CITY COUNCIL REGULAR MEETING

Tuesday, June 08, 2021 at 5:30 PM
Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043

AGENDA

DUE TO COVID-19 PANDEMIC AND THE GLEN ROSE STATE OF DISASTER DECLARATION
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: 960 6261 6358 • Passcode 459264 • or dial 1-346-248-7799

CALL TO ORDER

Invocation, Pledge of Allegiance, Roll Call

Mayor Julia Douglas
Mayor Pro-Tem Chip Joslin
Councilmember Demetra Conrad
Councilmember Kelly Harris
Councilmember Dennis Moore

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

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.)*

1. Consider approval or other action regarding the minutes of the Canvassing City Council Meeting held on May 11, 2021; the Regular City Council Meeting held on May 11, 2021; the Special City Council Meeting held on May 17, 2021; and the Regular City Council Meeting held May 25, 2021. (S Ritchie)

2. Consider approval or other action regarding an accounts payable report for payments made during May 2021. (R Sosol)

3. Consider approval or other action regarding a financial report for May 2021.

4. Consider approval or other action on adopting an ordinance rescinding Article 1.10, Division 3 "Oakdale Park" of the City's Code of Ordinances.

5. Consider approval or other action on approving a resolution adopting revised "Exhibit "A" City of Glen Rose Procedures for Placing an Item on the Agenda" revised to allow one Councilmember to place an item on a City Council agenda.

6. Consider approval or other action on adopting an ordinance amending Subsection 1.93.002(b)(1) of the City's Code of Ordinances to allow one (1) Councilmember to place an item on a City Council agenda.

STAFF REPORTS

7. **Public Works Director Report**
   - Update on progress of city projects

8. **Police Chief Report**
   - Police Activity Report
   - Animal Control Report

9. **Building/Planning/Code Enforcement Report**
   - Update on progress of city projects

10. **City Administrator Report**

PUBLIC HEARING

11. Public hearing regarding a Specific Use Permit, as requested by owners, Mitchell and Kim Ellis, to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.

12. Public hearing regarding a Zone change request as submitted by owners, Lionel Scott and Joni Lynn Nevils, and owner's representative, Marilyn Phillips, for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.

13. Public Hearing regarding a request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.

14. Public hearing regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.

INDIVIDUAL ITEMS FOR CONSIDERATION

15. Discussion, consideration and possible action regarding a Specific Use Permit, as requested by owners Mitchell and Kim Ellis, to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.

16. Discussion, consideration, and possible action regarding a Zone change request as submitted by owners, Lionel Scott and Joni Lynn Nevils, and owner's representative, Marilyn Phillips, for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.

17. Discussion, consideration, and possible action regarding a request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.

18. Discussion, consideration and possible action regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.

19. Discussion, consideration and possible action regarding a Final Plat for Squaw Creek Meadows Subdivision, as requested by owners James and Kathy Gosdin and owner's representative, Tamera Valentine, for the property located on a 102.6 acre tract of land bounded by Hwy 67, FM 200, and Bull Adams Lane (formerly CR 303).

20. Discussion, consideration, and possible action on award of grant administration services contract for American Rescue Plan of 2021 funded water infrastructure project.

21. Discussion, consideration, and possible action on regarding the closure of Walnut and Elm Street for the 4th of July Celebration. (K Harris)

22. Discussion, consideration, and possible action regarding appointing members to the Preservation Board.

23. Discussion, consideration, and possible action on an Interlocal Cooperation Agreement with Somervell County Water District to provide water service to Squaw Valley Meadows Subdivision and other areas which may be annexed into the City.

24. Discussion, consideration, and possible action on strategy for filling the Building Official position.

25. Discussion, consideration, and possible action on filling the Convention and Visitors Bureau position. (D Conrad / Mayor Douglas)

26. Discussion, consideration, and possible action on adopting a Sanitary Control Ordinance for Well #4.

27. Discussion, consideration, and possible action on Authorization to begin Procurement of Grant Administration and Engineering Service for the TxDOT Transpiration Alternative Set-Aside sidewalk grant project.

28. Budget Workshop

MAYOR AND COUNCIL MEMBER REPORTS

ANNOUNCEMENTS/PRESENTATIONS

ADJOURN

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 www.glenrosetexas.org and said notice was posted on the following date and time: Friday, June 4, 2021, by 5:30 PM and remained posted for at least two hours after said meeting was convened.

This building is wheelchair accessible. Any request for sign interpretation or other services should be made 48 hours in advance of the meeting. To make arrangements, call the City Secretary's office at (254) 897-2272 x 102.

_____

STEPHANIE RITCHIE
City Secretary

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

by _____ . _____

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Consider approval or other action regarding the minutes of the Canvassing City Council Meeting held on May 11, 2021; the Regular City Council Meeting held on May 11, 2021; the Special City Council Meeting held on May 17, 2021; and the Regular City Council Meeting held May25, 2021. (S Ritchie)		
PREPARED BY:	City Secretary Ritchie	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:	Minutes for April 13, 2021, Regular City Council Meeting		

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.

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE
May 17, 2021

The City Council of the City of Glen Rose met in a special meeting on Monday, May 17, 2021 in the Council Chambers at City Hall, 201 NE Vernon Street, Glen Rose, Texas, at 5:30 PM to consider the following items of business:

DUE TO COVID-19 PANDEMIC AND THE
GLEN ROSE STATE OF DISASTER DECLARATION
City Hall will be open to the public with limited seating.
Citizens can view or listen live by tuning in to the following webinar.

Zoom.com
Meeting ID: 979 2014 6027
Passcode: 307330
or dial 1-346-248-7799

1. **CALL TO ORDER -** Meeting was called at 5:30. Mayor Douglas skipped the Innovation and the Pledge of Allegiance.

A. Invocation

None

B. Pledge of Allegiance

None

C. Roll Call

Mayor Douglas called roll and the following members of Council were in attendance:

Demetra Conrad	Councilmember
Kelly Harris	Councilmember
Chip Joslin	Councilmember

Councilmember Dennis Moore was absent.

Staff present included:	Michael Leamons	City Administrator
	Stephanie Ritchie	City Secretary

There was no quorum present. Mayor Douglas read a statement (Attached as Exhibit "A")

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

None

6. INDIVIDUAL ITEMS FOR CONSIDERATION - *No Items were discussed*

A. Discussion, consideration and possible action on appointing Johnny Martin to the City Council seat vacated by Julia Douglas. (Mayor Douglas)

B. Swear Johnny Martin into office (Mayor Douglas)

C. Discussion, consideration, and possible action on accepting Dennis Moore's resignation from his seat on the City Council. (Mayor Douglas)

8. ADJOURN

With no further business at hand, the Mayor adjourned the meeting at 5:35 pm .

APPROVED:

_____

Julia Douglas, Mayor

ATTEST:

_____

Stephanie Ritchie, City Secretary

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE
May 11, 2021

The City Council of the City of Glen Rose met in a regular meeting on Tuesday, May 11, 2021 in the Council Chambers at City Hall, 201 NE Vernon Street, Glen Rose, Texas, at 5:30 PM to consider the following items of business:

DUE TO COVID-19 PANDEMIC AND THE
GLEN ROSE STATE OF DISASTER DECLARATION
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Citizens can view or listen live by tuning in to the following webinar.

Zoom.com
Meeting ID: 954 6650 6619
Passcode: 366691
or dial 1-346-248-7799

1. CALL TO ORDER - Meeting was called at 5:30

A. Invocation
Michael Leamons

B. Pledge of Allegiance
Pledges were led by Mayor Douglas

C. Roll Call
Mayor Douglas called roll and the following members of Council were in attendance:

	Demetra Conrad	Councilmember
	Kelly Harris	Councilmember
	Chip Joslin	Councilmember
	Dennis Moore	Councilmember
Staff present included:	Michael Leamons	City Administrator
	Stephanie Ritchie	City Secretary
	Buck Martin	Chief of Police
	Jim Holder	Public Works Director
	Chris Hay	eHT, City Engineering

City Attorney Brady Pendleton was absent.

