usage	\$69.28
	12/16/2022	Fuelman	10-90-5608	Gas/Oil/Lube	Gasoline Usage PD	\$113.76
	12/22/2022	Axon Enterprise, Inc.	10-90-5603	Equipment	Taser-7 bundle payment PD	\$456.00
	12/22/2022	Citibank	10-90-5603	Equipment	Drug field test kits w/case/gloss protectant/pens/seat cover PD	\$295.43
	12/30/2022	City of Glen Rose	10-90-5404	Water	Water usage 11/21/22-12/20/22	\$53.90
	12/30/2022	M-Pak, Inc	10-90-5108	Uniforms	Guardian Gen-3 uniform pocket Officer Ramirez	\$219.95
Total						\$1,755.13
Streets & Parks						
	12/2/2022	Fuelman	10-40-5608	Gas/Oil/Lube	Gasoline usage PW Streets	\$91.38
	12/5/2022	Talbran Enterprises LLC	10-40-5700	Capital Expenditures	Application No. 3	\$90,369.12
	12/9/2022	AT&T Mobility	10-40-5401	Telephone	Maintenance Barn (On call) cell phone	\$45.37
	12/9/2022	Atmos Energy	10-40-5405	Gas	Gas usage 10-28-22/11-28-22 Maintenance barn	\$144.87
	12/9/2022	City of Glen Rose	10-40-5404	Water	Water usage 10-21-22/11-20-22	\$53.90
	12/9/2022	Cobra Charmers, Inc	10-40-5005	Health Insurance	FY 22-23 COBRA Administration	\$144.00
	12/9/2022	Frontier Waste Gr-Transfer	10-40-5804	Service Fees	Dump fees for wood/brush @ transfer station for November	\$100.00

City of Glen Rose
Council Report
Check Date: 12/1/2022 to 12/31/2022

1/3/2023 3:45

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	12/9/2022	Higginbotham Bros. & Co., LLC	10-40-5720	Park Development	Electrical supplies/GFI/Extension cord for bridge decorations	\$80.81
	12/9/2022	Higginbotham Bros. & Co., LLC	10-40-5655	Concrete	Sakrete	\$19.92
	12/9/2022	Higginbotham Bros. & Co., LLC	10-40-5100	Supplies	Liquid nails	\$9.95
	12/9/2022	Higginbotham Bros. & Co., LLC	10-40-5720	Park Development	Supplies for Christmas tree	\$55.61
	12/9/2022	Higginbotham Bros. & Co., LLC	10-40-5720	Park Development	November charges	(\$136.49)
	12/9/2022	New Benefits, Ltd.	10-40-5005	Health Insurance	Membership fee Teladoc (Insurance) PW	\$19.00
	12/9/2022	Smith Supply, Inc.	10-40-5720	Park Development	Zip ties for Christmas decorations	\$7.91
	12/9/2022	Smith Supply, Inc.	10-40-5720	Park Development	LED bulbs for street lamps at square	\$12.00
	12/9/2022	Smith Supply, Inc.	10-40-5720	Park Development	20 A single pole breaker	\$10.91
	12/9/2022	TXU Energy	10-40-5421	Street Lighting	Electricity usage	\$2,482.92
	12/16/2022	Fuelman	10-40-5608	Gas/Oil/Lube	Gasoline Usage PW-Streets	\$302.99
	12/22/2022	Glen Rose Auto Parts	10-40-5600	Vehicle Repair	Oil filter for 2009 Chevy	\$12.50
	12/22/2022	United Cooperative Services	10-40-5421	Street Lighting	Cactus Creek Subdivision	\$118.48
	12/22/2022	Citibank	10-40-5720	Park Development	Christmas lights supplies	\$292.57
	12/22/2022	Citibank	10-40-5108	Uniforms	Uniform shirts/boots/pants/Sheldon	\$525.37
	12/22/2022	AT&T (Scada)	10-40-5401	Telephone	SCADA system	\$16.95

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10 - GENERAL FUND						
Streets & Parks						
	12/30/2022	Charter Business	10-40-5401	Telephone	Internet 401 Farr PLaza	\$42.87
	12/30/2022	City of Glen Rose	10-40-5404	Water	Water usage 11/21/22-12/20/22	\$63.44
	12/30/2022	Cleburne Welding And Industrial Supply	10-40-5100	Supplies	Cylinder rental ending 12-14-22 oxy-acetylene	\$32.28
	12/30/2022	Enprotec/Hibbs/Todd	10-40-5700	Capital Expenditures	ValleyView St. Paving Improvements Project	\$600.00
Total						\$95,518.63
Legislative						
	12/9/2022	AT&T Mobility	10-05-5145	Exp Mayor & Council	Mayor Cell phone	\$43.18
	12/9/2022	Boyle & Lowry, L.L.P.	10-05-5201	Attorney	Attorney services for the period ending November 25, 2022	\$4,575.00
Total						\$4,618.18
Code Enforcement						
	12/9/2022	AT&T Mobility	10-50-5401	Telephone	Code Enforcement Cell phone	\$43.18
	12/9/2022	AAA Quality Services	10-50-5203	Contract Labor	Inspections from 10-10-22 to 11-30-2022	\$3,825.00
	12/9/2022	Cobra Charmers, Inc	10-50-5005	Health Insurance	FY 22-23 COBRA Administration	\$216.00
	12/9/2022	New Benefits, Ltd.	10-50-5005	Health Insurance	Membership fee Teladoc (Insurance) CE	\$19.00
Total						\$4,103.18

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10 - GENERAL FUND						
Administration						
	12/9/2022	AT&T Mobility	10-60-5401	Telephone	City Secretary/Front desk cell phones	\$86.36
	12/9/2022	AT&T Mobility	10-60-5401	Telephone	City Administrator cell phone	\$43.18
	12/9/2022	Atlas Utility Supply Company	10-60-5500	Training	Training for UB meter reading system and software	\$1,000.00
	12/9/2022	Cobra Charmers, Inc	10-60-5005	Health Insurance	FY 22-23 COBRA Administration	\$288.00
	12/9/2022	New Benefits, Ltd.	10-60-5005	Health Insurance	Membership fee Teladoc (Insurance) ADMIN	\$28.50
	12/9/2022	TXU Energy	10-60-5406	CVB/Oakdale Electric	Electricity usage	\$10,063.68
	12/22/2022	Cherryroad Media	10-60-5210	Legal Notices & Advertising	Legal Notice ordinance # 2022.03.08	\$141.00
	12/22/2022	Citibank	10-60-5401	Telephone	Data for PW director phone	\$0.99
	12/22/2022	Citibank	10-60-5804	Service Fees	Domain	\$355.78
	12/22/2022	Citibank	10-60-5109	Office Supplies	Privacy screen for monitors for RS monitors/cable ties/post it notes/glue dots	\$113.89
	12/22/2022	Citibank	10-60-5500	Training	Training webinar RS	\$75.00
	12/22/2022	Citibank	10-60-5803	Software	Software for CS computer	\$19.99
	12/22/2022	Citibank	10-60-5109	Office Supplies	Office supplies/thanksgiving decorations/toner	\$492.85
	12/22/2022	Citibank	10-60-5803	Software	Data overuse charge	\$1.63
	12/30/2022	Staci L. King	10-60-5501	Travel	Mileage for CS Election Law Seminar	\$112.50
	12/30/2022	Staci L. King	10-60-5501	Travel	Per Diem for CS Election Law Seminar x 3 days	\$177.00

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10 - GENERAL FUND						
Administration						
	12/30/2022	Staples Credit Plan	10-60-5109	Office Supplies	Binder/tabs/makkers	\$71.65
	12/30/2022	Staples Credit Plan	10-60-5109	Office Supplies	Velcro/copy paper	\$113.38
	12/30/2022	Staples Credit Plan	10-60-5109	Office Supplies	Council binders/dividers	\$66.92
	12/30/2022	Texas Municipal Human Resources Association	10-60-5800	Dues	Annual membership	\$75.00
Total						\$13,327.30
Non Departmental						
	12/9/2022	Atmos Energy	10-65-5405	Gas	Gas usage at CH 10-28-22/11-28-22	\$158.88
	12/9/2022	Brenda L. James	10-65-5226	Cpa	Bank reconciliations annual audit preparation	\$400.00
	12/9/2022	City of Glen Rose	10-65-5404	Water	Water usage 10-21-22/11-20-22	\$588.98
	12/9/2022	Kinect Communications, LLC	10-65-5401	Telephone	Monthly charges for phone system	\$412.76
	12/9/2022	Peloton Land Solutions, Inc.	10-65-5230	Comprehensive Plan Consultant	Comprehensive Plan Professional Services	\$11,360.00
	12/9/2022	TXU Energy	10-65-5403	Electric	Electricity usage	\$343.24
	12/9/2022	Xerox Corporation	10-65-5217	Postage, Copier Lease	Copier rental including color copies	\$337.73
	12/9/2022	Somervell Central Appraisal District	10-65-5805	Qrt S.C.A.D.	Quarterly Payment 1st Quarter of 2023	\$3,802.58
	12/22/2022	Charter Business	10-65-5401	Telephone	Internet backup for City Hall	\$63.32
	12/22/2022	Charter Business	10-65-5402	Internet	Internet backup for City Hall	\$63.32

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10 - GENERAL FUND						
Non Departmental						
	12/22/2022	Boyd Enterprises	10-65-5107	Janitorial Supplies	Toilet paper/paper towels/trash bags	\$213.00
	12/22/2022	Merritt, Mclane And Hamby, P.C.	10-65-5200	Audit	Professional Services-Annual audit FY 21-22	\$10,897.18
	12/22/2022	Enprotec/Hibbs/Todd	10-65-5202	Engineering	Preliminary plat review 1.32 ac near 7-11	\$90.00
	12/22/2022	Enprotec/Hibbs/Todd	10-65-5202	Engineering	Engineer - Holden St. opposition calculation	\$60.00
	12/22/2022	Enprotec/Hibbs/Todd	10-65-5202	Engineering	Stone View addition as built request	\$60.00
	12/22/2022	Citibank	10-65-5106	Postage	Postage to send training book back	\$10.85
	12/22/2022	Citibank	10-65-5740	City Hall Renovation 3300Sqft	mini fridges/main office and chamber	\$443.80
	12/22/2022	Citibank	10-65-5100	Supplies	Surge protector/storage boxes/ main office	\$96.12
	12/22/2022	Citibank	10-65-5041	Employee Appreciation	Thanksgiving cards	\$950.00
	12/22/2022	Windstream	10-65-5401	Telephone	Monthly fax & long distance CH	\$60.83
	12/22/2022	Windstream	10-65-5401	Telephone	Internet services for phone system	\$257.98
	12/22/2022	Windstream	10-65-5402	Internet	Internet services	\$257.98
	12/30/2022	3cGeo	10-65-5202	Engineering	December 2022 Monthly fee maintenance/hosting	\$400.00
	12/30/2022	BizProtect	10-65-5224	It Support	IT services CH/Council	\$759.99
	12/30/2022	City of Glen Rose	10-65-5404	Water	Water usage 11/21/22-12/20/22	\$480.24
	12/30/2022	Staples Credit Plan	10-65-5109	Office Supplies	Copy paper	\$362.94

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10 - GENERAL FUND						
Non Departmental						
	12/30/2022	The Transit System	10-65-5833	Transit Contribution	Match for FY 22-23 annual contribution	\$15,000.00
					Total	\$47,931.72
Municipal Court						
	12/9/2022	Cobra Charmers, Inc	10-80-5005	Health Insurance	FY 22-23 COBRA Administration	\$72.00
	12/9/2022	New Benefits, Ltd.	10-80-5005	Health Insurance	Membership fee Teladoc (Insurance) Court	\$9.50
	12/30/2022	Mickey Garrett	10-80-5203	Contract Labor	Judge services for the month of December	\$500.00
					Total	\$581.50

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20 - UTILITY FUND						
Non-Departmental						
	12/1/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 12/1/2022	\$79.75
	12/1/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 12/1/2022	\$341.00
	12/1/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/1/2022	\$338.00
	12/1/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 12/1/2022	\$79.75
	12/1/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 12/1/2022	\$341.00
	12/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 11/6/2022	\$890.79
	12/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 11/6/2022	\$1,805.78
	12/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 11/20/2022	\$891.76
	12/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 11/20/2022	\$1,807.72
	12/5/2022	HSA Bank	20-2024	Health Ins W/H	HSA Employee 2 11/6/2022	\$32.50
	12/5/2022	HSA Bank	20-2024	Health Ins W/H	HSA City 11/6/2022	\$827.40
	12/5/2022	HSA Bank	20-2024	Health Ins W/H	HSA Employee 2 11/20/2022	\$32.50
	12/5/2022	HSA Bank	20-2024	Health Ins W/H	HSA City 11/20/2022	\$827.38
	12/9/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 12/4/2022	\$189.96
	12/9/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 12/4/2022	\$812.20
	12/9/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/4/2022	\$972.16

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20 - UTILITY FUND						
Non-Departmental						
	12/9/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 12/4/2022	\$189.96
	12/9/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 12/4/2022	\$812.20
	12/22/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 12/4/2022	\$46.56
	12/22/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 12/4/2022	\$1,881.48
	12/22/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 12/18/2022	\$46.56
	12/22/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 12/18/2022	\$1,881.48
	12/22/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 12/4/2022	\$54.06
	12/22/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 12/4/2022	\$7.86
	12/22/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Short Term Disability 12/4/2022	\$23.76
	12/22/2022	Aflac	20-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 12/4/2022	\$33.93
	12/22/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 12/18/2022	\$54.06
	12/22/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 12/18/2022	\$7.86
	12/22/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Short Term Disability 12/18/2022	\$23.76
	12/22/2022	Aflac	20-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 12/18/2022	\$33.93
	12/22/2022	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 12/4/2022	\$18.68

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20 - UTILITY FUND						
Non-Departmental						
	12/22/2022	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 12/18/2022	\$18.68
	12/21/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 12/4/2022	\$36.87
	12/21/2022	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 12/4/2022	\$52.44
	12/21/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 12/4/2022	\$24.08
	12/21/2022	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 12/4/2022	\$44.01
	12/21/2022	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 12/4/2022	\$119.47
	12/21/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 12/18/2022	\$36.86
	12/21/2022	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 12/18/2022	\$52.41
	12/21/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 12/18/2022	\$24.08
	12/21/2022	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 12/18/2022	\$43.99
	12/21/2022	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 12/18/2022	\$119.45
	12/22/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 12/18/2022	\$177.75
	12/22/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 12/18/2022	\$760.03
	12/22/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 12/18/2022	\$979.10
	12/22/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 12/18/2022	\$177.75
	12/22/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 12/18/2022	\$760.03
	12/30/2022	Elite Asphalt Llc	20-2003	Meter Refunds Payable	Refunds	\$1,199.00

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20 - UTILITY FUND						
Non-Departmental						
	12/30/2022	McAnear Construction Services	20-2003	Meter Refunds Payable	Refunds	\$326.80
	12/30/2022	Annette Billingsley	20-2003	Meter Refunds Payable	Refunds	\$8.69
	12/30/2022	Ember McCune	20-2003	Meter Refunds Payable	Refunds	\$80.74
	12/30/2022	Sandra Pruett	20-2003	Meter Refunds Payable	Refunds	\$3.56
	12/30/2022	Mina Douglas	20-2003	Meter Refunds Payable	Refunds	\$101.54
	12/30/2022	Hannah/Robert Landrum	20-2003	Meter Refunds Payable	Refunds	\$95.02
Total						\$20,628.14
Water						
	12/2/2022	Fuelman	20-10-5608	Gas/Oil/Lube	Gasoline usage PW Water	\$264.34
	12/9/2022	AT&T Mobility	20-10-5401	Telephone/Internet	PW Director cell phone	\$43.18
	12/9/2022	Atmos Energy	20-10-5405	Gas	Gas usage 10-28-22/11-28-22 Maintenance barn	\$144.88
	12/9/2022	Atlas Utility Supply Company	20-10-5601	System Repair	Training for UB meter reading system and software	\$2,750.00
	12/9/2022	Badger Meter	20-10-5652	Meters	Beacon Mobil hosting services for Nov 2022	\$79.86
	12/9/2022	Cobra Charmers, Inc	20-10-5005	Health Insurance	FY 22-23 COBRA Administration	\$216.00
	12/9/2022	LCRA	20-10-5238	Lab Fees	Chemical analysis water samples from well sites	\$2,059.29
	12/9/2022	Higginbotham Bros. & Co., LLC	20-10-5600	Vehicle Repair	3/16 x 2 flat stock for 2018 chevy	\$39.88

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20 - UTILITY FUND						
Water						
	12/9/2022	Higginbotham Bros. & Co., LLC	20-10-5120	Tools	Grease gun	\$28.18
	12/9/2022	New Benefits, Ltd.	20-10-5005	Health Insurance	Membership fee Teladoc (Insurance) Water	\$28.50
	12/9/2022	O'Reilly Automotive, Inc.	20-10-5600	Vehicle Repair	Replacement battery for 2012 Chevrolet	\$162.55
	12/9/2022	O'Reilly Automotive, Inc.	20-10-5600	Vehicle Repair	Trailer light wiring harness for 2018 Chevy	\$48.13
	12/9/2022	Smith Supply, Inc.	20-10-5601	System Repair	Electrical parts for well # 6	\$19.75
	12/9/2022	Texas Commission On Environmental Quality	20-10-5886	State Fees	TCEQ water system fees for FY 2023	\$3,390.08
	12/9/2022	TXU Energy	20-10-5400	Utilities (Elec)	Electricity usage	\$3,549.01
	12/9/2022	Wallace Controls & Electric, Inc	20-10-5700	Capital Improvements	VFD and pressure transmitter	\$8,950.00
	12/16/2022	Fuelman	20-10-5608	Gas/Oil/Lube	Gasoline Usage PW-Water	\$77.94
	12/22/2022	Santos Delagarza	20-10-5120	Tools	SDS Max Chisel Bit Set Tools	\$39.97
	12/22/2022	AT&T (Scada)	20-10-5401	Telephone/Internet	SCADA system	\$16.95
	12/30/2022	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	December bac-T samples	\$49.00
	12/30/2022	Charter Business	20-10-5401	Telephone/Internet	Internet 401 Farr PLaza	\$42.87
	12/30/2022	DPC Industries, Inc	20-10-5160	Process Chemicals	750 lbs. chlorine gas for water wells	\$977.16
	12/30/2022	DPC Industries, Inc	20-10-5846	Demurrage	Monthly chlorine cylinder rental fee	\$104.00
	12/30/2022	Spikes Auto Parts	20-10-5600	Vehicle Repair	4 tires for 2012 Chevrolet 2500 HD ext. cab	\$758.00

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20 - UTILITY FUND						
Water						
	12/30/2022	Texas Commission On Environmental Quality	20-10-5886	State Fees	Water system fee	\$0.72
	12/30/2022	Usa Bluebook	20-10-5601	System Repair	Plantpro-Digital Chlorine Cylinder Scale-Replacement at well 4	\$2,329.67
	12/30/2022	Enprotec/Hibbs/Todd	20-10-5804	Service Fees	Emergency Preparedness Plan Revision Sent to TCEQ	\$695.00
Total						\$26,864.91
Sewer						
	12/2/2022	Fuelman	20-20-5608	Gas/Oil/Lube	Gasoline usage PW Sewer	\$168.69
	12/9/2022	Atmos Energy	20-20-5405	Gas	Gas usage 10-28-22/11-28-22 Maintenance barn	\$144.88
	12/9/2022	Cobra Charmers, Inc	20-20-5005	Health Insurance	FY 22-23 COBRA Administration	\$144.00
	12/9/2022	Higginbotham Bros. & Co., LLC	20-20-5601	System Repair	Clean out w/plug	\$13.85
	12/9/2022	New Benefits, Ltd.	20-20-5005	Health Insurance	Membership fee Teladoc (Insurance) Sewer	\$19.00
	12/9/2022	Smith Supply, Inc.	20-20-5601	System Repair	Duct sealing compund	\$4.28
	12/9/2022	Smith Supply, Inc.	20-20-5601	System Repair	Sewer parts for 300 Grace St.	\$40.61
	12/9/2022	Smith Supply, Inc.	20-20-5100	Supplies	PVC primer and gllie	\$23.67
	12/9/2022	Smith Supply, Inc.	20-20-5601	System Repair	PVC adapter	\$16.99
	12/9/2022	TXU Energy	20-20-5400	Utilities (Elec)	Electricity usage	\$1,197.65
	12/16/2022	Fuelman	20-20-5608	Gas/Oil/Lube	Gasoline Usage PW-Sewer	\$77.00