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

Citizen David Harrison addressed Council stating that he believed there was a lack of code enforcement being completed and the Trash Service Company has not been picking up his trash.

Citizen Pamela Streeter addressed the Council asking what the status of the committee that was to research the suggested closing of Grace Street to through traffic and what action is being taken.

There were no additional comments.

2. **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.)*

   A. Consider approval or other action regarding the minutes of the Regular City Council Meeting held on April 13, 2021. (S Ritchie)

   B. Consider approval or other action regarding the accounts payable report for April 2021. (R. Sosol)

   C. Consider approval or other action regarding a financial report for April 2021. (M Leamons)

   Mayor Douglas read the consent agenda items aloud.

   Councilmember Joslin made a note of spelling corrections to the minutes.

   Councilmember Moore moved to approve the consent agenda as presented and with corrections to the April 13th minutes as discussed.

   Councilmember Joslin seconded the motion.

   All voted in favor to approve. Votre 4/0.

3. **STAFF REPORTS**

   A. Public Works Director Report
   -Update on progress of city projects

   B. Police Chief Report
   -Police Activity Report
   -Animal Control Report

   C. Building / Planning / Code Enforcement Report
   -Update on progress of city projects

   D. City Administrator Report

4. **PUBLIC HEARING(S)** *Public Hearing was opened at 5:46 pm.*

   A. Public hearing regarding a Specific Use Permit request as submitted by owner, John Joslin, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential) zoning district for the property identified as Acres 1.530, Tract 6, Abst A136-HE, Hilltop Estates Addition, located at 1990 Texas Drive.

   There were no public comments.

B. Public hearing regarding a change to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to add "Alcohol Sales (Retail)" to the B-2 General Commercial Zoning District.

There were no public comments.

Public Hearing was closed at 5:46pm.

Regular Meeting resumed at 5:46pm.

6. INDIVIDUAL ITEMS FOR CONSIDERATION

A. Discussion, consideration and possible action regarding a Specific Use Permit request as submitted by owner, John Joslin, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential) zoning district for the property identified as Acres 1.530, Tract 6, Abst A136-HE, Hilltop Estates Addition, located at 1990 Texas Drive. (M Leamons)

Councilmember Joslin recused himself at 5:47 pm.

City Administrator Leamons presented the item to Council. Council was informed that the Planning and Zoning Board recommended denial. The applicant did not attend the P&Z Meeting and there were citizen concerns regarding a short term rental in a family neighborhood.

Applicant John Joslin addressed Council with details addressing the citizen concerns.

P&Z Board member Pamela Streeter stated that she may have voted differently if the applicant had presented these details during the P&Z meeting.

Councilmember Harris moved to approve the specific use permit as requested by Mr. Joslin for 1990 Texas Drive as presented.

Councilmember Conrad seconded the motion.

The Vote was 2/1 with Councilmember Moore voting against.

Councilmember Joslin resumed his duties as Councilmember at 6:13 pm.

B. Discussion, consideration and possible action regarding a change to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to add "Alcohol Sales (Retail)" to the B-2 General Commercial Zoning District. (M Leamons) *Ordinance 2021.05.11A*

City Administrator Leamons presented the item to Council.

Councilmember Conrad moved to approve Ordinance 2021.05.11A as presented to amend the Schedule of Uses to add "Alcohol sales (Retail)".

Councilmember Harris seconded the motion.

All voted in favor to approve.. Vote 4/0.

C. Discussion, consideration, and possible action regarding possibly making College Street (west bound) in front of the Jr. High School between Gaither Street and Sheppard Street as a one way street, at least during school hours for the safety of the kids. (S Ritchie/Crystal Randall)

City Secretary Ritchie and City Administrator Leamons presented the item to Council.

Leamons stated that he had been in touch with the ISD Superintendent Dr. Overbo and that they had requested that the city not take action on this item as they are currently working on a solution.

No Action was taken.

D. Discussion, consideration, and possible action regarding closure of Walnut Street between Barnard and Grace Streets on May 15, 2021 for Jeep Crawl and Crawfish Boil hosted by T&A Adventure Outfitters. (S Ritchie / Torie Kent)

Applicant Torrie Kent and Allen Young presented the item to Council, stating that they are expecting 30 Jeeps, and 49 people as part of the Jeep crawl and an estimated 100 people foe the Crawfish Boil. Food will be served from 1 - 5pm, the band will play from 7-10 pm.

City Secretary Ritchie stated that barriers would be left for the applicant who would be responsible for setting them up and removing them at the end of the event.

Councilmember Joslin moved to approve the request to close down that portion of Walnut Street between Barnard and the Public Parking Lot entrance further towards Grace Street on May 15, 2021 as discussed.

Councilmember Conrad seconded the motion.

All voted in favor to approve. Vote 4/0.

E. Discussion, consideration, and possible action regarding Special Alcohol Usage Permit as requested by T&A Adventure Outfitters for May 15, 2021. (S Ritchie / Torie Kent)

Applicant Torrie Kent and City Secretary Ritchie presented the item to Council. The request was made for alcohol from 1:00pm-10:00pm on May 15, 2021 for alcohol purchased in the local downtown shops, all alcoholic beverages be in a plastic disposable container with the name of the establishment where it was purchased for all the downtown establishments to be included. The Chief of Police requires one Peace Officer to be on hand for the entire event.

Councilmember Harris moved to approve the request as presented.

Councilmember Joslin seconded the motion.

All voted in favor to approve. Vote 4/0.

F. Discussion, consideration, and possible action regarding staff reporting. (Joslin)

Councilmember Joslin addressed fellow Councilmembers stating that he would like to have more up to date reporting. Staff reports are only presented as part of the packet at the beginning

of the month following. He feels that by that time the information is outdated and would like to be better informed.

After discussion, it was decided that No Action was necessary and directed City Administrator Leamons to provide Council with at least a weekly update of happenings within the City.

No Action was taken

G. Discussion, consideration, and possible action on American Rescue Plan of 2021. (M Leamons) *Resolution 2021-12*

City Administrator Leamons presented the item to Council.

Councilmember Harris moved to adopt Resolution 2021-12 on the American Rescue Plan Act as presented.

Councilmember Moore seconded the motion.

All voted in favor to approve. Vote 4/0.

H. Discussion, consideration, and possible action on renaming Somervell County Road 332. (M Leamons/C Joslin)

City Administrator and Councilmember Joslin presented the item.

Mayor Douglas opened nominations.

Councilemember Joslin nominated Ms. Dorothy Avenue. There were no further nominations.

Mayor Douglas closed nominations and asked for a motion from Council.

Councilmember Joslin moved that CR 332 be renamed Ms. Dorothy Avenue.

Councilmember Conrad seconded the motion.

All voted in favor to approve. Vote 4/0.

I. Discussion, consideration, and possible action on Sanitary Control Ordinance for Well #4. (M Leamons)

City Administrator Leamons presented the item to Council.

There was discussion regarding the County's involvement with the easement and scheduling joint meetings between the City and the Councty to discusses outstanding issues and interlocal agreements

Councilmember Harris moved to table this item until the first regularly scheduled meeting in June.

Councilmember Joslin seconded the motion.

All voted in favor to table the meeting until June 8, 2021. Vote 4/0.

J. Discussion, consideration, and possible action on amending Procedures for Placing an Item on the Agenda. (C Joslin)

Councilmember Joslin presented the item to Council.

After much discussion, Council directed staff to provide an amended version of the "Procedures for Placing and Item on the Agenda" and the "Mayor's Ordinance" stating that only one (1) member of Council is required to add an item to the agenda and present it at the June 8, 2021 meeting.

No Action was taken.