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20 - UTILITY FUND						
Sewer						
	12/22/2022	AT&T (Scada)	20-20-5401	Telephone	SCADA system	\$16.95
	12/22/2022	Windstream	20-20-5401	Telephone	SCADA system PW	\$26.35
	12/30/2022	Charter Business	20-20-5401	Telephone	Internet 401 Farr PLaza	\$42.86
Total						\$1,936.78
Non Departmental						
	12/9/2022	USIO Output Solutions	20-65-5106	Postage	Postage for water bills and late notices	\$592.17
	12/9/2022	Brenda L. James	20-65-5226	Cpa	Bank reconciliations for the month of October	\$325.00
	12/9/2022	USIO Output Solutions	20-65-5110	Utility Billing Cards	Printing job for water bills and late notices	\$187.45
	12/22/2022	Merritt, Mclane And Hamby, P.C.	20-65-5200	Audit	Professional Services-Annual audit FY 21-22	\$10,897.18
Total						\$12,001.80
WWTP						
	12/9/2022	AT&T Mobility	20-21-5401	Telephone	WWTP cell phones (x2)	\$86.36
	12/9/2022	Charter Business	20-21-5401	Telephone	Internet services at WWTP	\$120.61
	12/9/2022	Cobra Charmers, Inc	20-21-5005	Health Insurance	FY 22-23 COBRA Administration	\$144.00
	12/9/2022	Higginbotham Bros. & Co., LLC	20-21-5604	Repair & Maint - Struct	Batteries for door locks WWTP	\$17.85
	12/9/2022	Higginbotham Bros. & Co., LLC	20-21-5601	System Repair	Extension cord WWTP	\$11.27

City of Glen Rose
Council Report
Check Date: 12/1/2022 to 12/31/2022

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
WWTP						
	12/9/2022	Higginbotham Bros. & Co., LLC	20-21-5604	Repair & Maint - Struct	Rain gauge WWTP	\$22.76
	12/9/2022	New Benefits, Ltd.	20-21-5005	Health Insurance	Membership fee Teladoc (Insurance) WWTP	\$19.00
	12/9/2022	Performance Truck And Auto Center	20-21-5602	Repair & Maint - Equip	Battery for gate	\$136.99
	12/9/2022	Republic Services # 794	20-21-5259	Sludge Removal	WWTP special waste haul	\$915.97
	12/22/2022	United Cooperative Services	20-21-5400	Utilities	Electric 1502 Texas DR. WWTP	\$6,328.91
	12/22/2022	Citibank	20-21-5600	Vehicle Repair	November charges	\$15.50
	12/22/2022	Windstream	20-21-5401	Telephone	SCADA system WWTP	\$52.74
	12/30/2022	Bio Chem Lab, Inc.	20-21-5238	Lab Fees	Lab analysis WWTP	\$1,589.00
	12/30/2022	DPC Industries, Inc	20-21-5115	Chemical Supplies	750 lbs. chlorine gas for WWTP	\$977.14
Total						\$10,438.10
Sanitation						
	12/9/2022	Republic Services # 794	20-45-5403	Trash Pickup	Trash services for the month of November	\$33,702.69
Total						\$33,702.69

City of Glen Rose
Council Report
12/1/2022 to 12/31/2022

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Item 22.

Fund Totals

10	GENERAL FUND	\$204,983.50
20	UTILITY FUND	\$105,572.42
	Grand Total:	\$310,555.92



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	12/13/2022		
AGENDA SUBJECT:	Consider approval or other action regarding a financial report for the month of November 2022		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	12/05/2022
EXHIBITS:	Discussion Regarding November Financial Report Bonded Indebtedness Budget Report Cash and Investment Report General Ledger Report Sales and Use Tax Report Utility Billing Report		
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION: Move to approve or deny as presented			

DISCUSSION ON THE MONTHLY FINANCIAL REPORTS

PERIOD ENDING December 31, 2022

Highlights

The General Fund was in the black for December by about \$164,000 and for the year by about \$267,000. The Utility Fund was in the black for December by about \$53,000 and for the year by \$257,000. We had another good month for sales tax revenue in December. The City currently has about \$10.7 million in its various accounts, another new high.

Report on Reserves

As noted above, as of December 31st, the City held about \$10.7 million in its various accounts, about a \$152,000 increase over last month. \$513,792 of the above total are restricted funds (customer deposit, bond payment, HOT, and dedicated court funds), leaving the City a balance of about \$10.2 million in what, primarily, are reserve funds. If the adopted FY 2022-23 goes according to plan, the amount held in reserve will decrease by \$3,491,300 over the course of the year, leaving the City with about \$6.4 million in, primarily, reserve funds. (Usually the drawdown is less than what is budgeted due to lower than expected operating expenditures and capital projects that carry over into the next budget cycle.) The City's total operating budget for FY 2021-22, less capital expenditures, contingency funds, and dedicated court funds, is \$4,392,765. With roughly \$4.4 million in annual operating costs, the current \$10.2 million in reserves should carry the City for about 28 months, if the budgeted drawdown in reserves is realized, the City's reserves should carry the City for about 18 months.

General Ledger Cash Balance Report

As has been mentioned previously, often there are differences between the bank account balances and the general ledger cash balance reports. The general ledger report carries in its balance checks that were written in the past which have never been deposited. Also, the instant a transaction is entered into the general ledger, it shows up in the general ledger report, but it can take days for both deposits and withdrawals to clear the bank and be reflected in our bank account balances.

The general ledger cash balance for the various funds through November 30th is about \$10.7 million, about a \$277,000 increase from a month ago, and an increase of about \$2.46 million from a year ago.

General Ledger Cash Balance Report - Court Fund

The amount in the Court Fund has increased by about \$500 from a month ago.

Cash and Investment Report

As noted above, there was about \$10.7 million in the City's accounts as of December 31st, this is about a \$152,000 increase over last month.

Budget Report - General Fund

For the month, revenues have exceeded expenditures by about \$164,000 and for the year by about \$267,000.

Budget Report - Utility Fund

For the month, revenues have exceeded expenditures by about \$53,000 and for the year revenues have exceeded revenues by about \$257,000.

Sales and Use Tax Report

The State has not posted its sales and use tax figures for January (tax on sales made in November) in time to be included in this packet report. The table provided in last month's packet has been updated to show the funds received during November. The November payment came in at \$166,650.51, about a 14.3% increase over last year's payment. For the past 12 months, revenues have increased by about 7.3%.

CITY OF GLEN ROSE
BONDED INDEBTEDNESS as of December 31, 2022

BOND	MATURES	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
CO/2016 WWTP CONSTRUCTION	2037	\$ 3,520,000	\$ 1,238,912	\$ 4,758,912	\$ 3,551,317
		CO/2016 WWTP CONSTRUCTION PAYMENT	INT. RATE	TOTAL ANNUAL PAYMENT	
2021-2022		PAID			
2022-2023		\$ 238,520	1.60%	\$ 238,520	
2023-2024		\$ 235,960	1.78%	\$ 235,960	
2024-2025		\$ 238,112	1.93%	\$ 238,112	
2025-2026		\$ 234,928	2.06%	\$ 234,928	
2026-2027		\$ 236,529	2.39%	\$ 236,529	
2027-2028		\$ 237,466	2.66%	\$ 237,466	
2028-2029		\$ 237,811	2.76%	\$ 237,811	
2029-2030		\$ 237,843	3.04%	\$ 237,843	
2030-2031		\$ 237,219	3.22%	\$ 237,219	
2031-2032		\$ 236,101	3.36%	\$ 236,101	
2032-2033		\$ 234,549	3.22%	\$ 234,549	
2033-2034		\$ 238,109	3.22%	\$ 238,109	
2034-2035		\$ 236,347	3.21%	\$ 236,347	
2035-2036		\$ 234,445	3.21%	\$ 234,445	
2036-2037		\$ 237,383	3.21%	\$ 237,383	
		\$3,551,317		\$ 3,551,317	

NOTES:

- 1) Payments on interest only are due on February 15th each year and payments on principal and interest are due on August 15th each year
- 2) The CO/2016 WWTP construction debt is paid with utility system revenues.

City of Glen Rose
Financial Statement
As of December 31, 2022

1/5/2023

Item 23.

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Property & Sales Tax							
10-4000 Sales Tax	166,650.51	133,280.00	33,370.51	492,156.77	1,600,000.00	30.76%	1,107,843.23
10-4001 Mixed Drinks Tax	1,206.12	1,832.60	(626.48)	5,351.82	22,000.00	24.33%	16,648.18
10-4002 Gross Receipts Tax	1,907.18	16,666.67	(14,759.49)	20,410.11	200,000.00	10.21%	179,589.89
10-4005 Property Taxes	211,304.82	67,240.00	144,064.82	242,786.73	807,203.00	30.08%	564,416.27
10-4010 Property Taxes (Delinquent)	3,338.00	1,666.00	1,672.00	7,734.65	20,000.00	38.67%	12,265.35
Property & Sales Tax Totals	384,406.63	220,685.27	163,721.36	768,440.08	2,649,203.00	29.01%	1,880,762.92
Interest Income							
10-4006 Penalites & Interest	2,122.85	833.33	1,289.52	3,559.05	10,000.00	35.59%	6,440.95
10-4500 Interest Income	0.00	1,249.50	(1,249.50)	32,618.25	15,000.00	217.46%	(17,618.25)
Interest Income Totals	2,122.85	2,082.83	40.02	36,177.30	25,000.00	144.71%	(11,177.30)
Other Revenue Sources							
10-4200 Permits	9,009.00	9,996.00	(987.00)	23,530.02	120,000.00	19.61%	96,469.98
10-4700 Miscellaneous Income	721.69	957.95	(236.26)	990.72	11,500.00	8.61%	10,509.28
10-4703 Vrc Loan Repayment	0.00	833.33	(833.33)	2,500.00	10,000.00	25.00%	7,500.00
Other Revenue Sources Totals	9,730.69	11,787.28	(2,056.59)	27,020.74	141,500.00	19.10%	114,479.26
Fines, Fees & Forfeitures							
10-4300 Pound Fees	40.00	41.67	(1.67)	260.00	500.00	52.00%	240.00
10-4301 Municipal Court Fine Revenue	3,254.29	5,833.33	(2,579.04)	10,516.29	70,000.00	15.02%	59,483.71
10-4303 Deferred Adjudication	850.00	1,166.20	(316.20)	2,400.00	14,000.00	17.14%	11,600.00
10-4305 Time Payment Reimbursement	15.00	41.67	(26.67)	60.00	500.00	12.00%	440.00
10-4313 Child Safety -Muni Court	0.00	0.00	0.00	75.00	0.00	0.00%	(75.00)
10-4316 Court Costs	645.45	1,082.90	(437.45)	2,044.33	13,000.00	15.73%	10,955.67
10-4318 Warrant Fee-Muni Court	78.89	83.30	(4.41)	293.33	1,000.00	29.33%	706.67
10-4319 Omnibase Reimbursement Fee	10.00	0.00	10.00	30.00	0.00	0.00%	(30.00)

City of Glen Rose
Financial Statement
As of December 31, 2022

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Item 23.

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
10-4331 Clear The Shelter	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-4332 County Res Impound Fee	480.00	158.27	321.73	1,320.00	1,900.00	69.47%	580.00
10-4345 Quarantine Fee	0.00	29.17	(29.17)	0.00	350.00	0.00%	350.00
10-4346 Boarding Fee	0.00	16.67	(16.67)	0.00	200.00	0.00%	200.00
10-4347 Adopting Fee	325.00	125.00	200.00	1,095.00	1,500.00	73.00%	405.00
10-4348 Euthanasia Fee	125.00	16.67	108.33	150.00	200.00	75.00%	50.00
Fines, Fees & Forfeitures Totals	5,823.63	8,761.52	(2,937.89)	18,243.95	105,150.00	17.35%	86,906.05
Grants & Donations							
10-4330 Donations	540.00	83.30	456.70	540.00	1,000.00	54.00%	460.00
10-4707 Safe Routes Grant & Cost Shar	0.00	19,159.00	(19,159.00)	0.00	230,000.00	0.00%	230,000.00
10-4709 Nrhp Grant	0.00	8,330.00	(8,330.00)	0.00	100,000.00	0.00%	100,000.00
Grants & Donations Totals	540.00	27,572.30	(27,032.30)	540.00	331,000.00	0.16%	330,460.00
Business & Franchise							
10-4704 Glen Rose Wrecker	750.00	749.70	0.30	2,250.00	9,000.00	25.00%	6,750.00
10-4705 Nextlink	1,500.00	1,500.00	0.00	4,500.00	18,000.00	25.00%	13,500.00
Business & Franchise Totals	2,250.00	2,249.70	0.30	6,750.00	27,000.00	25.00%	20,250.00
Transfers In							
10-4710 Transfer in Reserves	0.00	77,469.00	(77,469.00)	0.00	930,000.00	0.00%	930,000.00
Transfers In Totals	0.00	77,469.00	(77,469.00)	0.00	930,000.00	0.00%	930,000.00
Revenue Totals	404,873.80	350,607.90	54,265.90	857,172.07	4,208,853.00	20.37%	3,351,680.93

City of Glen Rose
Financial Statement
As of December 31, 2022

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Item 23.

10 - GENERAL FUND Legislative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-05-5055 Mayor & Council Pay	0.00	1,228.67	(1,228.67)	0.00	14,750.00	0.00%	14,750.00
10-05-5145 Exp Mayor & Council	43.18	166.67	(123.49)	86.36	2,000.00	4.32%	1,913.64
10-05-5201 Attorney	4,575.00	2,998.80	1,576.20	8,700.00	36,000.00	24.17%	27,300.00
10-05-5240 Election Expense	0.00	1,250.00	(1,250.00)	0.00	15,000.00	0.00%	15,000.00
10-05-5401 Telephone	0.00	65.75	(65.75)	0.00	789.00	0.00%	789.00
10-05-5407 Council Laptops	0.00	500.00	(500.00)	6,247.62	6,000.00	104.13%	(247.62)
10-05-5502 Mayor & Council Travel	0.00	625.00	(625.00)	3,666.77	7,500.00	48.89%	3,833.23
10-05-5503 Mayor & Council Training	0.00	208.33	(208.33)	65.00	2,500.00	2.60%	2,435.00
Legislative Totals	4,618.18	7,043.22	(2,425.04)	18,765.75	84,539.00	22.20%	65,773.25

City of Glen Rose
Financial Statement
As of December 31, 2022

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Item 23.

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5000 Wages Streets & Parks	6,518.32	9,247.29	(2,728.97)	18,154.94	111,012.00	16.35%	92,857.06
10-40-5001 Overtime Streets & Parks	188.61	637.50	(448.89)	456.74	7,650.00	5.97%	7,193.26
10-40-5003 Payroll Taxes Streets/Pks	566.28	791.68	(225.40)	1,454.89	9,504.00	15.31%	8,049.11
10-40-5004 Retirement	1,090.78	1,552.29	(461.51)	2,819.80	18,635.00	15.13%	15,815.20
10-40-5005 Health Insurance	1,763.00	3,198.72	(1,435.72)	4,982.00	38,400.00	12.97%	33,418.00
10-40-5006 Life & Add Insurance	39.60	62.05	(22.45)	114.73	745.00	15.40%	630.27
10-40-5007 Workers Comp Insurance	0.00	600.17	(600.17)	7,787.36	7,205.00	108.08%	(582.36)
10-40-5008 Twc	0.00	358.50	(358.50)	0.00	4,302.00	0.00%	4,302.00
10-40-5010 Longevity	700.00	116.62	583.38	700.00	1,400.00	50.00%	700.00
10-40-5013 On Call	280.00	347.58	(67.58)	560.00	4,171.00	13.43%	3,611.00
10-40-5100 Supplies	42.23	266.67	(224.44)	301.79	3,200.00	9.43%	2,898.21
10-40-5107 Janitorial Supplies	0.00	150.00	(150.00)	0.00	1,800.00	0.00%	1,800.00
10-40-5108 Uniforms	525.37	201.67	323.70	525.37	2,420.00	21.71%	1,894.63
10-40-5120 Tools	0.00	208.33	(208.33)	449.00	2,500.00	17.96%	2,051.00
10-40-5122 Crack Sealant	0.00	208.25	(208.25)	0.00	2,500.00	0.00%	2,500.00
10-40-5156 Asphalt	0.00	666.67	(666.67)	473.00	8,000.00	5.91%	7,527.00
10-40-5175 Herbicides & Insecticides	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
10-40-5203 Contract Labor	0.00	3,815.38	(3,815.38)	0.00	45,803.00	0.00%	45,803.00
10-40-5401 Telephone	105.19	291.67	(186.48)	253.25	3,500.00	7.24%	3,246.75
10-40-5403 Electric	0.00	833.00	(833.00)	1,056.87	10,000.00	10.57%	8,943.13
10-40-5404 Water	117.34	249.90	(132.56)	171.24	3,000.00	5.71%	2,828.76
10-40-5405 Gas	144.87	208.33	(63.46)	196.96	2,500.00	7.88%	2,303.04
10-40-5421 Street Lighting	2,601.40	2,750.00	(148.60)	5,239.46	33,000.00	15.88%	27,760.54
10-40-5500 Training	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-40-5501 Travel	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-40-5600 Vehicle Repair	12.50	500.00	(487.50)	12.50	6,000.00	0.21%	5,987.50

City of Glen Rose
Financial Statement
As of December 31, 2022

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Item 23.

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5602 Repair & Maint - Equip	0.00	833.00	(833.00)	1,565.39	10,000.00	15.65%	8,434.61
10-40-5604 Repair & Maint - Struct	0.00	833.33	(833.33)	19.12	10,000.00	0.19%	9,980.88
10-40-5608 Gas/Oil/Lube	394.37	833.00	(438.63)	2,647.24	10,000.00	26.47%	7,352.76
10-40-5612 New Pickup PW	0.00	4,333.33	(4,333.33)	0.00	52,000.00	0.00%	52,000.00
10-40-5621 Rock/Gravel/Stone	0.00	58.33	(58.33)	163.80	700.00	23.40%	536.20
10-40-5626 Sidewalk	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
10-40-5636 Street Paint	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-40-5655 Concrete	19.92	125.00	(105.08)	100.74	1,500.00	6.72%	1,399.26
10-40-5656 Drainage Pipe	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-40-5700 Capital Expenditures	90,969.12	37,485.00	53,484.12	182,080.26	450,000.00	40.46%	267,919.74
10-40-5720 Park Development	323.32	625.00	(301.68)	1,267.20	7,500.00	16.90%	6,232.80
10-40-5721 Road Base	0.00	125.00	(125.00)	144.18	1,500.00	9.61%	1,355.82
10-40-5736 Engineering For Next Project	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
10-40-5738 Safe Routes School	0.00	28,738.50	(28,738.50)	0.00	345,000.00	0.00%	345,000.00
10-40-5739 Barnard Street Sidewalk	0.00	8,330.00	(8,330.00)	0.00	100,000.00	0.00%	100,000.00
10-40-5740 Paving	0.00	20,825.00	(20,825.00)	0.00	250,000.00	0.00%	250,000.00
10-40-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-40-5804 Service Fees	100.00	2,500.00	(2,400.00)	3,848.00	30,000.00	12.83%	26,152.00
10-40-5859 Street Signs	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
Streets & Parks Totals	106,502.22	138,906.75	(32,404.53)	237,545.83	1,667,447.00	14.25%	1,429,901.17

City of Glen Rose
Financial Statement
As of December 31, 2022

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Item 23.