K. Discussion, consideration, and possible action on appointment of Mayor Pro Tem. (M Leamons)

Mayor Douglas opened nominations for Mayor Pro Tem.

Citizen William Green addressed Council stating that Councilmember Moore had years of experience on the Council, as Mayor and as a Councilmember.

Councilmember Harris nominated Councilmember Joslin. Mayor Douglas nominated Councilmember Moore.

Councilmember Conrad asked Councilmember Moore if he was willing to serve as Mayor Pro-Tem. Councilmember Moore said that he did not want the position.

Mayor Douglas closed nominations and asked for a motion.

Councilmember Harris moved to appoint Councilmember Joslin as Mayor Pro-Tem.

Councilmember Conrad seconded the motion.

The vote was 3/1, with Councilmember Moore voting against.

L. Discussion, consideration, and possible action including but not limited to calling a special meeting to fill the vacant seat created by Julia Douglas' election as Mayor. (M Leamons/C Joslin)

City Administrator Leamons, Councilmember Joslin and Mayor Douglas presented the item.

Citizen William Green addressed Council stating that the position should be filled by the person that received the next highest votes in the May 2021 election, Johnny Martin.

Council directed staff to advertise on the City webpage and Facebook page that there will be a Town Hall Meeting on May 24, 2021 at 5:30 for anyone who was interested in the position to "interview" with the Council.

No Action was taken.

M. Discussion, consideration, and possible action on adopting a resolution authorizing signatories for the City's banking accounts. (M Leamons) *Resolution 2021-13*

City Administrator Leamons presented the item to Council.

Councilmember Conrad moved to adopt the resolution authorizing signatories for the City's bank accounts adding the newly appointed Mayor Pro-Tem Joslin as presented in Resolution 2021-13.

Councilmember Harris seconded the motion.

All voted in favor to approve. Vote 4/0.

N. Discussion, consideration, and direction from City Council regarding 2021-2022 Budget Items. (M Leamons/ Mayor Douglas)

Proposed General Fund Budget was presented for review. City Administrator Leamons highlighted areas of the budget.

Employee raises were discussed and Council asked if it would be possible for 2022 to have employee evaluations before budget season ends, so that money can be considered more accurately.

Council directed staff to present a 3% merit raise and present an additional 2% COLA raise for Council review.

No Action was taken.

The regular meeting was recessed at 7:00 pm.

The Executive session was called to order at 7:05 pm.

7. EXECUTIVE SESSION

The City Council reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

A. Texas Government Code, Section 551.074 – Personnel Matters - CVB Director

The Executive session adjourned at 8:06 pm.

The regular session reconviend at 8:10 pm.

8. ACTION ON EXECUTIVE SESSION ITEMS *(if needed)*

A. Discussion, consideration, and possible action regarding items discussed in Executive Session regarding CVB Director.

No Action was taken

9. MAYOR AND COUNCIL MEMBER REPORTS

None

10. ANNOUNCEMENTS/PRESENTATIONS

A. Certified Municipal Official Presentation

City Secretary Ritchie presented Mayor Douglas her Certified Municipal Official Certification from Texas Municipal League.

8. ADJOURN

With no further business at hand, the Mayor adjourned the meeting at 9:09 pm .

APPROVED:

_____

Julia Douglas, Mayor

ATTEST:

_____

Stephanie Ritchie, City Secretary

MINUTES OF THE SPECIAL CANVASSING MEETING OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE
May 11, 2021

The City Council of the City of Glen Rose met in a regular meeting on Tuesday, May 11, 2021 in the Council Chambers at City Hall, 201 NE Vernon Street, Glen Rose, Texas, at 5:00 PM to consider the following items of business:

1. **CALL TO ORDER -** Meeting was called at 5:02 pm
   - **A. Invocation**
     Dennis Moore
   - **B. Pledge of Allegiance**
     Pledges were led by Mayor Miller
   - **C. Roll Call**
     Mayor Miller called roll and the following members of Council were in attendance:

Julia Douglas	Councilmember
Kelly Harris	Councilmember
Chip Joslin	Councilmember
Dennis Moore	Councilmember

Mayor Pro-tem Johnny Martin was absent.

Staff present included:	Michael Leamons	City Administrator
	Stephanie Ritchie	City Secretary

2. **CANVASS RETURNS FROM MAY 1, 2021 CITY SPECIAL ELECTION, DECLARE RESULTS AND APPROVE RESOLUTION #2021-11.**

Vote results were read allowed.

COUNCIL MEMBER (General Election)	Early Voting	Election Day	Ballots by Mail	Total
Johnny Martin	80	69		**149**
Pamela Miller	66	47		**113**
Demetra Conrad	122	58	1	**181**
Chip Joslin	130	83	2	**215**
Pamela Miller	66	47		**113**
Demetra Conrad	122	58	1	**181**

Councilmember Dennis Moore moved to approve the resolution as presented.

Councilmember Kelly Harris seconded the motion.

All voted in favor to approve. Vote 4/0.

3. PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS

A. City Secretary to present Certificates of Election to newly elected officials and administer Oath of Office to the two recently elected City Councilmembers and the Mayor.

City Secretary Ritchie presented Certificates of Election to Chip Joslin, Demetra Conrad, and Julia Douglas. All were present.

Oath of Office was performed.

4. ADJOURN

With no further business at hand, the Mayor adjourned the meeting at 5:12 pm .

APPROVED:

_____

Julia Douglas, Mayor

ATTEST:

_____

Stephanie Ritchie, City Secretary

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE

Tuesday, May 25, 2021

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, May 25, 2021, 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:

DUE TO COVID-19 PANDEMIC AND THE GLEN ROSE STATE OF DISASTER DECLARATION
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Citizens can view or listen live by tuning in to the following Zoom.com webinar:
Meeting ID: 949 7153 3008 • Passcode: 950945 • or dial 1-346-248-7799

CALL TO ORDER

Invocation – Michael Leamons

Pledge of Allegiance – Mayor Miller

Roll Call

Council in attendance:
Councilmember Chip Joslin
Councilmember Demetra Conrad
Councilmember Kelly Harris

Staff in attendance:
City Administrator Leamons
City Secretary Ritchie
Public Works Director Jim Holder
Chief of Police Buck Martin
eHT Engineer Chris Hay

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

There were no citizen comments.

Regular Meeting recessed at 5:35 pm.

Public Hearing was called to order at 5:32 pm.

PUBLIC HEARING

1. **Public Hearing regarding a Specific Use Permit request as submitted by owner, Gina Wallace, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential Zoning District) for the property identified as Acres .189, Tract 1, Abst A 136 Milam Co Sch LD, Camelot Addition, Block C, located at 101 King Arthur Court.**

   No public comments.

2. **Public Hearing regarding a Specific Use Permit request as submitted by owner, Amelia Baugus, to operate a "Bed and Breakfast accommodations" in an R-3 (Single, 2-4 and MH Residential Zoning District) for the property identified as Acres .150, Tract 3, Blk 10, Subd E0100, Abst A136, East End, Block 10, located at 304 Paluxy Street.**

   No public comments.

3. **Public Hearing regarding a Specific Use Permit request as submitted by owner, Michael and Beth Nance, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 2.610, Tract I 1-4, Abst A41-JA Hernandez, located at 704 Paluxy Street.**

   No public comments.

4. **Public Hearing regarding a zone change request as submitted by owners, James and Kathy Gosdin, and owner's representatives, Tamara R. Valentine, for the property identified as 94.22 acres out of the CR 303 and N FM 200 portions of 102.6 Acres, Tract 219, Abst A136, Milam Co Sch LD from R-1 (Single Family Residential) to R2m (Single and Two to Four-Family Residential District and Multi-Building Residential District).**

   No public comments.

5. **Public Hearing regarding a zone change request as submitted by owners, James and Kathy Gosdin, and owner's representatives, Tamara R. Valentine, for the property identified as 7.84 acres out of the Hwy 67 portion of 102.6 Acres, Tract 219, Abst A136, Milam Co Sch LD from R-1 (Single Family Residential) to B1 (Restricted Commercial).**

   No public comments.

6. **Public Hearing regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to re-designate "Bed and Breakfast accommodations" as "Short-term rental accommodations".**

   No public comments.

   Public Hearing was closed at 5:35 pm.

   The Regular meeting was reconvened at 5:35 pm.

INDIVIDUAL ITEMS FOR CONSIDERATION

7. **Discussion, consideration, and possible action regarding a Specific Use Permit request as submitted by owner, Gina Wallace, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential Zoning District) for the property identified as Acres .189, Tract 1, Abst A 136 Milam Co Sch LD, Camelot Addition, Block C, located at 101 King Arthur Court.**

   City Administrator Leamons presented the item to Council. Council was informed that the P&Z Board recommended denial of the application.

   Applicant Gina Wallace addressed Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to approve the specific use permit for Gina Wallace to operate a short-term rental at 101 King Arthur Court as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris.

8. **Discussion, consideration, and possible action regarding a Specific Use Permit request as submitted by owner, Amelia Baugus, to operate a "Bed and Breakfast accommodations" in an R-3 (Single, 2-4 and MH Residential Zoning District) for the property identified as Acres .150, Tract 3, Blk 10, Subd E0100, Abst A136, East End, Block 10, located at 304 Paluxy Street.**

City Administrator Leamons presented the item to Council.

Applicant Amelia Baugus addressed Council.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to approve the specific use permit to allow a short term rental at 304 Paluxy Street by property owner Amelia Baugus as presented

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

9. **Discussion, consideration, and possible action regarding a Specific Use Permit request as submitted by owner, Michael and Beth Nance, to operate a Bed and Breakfast accommodations in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 2.610, Tract I 1-4, Abst A41-JA Hernandez, located at 704 Paluxy Street.**

City Administrator Leamons presented the item to Council.

Applicant Michael Nance participated through Zoom and address Council.

Motion made by Councilmember Joslin, Seconded by Councilmember Harris to approve the specific use permit for Michael and Beth Nance to operate a short term rental at 704 Paluxy Street as presented.

Vote 3/0. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

10. **Discussion, consideration, and possible action regarding a zone change request as submitted by owners, James and Kathy Gosdin, and owner's representatives, Tamara R. Valentine, for the property identified as 94.22 acres out of the CR 303 and N FM 200 portions of 102.6 Acres, Tract 219, Abst A136, Milam Co Sch LD from R-1 (Single Family Residential) to R2m (Single and Two to Four-Family Residential District and Multi-Building Residential District).**

City Administrator Leamons presented the item to Council.

Property owner Jimmy Gosdin and Property owner representative Tamara Valentine addressed Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to adopt Ordinance 2021.05.25A, approving zone change from R1 Single Family Residential zoning district to R2m Single, two-four family, and Multi-building Residential zoning district for 94.22 acres out of the CR 303 and N FM 200 portion of 102.6 acres tract as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

11. Discussion, consideration, and possible action regarding a zone change request as submitted by owners, James and Kathy Gosdin, and owner's representatives, Tamara R. Valentine, for the property identified as 7.84 acres out of the Hwy 67 portion of 102.6 Acres, Tract 219, Abst A136, Milam Co Sch LD from R-1 (Single Family Residential) to B1 (Restricted Commercial).

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to adopt Ordinance 2021.05.25B, approving zone change from R1 Single Family Residential zoning district to B1 Restricted zoning district for 7.84acres out of the Hwy 67 portion of 102.6 acres tract as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

12. Discussion, consideration, and possible action regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to re-designate "Bed and Breakfast accommodations" as "Short-term rental accommodations".

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to adopted ordinance 2021.05.25C updating the Schedule of uses to change "Bed and Breakfast" accommodations to "short Term Rental" as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

13. Discussion, consideration, and possible action regarding a preliminary plat application for the Rock Ridge Estates subdivision, as submitted by owners, Horizon Capital Solutions, LLC, and owner's representative, Chuck Stork, PE, RPLS, for the property identified as Acres 20.820, Tract D4-6-1, Abst A136, A136 Milam Co Sch Ld, located on W Gibbs Blvd.

City Administrator Leamons and eHT representative Chris Hay presented item to Council.

Motion made by Councilmember Joslin, Seconded by Councilmember Harris to approve the preliminary plat for Rock Ridge Estates subdivision as submitted by owners, Horizon Capital Solution, LLC and owner's representative, Chuck Stork, PE, RPLS for the property identified as 20.82 acres located on W Gibbs Blvd.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

14. Discussion, consideration, and possible action on award of U.S. Hwy 67 East and CR 303 (Bull Adams Lane) Wastewater Collection System Improvements Project.

eHT Engineering representative Chris Hay presented the item to Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve award of Highway 67 East collection system project for $472,840.51 to FM Utility, LLC (4911 Redbird Trail, Midlothian, TX)

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

15. Discussion, consideration, and possible action on amending eHT work order #34 to add 2,200 linear feet of 10-inch water line along St. Hwy 56 from the Well 3 Site to Hereford Street, south of the intersection with US Hwy 67 to the scope of work.

eHT Engineering representative Chris Hay presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Harris to approve eHT Work Order #34 amendment 1 and authorize Mayor Douglas to sign the same.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

16. Discussion, consideration, and possible action on amending Resolution 2020-34 regarding designating the time and place of regular council meetings. (Mayor Douglas)

Mayor Douglas presented the item to Council.

Motion made by Councilmember Joslin, Seconded by Councilmember Harris to approve Resolution 2021-14 amending the regular city council meeting dates as presented.

Vote 3/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

17. Budget Workshop

City Administrator Leamons presented the General Fund proposed budget.

ADJOURN

With no further business before the Council, Mayor Douglas adjourned the meeting at 7:31 pm.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Consider approval or other action regarding an accounts payable report for payments made during May 2021. (R Sosol)		
PREPARED BY:	City Secretary Ritchie	**DATE SUBMITTED:**	06/03/2021
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: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/3/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 3/28/2021	$1,639.30
	5/3/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 3/28/2021	$3,421.45
	5/3/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 4/11/2021	$1,647.49
	5/3/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 4/11/2021	$3,438.50
	5/3/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 4/25/2021	$1,672.08
	5/3/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 4/25/2021	$3,489.86
	5/4/2021	Hsa Bank	10-2024	Health Ins W/H	HSA Employee 2 3/28/2021	$267.48
	5/4/2021	Hsa Bank	10-2024	Health Ins W/H	HSA City 3/28/2021	$989.47
	5/4/2021	Hsa Bank	10-2024	Health Ins W/H	HSA Employee 2 4/11/2021	$287.48
	5/4/2021	Hsa Bank	10-2024	Health Ins W/H	HSA City 4/11/2021	$989.47
	5/3/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 3/28/2021	$91.12
	5/3/2021	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 3/28/2021	$85.18
	5/3/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 3/28/2021	$39.00
	5/3/2021	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 3/28/2021	$48.01
	5/3/2021	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 3/28/2021	$151.57
	5/3/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 4/11/2021	$91.12
	5/3/2021	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 4/11/2021	$85.17

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/3/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 4/11/2021	$39.00
	5/3/2021	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 4/11/2021	$47.96
	5/3/2021	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 4/11/2021	$151.52
	5/7/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 3/28/2021	$10.08
	5/7/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 3/28/2021	$73.92
	5/7/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 3/28/2021	$19.05
	5/7/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 3/28/2021	$14.77
	5/7/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 4/11/2021	$10.08
	5/7/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 4/11/2021	$73.92
	5/7/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 4/11/2021	$19.05
	5/7/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 4/11/2021	$14.77
	5/7/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 4/25/2021	$10.08
	5/7/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 4/25/2021	$73.92
	5/7/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 4/25/2021	$19.05
	5/7/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 4/25/2021	$14.77