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-50-5000 Wages Code Enforcement	5,202.28	9,406.81	(4,204.53)	15,535.43	112,927.00	13.76%	97,391.57
10-50-5001 Overtime Code Enforcement	139.89	297.50	(157.61)	523.86	3,570.00	14.67%	3,046.14
10-50-5003 Payroll Taxes Code Enf	422.12	765.61	(343.49)	1,268.87	9,191.00	13.81%	7,922.13
10-50-5004 Retirement	797.79	1,042.99	(245.20)	2,398.02	12,521.00	19.15%	10,122.98
10-50-5005 Health Insurance	1,842.63	1,666.00	176.63	5,076.14	20,000.00	25.38%	14,923.86
10-50-5006 Life & Add Insurance	29.60	81.55	(51.95)	87.75	979.00	8.96%	891.25
10-50-5007 Workers Comp Insurance	0.00	133.28	(133.28)	122.00	1,600.00	7.63%	1,478.00
10-50-5008 Twc	0.00	407.58	(407.58)	0.00	4,893.00	0.00%	4,893.00
10-50-5013 On Call	280.00	304.17	(24.17)	840.00	3,650.00	23.01%	2,810.00
10-50-5106 Postage	0.00	208.25	(208.25)	600.44	2,500.00	24.02%	1,899.56
10-50-5108 Uniforms	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-50-5120 Instrument & Tools	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-50-5202 Engineering	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-50-5203 Contract Labor	3,825.00	2,499.00	1,326.00	6,325.00	30,000.00	21.08%	23,675.00
10-50-5208 Fire Marshall Services	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
10-50-5210 Legal Notices & Advertising	0.00	166.67	(166.67)	114.84	2,000.00	5.74%	1,885.16
10-50-5215 Code Replacement	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-50-5219 Abatements	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
10-50-5247 Mapping	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-50-5401 Telephone	43.18	65.75	(22.57)	86.36	789.00	10.95%	702.64
10-50-5500 Training	0.00	395.67	(395.67)	0.00	4,750.00	0.00%	4,750.00
10-50-5501 Travel	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
10-50-5600 Vehicle Repair	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-50-5608 Gas/Oil/Lube	0.00	83.30	(83.30)	0.00	1,000.00	0.00%	1,000.00
10-50-5801 Miscellaneous Exp	0.00	166.67	(166.67)	70.00	2,000.00	3.50%	1,930.00
10-50-5803 Software	0.00	399.84	(399.84)	4,800.00	4,800.00	100.00%	0.00

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Item 23.

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-50-5837 License Renewal	0.00	33.33	(33.33)	114.95	400.00	28.74%	285.05
10-50-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Code Enforcement Totals	12,582.49	20,415.64	(7,833.15)	37,963.66	245,070.00	15.49%	207,106.34

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Item 23.

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-55-5000 Wages Animal Control	3,395.98	3,169.48	226.50	9,387.94	38,049.00	24.67%	28,661.06
10-55-5001 Overtime Animal Control	0.00	297.50	(297.50)	0.00	3,570.00	0.00%	3,570.00
10-55-5003 Payroll Taxes Animal Cont	281.22	291.05	(9.83)	782.46	3,494.00	22.39%	2,711.54
10-55-5004 Retirement	521.62	570.60	(48.98)	1,451.34	6,850.00	21.19%	5,398.66
10-55-5005 Health Insurance	872.00	799.68	72.32	2,072.00	9,600.00	21.58%	7,528.00
10-55-5006 Life & Add Insurance	20.18	24.99	(4.81)	55.77	300.00	18.59%	244.23
10-55-5007 Workers Comp Insurance	0.00	181.09	(181.09)	3,194.36	2,174.00	146.93%	(1,020.36)
10-55-5008 Twc	0.00	90.54	(90.54)	0.00	1,087.00	0.00%	1,087.00
10-55-5010 Longevity	0.00	33.32	(33.32)	0.00	400.00	0.00%	400.00
10-55-5013 On Call	280.00	304.17	(24.17)	840.00	3,650.00	23.01%	2,810.00
10-55-5100 Supplies	21.49	166.60	(145.11)	162.91	2,000.00	8.15%	1,837.09
10-55-5108 Uniforms	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
10-55-5109 Office Supplies	0.00	66.67	(66.67)	0.00	800.00	0.00%	800.00
10-55-5165 Euth. & Medication	0.00	166.67	(166.67)	35.00	2,000.00	1.75%	1,965.00
10-55-5203 Contract Labor	65.00	166.67	(101.67)	350.00	2,000.00	17.50%	1,650.00
10-55-5224 It Support	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5236 Employee Rabies Shots	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
10-55-5237 Adoption Reimbursement	130.00	133.33	(3.33)	190.00	1,600.00	11.88%	1,410.00
10-55-5401 Telephone	86.36	166.67	(80.31)	172.72	2,000.00	8.64%	1,827.28
10-55-5402 Internet	110.83	116.67	(5.84)	332.49	1,400.00	23.75%	1,067.51
10-55-5403 Electric	398.12	466.67	(68.55)	824.56	5,600.00	14.72%	4,775.44
10-55-5500 Training	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-55-5501 Travel	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-55-5600 Vehicle Repair	0.00	250.00	(250.00)	1,756.24	3,000.00	58.54%	1,243.76
10-55-5602 Repair & Maint - Equip	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-55-5603 Equipment	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00

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Item 23.

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-55-5604 Repair & Maint - Struct	9.48	499.80	(490.32)	216.48	6,000.00	3.61%	5,783.52
10-55-5608 Gas/Oil/Lube	355.39	416.50	(61.11)	713.27	5,000.00	14.27%	4,286.73
10-55-5801 Miscellaneous Exp	0.00	50.00	(50.00)	0.00	600.00	0.00%	600.00
10-55-5803 Software	0.00	37.50	(37.50)	0.00	450.00	0.00%	450.00
10-55-5804 Service Fees	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-55-5839 Rabies Test Fees	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5870 Office Equip/Furn	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Animal Control Totals	6,547.67	9,391.18	(2,843.51)	22,537.54	112,724.00	19.99%	90,186.46

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Item 23.

10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-60-5000 Wages Administration	25,795.20	26,603.18	(807.98)	73,265.00	319,366.00	22.94%	246,101.00
10-60-5003 Payroll Taxes Admin	2,104.81	2,035.18	69.63	5,631.97	24,432.00	23.05%	18,800.03
10-60-5004 Retirement	4,000.89	3,990.48	10.41	10,736.85	47,905.00	22.41%	37,168.15
10-60-5005 Health Insurance	3,516.50	3,198.72	317.78	9,945.00	38,400.00	25.90%	28,455.00
10-60-5006 Life & Add Insurance	116.31	109.03	7.28	346.87	1,309.00	26.50%	962.13
10-60-5007 Workers Comp Insurance	0.00	104.79	(104.79)	1,292.81	1,258.00	102.77%	(34.81)
10-60-5008 Twc	0.00	744.03	(744.03)	0.00	8,932.00	0.00%	8,932.00
10-60-5010 Longevity	2,400.00	316.54	2,083.46	2,400.00	3,800.00	63.16%	1,400.00
10-60-5108 Uniforms	0.00	62.50	(62.50)	0.00	750.00	0.00%	750.00
10-60-5109 Office Supplies	858.69	166.67	692.02	858.69	2,000.00	42.93%	1,141.31
10-60-5203 Contract Labor	0.00	8,416.67	(8,416.67)	0.00	101,000.00	0.00%	101,000.00
10-60-5207 Intern program	0.00	541.67	(541.67)	0.00	6,500.00	0.00%	6,500.00
10-60-5210 Legal Notices & Advertising	141.00	250.00	(109.00)	141.00	3,000.00	4.70%	2,859.00
10-60-5218 Legal Updates	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-60-5401 Telephone	130.53	183.33	(52.80)	261.06	2,200.00	11.87%	1,938.94
10-60-5406 CVB/Oakdale Electric	31.34	0.00	31.34	(8,781.43)	0.00	0.00%	8,781.43
10-60-5500 Training	1,075.00	416.67	658.33	2,104.00	5,000.00	42.08%	2,896.00
10-60-5501 Travel	289.50	500.00	(210.50)	1,355.75	6,000.00	22.60%	4,644.25
10-60-5600 Vehicle Repair	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
10-60-5602 Repair & Maint - Equip	0.00	83.33	(83.33)	105.00	1,000.00	10.50%	895.00
10-60-5604 Repair & Maint - Struct	0.00	833.33	(833.33)	43.74	10,000.00	0.44%	9,956.26
10-60-5608 Gas/Oil/Lube	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-60-5800 Dues	75.00	208.33	(133.33)	2,975.00	2,500.00	119.00%	(475.00)
10-60-5801 Miscellaneous Exp	0.00	166.67	(166.67)	11.98	2,000.00	0.60%	1,988.02
10-60-5803 Software	21.62	1,000.00	(978.38)	36.61	12,000.00	0.31%	11,963.39
10-60-5804 Service Fees	355.78	1,250.00	(894.22)	914.81	15,000.00	6.10%	14,085.19

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Item 23.

10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-60-5860 Hardware Replacement	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
Administration Totals	40,912.17	52,389.45	(11,477.28)	103,644.71	628,852.00	16.48%	525,207.29

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Item 23.

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5009 Other Insurance Tmlirp	0.00	3,000.00	(3,000.00)	32,105.12	36,000.00	89.18%	3,894.88
10-65-5041 Employee Appreciation	950.00	291.67	658.33	950.00	3,500.00	27.14%	2,550.00
10-65-5100 Supplies	96.12	154.17	(58.05)	96.12	1,850.00	5.20%	1,753.88
10-65-5106 Postage	10.85	454.17	(443.32)	119.94	5,450.00	2.20%	5,330.06
10-65-5107 Janitorial Supplies	213.00	125.00	88.00	371.02	1,500.00	24.73%	1,128.98
10-65-5109 Office Supplies	362.94	416.67	(53.73)	600.61	5,000.00	12.01%	4,399.39
10-65-5200 Audit	10,897.18	958.33	9,938.85	10,897.18	11,500.00	94.76%	602.82
10-65-5202 Engineering	610.00	1,250.00	(640.00)	1,890.00	15,000.00	12.60%	13,110.00
10-65-5217 Postage, Copier Lease	337.73	833.33	(495.60)	1,136.29	10,000.00	11.36%	8,863.71
10-65-5223 Accounting Software &	0.00	999.60	(999.60)	0.00	12,000.00	0.00%	12,000.00
10-65-5224 It Support	759.99	1,250.00	(490.01)	1,487.40	15,000.00	9.92%	13,512.60
10-65-5225 Janitorial Services	0.00	650.00	(650.00)	1,300.00	7,800.00	16.67%	6,500.00
10-65-5226 Cpa	400.00	500.00	(100.00)	787.50	6,000.00	13.13%	5,212.50
10-65-5227 Background Test	0.00	4.17	(4.17)	0.00	50.00	0.00%	50.00
10-65-5228 Website/Email Management	0.00	1,166.20	(1,166.20)	4,810.00	14,000.00	34.36%	9,190.00
10-65-5230 Comprehensive Plan	11,360.00	3,500.00	7,860.00	11,509.50	42,000.00	27.40%	30,490.50
10-65-5231 Laserfiche	0.00	2,297.50	(2,297.50)	0.00	27,570.00	0.00%	27,570.00
10-65-5232 Impact Fee Study	0.00	3,333.33	(3,333.33)	0.00	40,000.00	0.00%	40,000.00
10-65-5233 Parkland Dedication	0.00	1,000.00	(1,000.00)	0.00	12,000.00	0.00%	12,000.00
10-65-5235 Drug Testing	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-65-5239 CIP	0.00	1,250.00	(1,250.00)	0.00	15,000.00	0.00%	15,000.00
10-65-5241 Amend Zoning & Subdivision	0.00	2,500.00	(2,500.00)	0.00	30,000.00	0.00%	30,000.00
10-65-5242 Communications Plan	0.00	1,333.33	(1,333.33)	0.00	16,000.00	0.00%	16,000.00
10-65-5401 Telephone	794.89	1,125.00	(330.11)	2,385.73	13,500.00	17.67%	11,114.27
10-65-5402 Internet	321.30	600.00	(278.70)	962.40	7,200.00	13.37%	6,237.60
10-65-5403 Electric	343.24	500.00	(156.76)	814.09	6,000.00	13.57%	5,185.91

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Item 23.

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5404 Water	1,069.22	416.50	652.72	1,620.82	5,000.00	32.42%	3,379.18
10-65-5405 Gas	158.88	125.00	33.88	225.17	1,500.00	15.01%	1,274.83
10-65-5420 Commercial Umbrella Country	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-65-5740 City Hall Renovation 3300Sqft	443.80	4,165.00	(3,721.20)	11,473.80	50,000.00	22.95%	38,526.20
10-65-5744 Paint Historic Water Tower	0.00	7,500.00	(7,500.00)	0.00	90,000.00	0.00%	90,000.00
10-65-5745 Building Fund	0.00	25,000.00	(25,000.00)	0.00	300,000.00	0.00%	300,000.00
10-65-5746 Change Logos	0.00	416.67	(416.67)	286.99	5,000.00	5.74%	4,713.01
10-65-5747 Tuition Reimbursement	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
10-65-5748 Certification Pay	0.00	1,140.00	(1,140.00)	0.00	13,680.00	0.00%	13,680.00
10-65-5749 Entrance Sign	0.00	2,500.00	(2,500.00)	0.00	30,000.00	0.00%	30,000.00
10-65-5805 Qrt S.C.A.D.	3,802.58	1,266.99	2,535.59	3,802.58	15,210.00	25.00%	11,407.42
10-65-5810 Text My Gov & Archive Social	0.00	457.33	(457.33)	0.00	5,488.00	0.00%	5,488.00
10-65-5832 Fire Department Contribution	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
10-65-5833 Transit Contribution	15,000.00	1,250.00	13,750.00	15,000.00	15,000.00	100.00%	0.00
10-65-5835 Non Departamental Other	0.00	500.00	(500.00)	324.64	6,000.00	5.41%	5,675.36
10-65-5837 Contingency	0.00	1,904.82	(1,904.82)	0.00	22,867.00	0.00%	22,867.00
10-65-5841 Citizens Center	0.00	375.00	(375.00)	0.00	4,500.00	0.00%	4,500.00
10-65-5870 Office Equip/Furn	0.00	416.50	(416.50)	0.00	5,000.00	0.00%	5,000.00
Non Departmental Totals	47,931.72	77,759.61	(29,827.89)	104,956.90	933,165.00	11.25%	828,208.10

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Item 23.

10 - GENERAL FUND Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-80-5000 Wages Court	2,187.88	3,211.96	(1,024.08)	7,749.50	38,559.00	20.10%	30,809.50
10-80-5003 Payroll Taxes Court	185.70	245.73	(60.03)	601.92	2,950.00	20.40%	2,348.08
10-80-5004 Retirement	353.03	481.80	(128.77)	1,142.22	5,784.00	19.75%	4,641.78
10-80-5005 Health Insurance	881.50	799.68	81.82	2,491.00	9,600.00	25.95%	7,109.00
10-80-5006 Life & Add Insurance	19.95	19.32	0.63	55.67	232.00	24.00%	176.33
10-80-5007 Workers Comp Insurance	0.00	19.24	(19.24)	134.77	231.00	58.34%	96.23
10-80-5008 Twc	0.00	89.04	(89.04)	0.00	1,069.00	0.00%	1,069.00
10-80-5010 Longevity	300.00	25.00	275.00	300.00	300.00	100.00%	0.00
10-80-5106 Postage	0.00	116.62	(116.62)	275.08	1,400.00	19.65%	1,124.92
10-80-5109 Office Supplies	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-80-5201 Attorney Fees	0.00	233.33	(233.33)	500.00	2,800.00	17.86%	2,300.00
10-80-5203 Contract Labor	500.00	500.00	0.00	1,500.00	6,000.00	25.00%	4,500.00
10-80-5224 FundView Support	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
10-80-5285 Jail Services	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5500 Training	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-80-5501 Travel	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-80-5800 Dues & Subscriptions	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5801 Miscellaneous Exp	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-80-5806 Jury Service	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5860 Hardware Replacement	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Municipal Court Totals	4,428.06	7,054.23	(2,626.17)	14,750.16	84,675.00	17.42%	69,924.84

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Item 23.

10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5000 Wages Law Enforcement	9,936.44	10,860.82	(924.38)	29,809.48	130,382.00	22.86%	100,572.52
10-90-5003 Payroll Taxes Law	851.67	830.83	20.84	2,360.05	9,974.00	23.66%	7,613.95
10-90-5004 Retirement	1,594.44	1,629.09	(34.65)	4,414.40	19,557.00	22.57%	15,142.60
10-90-5005 Health Insurance	1,770.36	1,599.36	171.00	5,004.08	19,200.00	26.06%	14,195.92
10-90-5006 Life & Add Insurance	52.94	49.06	3.88	158.06	589.00	26.84%	430.94
10-90-5007 Workers Comp Insurance	0.00	747.78	(747.78)	3,133.36	8,977.00	34.90%	5,843.64
10-90-5008 Twc	0.00	304.21	(304.21)	0.00	3,652.00	0.00%	3,652.00
10-90-5010 Longevity	1,300.00	116.62	1,183.38	1,300.00	1,400.00	92.86%	100.00
10-90-5100 Supplies	0.00	124.95	(124.95)	0.00	1,500.00	0.00%	1,500.00
10-90-5106 Postage	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-90-5108 Uniforms	219.95	62.47	157.48	219.95	750.00	29.33%	530.05
10-90-5109 Office Supplies	0.00	70.83	(70.83)	180.50	850.00	21.24%	669.50
10-90-5125 Ammunition	0.00	166.60	(166.60)	0.00	2,000.00	0.00%	2,000.00
10-90-5225 Janitorial Services	0.00	250.00	(250.00)	500.00	3,000.00	16.67%	2,500.00
10-90-5401 Telephone	180.11	133.33	46.78	360.22	1,600.00	22.51%	1,239.78
10-90-5403 Electric	69.28	124.95	(55.67)	169.63	1,500.00	11.31%	1,330.37
10-90-5404 Water	101.97	104.17	(2.20)	150.04	1,250.00	12.00%	1,099.96
10-90-5500 Training	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-90-5501 Travel	0.00	249.90	(249.90)	0.00	3,000.00	0.00%	3,000.00
10-90-5600 Vehicle Repair	0.00	291.55	(291.55)	0.00	3,500.00	0.00%	3,500.00
10-90-5602 Repair & Maint - Equip	0.00	166.67	(166.67)	45.97	2,000.00	2.30%	1,954.03
10-90-5603 Equipment	751.43	541.45	209.98	1,009.43	6,500.00	15.53%	5,490.57
10-90-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	186.00	1,000.00	18.60%	814.00
10-90-5608 Gas/Oil/Lube	269.39	541.45	(272.06)	839.75	6,500.00	12.92%	5,660.25
10-90-5700 Capital Improvements	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-90-5801 Miscellaneous Exp	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00

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Item 23.

10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5803 Software	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-90-5804 Service Fees	0.00	183.26	(183.26)	266.00	2,200.00	12.09%	1,934.00
10-90-5820 Events	0.00	166.60	(166.60)	131.94	2,000.00	6.60%	1,868.06
10-90-5860 Computer Hardware	0.00	175.00	(175.00)	52.50	2,100.00	2.50%	2,047.50
Law Enforcement Totals	<u>17,097.98</u>	<u>20,178.44</u>	<u>(3,080.46)</u>	<u>50,291.36</u>	<u>242,231.00</u>	<u>20.76%</u>	<u>191,939.64</u>

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Item 23.

10 - GENERAL FUND Preservation Board	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-96-5106 Postage	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-96-5210 Legal Notices & Advertising	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-96-5211 Promotional	0.00	62.50	(62.50)	0.00	750.00	0.00%	750.00
10-96-5500 Training	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-96-5501 Travel Expense	0.00	166.60	(166.60)	0.00	2,000.00	0.00%	2,000.00
10-96-5700 Projects	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-96-5800 Dues & Subscriptions	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-96-5849 Signage	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-96-5866 Grant Match - Nrhp	0.00	16,660.00	(16,660.00)	0.00	200,000.00	0.00%	200,000.00
Preservation Board Totals	0.00	17,505.77	(17,505.77)	0.00	210,150.00	0.00%	210,150.00
Expense Totals	240,620.49	350,644.29	(110,023.80)	590,455.91	4,208,853.00	14.03%	3,618,397.09

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20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Water/Sewer/Trash Income							
20-4100 Miscellaneous Water	0.00	833.00	(833.00)	35.00	10,000.00	0.35%	9,965.00
20-4101 Water Fees	87,507.74	91,666.67	(4,158.93)	276,305.67	1,100,000.00	25.12%	823,694.33
20-4102 Sewer Fees	55,708.46	52,312.40	3,396.06	162,806.53	628,000.00	25.92%	465,193.47
20-4105 Trash	33,011.92	35,985.60	(2,973.68)	96,439.97	432,000.00	22.32%	335,560.03
20-4110 Trash Surcharge	0.00	0.00	0.00	(0.04)	0.00	0.00%	0.04
20-4307 Reconnect Fee	394.78	474.81	(80.03)	2,535.39	5,700.00	44.48%	3,164.61
Water/Sewer/Trash Income Totals	176,622.90	181,272.48	(4,649.58)	538,122.52	2,175,700.00	24.73%	1,637,577.48
Fines, Fees & Forfeitures							
20-4341 Tap Fees	4,700.00	1,666.00	3,034.00	6,500.00	20,000.00	32.50%	13,500.00
20-4342 Transfer Fees	35.00	0.00	35.00	105.00	0.00	0.00%	(105.00)
20-4343 Penalty Fees	1,631.05	1,499.40	131.65	5,025.61	18,000.00	27.92%	12,974.39
Fines, Fees & Forfeitures Totals	6,366.05	3,165.40	3,200.65	11,630.61	38,000.00	30.61%	26,369.39
Interest Income							
20-4500 Interest Income	0.00	333.20	(333.20)	11,758.47	4,000.00	293.96%	(7,758.47)
Interest Income Totals	0.00	333.20	(333.20)	11,758.47	4,000.00	293.96%	(7,758.47)
Other Revenue Sources							
20-4700 Miscellaneous Income	12.25	0.00	12.25	173.18	0.00	0.00%	(173.18)
Other Revenue Sources Totals	12.25	0.00	12.25	173.18	0.00	0.00%	(173.18)
Transfers In							
20-4710 Transfer in Reserves	0.00	213,356.29	(213,356.29)	0.00	2,561,300.00	0.00%	2,561,300.00
Transfers In Totals	0.00	213,356.29	(213,356.29)	0.00	2,561,300.00	0.00%	2,561,300.00
Lease & Rent Income							
20-4711 Twdb Edap For Grand Ave	0.00	85,333.33	(85,333.33)	96,349.47	1,024,000.00	9.41%	927,650.53

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Item 23.