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/14/2021	Office Of Attorney General	10-2020	Child Support W/H	0010631713CV131654 5/9/2021	$210.07
	5/14/2021	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 5/9/2021	$1,843.48
	5/14/2021	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 5/9/2021	$431.12
	5/14/2021	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/9/2021	$3,382.67
	5/14/2021	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 5/9/2021	$1,843.48
	5/14/2021	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 5/9/2021	$431.12
	5/14/2021	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 5/9/2021	$136.15
	5/26/2021	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 5/9/2021	$22.22
	5/26/2021	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 5/23/2021	$22.22
	5/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 5/9/2021	$73.92
	5/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 5/9/2021	$10.08
	5/26/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 5/9/2021	$19.05
	5/26/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 5/9/2021	$14.77
	5/26/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 5/23/2021	$19.05
	5/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 5/23/2021	$73.92

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 5/23/2021	$10.08
	5/26/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 5/23/2021	$14.77
	5/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 5/9/2021	$2,917.76
	5/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 5/9/2021	$307.48
	5/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 5/23/2021	$2,917.76
	5/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 5/23/2021	$307.48
	5/26/2021	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 5/23/2021	$136.15
	5/28/2021	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 5/23/2021	$1,375.67
	5/28/2021	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 5/23/2021	$321.71
	5/28/2021	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/23/2021	$1,959.63
	5/28/2021	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 5/23/2021	$1,375.67
	5/28/2021	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 5/23/2021	$321.71
					Total	**$39,524.88**
Streets & Parks						
	5/7/2021	Andy's Tire Service	10-40-5602	Repair & Maint - Equip	Reference # 315197	$180.00
	5/7/2021	Atmos Energy	10-40-5405	Gas	Account # 3024900571	$44.25

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	5/7/2021	AT&T Mobility	10-40-5401	Telephone	287293428360X04272021	$49.49
	5/7/2021	Frontier Waste Gr-Transfer	10-40-5804	Service Fees	Invoice # 269	$19.00
	5/7/2021	O'Reilly Automotive, Inc.	10-40-5602	Repair & Maint - Equip	Store # 5942/CUstomer # 28888622	$114.20
	5/7/2021	United Ag And Turf	10-40-5602	Repair & Maint - Equip	Invoice # 11447485	$73.54
	5/7/2021	Enprotec/Hibbss/Todd	10-40-5737	Cdbg Grant & Match	Invoice # EN2103-224	$3,900.00
	5/7/2021	Smith Supply, Inc.	10-40-5604	Repair & Maint - Struct	April charges	$226.42
	5/7/2021	Fuelman	10-40-5608	Gas/Oil/Lube	Invoice # NP59971392	$142.57
	5/14/2021	Glen Rose Auto Parts	10-40-5100	Supplies	April charges	$44.00
	5/14/2021	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	April charges	$134.55
	5/14/2021	TXU Energy	10-40-5400	Utilities	Electricity	$1,499.53
	5/14/2021	TXU Energy	10-40-5421	Street Lighting	Electricity	$2,434.96
	5/21/2021	AT&T (Scada)	10-40-5401	Telephone	REF # 254-897-1586	$17.54
	5/21/2021	Citibank	10-40-5120	Tools	April charges	$29.99
	5/21/2021	Citibank	10-40-5100	Supplies	April charges	$213.41
	5/21/2021	Citibank	10-40-5602	Repair & Maint - Equip	April charges	$125.76
	5/21/2021	United Cooperative Services	10-40-5421	Street Lighting	ACCOUNT # 47704-XXX	$87.63
	5/21/2021	Fuelman	10-40-5608	Gas/Oil/Lube	Invoice # NP60072655	$128.18

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	5/27/2021	Cleburne Welding And Industrial Supply	10-40-5100	Supplies	Invoice # 511500	$28.20
	5/27/2021	Charter Business	10-40-5401	Telephone	Invoice # 0042013051421	$41.19
	5/27/2021	Industrial Disposal Supply, Ltd	10-40-5602	Repair & Maint - Equip	Invoice # 466572	$978.39
	5/27/2021	Riverbend Landscaping	10-40-5804	Service Fees	Invoice # 520212	$2,415.00
	5/27/2021	Texas Bit	10-40-5156	Asphalt	Invoice # 200956755	$2,038.40
	5/27/2021	Texas Bit	10-40-5156	Asphalt	Invoice # 200953950	$296.07
					Total	**$15,262.27**
Non Departmental						
	5/7/2021	Atmos Energy	10-65-5405	Gas	Account # 3024937327	$67.20
	5/7/2021	Kinect Communications, LLC	10-65-5401	Telephone	Invoice # 2163	$500.39
	5/14/2021	TXU Energy	10-65-5403	Electric	Electricity	$292.51
	5/14/2021	Xerox Corporation	10-65-5217	Postage, Copier Lease	Invoice # 013272408	$304.97
	5/21/2021	Charter Business	10-65-5401	Telephone	Invoice # 0029853050621	$482.33
	5/21/2021	Charter Business	10-65-5402	Internet	Invoice # 0029853050621	$522.34
	5/21/2021	Citibank	10-65-5107	Janitorial Supplies	April charges	$17.95
	5/21/2021	Citibank	10-65-5100	Supplies	April charges	$94.12
	5/21/2021	Pitney Bowes Inc	10-65-5109	Office Supplies	Invoice # 1018067801	$203.46

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non Departmental						
	5/27/2021	Brenda Lozano De Reza	10-65-5225	Janitorial Services	Janitorial services for the month of May	$600.00
	5/27/2021	Enprotec/Hibbss/Todd	10-65-5202	Engineering	Invoice # EN2105-006	$350.00
	5/27/2021	The Transit System	10-65-5833	Transit Contribution	Reference 5115	$15,000.00
	5/27/2021	Windstream	10-65-5401	Telephone	Windstream	$61.31
					Total	**$18,496.58**
Legislative						
	5/7/2021	AT&T Mobility	10-05-5145	Exp Mayor & Council	287293428360X04272021	$47.27
	5/7/2021	Stephanie Ritchie	10-05-5240	Election Expense	Lunch for election workers	$47.15
	5/21/2021	Citibank	10-05-5240	Election Expense	April charges	$79.52
	5/21/2021	Citibank	10-05-5503	Mayor & Council Training	April charges	$270.00
					Total	**$443.94**
Code Enforcement						
	5/7/2021	AT&T Mobility	10-50-5401	Telephone	287293428360X04272021	$47.27
	5/21/2021	Andrea Brannock	10-50-5801	Miscellaneous Exp	Application Fee Refund	$233.36
	5/21/2021	Citibank	10-50-5120	Instrument & Tools	April charges	$156.06
	5/21/2021	Glen Rose Reporter	10-50-5210	Legal Notices & Advertising	Ad # 00131562	$174.00
	5/21/2021	James A. Vaughn	10-50-5801	Miscellaneous Exp	Application Fees Refund	$219.60

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Code Enforcement						
	5/27/2021	AAA Quality Services	10-50-5203	Contract Labor	Contractor services for the month of March, 2021	$1,725.00
	5/27/2021	AAA Quality Services	10-50-5203	Contract Labor	Contractor services for the month of April, 2021	$2,250.00
					Total	**$4,805.29**
Animal Control						
	5/7/2021	AT&T Mobility	10-55-5401	Telephone	287293428360X04272021	$94.54
	5/7/2021	Dinosaur Valley Pest Service	10-55-5604	Repair & Maint - Struct	Invoice # 21102	$65.00
	5/7/2021	Fuelman	10-55-5608	Gas/Oil/Lube	Invoice # NP59971392	$131.79
	5/14/2021	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	April charges	$29.64
	5/14/2021	Higginbotham Building Center - Glen Rose	10-55-5801	Miscellaneous Exp	April charges	$14.18
	5/14/2021	TXU Energy	10-55-5403	Electric	Electricity	$827.49
	5/21/2021	Citibank	10-55-5100	Supplies	April charges	$60.70
	5/21/2021	Citibank	10-55-5803	Software	April charges	$350.00
	5/21/2021	Nextlink Broadband	10-55-5402	Internet	Nextlink AC	$110.83
	5/21/2021	Nolan River Animal Hospital, PLLC	10-55-5237	Adoption Reimbursement	Invoice # 52323	$60.00
	5/21/2021	North Texas Tollway Authority	10-55-5501	Travel	Account ID 810880139	$17.40
	5/21/2021	Fuelman	10-55-5608	Gas/Oil/Lube	Invoice # NP60072655	$77.98

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Animal Control						
	5/27/2021	Riverbend Landscaping	10-55-5604	Repair & Maint - Struct	Invoice # 4520211	$200.00
					Total	**$2,039.55**
Administration						
	5/7/2021	AT&T Mobility	10-60-5401	Telephone	287293428360X04272021	$47.27
	5/7/2021	AT&T Mobility	10-60-5401	Telephone	287293428360X04272021	$47.27
	5/7/2021	Cna Surety Direct Bill	10-60-5800	Dues	Bond # 63683467	$175.00
	5/14/2021	JS AC Service And Repair	10-60-5604	Repair & Maint - Struct	Invoice # 5817	$498.76
	5/14/2021	Lowe's	10-60-5604	Repair & Maint - Struct	Account # 99007037775	$351.50
	5/14/2021	TXU Energy	10-60-5406	Oakdale Electric	Electricity	$7,379.60
	5/21/2021	Citibank	10-60-5800	Dues	April charges	$45.00
	5/21/2021	Citibank	10-60-5401	Telephone	April charges	$0.99
	5/21/2021	Citibank	10-60-5500	Training	April charges	$250.00
	5/21/2021	Citibank	10-60-5803	Software	April charges	$15.93
	5/21/2021	Citibank	10-60-5801	Miscellaneous Exp	April charges	$43.00
	5/21/2021	Citibank	10-60-5803	Software	April charges	$120.00
	5/21/2021	Citibank	10-60-5500	Training	April charges	$270.00
	5/21/2021	Glen Rose Reporter	10-60-5210	Legal Notices & Advertising	Ad # 00131513	$360.00

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Administration						
					Total	**$9,604.32**
Law Enforcement						
	5/7/2021	AT&T Mobility	10-90-5401	Telephone	287293428360X04272021	$85.52
	5/7/2021	Spinks & Green Auto Supply	10-90-5804	Service Fees	ticket # 0078841	$7.00
	5/7/2021	Wilson Bros. Inc.	10-90-5608	Gas/Oil/Lube	Ticket # 041643	$89.95
	5/7/2021	Wilson Bros. Inc.	10-90-5608	Gas/Oil/Lube	Ticket # 041647	$120.68
	5/7/2021	Fuelman	10-90-5608	Gas/Oil/Lube	Invoice # NP59971392	$55.66
	5/14/2021	TXU Energy	10-90-5403	Electric	Electricity	$96.08
	5/21/2021	Citibank	10-90-5804	Service Fees	April charges	$8.50
	5/21/2021	Fuelman	10-90-5608	Gas/Oil/Lube	Invoice # NP60072655	$62.92
	5/27/2021	Brenda Lozano De Reza	10-90-5225	Janitorial Services	Janitorial services for the month of May	$100.00
					Total	**$626.31**
Municipal Court						
	5/21/2021	Citibank	10-80-5501	Travel	April charges	$106.57
	5/27/2021	Clayton Bryant	10-80-5201	Attorney Fees	Clayton Bryant	$500.00
	5/27/2021	Mickey Garrett	10-80-5203	Contract Labor	Judge services for the month of May	$500.00

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Municipal Court						
					Total	**$1,106.57**

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/3/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 3/28/2021	$559.71
	5/3/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 3/28/2021	$1,168.20
	5/3/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 4/11/2021	$559.88
	5/3/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 4/11/2021	$1,168.57
	5/3/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 4/25/2021	$708.47
	5/3/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 4/25/2021	$1,478.66
	5/4/2021	Hsa Bank	20-2024	Health Ins W/H	HSA City 3/28/2021	$567.20
	5/4/2021	Hsa Bank	20-2024	Health Ins W/H	HSA City 4/11/2021	$567.16
	5/3/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 3/28/2021	$119.20
	5/3/2021	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 3/28/2021	$28.04
	5/3/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 3/28/2021	$14.72
	5/3/2021	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 3/28/2021	$32.95
	5/3/2021	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 3/28/2021	$142.69
	5/3/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 4/11/2021	$27.73
	5/3/2021	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 4/11/2021	$28.04
	5/3/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 4/11/2021	$14.72
	5/3/2021	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 4/11/2021	$32.95

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/3/2021	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 4/11/2021	$142.66
	5/7/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 3/28/2021	$25.92
	5/7/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 4/11/2021	$25.92
	5/7/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 4/25/2021	$25.92
	5/14/2021	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 5/9/2021	$1,020.70
	5/14/2021	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 5/9/2021	$238.71
	5/14/2021	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/9/2021	$2,478.28
	5/14/2021	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 5/9/2021	$1,020.70
	5/14/2021	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 5/9/2021	$238.71
	5/21/2021	Colleen Adair	20-2003	Meter Refunds Payable	Refunds	$90.10
	5/21/2021	John Gartrell	20-2003	Meter Refunds Payable	Refunds	$101.54
	5/21/2021	Mary Flores	20-2003	Meter Refunds Payable	Refunds	$101.54
	5/21/2021	Angels With Attitude	20-2003	Meter Refunds Payable	Refunds	$139.51
	5/21/2021	Ray Vaughn	20-2003	Meter Refunds Payable	Refunds	$139.51
	5/21/2021	Dan Chapman	20-2003	Meter Refunds Payable	Refunds	$22.65
	5/21/2021	Buck E. Martin	20-2003	Meter Refunds Payable	Refunds	$91.07

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/21/2021	Floyd Rogers	20-2003	Meter Refunds Payable	Refunds	$87.25
	5/21/2021	Cathaleen Raffin	20-2003	Meter Refunds Payable	Refunds	$31.54
	5/21/2021	Marli Marrs	20-2003	Meter Refunds Payable	Refunds	$51.69
	5/21/2021	Re Cupp Construction	20-2003	Meter Refunds Payable	Refunds	$984.00
	5/21/2021	Tika Acharya	20-2003	Meter Refunds Payable	Refunds	$74.87
	5/21/2021	Jeremy Littlejohn	20-2003	Meter Refunds Payable	Refunds	$53.08
	5/26/2021	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 5/9/2021	$18.68
	5/26/2021	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 5/23/2021	$18.68
	5/26/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 5/9/2021	$25.92
	5/26/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 5/23/2021	$25.92
	5/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 5/9/2021	$1,108.88
	5/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 5/9/2021	$29.44
	5/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 5/23/2021	$1,108.88
	5/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 5/23/2021	$29.44
	5/28/2021	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 5/23/2021	$531.25
	5/28/2021	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 5/23/2021	$124.25
	5/28/2021	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/23/2021	$707.09