20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Lease & Rent Income							
Lease & Rent Income Totals	0.00	85,333.33	(85,333.33)	96,349.47	1,024,000.00	9.41%	927,650.53
Revenue Totals	183,001.20	483,460.70	(300,459.50)	658,034.25	5,803,000.00	11.34%	5,144,965.75

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Item 23.

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5000 Wages Water	8,680.93	9,751.34	(1,070.41)	26,441.02	117,063.00	22.59%	90,621.98
20-10-5001 Overtime Water	663.03	382.34	280.69	1,288.02	4,590.00	28.06%	3,301.98
20-10-5003 Payroll Taxes Water	802.19	818.50	(16.31)	2,194.78	9,826.00	22.34%	7,631.22
20-10-5004 Retirement	1,530.24	1,604.85	(74.61)	4,198.68	19,266.00	21.79%	15,067.32
20-10-5005 Health Insurance	2,644.50	2,399.04	245.46	7,473.00	28,800.00	25.95%	21,327.00
20-10-5006 Life & Add Insurance	60.54	53.47	7.07	174.90	642.00	27.24%	467.10
20-10-5007 Workers Comp Insurance	0.00	351.94	(351.94)	2,649.62	4,225.00	62.71%	1,575.38
20-10-5008 Twc	0.00	309.54	(309.54)	0.00	3,716.00	0.00%	3,716.00
20-10-5010 Longevity	1,300.00	191.59	1,108.41	1,300.00	2,300.00	56.52%	1,000.00
20-10-5013 On Call	140.00	173.76	(33.76)	560.00	2,086.00	26.85%	1,526.00
20-10-5100 Supplies	0.00	133.33	(133.33)	25.27	1,600.00	1.58%	1,574.73
20-10-5107 Janitorial Supplies	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
20-10-5108 Uniforms	0.00	100.83	(100.83)	233.90	1,210.00	19.33%	976.10
20-10-5120 Tools	68.15	83.33	(15.18)	109.84	1,000.00	10.98%	890.16
20-10-5160 Process Chemicals	977.16	583.33	393.83	2,656.75	7,000.00	37.95%	4,343.25
20-10-5238 Lab Fees	2,108.29	725.00	1,383.29	2,211.29	8,700.00	25.42%	6,488.71
20-10-5298 Tank Cleaning	0.00	2,083.33	(2,083.33)	0.00	25,000.00	0.00%	25,000.00
20-10-5299 Purchased Water	0.00	12,495.00	(12,495.00)	1,233.75	150,000.00	0.82%	148,766.25
20-10-5400 Utilities (Elec)	3,549.01	5,000.00	(1,450.99)	5,384.05	60,000.00	8.97%	54,615.95
20-10-5401 Telephone/Internet	103.00	416.67	(313.67)	248.87	5,000.00	4.98%	4,751.13
20-10-5405 Gas	144.88	124.95	19.93	196.97	1,500.00	13.13%	1,303.03
20-10-5500 Training	0.00	156.67	(156.67)	0.00	1,880.00	0.00%	1,880.00
20-10-5501 Travel	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
20-10-5505 Safety Program	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-10-5600 Vehicle Repair	1,008.56	83.33	925.23	1,098.55	1,000.00	109.86%	(98.55)
20-10-5601 System Repair	5,099.42	4,165.00	934.42	9,112.58	50,000.00	18.23%	40,887.42

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Item 23.

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5602 Repair & Maint - Equip	0.00	999.60	(999.60)	503.39	12,000.00	4.19%	11,496.61
20-10-5604 Repair & Maint - Struct	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
20-10-5605 Repair & Maint - Tank	0.00	1,250.00	(1,250.00)	0.00	15,000.00	0.00%	15,000.00
20-10-5608 Gas/Oil/Lube	342.28	624.75	(282.47)	1,031.90	7,500.00	13.76%	6,468.10
20-10-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-10-5611 Vehicle & Equipment Fund	0.00	3,333.33	(3,333.33)	0.00	40,000.00	0.00%	40,000.00
20-10-5652 Meters	79.86	3,173.73	(3,093.87)	79.86	38,100.00	0.21%	38,020.14
20-10-5700 Capital Improvements	8,950.00	70,805.00	(61,855.00)	11,950.00	850,000.00	1.41%	838,050.00
20-10-5743 Tank Replacement at Well # 3	0.00	70,833.33	(70,833.33)	0.00	850,000.00	0.00%	850,000.00
20-10-5750 Well # 5 Standpipe	0.00	14,858.33	(14,858.33)	0.00	178,300.00	0.00%	178,300.00
20-10-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
20-10-5804 Service Fees	695.00	583.10	111.90	695.00	7,000.00	9.93%	6,305.00
20-10-5806 Meter Service Fees	0.00	233.33	(233.33)	924.06	2,800.00	33.00%	1,875.94
20-10-5807 Prairielands Permit Fees	0.00	3,900.83	(3,900.83)	8,710.40	46,810.00	18.61%	38,099.60
20-10-5846 Demurrage	104.00	110.00	(6.00)	208.00	1,320.00	15.76%	1,112.00
20-10-5860 Hardware Replacement	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
20-10-5886 State Fees	3,390.80	333.33	3,057.47	3,441.18	4,000.00	86.03%	558.82
Water Totals	42,441.84	213,696.63	(171,254.79)	96,335.63	2,564,884.00	3.76%	2,468,548.37

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Item 23.

20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-20-5000 Wages Sewer	9,184.49	7,269.84	1,914.65	22,727.96	87,273.00	26.04%	64,545.04
20-20-5001 Overtime Sewer	348.81	333.20	15.61	648.35	4,000.00	16.21%	3,351.65
20-20-5003 Payroll Taxes Sewer	721.36	611.50	109.86	1,757.17	7,341.00	23.94%	5,583.83
20-20-5004 Retirement	1,372.65	1,199.02	173.63	3,396.58	14,394.00	23.60%	10,997.42
20-20-5005 Health Insurance	1,773.67	1,599.36	174.31	5,526.90	19,200.00	28.79%	13,673.10
20-20-5006 Life & Add Insurance	43.45	36.56	6.89	125.93	439.00	28.69%	313.07
20-20-5007 Workers Comp Insurance	0.00	363.27	(363.27)	2,649.62	4,361.00	60.76%	1,711.38
20-20-5008 Twc	0.00	217.82	(217.82)	0.00	2,615.00	0.00%	2,615.00
20-20-5010 Longevity	0.00	216.58	(216.58)	0.00	2,600.00	0.00%	2,600.00
20-20-5013 On Call	140.00	173.83	(33.83)	560.00	2,086.00	26.85%	1,526.00
20-20-5100 Supplies	23.67	250.00	(226.33)	36.00	3,000.00	1.20%	2,964.00
20-20-5108 Uniforms	0.00	100.83	(100.83)	0.00	1,210.00	0.00%	1,210.00
20-20-5120 Tools	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
20-20-5160 Process Chemicals	0.00	225.00	(225.00)	0.00	2,700.00	0.00%	2,700.00
20-20-5400 Utilities (Elec)	1,197.65	791.35	406.30	2,821.31	9,500.00	29.70%	6,678.69
20-20-5401 Telephone	86.16	125.00	(38.84)	241.53	1,500.00	16.10%	1,258.47
20-20-5405 Gas	144.88	125.00	19.88	196.97	1,500.00	13.13%	1,303.03
20-20-5500 Training	0.00	128.75	(128.75)	0.00	1,545.00	0.00%	1,545.00
20-20-5501 Travel	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
20-20-5600 Vehicle Repair	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
20-20-5601 System Repair	75.73	2,124.15	(2,048.42)	75.73	25,500.00	0.30%	25,424.27
20-20-5602 Repair & Maint - Equip	0.00	1,041.25	(1,041.25)	159.99	12,500.00	1.28%	12,340.01
20-20-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-20-5608 Gas/Oil/Lube	245.69	624.75	(379.06)	600.54	7,500.00	8.01%	6,899.46
20-20-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-20-5655 Concrete	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00

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Item 23.

20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-20-5700 Capital Improvements	0.00	49,980.00	(49,980.00)	0.00	600,000.00	0.00%	600,000.00
20-20-5738 Grand Lift Station (Edap)	0.00	0.00	0.00	98,318.84	0.00	0.00%	(98,318.84)
20-20-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
20-20-5804 Service Fees	0.00	833.00	(833.00)	0.00	10,000.00	0.00%	10,000.00
Sewer Totals	<u>15,358.21</u>	<u>69,115.88</u>	<u>(53,757.67)</u>	<u>139,843.42</u>	<u>829,714.00</u>	<u>16.85%</u>	<u>689,870.58</u>

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Item 23.

20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5000 Wages Wwtp	8,638.66	8,736.42	(97.76)	24,515.97	104,879.00	23.38%	80,363.03
20-21-5001 Overtime Wwtp	787.22	510.00	277.22	1,978.02	6,120.00	32.32%	4,141.98
20-21-5003 Payroll Taxes Wwtp	837.14	765.36	71.78	2,221.94	9,188.00	24.18%	6,966.06
20-21-5004 Retirement	1,558.89	1,359.67	199.22	4,139.77	16,316.00	25.37%	12,176.23
20-21-5005 Health Insurance	1,757.43	1,599.36	158.07	4,965.29	19,200.00	25.86%	14,234.71
20-21-5006 Life & Add Insurance	49.02	46.48	2.54	139.16	558.00	24.94%	418.84
20-21-5007 Workers Comp Insurance	0.00	449.82	(449.82)	5,077.10	5,400.00	94.02%	322.90
20-21-5008 Twc	0.00	299.88	(299.88)	0.00	3,600.00	0.00%	3,600.00
20-21-5010 Longevity	1,000.00	149.94	850.06	1,000.00	1,800.00	55.56%	800.00
20-21-5013 On Call	560.00	608.33	(48.33)	1,680.00	7,300.00	23.01%	5,620.00
20-21-5100 Supplies	0.00	258.33	(258.33)	417.24	3,100.00	13.46%	2,682.76
20-21-5107 Janitorial Supplies	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
20-21-5108 Uniforms	0.00	108.33	(108.33)	0.00	1,300.00	0.00%	1,300.00
20-21-5115 Chemical Supplies	977.14	2,083.33	(1,106.19)	2,736.02	25,000.00	10.94%	22,263.98
20-21-5120 Tools	0.00	125.00	(125.00)	277.76	1,500.00	18.52%	1,222.24
20-21-5202 Engineering	0.00	666.67	(666.67)	0.00	8,000.00	0.00%	8,000.00
20-21-5238 Lab Fees	1,589.00	1,833.33	(244.33)	4,197.00	22,000.00	19.08%	17,803.00
20-21-5259 Sludge Removal	915.97	1,350.00	(434.03)	1,787.97	16,200.00	11.04%	14,412.03
20-21-5400 Utilities	6,328.91	5,331.20	997.71	13,648.82	64,000.00	21.33%	50,351.18
20-21-5401 Telephone	259.71	416.67	(156.96)	572.16	5,000.00	11.44%	4,427.84
20-21-5500 Training	0.00	86.67	(86.67)	0.00	1,040.00	0.00%	1,040.00
20-21-5501 Travel	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
20-21-5600 Vehicle Repair	15.50	83.33	(67.83)	15.50	1,000.00	1.55%	984.50
20-21-5601 System Repair	11.27	1,666.67	(1,655.40)	11.27	20,000.00	0.06%	19,988.73
20-21-5602 Repair & Maint - Equip	136.99	333.33	(196.34)	232.89	4,000.00	5.82%	3,767.11
20-21-5604 Repair & Maint - Struct	40.61	500.00	(459.39)	129.69	6,000.00	2.16%	5,870.31

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5608 Gas/Oil/Lube	0.00	400.00	(400.00)	2,234.74	4,800.00	46.56%	2,565.26
20-21-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-21-5702 Wwtp Expansion Grant	0.00	106,675.00	(106,675.00)	7,076.69	1,280,100.00	0.55%	1,273,023.31
20-21-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
20-21-5804 Service Fees	0.00	575.00	(575.00)	0.00	6,900.00	0.00%	6,900.00
20-21-5886 State Fees	0.00	499.80	(499.80)	5,507.46	6,000.00	91.79%	492.54
WWTP Totals	25,463.46	137,705.42	(112,241.96)	84,562.46	1,652,551.00	5.12%	1,567,988.54

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Item 23.

20 - UTILITY FUND Sanitation	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-45-5403 Trash Pickup	33,702.69	35,819.00	(2,116.31)	67,515.55	430,000.00	15.70%	362,484.45
Sanitation Totals	33,702.69	35,819.00	(2,116.31)	67,515.55	430,000.00	15.70%	362,484.45

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Item 23.

20 - UTILITY FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-65-5106 Postage	592.17	583.33	8.84	1,186.16	7,000.00	16.95%	5,813.84
20-65-5109 Office Supplies	0.00	179.17	(179.17)	0.00	2,150.00	0.00%	2,150.00
20-65-5110 Utility Billing Cards	187.45	249.90	(62.45)	563.77	3,000.00	18.79%	2,436.23
20-65-5200 Audit	10,897.18	958.33	9,938.85	10,897.18	11,500.00	94.76%	602.82
20-65-5225 Utility Billing System&Support	0.00	499.80	(499.80)	0.00	6,000.00	0.00%	6,000.00
20-65-5226 Cpa	325.00	500.00	(175.00)	325.00	6,000.00	5.42%	5,675.00
20-65-5229 Bank Services Fee	0.00	8.33	(8.33)	10.10	100.00	10.10%	89.90
20-65-5300 Bond Payment & Fee	0.00	20,006.16	(20,006.16)	0.00	240,170.00	0.00%	240,170.00
20-65-5748 Certification Pay	0.00	1,140.00	(1,140.00)	0.00	13,680.00	0.00%	13,680.00
20-65-5860 Hardware Replacement	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-65-5873 Contingency	0.00	2,936.40	(2,936.40)	0.00	35,251.00	0.00%	35,251.00
Non Departmental Totals	12,001.80	27,144.75	(15,142.95)	12,982.21	325,851.00	3.98%	312,868.79
Expense Totals	128,968.00	483,481.68	(354,513.68)	401,239.27	5,803,000.00	6.91%	5,401,760.73

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70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines, Fees & Forfeitures	518.53	1,069.92	(551.39)	1,698.31	12,839.00	13.23%	11,140.69
Interest Income	0.00	0.00	0.00	67.03	0.00	0.00%	(67.03)
Transfers In	0.00	2,404.33	(2,404.33)	0.00	28,860.00	0.00%	28,860.00
Revenue Totals	518.53	3,474.25	(2,955.72)	1,765.34	41,699.00	4.23%	39,933.66
Expense Summary							
Not Categorized	0.00	0.00	0.00	0.38	0.00	0.00%	(0.38)
Fines, Fees & Taxes	0.00	3,225.22	(3,225.22)	0.00	38,714.00	0.00%	38,714.00
Expense Totals	0.00	3,225.22	(3,225.22)	0.38	38,714.00	0.00%	38,713.62

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Item 23.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
70-4308 Local Truancy Prevention and	177.56	381.17	(203.61)	583.17	4,574.00	12.75%	3,990.83
70-4311 Municipal Jury Funds	3.56	7.67	(4.11)	11.65	92.00	12.66%	80.35
70-4312 Municipal Court Technology Fund	154.51	306.08	(151.57)	504.19	3,673.00	13.73%	3,168.81
70-4314 Municipal Court Building Security	182.90	375.00	(192.10)	599.30	4,500.00	13.32%	3,900.70
Fines, Fees & Forfeitures Totals	518.53	1,069.92	(551.39)	1,698.31	12,839.00	13.23%	11,140.69
Interest Income							
70-4500 Interest Income	0.00	0.00	0.00	67.03	0.00	0.00%	(67.03)
Interest Income Totals	0.00	0.00	0.00	67.03	0.00	0.00%	(67.03)
Transfers In							
70-4710 Transfer In From Court Security	0.00	833.00	(833.00)	0.00	10,000.00	0.00%	10,000.00
70-4716 Transfer in from Jury Fund	0.00	750.00	(750.00)	0.00	9,000.00	0.00%	9,000.00
70-4900 Transfer in from Court Technology	0.00	808.01	(808.01)	0.00	9,700.00	0.00%	9,700.00
70-4901 Transfer in from Jury Fund	0.00	13.32	(13.32)	0.00	160.00	0.00%	160.00
Transfers In Totals	0.00	2,404.33	(2,404.33)	0.00	28,860.00	0.00%	28,860.00
Revenue Totals	518.53	3,474.25	(2,955.72)	1,765.34	41,699.00	4.23%	39,933.66

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As of December 31, 2022

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Item 23.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	3,225.22	(3,225.22)	0.00	38,714.00	0.00%	38,714.00
Not Categorized	0.00	0.00	0.00	0.38	0.00	0.00%	(0.38)
Municipal Court Totals	0.00	3,225.22	(3,225.22)	0.38	38,714.00	0.00%	38,713.62
Expense Total	0.00	3,225.22	(3,225.22)	0.38	38,714.00	0.00%	38,713.62

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Item 23.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
70-80-5101 Bank Service Charges	0.00	0.00	0.00	0.38	0.00	0.00%	(0.38)
70-80-5806 Jury Reimbursements &	0.00	20.99	(20.99)	0.00	252.00	0.00%	252.00
70-80-5835 Court Technology Purchases	0.00	865.67	(865.67)	0.00	10,388.00	0.00%	10,388.00
70-80-5836 Court Security	0.00	1,207.85	(1,207.85)	0.00	14,500.00	0.00%	14,500.00
70-80-5842 Truancy and Prevention	0.00	1,130.71	(1,130.71)	0.00	13,574.00	0.00%	13,574.00
Municipal Court Totals	0.00	3,225.22	(3,225.22)	0.38	38,714.00	0.00%	38,713.62
Expense Totals	0.00	3,225.22	(3,225.22)	0.38	38,714.00	0.00%	38,713.62

CASH AND INVESTMENT REPORT FOR THE CITY OF GLEN ROSE		
December 2022		
TEXPOOL		\$3,712,068.25
TEXSTAR		\$2,569,388.28
INTERBANK		\$1,608,833.69
FIRST FINANCIAL BANK		\$2,834,197.18
TOTAL		\$10,724,487.40
TEXPOOL		
UTILITY SYSTEM REVENUE BOND RESERVE	3.98%	\$250,039.74
WATER AND SEWER FUND	3.98%	\$1,820,555.18
GENERAL FUND RESERVE	3.98%	\$1,641,473.33
TOTAL TEXPOOL INVESTMENTS		\$3,712,068.25
TexSTAR		
GENERAL	3.97%	\$2,569,388.28
INTERBANK		
INTRAFI	4.36%	\$1,608,833.69
FFB BANK ACCOUNTS		
OAKDALE ELECTRICITY DEPOSIT CD	1.50%	\$20,099.06
HOTEL OCCUPANCY	1.50%	\$101.88
TXCDBG	0.00%	\$252.38
TWDB 2016 CONSTRUCTION PROJECT	1.50%	\$750.92
COURT TECHNOLOGY FUND	1.50%	\$9,666.61
COURT SECURITY	1.50%	\$10,426.66
MUNICIPAL JURY FUND	1.50%	\$159.65
TRUANCY AND PREVENTION FUND	1.50%	\$8,297.78
CUSTOMER DEPOSIT ACCOUNT	1.50%	\$214,250.43
POOL CASH	1.50%	\$1,083,151.05
MONEY MARKET	3.61%	\$1,507,139.82
TOTAL FFB BALANCES		\$2,834,197.18

Investments are in compliance with the Investment Policy for the City of Glen Rose

**CITY OF GLEN ROSE
GENERAL LEDGER CASH BALANCE REPORT BY FUND
December 31, 2022**

FUND	CURRENT BALANCE	MONTH AGO BALANCE	YEAR AGO BALANCE
1 GENERAL	\$6,530,332.03	\$6,361,359.16	\$5,973,328.12
2 UTILITY	\$4,187,896.17	\$4,081,014.58	\$2,202,009.23
3 CVB	\$0.00	\$0.00	\$102,899.56
5 COURT*	\$28,918.92	\$28,400.59	\$5,716.91
TOTAL	\$10,747,147.12	\$10,470,774.33	\$8,283,953.82

*The Court Fund includes amounts dedicated to security, technology, truancy prevention, and jury reimbursement.