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/28/2021	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 5/23/2021	$531.25
	5/28/2021	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 5/23/2021	$124.25
					Total	**$18,788.69**
Non Departmental						
	5/5/2021	USIO Output Solutions	20-65-5106	Postage	Invoice # 0012975	$561.15
	5/7/2021	USIO Output Solutions	20-65-5110	Utility Billing Cards	Invoice # 27570	$182.58
	5/14/2021	Brenda L. James	20-65-5226	Cpa	Invoice # 1028	$675.00
					Total	**$1,418.73**
Water						
	5/7/2021	Atmos Energy	20-10-5405	Gas	Account # 3024900571	$44.26
	5/7/2021	AT&T Mobility	20-10-5401	Telephone	287293428360X04272021	$47.27
	5/7/2021	AT&T Mobility	20-10-5401	Telephone	287293428360X04272021	$47.27
	5/7/2021	Crisp Analytical Laboratories	20-10-5238	Lab Fees	CAL21032508AG	$130.00
	5/7/2021	Badger Meter	20-10-5652	Meters	Invoice # 80071895	$900.00
	5/7/2021	Day Services	20-10-5740	Water Main Rumph To Gibbs	Document G702/Application # 0003	$102,737.75
	5/7/2021	Peterson Pump & Motor Services	20-10-5601	System Repair	Invoice # 21030101	$2,600.00

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	5/7/2021	Enprotec/Hibbss/Todd	20-10-5700	Capital Improvements	Invoice # EN2103-227	$3,240.00
	5/7/2021	Enprotec/Hibbss/Todd	20-10-5700	Capital Improvements	Invoice # EN2103-228	$185.00
	5/7/2021	Smith Supply, Inc.	20-10-5601	System Repair	April charges	$70.32
	5/7/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 3	$2,546.25
	5/7/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 4	$1.75
	5/7/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 5	$2,052.75
	5/7/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 6	$1,492.75
	5/7/2021	Fuelman	20-10-5608	Gas/Oil/Lube	Invoice # NP59971392	$159.48
	5/14/2021	Higginbotham Building Center - Glen Rose	20-10-5601	System Repair	April charges	$162.19
	5/14/2021	LCRA	20-10-5238	Lab Fees	Invoice # LAB-0050277	$874.85
	5/14/2021	TXU Energy	20-10-5400	Utilities (Elec)	Electricity	$3,937.43
	5/21/2021	AT&T (Scada)	20-10-5401	Telephone	REF # 254-897-1586	$17.54
	5/21/2021	Citibank	20-10-5505	Safety Program	April charges	$8.10
	5/21/2021	Citibank	20-10-5108	Uniforms	April charges	$431.43
	5/27/2021	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	Invoice # 127223-0521	$44.00
	5/27/2021	Charter Business	20-10-5401	Telephone	Invoice # 0042013051421	$41.19
	5/27/2021	DPC Industries, Inc	20-10-5160	Process Chemicals	Invoice # DE76000527-21	$112.00

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	5/27/2021	Usa Bluebook	20-10-5100	Supplies	Invoice # 597257	$212.14
	5/27/2021	Usa Bluebook	20-10-5100	Supplies	Invoice # 603204	$301.90
	5/27/2021	Usa Bluebook	20-10-5120	Tools	Invoice # 603131	$809.96
	5/27/2021	Usa Bluebook	20-10-5100	Supplies	Invoice # 603203	$184.85
	5/27/2021	United Ag And Turf	20-10-5602	Repair & Maint - Equip	Invoice # 11464294	$302.52
					Total	**$123,694.95**
Sewer						
	5/7/2021	Atmos Energy	20-20-5405	Gas	Account # 3024900571	$44.25
	5/7/2021	Enprotec/Hibbss/Todd	20-20-5738	Grand Lift Station (Edap)	Invoice # EN2103-226`	$1,500.00
	5/7/2021	Enprotec/Hibbss/Todd	20-20-5700	Capital Improvements	Invoice # EN2103-229	$2,800.00
	5/7/2021	Smith Supply, Inc.	20-20-5601	System Repair	April charges	$89.33
	5/7/2021	Fuelman	20-20-5608	Gas/Oil/Lube	Invoice # NP59971392	$145.43
	5/14/2021	TXU Energy	20-20-5400	Utilities (Elec)	Electricity	$1,562.18
	5/21/2021	AT&T (Scada)	20-20-5401	Telephone	REF # 254-897-1586	$17.55
	5/21/2021	Citibank	20-20-5700	Capital Improvements	April charges	$31.00
	5/21/2021	Fuelman	20-20-5608	Gas/Oil/Lube	Invoice # NP60072655	$285.76
	5/27/2021	Charter Business	20-20-5401	Telephone	Invoice # 0042013051421	$41.20
	5/27/2021	Usa Bluebook	20-20-5601	System Repair	Invoice # 597257	$151.90

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Sewer						
	5/27/2021	Windstream	20-20-5401	Telephone	Windstream	$26.44
					Total	**$6,695.04**
WWTP						
	5/7/2021	AT&T Mobility	20-21-5401	Telephone	287293428360X04272021	$94.54
	5/7/2021	Charter Business	20-21-5401	Telephone	Invoice # 0038961042621	$115.59
	5/7/2021	DPC Industries, Inc	20-21-5115	Chemical Supplies	Invoice # 767001568-21	$481.38
	5/7/2021	Wallace Control	20-21-5601	System Repair	Invoice # 45256	$852.00
	5/7/2021	Lake Lawn Equipment	20-21-5602	Repair & Maint - Equip	Invoice # 263966	$258.52
	5/7/2021	Fuelman	20-21-5608	Gas/Oil/Lube	Invoice # NP59971392	$18.38
	5/14/2021	Wallace Control	20-21-5601	System Repair	Invoice # 45331	$5,692.52
	5/21/2021	Citibank	20-21-5108	Uniforms	April charges	$198.56
	5/21/2021	United Cooperative Services	20-21-5400	Utilities	ACCOUNT # 47704-XXX	$2,757.18
	5/21/2021	Fuelman	20-21-5000	Wages Wwtp	Invoice # NP60072655	$70.15
	5/27/2021	Bio Chem Lab, Inc.	20-21-5238	Lab Fees	Invoice # 7358-0421	$1,213.00
	5/27/2021	Cummins Sales and Service	20-21-5601	System Repair	Invoice # 83-28946	$3,178.89
	5/27/2021	Windstream	20-21-5401	Telephone	Windstream	$52.88
					Total	**$14,983.59**

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Sanitation						
	5/14/2021	Republic Services # 794	20-45-5403	Trash Pickup	Invoice # 0794-014640365	$29,316.25
					Total	**$29,316.25**

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
30 - CVB HOTEL/MOTEL						
Non-Departmental						
	5/3/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employee 3/28/2021	$231.87
	5/3/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employer 3/28/2021	$483.96
	5/3/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employee 4/11/2021	$432.96
	5/3/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employer 4/11/2021	$903.67
	5/3/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employee 4/25/2021	$71.00
	5/3/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employer 4/25/2021	$148.20
	5/4/2021	Hsa Bank	30-2024	Health Ins W/H	HSA City 3/28/2021	$147.80
	5/3/2021	Mutual Of Omaha	30-2024	Health Ins W/H	LTD 3/28/2021	$10.49
	5/3/2021	Mutual Of Omaha	30-2021	Life Ins W/H	LIFE 3/28/2021	$6.32
	5/3/2021	Mutual Of Omaha	30-2023	Vision Ins W/H	VSNIN 3/28/2021	$6.99
	5/3/2021	Mutual Of Omaha	30-2029	Dental Ins W/H	Dental Ins 3/28/2021	$12.49
	5/3/2021	Mutual Of Omaha	30-2024	Health Ins W/H	LTD 4/11/2021	$3.94
	5/3/2021	Mutual Of Omaha	30-2021	Life Ins W/H	LIFE 4/11/2021	$3.16
	5/3/2021	Mutual Of Omaha	30-2023	Vision Ins W/H	VSNIN 4/11/2021	$6.99
	5/14/2021	Internal Revenue Service	30-2012	Fica Tax W/H	Fica W/H-Employer 5/9/2021	$62.89
	5/14/2021	Internal Revenue Service	30-2015	Medicare Tax W/H	Medicare W/H-Employer 5/9/2021	$14.71
	5/14/2021	Internal Revenue Service	30-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/9/2021	$87.32