**CITY OF GLEN ROSE
SALES AND USE TAX REPORT**

Report for December Council Packet

	2021	2022	% Change
January	109,714.93	140,720.76	22.03%
February	168,437.23	157,699.38	-6.81%
March	109,932.23	122,481.96	10.25%
April	101,103.73	114,031.95	11.34%
May	171,528.37	153,004.12	-12.11%
June	136,631.88	136,092.33	-0.40%
July	129,574.66	143,944.29	9.98%
August	168,800.51	161,247.24	-4.68%
September	125,589.65	137,749.12	8.83%
October	127,727.12	163,231.03	21.75%
November	148,290.73	162,275.23	8.62%
December	142,862.07	166,650.51	14.27%
TOTAL	1,640,193.11	1,759,127.92	6.76%

Comparison of sales tax revenue for the most recent 12 month period versus that of a year ago. The number reported for June is for sales made in April. There's always a 2 month lag.

Council Report**Billing Period****11/21/2022 - 12/20/2022**

Utility Bills Disbursed	Count	Amount
Active	1259	\$163,179.60
First Bill	13	\$5,332.18
Final Bill	6	\$378.14
Backdated Move In Date	8	\$780.57
Cutoff Nonpayment	1	\$61.71
Landlord	2	\$150.59
Payment Plan	1	\$180.55
Total	1290	\$170,063.34

Payments Received	Count	Amount
CreditCard	308	\$34,450.45
Check	409	\$86,047.52
Cash	66	\$6,525.19
Change	36	(\$407.11)
Other	1	\$759.29
AchFile	346	\$44,409.59
Total	1166	\$171,784.93

Service Orders Completed	Count
Reread	59
Cutoff - Nonpayment	6
Reconnect Cutoff	6
General	13
Connect	12
Meter Set	1
Disconnect - Move Out	6
Change Occupant	2
Meter Pull	1
Total	106

Service Categories	Count	Amount
Sewer	1154	\$53,683.76
Trash	1118	\$32,015.52
Water	1276	\$82,007.77
One-Time Charges	2	\$200.00
Total	0	\$167,907.05



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Approval or other action regarding amendments to the Glen Rose Historic Farmers Market Guiding Principles		
PREPARED BY:	Jodi Holthe, Building and Planning Assistant	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Approve as presented.		

GLEN ROSE HISTORIC FARMERS MARKET



Est. in the 1800s

2022 GUIDING PRINCIPLES

The Glen Rose Historic Preservation Commission (GRHPC) has ~~purview~~ ~~preview~~ over the Glen Rose Historic Farmers Market (GRHFM) and set forth these guiding principles to govern the administration, operation, and management of the ~~GRHFM~~ ~~Glen Rose Historic Farmers Market~~. In addition to these guiding principles contained herein, the GRHFM has a city of Glen Rose City Code of Ordinances. The GRHPC ~~and City Staff will~~ implements and enforces all rules, and may change, delete or modify the GRHFM guiding principles at any time. The ~~GRHFM~~ GRHPC and City Staff have ~~has~~ the right to refuse vendor space, as well as suspend and/or expel violators of these rules and/or local, state, or federal laws, and/or ordinances.

Questions or comments should be directed to the City of Glen Rose Building and Planning Department:

- Phone: 254-897-2272, Ext 109
- Address: 201 NE Vernon Glen Rose, TX 76043
- Email: buildingofficial@glenrosetexas.org

ABOUT THE MARKET

Welcome

The ~~GRHFM Glen Rose Historic Farmers Market~~ welcomes applicants that meet the standards of the guiding principles set forth in 2022.

History

It's a farmers market with no strings attached — and it's been a place as long as anyone can remember. The ~~GRHFM Glen Rose Historic Farmers Market~~ on the downtown square ~~pre-dates the city and~~ was likely first organized in the early days of Somervell County. When the ~~GRHFM Glen Rose Historic Farmers Market~~ got its start, it was a common idea in many counties to have a central location for farmers ~~to bring their produce~~ to sell their produce. Everybody gathered on Saturdays. ~~The farmers market pre-dates the city.~~

The Famers Market Hours

The GRHFM is open 365 days a year, ~~Open rain or shine during the following days and hours:~~ Monday through Sunday, sunrise to sunset. ~~This market is open 365 days a year. The Farmers Market~~ Vendors ~~are will~~ not ~~be~~ allowed to set up during events produced, sponsored, or hosted by the city and/or the city's convention and visitor's bureau or any private event taking place in the historic square.

See City of Glen Rose Ordinance 2020.02.10C, sec 5 adopted 02/10/2020. 4.05.034 Farmers Market

4.05.034 Farmers Market

1. The Glen Rose Historic Farmers Market is located on Elm Street in the parking area adjoining the historic courthouse square.
2. Items that can be sold in the farmers market are homemade, homegrown, and/or handcrafted products. No resale items are allowed.
3. The farmer's market area is on a first-come basis, with no designated or reserved parking. Times of operation are from sunrise to sunset, Monday–Sunday. Vendors will not be allowed to set up during events produced, sponsored, or hosted by the City, ~~and/or the city's~~ the Convention and Visitors Bureau, or any private event taking place in the historic square.
4. Vendors may not utilize any electrical outlets on the square without ~~expressed~~ written permission from the city.

VENDOR TYPES AND ELIGIBILITY

Farmers and Ranchers

A farmer or rancher is a person who grows, raises, or produces agricultural products and may be a sole proprietorship, partnership, non-profit, or corporation that owns or leases land. A single farm/ranch may include family members and employees who assist in the production, sale, or marketing of the farm's direct products.

Farm Craft

Farm craft vendors are those who grow the primary ingredients in their products and offer traditional farm home items at the market. While typically not all of the ingredients in these products are possible to grow or make on a farm, they are staples of a home or pantry. The farm-grown ingredients must be the focal point of the products. Examples may include spice mixes, teas, soaps, lotions, etc. All vendors must be from Texas and within 150 miles of Glen Rose.

Artisan food/bakery/coffee

An artisan food vendor is a person who prepares, produces, and packages a specialty food or beverage product. Priority is given to vendors that create a value-added food product sourcing directly from local farmers or ranchers. Examples include herbs and spices, pickles, canned goods, fermented products, bread, pastry, pasta, sauces, and drinks and mixes. All vendors must be from Texas and within 150 miles of Glen Rose.

Arts and Crafts

An arts and craft vendor is anyone who handcrafts a quality and unique products such as textiles, home goods, and beauty products. All products will be produced by the person applying to the GRHFM ~~Glen Rose Historic Farmers Market~~. ~~Some vendors may be grandfathered in due to length of time and history at the Glen Rose Historic Famers Market.~~ All vendors must be from Texas and within 150 miles of Glen Rose.

Seasonal Vendors

Between Thanksgiving and Christmas, the GRHFM ~~Glen Rose Historic Farmers Market~~ ~~add~~ may add Holiday Market vendors who are approved for only the holiday season. Vendors are based on the current needs of the market, and some categories may be expanded specifically for the holiday season. The application for the year-round farmers market also serves as the application for the holiday market. Holiday Market vendors may also be invited to other holiday events or promotions at the discretion of the market.

APPLICATION PROCESS

Overview

~~The application process at the Glen Rose Historic Farmers Market.~~ To become a vendor at the GRHFM, applicants must complete the application **either online or in person** at City Hall in the **Building and Planning Department Building Code** Office. At this time there is no application fee.

The information provided in the application is the information the **GRHPC GRHFM** uses to evaluate each applicant. It is imperative that the application is filled out with as much detail as is needed to convey the business and products. Applications are reviewed on a weekly basis and applicants will be notified of their status. The **GRHPC or City Staff GRHFM** will notify the applicant of their status within a week. ~~All~~ **Any requested** documents, licenses, permits, etc. must be provided before the vendor **will be approved** ~~able~~ to sell at GRHFM.

Restrictions of Products

The **GRHFM Glen Rose Historic Farmers Market** does not allow MLM, network marketing, home-based franchises, or other forms of these products to be sold at the GRHFM.

Approval Considerations

Space availability is contingent upon the overall mix and percentage of vendors and products. The **GRHPC Glen Rose Historic Farmers Market** has the following criteria for the approval of vendors and products:

- Priority will be given to farmers and ranchers, followed by products made with local farm ingredients, sustainable/compostable products, attractive displays and signage, and ~~those these~~ with active social media presence.
- Applicants must have read and agreed to all of the Guiding Principles for understanding and adherence to the mission, rules, and regulations.
- **Though applicants may not** be ~~it is not~~ required to provide all applicable permits, licenses, and certificates necessary for vendor sales at the GRHFM ~~before applying~~, it is the vendor's responsibility to know the required permits/licenses and to maintain them while selling at the **GRHFM market**.

Vendor Requirements

- Items that can be sold in the farmers market are homemade, homegrown, and/or handcrafted products. No resale items are allowed.
- If vendors wish to add products to their booth, they must **complete a new, updated application and** receive **approval** ~~prior permission~~ from the **GRHPC. GRHFM**. Vendors will be asked to remove unapproved products from their tables.

FARM/RANCH VISITS

Product Validity

The GRHPC or City Staff ~~GRHFM~~ may, at any time, question the validity of any product sold at the GRHFM. Proof of a product's origin through a visit to the production location and/or additional proof of validity may be requested.

Food Handlers Certification

Certifications are available online and are a requirement for the Cottage Food Law. Once obtained, they must be ~~presented~~ provided to the GRHPC ~~GRHFM-office~~. The GRHPC ~~GRHFM~~ verifies these licenses throughout the market season. Fines may be issued for missing, expired, or incorrect information.

Sales Tax Number

Some vendors may be responsible for sales tax if required by the State of Texas. The vendor shall be responsible for filing all returns required by the State of Texas for sales tax collection.

APPLICATION

The application process DOES NOT REQUIRE a payment at this time to sell at the GRHFM ~~Glen Rose Historic Farmers Market~~.

- All interested vendors are required to complete the application process.
- Applicants that do not meet the requirements may submit a request to the HPBC to be grandfathered in, due to length of time and history at the GRHFM.

REGISTRATION FOR MARKET

Vendors must be in good standing before attending the market.

- "Good standing" includes all applications, licenses, and permits are correctly filed with the GRHPC ~~GRHFM-office~~ and market rules have been adhered to.

Vendor Display

- GRHFM Approval Certificate must be prominently displayed.
- The vendor's display and products must remain within one vendor space, defined as one parking space.
- Display products are to be within the designated vendor space. A-frame signs must be within the vendor's space ~~10x10-stall~~, and not in the walkways, in order to prevent interference with customer flow.
- Vendor displays must be assembled in a manner that allows clear access to adjoining stalls.
- Displays may not be left overnight.
- All signage and displays must be attractive, of good quality, and look professional, subject to the discretion of the GRHPC and City Staff. ~~Glen Rose Historic Farmers Market team.~~
- Vendors must display the prices of items for sale and their return policy.
- Any canopy must have a minimum of a 25lb weight on each of the four canopy legs - All weights must be fastened to the canopy and approved.
- Tables must have a base spread and locking legs - They are subject to inspection by the GRHPC and City Staff. ~~Glen Rose Historic Farmers Market.~~
- Only temporary attachments such as zip ties, bungee cords, or tape may be used to secure/display signs.
- Vendors are required to bring all necessary set-up items (duct tape, dollies, etc.) ~~Set-up equipment is not provided by the GRHFM.~~ - Come prepared for anything and everything that might happen during the market day.

Good Housekeeping

- Vendors shall keep spaces neat, clean, and in a sanitary condition.
- Vendors must remove all booth-generated trash and recycling from the GRHFM premises at the close of the market day. Vendors must bring their ~~your~~ own trash bags and remove trash from the GRHFM premises.
- Animals are ~~only~~ allowed in vendor stalls ~~only~~ with permission from the GRHPC. ~~Glen Rose Historic Farmers Market~~
- All water should be poured into drains and not onto sidewalks, common areas, or aisles.
- All places where food is stored, sold, sampled, or handled should be maintained and operated in a sanitary manner in accordance with all applicable local, state, and federal regulations.

Business Conduct

- Approval and placement are at the discretion of the GRHPC and City Staff. ~~GRHFM~~
- All vendors are to remain open during market hours.
- Vendors ~~must will~~ close within one hour after the advertised market close time.
- Vendors may only sell within the space designated to them by the GRHPC. ~~Glen Rose Historic Farmers Market~~
- Standing in front of spaces, hawking customers, or pushing samples ~~will is not be~~ allowed.
- All vendors are required to have their business cards or name and contact information posted and accessible to customers.
- Vendors and their employees are expected to immediately comply with the requests of the GRHPC and City Staff. ~~GRHFM~~
- Vendors are an extension of the ~~GRHFM Glen Rose Historic Farmers Market~~ and at all times will maintain a positive, kind, and respectful attitude to customers and fellow vendors.
- The ~~GRHFM Glen Rose Historic Farmers Market~~ is committed to providing a space that is free from harassment, in any form, and does not allow discrimination.
- Vendors may not consume alcohol on the property during market hours.
- No vendor, or employee, may be under the influence of illegal drugs or intoxicated while at the ~~GRHFM Glen Rose Historic Farmers Market~~
- Children must remain in vendor space and not disturb others.
- Music played in vendor spaces should not disrupt surrounding vendors and may not contain explicit content.
- Customer and vendor complaints that cannot be resolved amicably should be immediately referred to the ~~GRHPC Glen Rose Historic Farmers Market office~~ for mediation.
- Attire and grooming must be neat, clean, and appropriate for work at the ~~GRHFM Glen Rose Historic Farmers Market~~
- Vendors may be asked to leave the market at the discretion of the GRHPC and City Staff. ~~GRHFM~~

Vehicles

In order to put the customer first, vendors may ONLY park in their display space Any other parking must be outside of ~~designated must utilize parking not in~~ the Farmers Market area.

Employees

- Employees of vendors may only sell the products that are included in the application and approved by the ~~GRHPC Glen Rose Historic Farmers Market team~~.
- All vendors are responsible for the actions of their employees.

Product Quality

- It is the responsibility of each vendor to refund or exchange merchandise that is unsatisfactory to a customer.
- All pre-packaged products must be labeled and have weight and measurement declarations.
- All products must be sold at a standard weight and measure. Produce may be sold by the pound, provided scales are certified by the Texas Department of Agriculture (TDA); otherwise produce may be sold by the piece, pint, quart, peck, or another generally accepted measure of quantity.

Complaint Process


- Vendors or customers may file a complaint in writing to the GRHPC ~~GRHEM~~ if they suspect a vendor is violating market rules and regulations.
- Complaints should be submitted to the GRHPC ~~GRHEM~~ in person or via email and include the reporter's name, phone number, and a description of the complaint.
- The GRHPC ~~GRHEM~~ will determine any course of action that may be needed to resolve the issue.

Grievances

- All vendors agree that they understand and will adhere to the GRHEM Guiding Principles to participate in the market.
- In the case of infractions that may result in suspension or termination, a written notice of the action to be taken will be provided to the vendor.
- The vendor may appeal, in writing, the action to be taken within 3 days before becoming effective.
- The GRHPC and City Staff ~~Glen Rose Historic Farmers Market~~ reserves the right to refuse space to any vendor at any point within the year.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Approval or other action regarding amendments to the Glen Rose Historic Farmers Market Application		
PREPARED BY:	Jodi Holthe, Building and Planning Assistant	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Approve as presented.		

City of Glen Rose **Historic** Farmers Market
Vendor Participation Application

Item 25.

Date of Application ____/____/____ (Good for 1 calendar year)

Our Glen Rose Farmers Market is a community gathering place to sell local agriculture products and other items hand crafted, homemade, home-grown, value-added goods, baked goods, arts & crafts, and others listed on this application in **Texas within a 150-mile radius**. It is the responsibility of the vendor to abide by all laws and regulations which govern the production, harvest, preparation, preservation, labeling, and/or safety of products offered for sale at the market. Vendors are liable for their own product(s). The vendor is responsible for having all required taxes, permits, licenses, and insurance policies and have copies with them at the market. The **GLEN ROSE HISTORIC FARMERS MARKET 2022 GUIDING PRINCIPLES** includes a summary of these responsibilities and links for further information.

Name of Business: _____

Name of Applicant: _____

Mailing Address: _____

City: _____ County: _____ State: _____

Zip: _____ Email: _____

Telephone#: _____ Cell#: _____ Text Y N

Website: _____

Sales Tax ID# _____

County (where product is produced) _____

Business Type (Circle all that apply for this 1-year application)

Arts & Crafts	Baked Goods	Dairy/Cheese/Milk
Dried Herbs/Spices	Eggs	Floral & Nursery
Farm/Garden Tools - handmade	Honey	Jelly / Jams / Butters
Jewelry - handmade	Meats (Butchered/Processed)	Non- Alcoholic Beverages
Nuts – plain/candied Organic Grower	Personal Care	Pet Treats & Products
Pickles/Salsas/Relishes	Produce (Vegetables & Fruits)	Quilting/Crochet
Ready-To-Eat Foods	Small Arms Ammunition	Value Added Foods/Products*
Wood Crafts	Other: _____	

*Valued Added Foods/Products are items made from raw agricultural product to which some value has been added through preparing, crafting, cooking, packaging, or other methods. Value-Added: Culinary products from Texas Food Manufacturing license operation that has changed the form, flavor, blend and/or the substance of raw products using as many market products as available, preference given to those vendors who use local products. Organic ingredients must be incorporated when available. Cottage kitchen must be within 150 miles of the market attended.

*Ex: Salsa, Hummus, Cider, Dog Food Treats, Baked Goods, Herbal Products, Jelly, Jams, Ready-to-Eat. Must have cold storage if acceptable, 45°.

Required Documents

The vendor is responsible for complying and having all required taxes, permits, licenses, and insurance policies and have copies with them at the market if required in regulations with federal, state, county, and city. Check and provide copies of all licenses and permits that apply to your products:

Cottage Law - Food HandlerNursery & FloralSales Tax ID

Federal Firearms License (ATF)Others: _____

Product Labels

- Attach a copy of a general label, or business card for each business type checked on side 1
- Attach a copy of your Cottage Law - Food Handler, labels and other ingredient labels below, whichever is appropriate
- Attach separate sheet/copies if more room is needed

Vendors Direct Representative Assignment

The following person(s) may serve as your Direct Representative(s) for the Glen Rose Farmers Market and may sell items on your behalf.

Vendor understands that each person listed below must have read, filled out and signed the Market Rules and Regulations.

PRINTED NAME	PHONE #	TEXT Y/N	SIGNATURE

I have designated the above parties to represent me and sell the products that have been listed above and approved to sell at the Historic Glen Rose Farmers Market.

Signature of Vendor / Applicant

Date

Accommodation

If you need special assistance of any kind to participate in the market, please request specific accommodations here:

APPLICATION SUBMITTAL CHECKLIST:

Item 25.

- ☐ have completed and signed the City of Glen Rose Historic Farmers Market Vendor Participation Application
- ☐ have read and agree to the GLEN ROSE HISTORIC FARMERS MARKET 2022 GUIDING PRINCIPLES
- ☐ have included general product labels for all business types circled
- ☐ have attached copies of all necessary licenses and permits

All required items and information above must be submitted to the City of Glen Rose Building and Planning Department for an application to be considered complete.

Incomplete application submissions will not be reviewed or approved until all deficient items or licenses have been submitted. Final admittance to the Farmers Market is pending final approval from the City of Glen Rose through the Glen Rose Historic Preservation Commission, and issuance of a Glen Rose Historical Farmers Market Approval Certificate.

By signing below, I acknowledge that I have read and met the above requirements for a complete submittal:

Vendor Printed Name

Signature of Vendor/Applicant

Date

Applications shall be submitted to the City of Glen Rose in person at City of Glen Rose City Hall (201 NE Vernon St) during regular business hours, or emailed to Jodi Holthe at Jodi.holthe@glenrosetexas.org


City of Glen Rose Employee

Signature

Date



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	01/10/2023		
AGENDA SUBJECT:	Approval or other action regarding the annual review and acceptance of the City of Glen Rose Investment Policy		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	01/03/2023
EXHIBITS:	Resolution adopting the City's Investment Policy for 2023.		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Each year the City Council is required to review and approve its Investment Policy. Auditor Michael Hamby was asked if he was aware of any new regulatory or legal requirements which would necessitate a change to the City's policy. He said he was not aware of any such changes. Staff isn't aware of any changes being needed either.			
RECOMMENDED ACTION: Move to approve a Resolution adopting the City's Financial Policy as presented.			

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS, ACKNOWLEDGING THE REVIEW AND ACCEPTANCE OF THE CITY OF GLEN ROSE INVESTMENT POLICY AS REQUIRED BY THE TEXAS GOVERNMENT CODE, CHAPTER 2256 *PUBLIC FUND INVESTMENT*.

WHEREAS the City of Glen Rose ("City") is a Type A General Law Municipality; and

WHEREAS the City is subject to the requirements of the Texas Government Code, Chapter 2256, commonly known as the Public Funds Investment Act ("the Act"); and

WHEREAS the Act requires the governing body of an investing entity subject to the Act to adopt an investment policy by rule, order, ordinance, or resolution; and

WHEREAS the Act requires that the governing body of an investing entity review its policy not less than annually and adopt a rule, order, ordinance, or resolution stating that it has reviewed the investment policy and that records any changes made to the policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS, THAT:

Pursuant to the requirements of Chapter 2256 of the Texas Government Code, the City Council has reviewed and approved the City of Glen Rose Investment Policy, attached hereto as Exhibit A.

PASSED AND APPROVED this 10th day of January, 2023.

Julia Douglas, Mayor

ATTEST:

Staci King, City Secretary

INVESTMENT POLICY OF THE CITY OF GLEN ROSE, TEXAS

Adopted March 8, 2022

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I. INTRODUCTION

The purpose of this Policy is to set specific investment policy and strategy guidelines for the City in order to achieve the goals of safety, liquidity, yield, and diversification for all investment activity. In accordance with the state statute, the City Council shall review and adopt its investment strategies and policy no less than annually. This Policy satisfies the statutory requirement of Texas Government Code Chapter 2256, the Public Funds Investment Act (the “Act”).

II. SCOPE

This investment policy applies to all financial assets of the City. These funds are reported in the City’s Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Debt Service and Debt Reserve Funds
- Capital Projects Funds
- Enterprise Funds

And any other funds created and not specifically expected from this policy.

III. OBJECTIVES

The City shall manage and invest its cash and assets with four major objectives, listed in order of priority: safety, liquidity, diversification and yield. Safety of the principal is the primary objective. All investments shall be managed in a manner responsive to the public trust and consistent with state and local law.

The City shall maintain a proactive cash management program which includes timely collection of accounts receivable, vendor payments in accordance with invoice terms, and prudent investment of assets. Cash management is the process of managing money in order to ensure maximum cash availability and reasonable yield on short-term investments.

Safety. The primary objective of the City’s investment activity is the preservation of capital. Each investment transaction shall be conducted in a manner to avoid capital losses, whether from securities defaults, safekeeping, or erosion of market value.

Liquidity. The City’s investment portfolio shall be structured to meet all general obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow liabilities and maintain additional liquidity for unexpected liabilities.

Diversification. The City’s portfolio shall be diversified by market sector and maturity in order to avoid market risk.

Yield. The benchmark for the City’s portfolio shall be the average yield of the 90 Day U.S. Treasury bill during the period, designated for its comparability to the City’s expected average cash flow

pattern. The benchmark will serve as a security measurement on the portfolio. The investment program may seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

IV. INVESTMENT STRATEGY

The City maintains one commingled portfolio for investment purposes which incorporates the specific investment strategy considerations and the unique characteristics of the fund groups represented in the portfolio. All investment strategies will incorporate the objectives stated above. Investment purchases will be diversified and suitable to the intended objectives. The portfolio will be limited to a maximum dollar weighted average maturity of six (6) months or less, calculated using the stated final maturity date of each security:

- A. The investment strategy for operating, enterprise and special revenue funds has as its primary objective assurance that anticipated liabilities are matched and adequate investment liquidity provided. This may be accomplished by purchasing marketable, high quality, short to medium term maturity securities (1 day – 2 years) which will complement each other in a ladder maturity structure permitting some extension for yield enhancement.
- B. The investment strategy for debt service funds shall have as its primary objective the assurance of available funds adequate to fund each debt service obligation on a timely basis. Successive debt service dates will be fully funded before any extension.
- C. The investment strategy for debt services reserve funds shall have as its primary objective the liability to generate a revenue stream to the debt service funds from high quality securities with a low degree of volatility. Securities should be high credit quality and, except as may be required by the bond ordinance specific to an individual issues, of short to intermediate term maturities. The potential for loss shall be further controlled through the purchase of securities within the two-year maturity range.
- D. The investment strategy for capital project funds will have as its primary objective assurance that all cash flows are matched and provide short term investment liquidity. At least 10% total liquidity is planned to provide flexibility and for unanticipated project outlays. The stated final maturity dates of securities held may not exceed the estimated completion date.

The City intends to match investments with the projected cash flow analysis and liquidity needs of the City. In no case will the average maturity of the portfolio exceed one (1) year.

The City shall pursue a short-term portfolio management strategy. Securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the

trade but the strategy will be primarily to hold securities until maturity. The investment officer will regularly monitor portfolio investments and available opportunities and adjust the portfolio, to the extent possible, in response to changing market conditions.

V. RESPONSIBILITY AND CONTROL

Investment Officer(s). The City Administrator and City Secretary are designated by the City Council as Investment Officers of the City, responsible for investment decisions and activities. Other Investment Officers may be so designated. The City may further contract with a registered investment advisor to advise in the management of the City's portfolio. No person may engage in an investment of City funds except as provided under the terms of this Policy and supporting procedures.

All Investment Officers shall attend at least one training session consisting of no less than 10 hours within 12 months of assuming investment duties and thereafter shall attend eight (8) hours of training every two successive fiscal years. The Council will budget for the training and approve the expenditure.

Internal Controls. The City Administration is responsible for establishing and maintaining an internal control structure designed to reasonably assure that assets are protected from loss, theft, or misuse. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and, the valuation of costs and benefits requires ongoing estimates and judgments by management.

The internal controls shall address the following points at a minimum:

- Control of collusion
- Separation of transaction authority from accounting and record keeping
- Custodial safekeeping
- Clear delegation of authority
- Written confirmation for all transactions
- Review, maintenance, and monitoring of security procedures, both manual and automated.

The external auditor shall provide an annual independent review to assure compliance with state law, policies and procedures.

Any security requiring a credit rating by the Act and this Policy will not be authorized during the time that security does not hold that rating. The Investment Officer will monitor, on at least a monthly basis the credit rating and, should the rating fall below acceptable levels, the Officer will advise the City Administrator of the loss of rating, and the possible loss of principal. The City Administrator and Officer will decide on the appropriate liquidation of the security.

VI. PRUDENCE

The standard of prudence to be applied to all City investments shall be the “Investment” rule, which states:

“Investments shall be made with judgment and care, under due diligence which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for themselves, but for the citizens considering the probable safety of their capital as well as the probable income to be derived.”

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the investment of all funds under the City’s control, over which the officer has responsibility rather than a consideration as to the prudence of a single investment.

The Investment Officer, acting in accordance with written procedures and exercising due care, shall not be held liable for a specific security’s credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

VII. CONFLICTS OF INTEREST

Investment Officers involved in the investment process shall refrain from personal activity that could conflict with proper execution of the investment program or which could impair the availability to make sound investment decisions. City staff shall disclose to the City Administrator any investments with financial interests in financial institutions that conduct investment business with the City.

An Investment Officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file a statement disclosing that personal business interest with the City Administrator and the Council. Additionally, all Investment Officers shall file with the Texas Ethics Commission and the City a statement disclosing any personal business relationship with any business or individual seeking to sell investments to the City, or any relationship within the second degree by affinity or consanguinity to an individual seeking to sell investments to the City. For purposes of this subsection, an Investment Officer has a personal business relationship with a business organization if:

- A. The Investment Officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization; or
- B. Funds received by the Investment Officer from the business organization exceed 10 percent of the Investment Officer’s gross income for the previous year; or

- C. The Investment Officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the Investment Officer.

VIII. AUTHORIZED AND UNAUTHORIZED INVESTMENTS

Authorized Investments. Assets of the City may be invested only in the following instruments as further defined by the Act. If changes are made to the Act, they are not authorized until this Policy is modified and adopted by the City Council.

- A. Obligations of the United States Government, its agencies and instruments, with a maximum stated maturity of two (2) years to exclude mortgage-backed securities.
- B. Fully insured or collateralized certificates of deposit of banks doing business in Texas, with a maximum maturity of one (1) year insured by the FDIC and/or collateralized as defined by this policy.
- C. AAA-rated, constant-dollar Local Government Investment Pools as defined by the Act and authorized by City Council.
- D. No-load Money Market Mutual Fund subject to the specifications in the Act.

Unauthorized Investments

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pay no principal.
- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- C. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years.
- D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

Diversification. The City recognizes that investment can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. The maximum limits for diversification will be:

Certificates of Deposit	50%
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Local Government Investment Pools	100%
Money Market Mutual Funds	100%
U.S. Government Obligations	80%

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. The City shall take all prudent measures that are consistent with its Investment Policy to liquidate an investment that does not have the minimum rating. The City is not required to liquidate an investment that was authorized at the time of purchase.

IX. COMPETITIVE BIDDING

The City shall require at least three competitive offers or bids for all individual security purchases and sales (excluding transactions with money market mutual funds, local government investment pools, and “when issued” securities, which are deemed to be made at prevailing market rates).

The purchase of individual securities shall be executed “delivery versus payment” (DVP) through the City’s Safekeeping Agent. By so doing, City’s funds are not released until the City has received, through the Safekeeping Agent, the securities purchased.

X. INVESTMENT PROVIDERS

The City shall establish a list of approved broker/dealers from which it will conduct security transactions. This list shall be presented to Council annually for approval. Each prospective business organization must provide current financial statements, resumes of key sales personnel, local government references and a completed broker/dealer questionnaire.

In addition, all business organizations eligible to transact investment business with the City shall be presented a written copy of this Investment Policy. Additionally, the qualified representative of any public funds investment pool or discretionary investment manager offering to engage in an investment transaction with the City shall execute a written instrument in a form acceptable to the City substantially to the effect that the pool or manager has:

- A. Received and reviewed the investment policy of the City; and
- B. Acknowledged that the pool or manager has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City’s investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City’s entire portfolio or requires an interpretation of subjective investment standards.

The City shall not enter into an investment transaction prior to receiving the written instrument described above.

The City Council shall, at least annually, review, revise, and adopt a list of qualified Investment Providers that are authorized to engage in investment transactions with the City.

If the City has contracted with an Investment Advisor, the advisor shall be responsible for performing financial due diligence on the City's behalf. The advisor will annually provide the City with a list of authorized Broker/Dealers as well as the written acknowledgement above.

XI. REPORTING

Quarterly Reporting. The Investment Officers shall submit a written and signed investment report in compliance with requirements listed in Chapter 2256.023 of the Act to the Council on a quarterly basis. The report will include the following at a minimum:

- A summary statement, prepared in compliance with generally accepted accounting principles, of each pooled fund group that states the beginning market value for the reporting period, ending market value for the period; and fully accrued interest for the reporting period;
- A full description of each security held at the end of the reporting period by fund or pooled group, based on amortized cost value, including book and market value, maturity date and yield.
- Statement of compliance of the investment portfolio with the Act and the Investment Policy of the City.

Market prices for the calculation of market value will be obtained from outside sources including, but not limited to: Bloomberg, the Wall Street Journal, the City's depository bank, safekeeping agent or investment advisor.

XII. FINANCIAL COUNTERPARTIES

City Depository. A City Depository shall be selected through a formal request for proposal (RFP) process in accordance with §105.017 of the Texas Local Government Code. In selecting a depository, the service, cost of services, credit worthiness, earning potential and collateralization by the institutions shall be considered.

XIII. COLLATERAL, SAFEKEEPING AND CUSTODY

Time and Demand Pledged Collateral. All City deposits shall be secured above FDIC coverage by pledged collateral or an FHLB Letter of Credit (LOC). In order to anticipate market changes and provide a level of security for all funds, collateral will be maintained by the depository at 102% of market value of principal and accrued interest on the deposits. It is the responsibility of the Depository Bank to monitor collateral margins on a monthly basis.

Collateral pledged to secure deposits shall be held by an independent financial institution outside the holding company of the depository in accordance with a safekeeping agreement signed by authorized representatives of the City, the Depository, and the custodian (with the exception of the Federal Reserve as Custodian). Substitution of collateral is permitted, provided adequate coverage is maintained. The financial institution shall provide a listing of collateral directly to the City.

All collateral shall be subject to inspection and audit by the City or the City's auditor.

Authorized Collateral. The City shall accept only the following securities as collateral for time and demand deposits or repurchase agreements:

- A. FDIC insurance coverage
- B. Obligations of the United States, its agencies or instrumentalities
- C. Obligations, the principal and interest on which, are guaranteed or insured by of the State of Texas and its agencies or other US states rated A or better by a rating agency

XIV. INVESTMENT POLICY ADOPTION

The City Investment Policy shall be adopted by resolution of the City Council no less than annually.



PUBLIC WORKS DEPARTMENT REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Jim Holder, Director of Public Works

Public Works Director Report

December 2022

Demand- average daily demand was 407,000 Gallons per Day (G.P.D.)

Total Monthly Production – 12,633,000 gallons

Pumping Capabilities -3.5 Million Gallons per Day (MGD) the daily pumping capability is a combined figure representing the Somervell County Water District's daily pumping capability in addition to the production capabilities of 5 water wells owned and operated by the City of Glen Rose.

- **Spanish Oak Trail & Hilltop Drive Water Line Improvements Project**

This project is currently in the design phase with Enprotec/Hibbs and Todd. eHT has provided the preliminary/planning information to Public Management (grant consultant) so they can perform the environmental clearance and grant documentation. City staff met with Chris Hay on Thursday May 5, 2022 to review and discuss the preliminary plans. Once the plans have been reviewed/approved by TxDOT, the final plans will be completed. The water line improvement project will then be advertised for bids. TxDOT is currently reviewing the plans, and coordinating with Enprotec/Hibbs & Todd. Two letters were sent to TxDOT on August 24, 2022. One is a formal request for an exception to 43TAC Rule 21.37(b)(3) due to the topography of the Highway 67/FM 56 intersection where we have a 10" water main crossing. The other is a formal request to abandon the existing 10" water line in the right-of-way of FM 56. Both will need approval for permitting. TxDOT has finally approved both requests mentioned above. The water line improvements project was advertised for four weeks, and the bids were opened and read aloud on Wednesday, January 4th at 2:00. Enprotec/Hibbs & Todd will check references and present a bid tabulation, and recommendation of award letter to the lowest apparent qualified bidder. The project could possibly be awarded at the January 10th City Council meeting.

- **Standpipe No.5 Paint Project**

Estimated Start Date: Nov.28, 2022/Estimated Completion Date: Jan.16, 2023

The sandblasting was completed on the interior of the standpipe as planned. There were a couple of small corrosion spots on the interior floor section. Both areas were cleaned up and repaired with a welded steel plate. A new 24" frost proof vent has been installed on the top of the standpipe, along with an anti-climb device approximately 15 feet above grade. The painting has been completed on the exterior and interior. The curing process is 7-14 days depending on the weather conditions. The contractor will disinfect the interior of the tank as per AWWA Standard C652-02, chlorine method No.3 prior to filling the tank. Water samples will be collected and analyzed before the standpipe will be reintroduced to the water system. I am hoping that the process will be completed the week of January 16-20.

- **Valleyview Street Reconstruction Project**

Start Date: Aug.22, 2022/Final Completion Date: February 12, 2022

Bids for this project were accepted until 10am, on July 26, 2022. A total of four bids were received and opened publicly. The low bidder is Talbran Enterprises, LLC (3245 W. Main Street, Suite 235-523, Frisco, Tx. 75034), with a base bid amount of \$464,919.63, and an additive alternate bid amount of \$74,972.05, for a total contract amount of \$539,981.68. The contract was awarded to Talbran Enterprises at the August 9th City Council Meeting. A pre-construction conference was completed on August 18th. Demolition of the existing concrete street began on August 22nd. The final completion date was set for December 12, 2022, although it can change with documentation of rain days. The concrete curb and gutters have been completed, along with the driveway approaches. The road-base has been installed. The concrete drainage flumes will be installed this week. Once the concrete has cured, the final grade will be prepared for the application of tack coat, and asphalt pavement.

- **Rock Ridge Estates Sub-Division**

City staff continue to monitor and inspect daily, the construction of the proposed infrastructure in the Rock Ridge Estates Sub-division, ensuring that the improvements are installed, or constructed in accordance with the engineered plans and specifications provided by the developer, and reviewed and approved by Enprotec/Hibbs & Todd. The retaining walls have been completed in Phase I of Rock Ridge. With that being said, the retaining walls over 4 ft.in height were not constructed in accordance with the approved engineered drawings. Because of that, a signed letter of approval from the developers' engineer was required before acceptance of Phase I. A final walk-through inspection was completed in Phase I of Rock Ridge on Friday, October 30th. After one of the recent rainfalls, it was noticed by city staff that a portion of one of the new retaining walls is leaning forward severely. The developers' engineer has been notified, as well as the developer. City staff believes that no building permits should be issued for the affected lots until the problem is resolved. Several building permits for the construction of new homes have been issued for unaffected lots in Phase I. A 70' long portion of the leaning, concrete retaining wall was demolished on January 4th. Another portion was later torn down the following day. I am unaware of the developers plan of action. Dennis McKenzie is scheduled to inspect the existing wall and will be providing the city with his assessment.

- **Stoneview Sub-Division**

City staff have been inspecting infrastructure improvements that are being done at the Stoneview Sub-Division off of Longhorn Drive. The required improvements must be completed before the sub-division will be considered for formal acceptance by the city. City staff met with the Stoneview development team on Friday, January 6th, to discuss a Letter of Acceptance for Stoneview (Phase I), and maintenance bond requirements.

- **Rosewood Addition (Phase II)**

City staff continue to inspect the construction of the proposed infrastructure in the Phase II portion of the Rosewood Addition. This phase is 12 lots and includes drainage improvements, water, sewer, and concrete paving.

- Meeting scheduled with Mark McCasland to discuss upcoming revisions to the TCEQ lead and copper rule. Mark works with the TCEQ to provide technical assistance to small cities (free of charge) under 10,000 population. The meeting is scheduled for January 17, 2023 at 9AM. The Lead and copper Rule Revision (LCRR) compliance deadline is October of 2024. Collectively the EPA, and TCEQ are now going to require additional documents and plans to be prepared, supplementary sampling and revised sampling procedures, lower sample result thresholds, removal of lead bearing materials, and pro-active “find and fix” approach. This will take some time to accomplish so we will begin the process asap.

MONTHLY OPERATING REPORT

FOR PUBLIC WATER SYSTEMS THAT ARE USING GROUNDWATER SOURCES
OR ARE PURCHASING TREATED WATER FROM ANOTHER PUBLIC WATER SYSTEM

PUBLIC WATER
SYSTEM NAME:

City of Glen Rose

PWS ID No.:

213000

Report for
the Month of:

December 2022

Number of Active Service

Connections this Month:

1325

Date	WATER PRODUCTION					Total Daily Production
	From Wells Directly to Distr.	From Wells to Storage Tanks	Purchased Water Directly to Distr.	Purchased Water into Storage	From SWTP or GWUDI Plant	
1		425		0		425
2		385		0		385
3		408		0		408
4		529		0		529
5		461		0		461
6		375		0		375
7		405		0		405
8		307		0		307
9		423		0		423
10		363		0		363
11		371		0		371
12		328		0		328
13		333		0		333
14		347		0		347
15		323		1		324
16		313		0		313
17		389		0		389
18		349		0		349
19		372		0		372
20		361		0		361
21		340		0		340
22		412		0		412
23		565		0		565
24		525		0		525
25		450		0		450
26		494		0		494
27		520		0		520
28		500		0		500
29		421		0		421
30		377		0		377
31		461		0		461
Total		12632		1		12633
Avg		407.5		1.03		
Max		565		1		565
Min		307		0		

Any additional information you wish to provide:

I certify that I am familiar with the information contained in this report and that, to the best of my knowledge, the information is true, complete, and accurate.

Operator's
Signature:

Jed Will

Date: 1-1-23

Certificate No. and Class:

10G0012979



POLICE DEPARTMENT REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Buck Martin, Chief of Police



City Of Glen Rose POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043
Phone: (254) 897-2272 Fax: (254) 897-7989

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- **12/01/22---1) Paperwork in Office**
 - 2) Spoke w/Investigator @ SO Ref: Evading Arrest Case
 - 3) Worked on November Stats
 - 4) Spoke w/Representative from First Baptist Church Ref: Criminal Trespass
 - 5) Picked up Paperwork from Hospital Ref: Crash on U.S. 67
- **12/02/22---1) Spoke w/County Attorney Ref: Evading Arrest Case**
 - 2) Spoke w/Complainant Ref: Criminal Mischief
 - 3) Replied to Emails Ref: CPS Case
 - 4) Spoke w/DPS Lab Ref: Submitting Blood Sample
- **12/04/22---1) Paperwork in Office**
- **12/05/22---1) Paperwork in Office**
 - 2) Spoke w/CPS Investigator Hollingsworth Ref: CPS Case
 - 3) Download Body & Dash Camera Video
- **12/06/22---1) Attend Sexual Assault & Family Violence Inv. Course @ Erath County Sheriff's Dept.**
- **12/07/22---1) Attend Sexual Assault & Family Violence Inv. Course @ Erath County Sheriff's Dept.**
- **12/08/22---1) Attend Sexual Assault & Family Violence Inv. Course @ Erath County Sheriff's Dept.**
- **12/09/22---1) Filed Cases with County Attorney**
 - 2) Mailed Statement Forms & Blood Sample
 - 3) Assigned to New CPS Case
 - 4) Met w/CPS @ Residence on Bryan St.
 - 5) Passed out Council Packets
- **12/11/22---1) Met w/CPS @ Residence on Bryan St.**
 - 2) Patrolled Issued Citations/Warnings
- **12/13/22---1) Patrolled School Zones**
 - 2) Spoke w/Game Warden Ref: Trespassers South of 4th St. Area
 - 3) Download Body & Dash Camera Video
 - 4) Attended City Council Meeting

- 12/15/22---1) Paperwork in Office
- 12/16/22---1) Worked on Injury to a Child Case
- 12/17/22---1) Paperwork in Office
- 12/18/22---1) Patrolled Issued Citations/Warnings
- 12/20/22---1) Worked on CPS Cases
 - 2) Passed out Packet to Council
- 12/21/22---1) Spoke w/Vendor @ Farmers Market—Gave Copy of Guiding Principles
 - 2) Met w/Complainant @ Mobil Reference Issuing a Criminal Trespass
- 12/22/22---1) Attempted to Locate Homeless Subject—UTL
 - 2) Arrested Subject for DWI
- 12/24/22---1) Paperwork in Office
- 12/27/22---1) Paperwork in Office
- 12/29/22---1) Paperwork in Office
- 12/30/22---1) Patrolled--Issued Citations & Warnings
 - 2) Responded to Travel Plaza for Found Property
 - 3) Assist w/Funeral Escort
 - 4) Theft Report @ Golf Course
 - 5) Duty on Striking Unattended Vehicle @ Golf Course
- 12/31/22---1) Patrolled—Issued Citations & Warnings
 - 2) Arrested Subject for Driving While License Invalid w/previous conviction
 - 3) Spoke w/Subjects @ Barnard St. RV Park Ref: Popping Fireworks in City Limits

29 Citations (26 Speeding, 1 Disregard Red Light, 1 Expired Registration. 1 No Insurance)

16 Written Warnings (1 Obscured License Plate, 7 Speeding, 1 Defective Equipment—taillight out,

**1 Disregard Stop Sign, 2 Muffler Required, 1 Failure to give turn signal,
1 Unsafe start from a stopped position, 2 Defective Equipment---
Headlight out)**

0 Verbal Warnings



City Of Glen Rose
POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043
Phone: (254) 897-2272 Fax: (254) 897-798

P.1

Item 28.

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- 12/01/22---1) Patrol. (Including AM&PM school zones)
2) Follow up on Theft @ Paluxy Summit.
- 12/03/22---1) Patrol.
2) Traffic Detail: 18-wheeler in roadway.
- 12/06/22---1) Sexual Assault & Family Violence Inv. Course Training/ Erath Co.
- 12/07/22--- 1) Sexual Assault & Family Violence Inv. Course Training / Erath Co.
- 12/08/22--- 1) Sexual Assault & Family Violence Inv. Course Training / Erath Co.
- 12/10/22----1) Patrol.
2) Respond to Big Rocks Park for Burglary of Motor Vehicles.
3) Investigation BMV's.
- 12/14/22--- 1) Follow up BMV's.
2) Responded to alarm @ Beehive.
- 12/15/22--- 1) Follow up investigation on BMV's / travelled to Cleburne (security footage).
2) Vehicle maintenance / travelled to Johnson County/.
3) Vehicle maintenance / travelled to Hood County.
- 12/16/22--- 1) Patrol. (Including AM&PM school zones).
2) Responded to a suspicious vehicle @ W 67.
3) follow up on BMV's.
4) Set up equipment/ Body armor
- 12/17/22---1) Patrol. (Including AM&PM school zones)
2) Citizen contact- motorist assist with Sheriff's Dept@ Shotgun Rd.

- **12/18/22---** 1) Patrol.
2) Citizen contact- motorist assist with DPS@ W 67.
- **12/19/22---** 1) Patrol.
2) Citizen contact- control burn @ E 67.
- **12/20/22---** 1) Patrol.
2) Responded to a report of a suspicious vehicle.

12/22/22--- 1) Patrol.
2) Attempted welfare check on homeless subject. Unable to locate.
3) Assisted 800 on DWI arrest.

12/29/22--- 1) Responded to NE Barnard to issue a criminal trespass warning.

12/31/22--- 1) Patrol
2) Assist Chief Martin on Driving While License Invalid prev. conv arrest @ S 144.
3) Responded to a report of fireworks @ Spanish Oak Tr. UTL
4) DWI arrest @ Stadium Dr.
5) Suspicious Vehicle @ Beck Fields.
6) Assisted Chief Martin on POM arrest @ Mesquite St.

9 Citations (7-Speeding, 1- Failure to Maintain Financial Responsibility, 1-Expired Registration)

19 Verbal Warnings (17- Speeding, 1-No DL, 1- FMFR)

0 Written Warnings

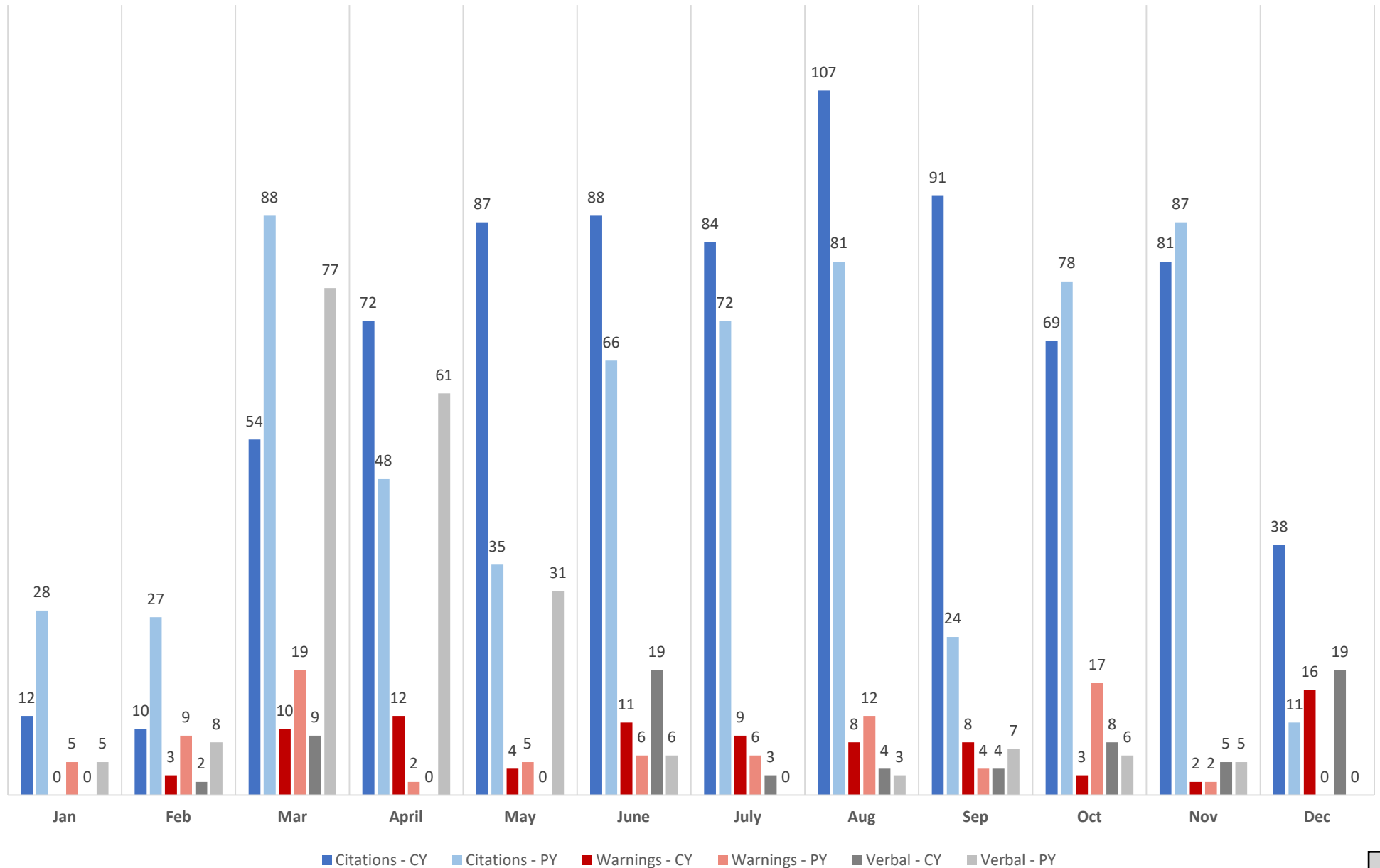
Officer Ramirez #802
12/31/22

	Citations - CY	Citations - PY	Warnings - CY	Warnings - PY	Verbal - CY	Verbal - PY
Jan	12	28	0	5	0	5
Feb	10	27	3	9	2	8
Mar	54	88	10	19	9	77
April	72	48	12	2	0	61
May	87	35	4	5	0	31
June	88	66	11	6	19	6
July	84	72	9	6	3	0
Aug	107	81	8	12	4	3
Sep	91	24	8	4	4	7
Oct	69	78	3	17	8	6
Nov	81	87	2	2	5	5
Dec	38	11	16	0	19	0

CY = Current Year PY = Previous Year

Only enter data in the yellow row

Glen Rose Police Department Traffic Contact Results - December 2022





PLANNING AND BUILDING DEPARTMENT REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Jodi Holthe, Administrative Assistant

City of Glen Rose
Permits
January 2023 Monthly Report

Building Permits

Permit Type	Sub Type	Address	Issue Date	Permit Fee
<u>Building Permits</u>				
Building	Accessory Bldg	401 Jefferson St	12/19/2022	\$ 50.00
Building	New Construction	107 St Marys Place	12/14/2022	\$2,678.00
Building	Repair	304 Summit Ridge Dr	12/09/2022	\$ 185.00
<u>Building Total</u>			<u>3</u>	<u>\$2,913.00</u>

Certificate of Occupancy

Building	Commercial	1615 NE Big Bend Trail	12/21/2022	\$ 100.00
<u>Building Total</u>			<u>1</u>	<u>\$ 100.00</u>

Electrical

New		146 Valley View Drive	12/01/2022	\$ 235.00
New		103 Summit Court	12/14/2022	\$ 185.00
<u>Electrical Total</u>			<u>2</u>	<u>\$ 420.00</u>

Garage Sale

Garage Yard Sale		207 Webster Street	12/05/2022	\$ 5.00
<u>Garage Yard Sale Total</u>			<u>1</u>	<u>\$ 5.00</u>

Irrigation/Backflow

Irrigation/Backflow		401 Grace Street	12/16/2022	\$ 75.00
Irrigation/Backflow		201 West Gibbs Blvd	12/01/2022	\$100.00
<u>Irrigation/Backflow Total</u>			<u>2</u>	<u>\$225.00</u>

Mechanical

Mechanical	Alteration	146 Valley View Drive	12/01/2022	\$110.00
<u>Mechanical Total</u>			<u>1</u>	<u>\$110.00</u>

Plumbing

Plumbing	New	800 Hereford Street	12/12/2022	\$ 75.00
Plumbing	New	107 St Marys Place	12/14/2022	\$310.00
Plumbing	Replace	1307 NE Barnard Street	12/27/2022	\$ 75.00
Plumbing	Replace	111 SW Barnard Street	12/27/2022	\$ 55.00
Plumbing	Replace	1307 NE Barnard Street	12/14/2022	\$ 55.00
Plumbing	Replace	1021 Holden Street	12/21/2022	\$ 85.00

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

<u>Plumbing Total</u>	<u>6</u>	<u>\$655.00</u>
------------------------------	-----------------	------------------------

Sign

Sign	Permanent	407 NE Barnard Street	12/20/2022	\$125.00
Sign	Permanent	305 Vernon Street	12/21/2022	\$ 50.00
Sign	Temp Sign	307 SW Barnard Street	12/28/2022	\$ 0.00

<u>Plumbing Total</u>	<u>3</u>	<u>\$175.00</u>
------------------------------	-----------------	------------------------

P&Z

P&Z	Minor Plat	401 Sam Houston Street	12/15/2022	\$50.00
-----	------------	------------------------	------------	---------

<u>Mechanical Total</u>	<u>1</u>	<u>\$50.00</u>
--------------------------------	-----------------	-----------------------

Certificate of Appropriateness

Certificate of Appropriateness	211 NE Barnard Street	12/01/2022	\$ 0.00
Certificate of Appropriateness	307 SW Barnard Street	12/02/2022	\$ 0.00
Certificate of Appropriateness	307 SW Barnard Street	12/02/2022	\$ 0.00
Certificate of Appropriateness	307 SW Barnard Street	12/02/2022	\$ 0.00
Certificate of Appropriateness	307 SW Barnard Street	12/02/2022	\$ 0.00

<u>Certificate of Appropriateness Permit Total</u>	<u>5</u>	<u>\$ 0.00</u>
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Specific Use Permit

Right of Way Permit	1100 Blue Bonnet Street	12/19/2022	\$ 0.00
Right of Way Permit	711 NE Big Bend Trail	12/15/2022	\$ 0.00

<u>Specific Use Permit Total</u>	<u>2</u>	<u>\$ 0.00</u>
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<u>All Permits Total</u>	<u>27</u>	<u>\$4,603.00</u>
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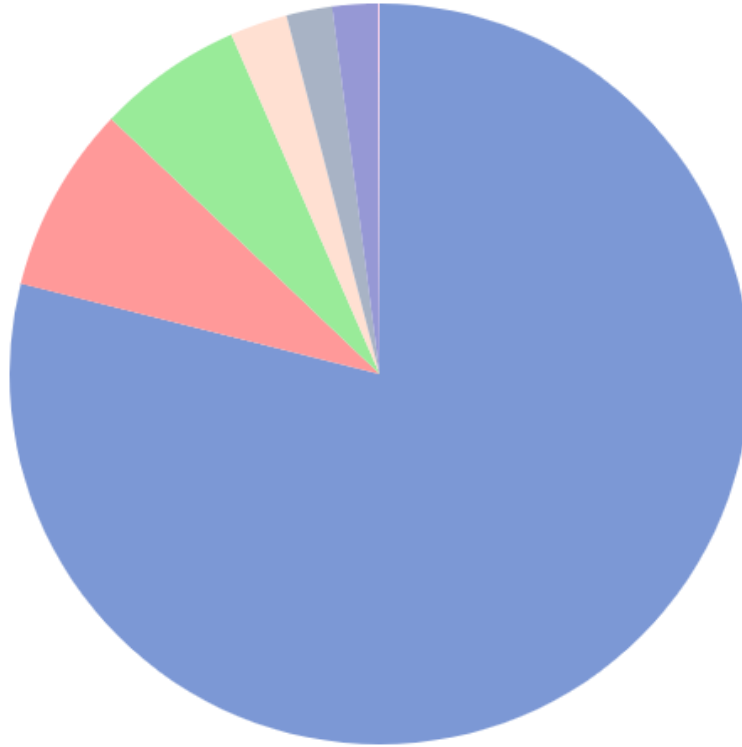
<u>All Permits Total for December 2022</u>	<u>27</u>	<u>\$4,603.00</u>
---	------------------	--------------------------








<u>Permits for December 2021</u>	<u>26</u>	<u>\$7,919.65</u>
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Payments By Permit Type

Payment Date From: 12/01/2022

Payment Date To: 12/31/2022



Payments by Permit Type			
	Building	6,913	78.9%
	Plumbing	715	8.2%
	Electrical	556	6.3%
	Mechanical	220	2.5%
	Irrigation/Backflow	175	2.0%
	Sign Permit	175	2.0%
	Garage Yard Sale	5	0.1%

Inspections

<u>Inspection Type</u>	<u>2022</u>	<u>2021</u>
Accessory Bldg Final Inspection	1	0
Cert of Occupancy Inspection	2	4
Driveway Approach Inspection	0	2
Electrical Release	2	0
Electrical Rough	1	1
Final Building Inspection	8	0
Final Electrical Inspection	12	5
Final Fence	0	0
Final HVAC Inspection	7	1
Final Inspection	0	5
Final Plumbing Inspection	10	6
Foundation Inspection	1	5
Framing Inspection	2	1
Gas Line Inspection	2	0
HVAC Rough In	3	1
New Sign - Final Inspection	2	0
Initial Inspection	1	4
Insulation Inspection	1	0
Plumbing Rough-In	1	2
Plumbing Top-out	4	1
Pool – Ground/Steel	0	1
Sub-Standard Monthly	1	13
<u>Total</u>	<u>61</u>	<u>52</u>



CODE ENFORCEMENT AND ANIMAL CONTROL REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Christy Wilson, ACO

In/Out Summary by Species

Enter from date: 12/01/2022

Enter to date: 12/31/2022

Animals In

Total Animals Brought In - Cat: 14

Total Animals Brought In - Dog: 17

Total Animals Brought In: 31

Total Animals Returned From Adoption - Dog: 1

Total Animals Returned From Adoption: 1

Total Animals Returned From Transfer - Dog: 1

Total Animals Returned From Transfer: 1

Total Animals In: 33

Animals Out

Total Animals Adopted - Cat: 1

Total Animals Adopted - Dog: 5

Total Animals Adopted: 6

Total Animals Euthanized - Cat: 11(4 Medically Untreatable, 3 Not Adoptable, 3 Too Old, 1 Feral Cat)

Total Animals Euthanized - Dog: 7 (2 Requested, 5 Not Adoptable/Space)

Total Animals Euthanized: 18

Total Animals Reclaimed - Dog: 3

Total Animals Reclaimed: 3

Total Animals Transferred Out - Cat: 7

Total Animals Transferred Out - Dog: 8

Total Animals Transferred Out: 15

Total Animals Out: 42

Code Enforcement Report

FILE#	FILE STATUS	FILE OPEN DATE	FILE CLOSE DATE	FILE DESCRIPTION
22-000535	Closed	11/29/2022	12/14/2022	Fence falling down
1400 blk Van Zandt				



CONVENTION AND VISITORS BUREAU REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Kelly Harris, Executive Director



DECEMBER 2022

1. December 7 - **CVB Group Meeting**
2. December 2-3- **Heritage Christmas Market**
3. December 14 - **CVB Advisory Board Meeting cancelled**

Angel Smith was a blessing during this busy season. She has been a tremendous asset. She has been working on the Spring wedding show, "Good Old Boys Festival" and Paluxy Riverfest. I am hoping I can keep her on.

Once things calmed down I was finally able to order Promotional items for the 2023 shows (Pens and bags). I have also spent quite a bit of time locating and pricing a new show booth set up. I found a completely customizable booth with backlighting and monitor brackets as well as shelves. It comes with 2 – 8'x8' walls and 1 – 2'x8' wall and a counter. Due to my membership through TAVF and the fact that this model was discontinued I got a huge discount on it. It is normally a \$10,000-11,000 set that I am able to get for \$4,007. I was able to customize each piece to better tell people what Glen Rose has to offer. This set up can be used in a 10'x10' or 10'x20' booth space. It also comes with the carrying cases. I am very excited and it has taken almost a week to design the pieces. I have attached photos.

I have spoken with the McDonald's Realtor about the upcoming meeting. I have also given other information on Economic Development question to some other developers. I have been told that they are watching to see what happens with McDonalds.

Now that I have finished all of the booth and promo work, I am hunkering down to get the Magazine completed and sent to the printer as well as get the app and website up to date. This will be my main focus for January. It is nice to finally have a chance to settle back into a routine and get caught up.

Attached you will find the numbers from Pearl on calls, visitors, mail outs and calendar of events. Also you will find information and analytics from Social Media for December. Number increased significantly this month.

ANGELICA SMITH

PROGRESS REPORT

NOVEMBER 22, 2022 – DECEMBER 31, 2022

The below report outlines progress made in my part-time role which assists with marketing and event coordination at the Convention and Visitors Bureau for Somervell County.

PROGRESS:

CONVENTION AND VISITORS BUREAU OFFICE ASSIGNMENTS

❖ ON THE JOB TRAINING

- Obtained working knowledge of co-worker's positions.
- Reviewed status of work in progress of prior employee.
- Gained familiarity with computerized system, paperwork, event calendar and social media interfacing.
- Accompanied Tourism Director, Kelly Harris to local meetings.

❖ MARKETING AND COMMUNICATION

- Hand delivered Christmas Collaboration packets to local businesses for the month of December opportunities.
- Created LinkedIn business page for Explore Glen Rose.
- Scheduled social media posts for the month of January, on Facebook and Instagram for @SomervellCountyTX and @ExploreGlenRose.
- Compiled contact list for Constant Contact newsletter; categorizing by type: vendor, business, community member, etc.

EVENT AND MARKETING COORDINATION

❖ MERRY & BRIGHT LIGHTED CHRISTMAS EVENT (NOVEMBER 26, 2022)

- Collaborated to create event schedule.
- Promoted event on social media event sites to gain more vendors.
- Created event layout via oneplan events.
- Assisted with set-up and tear down of event.
- Collected unpaid vendor registration fees.

❖ HERITAGE PARK CHRISTMAS BAZAAR (DECEMBER 2-3, 2022)

- Collaborated to create event schedule.
- Created and coordinated marketing materials.
- Compiled a list of vendors for event on Constant Contact.
- Promoted event on social media event sites to gain more vendors.
- Created event layout via oneplan events.
- Performed set up and tear down of event.

EVENT AND MARKETING COORDINATION (continued)

❖ SWEATER STROLL (DECEMBER 17, 2022)

- Created social media marketing materials and advertisements.
- Coordinated with local businesses to extend hours for event.
- Coordinated with local businesses to produce specialty items and sales for events.

❖ DECK THE DANCEHALLS (DECEMBER 16-17, 2022)

- Created social media marketing materials and advertisements.
- Coordinated with local event venues to promote entertainment for the holidays.

❖ LIGHTED TOUR OF THE TOWN (DECEMBER 2-3, 2022 & SEASON)

- Created social media marketing materials and tour map.
- Contacted home owners for participation on the tour map.
- Printed and distributed tour map at various events/locations and through social media.

❖ SOMERVELL COUNTY SPRING WEDDING SHOW (MARCH 5, 2023)

- Booked venue location.
- Posted advertising on social media including Facebook, Instagram.
- Created event marketing materials.
- Created vendor registration form.
- Contacted prior event vendors.
- Solicited new local vendors via email and mail.

❖ PALUXY RIVER FEST (JUNE 2-3, 2023)

- Posted advertising on social media including Facebook, Instagram.
- Created event marketing materials and logo.
- Created event sponsorship form and event participation forms.
- Contacted entertainment lineup.
- Coordinated with local lodging for partnerships.

❖ GOOD OLD BOYS FESTIVAL (AUGUST 25-27, 2023)

- Collaborated with Director to create concept for event.
- Created name and logo for event.
- Created event website.
- Created event sponsorship form and event participation forms.
- Collaborated with local organizations on event activity locations.
- Coordination with Jake Clements Co-Founder and Event Producer of The Texas Whiskey Festival.

PLANS:

EVENT AND MARKETING COORDINATION

❖ **SOMERVELL COUNTY SPRING WEDDING SHOW (MARCH 5, 2023)**

- Continue Marketing and Event coordination.
- Follow up with contacts to assure event success.

❖ **PALUXY RIVER FEST (JUNE 2-3, 2023)**

- Continue marketing and event coordination.
- Follow up with contacts to assure event success.
- Firm up schedule of events with involved parties.
- Collaborate with local businesses and event participants.

❖ **GOOD OLD BOYS FESTIVAL (AUGUST 25-27, 2023)**

- Continue marketing and event coordination.
- Follow up with contacts to assure event success.
- Promote sponsorship of event.
- Firm up schedule of events with involved parties.
- Collaborate with local businesses and event participants.

ISSUES AND CONCERNS:

- ❖ **VOLUNTEERS** - Potential challenge to obtain adequate number of volunteers for future events, as evidenced by prior events.
- ❖ **FUNDING** - Securing funding for Whiskey Walk coordinated by Jake Clements of Texas Whiskey Festival.

SOMERVELL COUNTY TEXAS FB DECEMBER STATS

Page overview

Discovery

Post reach

17,765

Post engagement

9,858

New Page likes

14

New Page Followers

44

Interactions

Reactions

1,433

Comments

191

Shares

39

Photo views

4,647

Link clicks

230

Audience**Age and Gender**

Men21.20%

Women78.80%

Location

Cities

Countries

Glen Rose, TX

1,265

Granbury, TX

278

Fort Worth, TX

119

Cleburne, TX

103

Stephenville, TX

94

Rainbow, TX

78

Nemo, TX

56

Walnut Springs, TX

56

Burleson, TX

39

Tolar, TX

36

Facebook and Instagram

4,260 unique followers across apps

Following only on Facebook

3,552

Following only on Instagram

470

Following on Facebook and Instagram

238

EXPLOREGLENROSE FB STAT DEC

Page overview**Discovery**

Post reach

13,241

Post engagement

2,963

New Page likes

62

New Page Followers

91

Interactions**Reactions**

480

Comments

47

Shares

61

Photo views

1,389

Link clicks

165

Age and Gender

Men15.00%

Women85.00%

Location**Cities****Countries**

Glen Rose, TX

1,036

Fort Worth, TX

441

Granbury, TX

418

Dallas, TX

242

Cleburne, TX

174

See more

Facebook and Instagram

7,453 unique followers across apps

Following only on Facebook

6,631

Following only on Instagram

607

Following on Facebook and Instagram

215

December 202	Pearl			
	CVB Phone	Visitors	Mailouts	
Thur-1	15	11		
Fri-2	4	10		
Sat-3	3	31	16	
Sun-4	Closed	Closed		
Mon-5	8	5		
Tue-6	9	17		
Wed-7	5	5	6	
Thurs-8	6	5		
Fri-9	9	20		
Sat-10	0	17		
Sun-11	Closed	Closed		
Mon-12	4	5	6	
Tues-13	6	4		
Wed-14	3	22		
Thurs-15	5	12		
Fri-16	10	9	16	
Sat-17	1	35		
Sun-18	Closed	Closed		
Mon-19	8	17		
Tues-20	5	8		
Wed-21	7	13		
Thurs-22	27	10		
Fri-23	Closed	Closed		
Sat-24	1	4	8	
Sun-25	Closed	Closed		
Mon-26	Closed	Closed		
Tues-27	1	6		
Wed-28	8	29		
Thurs-29	10	60		
Fri-30	9	37	4	
Sat-31	5	65		Mail Brochures Texas-22 Out of State-31 1-Peru England-2
Total:	169	457	56	

January 2023	Pearl					
	CVB Phone	Visitors	Mailouts			
Tue-1	5	14				
Wed -2	14	21				
Thurs-3	10	12				
Fri-4	10	19				
Sat -5	2	55				
Sun-6	Closed	Closed				
Mon-7	6	11	17			
Tue -8	14	11				
Wed-9	15	23				
Thur-10	12	14				
Fri-11	8	15	4			
Sat -12	5	72				
Sun -13	Closed	Closed				
Mon-14	13	54				
Tue -15	10	83	1			
Wed-16	18	58				
Thurs-17	27	117				
Fri-18	30	82				
Sat -19	10	85	3			
Sun-20	Closed	Closed				
Mon-21	4	10	34			
Tue -22	17	15	5			
Wed-23	13	7	8			
Thurs -24	15	20	23			
Fri-25	22	32				
Sat-26	7	63				
Sun -27	Closed	Closed				
Mon-28	6	20				
Tue-29	17	20				
Wed-30	10	21				
Thurs-31	12	23		Mail Brochures Texas-54 Out of State-42		
Total:	332	977	95			

CITY	2021-22		10/22	11/22	12/22	
080-440-430						
KHITS	5,000				4808	
HANK FM	8,000			6500		
	13,000					
080-440-431						
TML Booth	\$450					
Travel & Adventure	\$11,000					
Houston Wedding Show	\$700					
Irving Wedding Show	\$700					
Dallas Wedding Show	\$900					
	\$13,750					
080-440-434						
AJR Media (TX Monthly/etc)	\$7,000					
TX Dept Travel	\$4,400					
TX Hwys	\$10,800					
BarZ	\$7,500					
Texas Life	\$4,500					
USA Today	\$6,500					
YOLO	\$5,000					
Magazine	\$15,000					
	\$60,700					
080-449-102						
Director	\$63,000		2423.08	4846.16	4846.16	
Coordinator/Specialist	\$77,195		2692.31	7096.09	2307.7	
Part Time	\$5,000		192	1288	3196	
SS	\$11,000		403.23	1202.02	842.19	
Insurance	\$29,500		36	3719.76	1859.88	
Retirement	\$22,000		847.32	2525.9	1768.99	
Workers Comp	\$1,000					
	\$208,695					
080-449-310						
Postage	\$10,000		79.47		8.1	
080-449-401						
Texas Prehistoric Trail Dues	\$500					
THLA Memberships	\$6,800					
TTA Dues	\$500					
GR Reporter	\$35					
	\$7,835					
080-449-401						

TTA	\$500					
TACVB	\$600					
Tourism College	\$3,000					
	\$4,100					
080-449-435						
Printing	\$1,000					
	\$1,000					
080-449-453						
Comp Maint	\$2,000				16.23	
	\$2,000					
Grants						
	\$15,000					
	\$15,000					
			6673.41	27177.93	19653.25	
Need account number						
HOT Authorized projects	\$50,000					
	\$386,080					
Revenues					16,097.35	



Dinosaur Valley State Park

January 1	Horse Overlook Ride @ Equestrian Area	9:45AM
January 1, 7, 8, 13, 14, 15, 21, 22, 28, 29	Track Talk @ MTS River	10:00AM 3:30PM
January	Overlook Hike 1 st 11:00AM 13 th 3:00PM 14 th 2:00PM 27 th 3:00PM 28 th 11:00AM	
January 1	DINO DIVE @ Dino Models	2:00PM
January 7, 22	ATLATL @ Equestrian Arena	2:00PM
January 8	Skins and Skulls	2:00PM
January 13, 27	Plant Adaptations @ MTS River	3:00PM
January 14, 29	Junior Rangers Academy @ Dino Models	11:00AM
January 15	Dino Detectives @ Amphitheater	2:00PM
January 21	Denio Site Hike @ Trailhead Parking Lot	2:00PM

Fossil Rim Wildlife Center

Come Experience a behind the scene tour!

New Year's Eve Events

Dec 31s Hypnotizing New Year's Eve Dinner& Show @Inn on the River Call (254)897-2929
 Dec 31st New Year's Eve, Bash @ Sexton Mill call for info (254)897-7804
 Dec 31st 3B's Live Music 6:00PM-8:00PM

Somervell County Expo Center

Dec 31 st Jan 1	Ranch Sorting State Finals	All Day Event Live Music 31 st
January 6, 7, 8, 9	Nolan River Dog Show	All Day Event
January 13, 14	Somervell County Youth Fair	All Day Event
January 18	Barrel Racing	2:00PM
January 21	MOTO Xtreme Circus Two Shows	4:00 & 7:30
January 26, 27, 28, 29	Dinosaur Classic Barrel Race	All Day Event

Dinosaur Valley RV Park

December 31	Joe Daniel Memorial CASI CHILI COOKOFF	All Day Event
January 1	Make Reservations (817)726-2723	





CITY ADMINISTRATOR'S REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Michael Leamons, City Administrator

**City Administrator Report
For December 2022**

Item 32.

Following is a list of some of the more significant and/or time-consuming transactions I was involved in during the month:

1. Worked through conflict of interest issues and scored engineering proposals for the CDBG project.
2. Reviewed December Council agenda with Mayor Douglas, City Attorney Lowry, and City Secretary King. Worked on the packet. Prepared Administrator Report and helped Deputy City Secretary Sosol prepare the monthly Financial Report.
3. Followed up on action taken by the Council at its meeting. Sent documents to Hunter Ryffel on annexation. Worked with Carlos Aguilar on Freeman Millican contract. Notified Tex-21 about the City's delegate and alternate.
4. Still waiting on a bond from Squaw Creek Estates bond so that the approved plat can be filed.
5. Provided guidance on setbacks for a lot in Vista Ridge.
6. Early in the month, reviewed and followed upon HazMAP. Made the coordinator aware that projects were omitted from the City's plan. Also, objected to the inclusion of "Vulnerable Species" and "Climate Variability" components of the plan which had not been discussed at any time during the planning process. Made Judge Chambers aware of these latter items. Followed up again at the end of the year to ensure that the omitted projects will be included in the City's plan.
7. Continued to work with CISA on City cyber security.
8. Bryan Barnes never returned my calls. Sent him a letter via certified mail regarding the need for a bond for Phase I so that a letter of acceptance can be issued so that certificates of occupancies can be issued once the houses now under construction are completed. Asked about failing retaining wall. Made him aware of Sheehan concern and First Baptist request.
9. We have now transitioned from Republic to Frontier, so no more worries about side-load equipment failures.
10. Met with representatives of Peloton and TxDOT to follow up on TxDOT Comprehensive Plan items and to discuss progress on the traffic lights. Abra raised the issue of manual traffic direction. Although the initial response was encouraging, later it was discovered that the District Office probably won't provide authorization for manual traffic direction.
11. Met with Public Works Director Holder, SCWD General Manager Taylor, and SCWD staff member John Flippen on operational issues involving both entities. They haven't committed to using chloramines, but are exploring other options. They haven't yet received the sidewalk design that Chris Hay was scheduled to provide. Although they are willing to look into the matter, they have no plans for paving the parking lot on Barnard because it was reported that late Building Official Heap had said paving wasn't required.
12. Followed up with SCAD on properties that had been removed from the City tax roll. Received assurances from SCAD Attorney Bruce Medley that if the City takes no action, those properties will be re-included on the City's tax roll.
13. The transition to the Microsoft email and the migration from googledocs to the City's service has been completed.
14. GRISD approved the amendment to our interlocal agreement on sidewalk funding. Notified Jeremy Dooley with TxDOT that all of the partners had approved pursuing additional funding.
15. Bickerstaff has been working on the City's project.

16. Worked with Fire Marshal Smith, Inspector McKinzie and Building and Planning Services Ass Holthe to issue a Certificate of Occupancy for Baymont and a Temporary Certificate of Occupancy for Holiday Inn.
17. Responded to an email from Judy Hampton regarding citizen concerns about timber retaining walls in Tuscan Village.
18. Working with both Police Chief Martin and Code Compliance Officer Wilson to make sure vendors at the Farmers Market are aware of the new guidelines and obtain the required permits.
19. Worked with staff to prepare for this year's arctic blast.
20. The interior work at the Well #5 Standpipe has been completed and the contractor is making progress on the exterior work.
21. The contractor is continuing to work on the Valley View street reconstruction project.
22. The TxDOT Hereford Street/Spanish Oaks Project has been put out for bids and is expected to be presented to the Council for award at the 1-10-22 Meeting.
23. Reviewed first draft of the Comprehensive Plan.
24. Judge Chamber's has been waiting to act on the OSSF plan until the beginning of next year. His plan is to present the agreement to OSSF staff and County Attorney Brown for their input before taking it to the Commissioners Court. James Cagle has been following-up with Judge Chambers concerning this matter.
25. Met with a contract on the Dollar General lighting situation. The developer has indicated they will come into compliance with the City's outdoor lighting ordinance.
26. SCWD Board President Mieth agreed to place Mayor Douglas' request on the January 9, 2022 agenda.
27. Provided some answers to the auditor, who plans on presenting a report to the Council at its January meeting.
28. Worked with Public Works Director Holder and City Attorney Lowry to let Mr. Ryffel know that a replat of Stoneview is required to formally identify Phase I due to bonding requirements. Sent a letter explaining matters and providing a plan forward to Mr. Ryffel.
29. Attended and participated in the December 27th P&Z Meeting. A request for a rezone on Paluxy Street and the P&Z's proposed parking revisions will be coming to the City Council at its January 10th meeting.
30. We aren't receiving any Building Official applications. Reached out to SGR regarding an interim placement.
31. Worked with staff to provide additional notification to citizens regarding the transition from Republic to Frontier.
32. Worked with material provided by Russ Miller of the Dark Skies Association to prepare an updated Outdoor Lighting Ordinance for the City. The current ordinance predates the proliferation of LED lighting. The Ordinance has been presented to City Attorney Lowry for his review and will be presented to the Council at its January meeting.
33. After receiving input from Public Works Director Holder, reached out to Maguire Iron about the Well #3 ground storage tank project that was discussed when this year's budget was being prepared.



CITY SECRETARY'S REPORT

MEETING DATE: January 10, 2022

STAFF REPRESENTATIVE: Staci L. King, City Secretary

City of Glen Rose
City Secretary's Office
December Staff Report

City Secretary

1. Council Meetings – Packets, Posting, Packets – December 13 (Regular and Special)
2. Public Information Requests – Received, assigned, and reviewed – 6
3. Worked with CivicPlus/Municode on the website redesign project
4. Worked with BizProtec on email and Google Drive migration
5. FY2022-2023 Audit
6. Attended Fundview Webinar
7. Made multiple posts on social media regarding holidays and trash service

Deputy City Secretary

1. Processed December Payroll.
2. Submitted monthly payroll reports TMRS and HSA.
3. Submitted quarterly reports and payments to TWC, IRS, State Comptroller.
4. Processed payments to vendors for the month of November (304)
5. Reconciled bank accounts for TexPool and TexStar.

Municipal Court


1. Processed 39 citations and associated payments and paperwork.
2. Answered phone calls, processed utility payments, helped to create new water accounts.
3. Answered calls regarding trash service change-over

Utility Billing

1. Answered and redirected phone calls to different departments.
2. Processed water and citation payments.
3. Processed paperwork for new water accounts and for closed water accounts.
4. Submitted ACH files for bank drafts of water payments.
5. Made courtesy calls to citizens who were on the cut-off list for non-payment.
6. Answered calls regarding trash service change-over




CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Executive Session in accordance with the provisions of the Texas Open Meetings Law, Subchapter D, Government Code, Vernon's Texas Codes, Annotated, in accordance with <i>Section 551.074 Personnel Matters</i> - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Administrator		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	1/10/2023		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding item discussed in Executive Session - <i>Section 551.074 Personnel Matters</i> - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Administrator		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	1/03/2023
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			