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
30 - CVB HOTEL/MOTEL						
Non-Departmental						
	5/14/2021	Internal Revenue Service	30-2012	Fica Tax W/H	Fica W/H-Employee 5/9/2021	$62.89
	5/14/2021	Internal Revenue Service	30-2015	Medicare Tax W/H	Medicare W/H-Employee 5/9/2021	$14.71
	5/26/2021	Blue Cross Blue Shield	30-2024	Health Ins W/H	Health Ins-Employer 5/9/2021	$224.65
	5/26/2021	Blue Cross Blue Shield	30-2024	Health Ins W/H	Health Ins-Employer 5/23/2021	$224.64
	5/28/2021	Internal Revenue Service	30-2012	Fica Tax W/H	Fica W/H-Employee 5/23/2021	$62.89
	5/28/2021	Internal Revenue Service	30-2015	Medicare Tax W/H	Medicare W/H-Employer 5/23/2021	$14.71
	5/28/2021	Internal Revenue Service	30-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/23/2021	$87.32
	5/28/2021	Internal Revenue Service	30-2012	Fica Tax W/H	Fica W/H-Employer 5/23/2021	$62.89
	5/28/2021	Internal Revenue Service	30-2015	Medicare Tax W/H	Medicare W/H-Employee 5/23/2021	$14.71
					Total	**$3,404.17**
CVB						
	5/5/2021	Charter Business	30-70-5402	Internet	Invoice # 0038953042621	$115.59
	5/5/2021	AT&T Mobility	30-70-5401	Telephone	Invoice # 287293428360X04272021-CVB	$47.27
	5/11/2021	TXU Energy	30-70-5403	Electric	Invoice 054005640320	$288.27
	5/11/2021	Glen Rose Hospitality, LLC	30-70-5211	Tourism Promotion	Reimbursement for Room Stay for YOLO texas	$500.00
	5/18/2021	Champion Auto Sales	30-70-5211	Tourism Promotion	Lease # 21-001	$1,500.00

City of Glen Rose
Council Report
Check Date: 5/1/2021 to 5/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
30 - CVB HOTEL/MOTEL						
CVB						
	5/18/2021	Citibank	30-70-5211	Tourism Promotion	April charges	$336.70
	5/18/2021	Citibank	30-70-5210	Advertising	April charges	$67.09
	5/18/2021	Citibank	30-70-5106	Postage	April charges	$85.85
	5/18/2021	Texas Department of Transportation	30-70-5210	Advertising	Invoice # TRV1916	$1,474.49
					Total	**$4,415.26**

City of Glen Rose
Council Report
5/1/2021 to 5/31/2021

Fund Totals

10	GENERAL FUND	$91,909.71
20	UTILITY FUND	$194,897.25
30	CVB HOTEL/MOTEL	$7,819.43
	Grand Total:	**$294,626.39**

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Consider approval or other action regarding a financial report for May 2021.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Discussion regarding May Financial Report; Bonded Indebtedness; Sales and Use Tax; Cash and Investment Report; General Ledger Cash Balance Report; and, Budget Report		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

Attached are several financial reports for the Council's review and approval.

RECOMMENDED ACTION:

Approve as presented.

DISCUSSION ON THE MONTHLY FINANCIAL REPORTS
PERIOD ENDING MAY 31, 2021

Highlights

Year-to-date, all funds are in the black. .

As of March 31, the City held about $9.1 million in its various accounts. That represents about a $20,000 increase over last month.

General Ledger Cash Balance Report

As has been mentioned previously, 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 thru May 31st is about $9 million, about a $180,000 increase over a month ago, but a decrease of about $270,000 from a year ago.

Cash and Investment Report

As noted above, there was about $9.1 million in the City's accounts as of May 31st. There was an increase of about $20,000 since last month.

Budget Report - General Fund

For the month, revenues have exceeded expenditures by about $114,000. For the year, revenues have exceeded expenditures by about $169,000.

Budget Report - Utility Fund

For the month, revenues have exceeded expenditures by about $35,000. For the year, revenues have exceeded expenditures by about $416,000.

Budget Report - CVB Fund

For the month, revenues have exceeded expenditures by about $23,000. For the year, revenues have exceeded expenditures by about $109,000.

Sales and Use Tax Report

The State did not post its sales and use tax figures for June (tax on sales made in April) in time to be included in the packet report, but a report current through May is provided for your consideration. Revenues for May were up by about 37% over last May. Revenues for the past 12 months are up by about 20.2% compared to the previous 12 month period.

CITY OF GLEN ROSE
BONDED INDEBTEDNESS AS OF MAY 31, 2021

BOND	MATURES	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
CO/2013 WWTP DESIGN	2022	$ 370,000	$ 32,223	$ 402,223	**$ 72,912**
CO/2016 WWTP CONSTRUCTION	2037	$ 3,520,000	$ 1,238,912	$ 4,758,912	**$ 3,948,227**

	CO/2013 WWTP DESIGN		CO/2016 WWTP CONSTRUCTION		TOTAL ANNUAL PAYMENT
	PAYMENT	INT. RATE	PAYMENT	INT. RATE	
2020-2021	$ 36,925	2.68%	$ 196,674	1.25%	$ 233,599
2021-2022	$ 35,987	2.82%	$ 200,236	1.43%	$ 236,223
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
	$ 72,912		**$ 3,948,227**		**$ 4,021,139**

NOTE: 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 for each of the two bond issuances.

2. The THE CO/2013 WWTP DESIGN AND CO/2016 WWTP CONSTRUCTION DEBT ARE PAID WITH UTILITY SYSTEM REVENUES.

CITY OF GLEN ROSE
SALES AND USE TAX REPORT

Report for May Council Packet

	2020	2021	% Change
January	84,303.71	109,714.93	23.16%
February	119,025.55	168,437.23	29.34%
March	91,503.74	109,932.23	16.76%
April	83,459.16	101,103.73	17.45%
May	108,165.93	171,528.37	36.94%
	2019	2020	
June	91,128.21	100,858.20	9.65%
July	99,072.23	114,263.74	13.30%
August	114,606.37	125,484.48	8.67%
September	95,161.08	122,785.60	22.50%
October	91,749.70	110,856.26	17.24%
November	104,688.03	130,155.64	19.57%
December	112,590.53	134,172.50	16.09%
TOTAL	**##########**	**##########**	**20.27%**

Comparison of sales tax revenue for the most recent 12 month period versus that of a year ago.

CASH AND INVESTMENT REPORT FOR THE CITY OF GLEN ROSE

MAY 2021

TEXPOOL	**$3,653,486.55**
BANK	**$2,896,802.87**
TEXSTAR	**$2,530,572.29**
TOTAL	**$9,080,861.71**

TEXPOOL

UTILITY SYSTEM REVENUE BOND RESERVE	0.01%	$246,093.72
WATER AND SEWER FUND	0.01%	$1,791,824.15
GENERAL FUND RESERVE	0.01%	$1,615,568.68
TOTAL TEXPOOL INVESTMENTS		$3,653,486.55

TexSTAR

GENERAL	0.01%	$2,530,572.29

FFB BANK ACCOUNTS

OAKDALE ELECTRICITY DEPOSIT CD	0.15%	$20,014.88
HOTEL OCCUPANCY	0.03%	$111,948.41
TXCDBG	0.00%	$252.38
TWDB 2016 CONSTRUCTION PROJECT	0.00%	$12,551.73
COURT TECHNOLOGY FUND	0.03%	$5,743.11
COURT SECURITY	0.03%	$5,758.22
CUSTOMER DEPOSIT ACCOUNT	0.03%	$167,518.66
POOL CASH	0.03%	$2,593,030.36
TOTAL BANK BALANCES		$2,896,802.87

Investments are in compliance with the Investment Policy for the City of Glen Rose

CITY OF GLEN ROSE
FY 14/15 PROPOSED BUDGET - FUND SUMMARIES

EXPENDITURES:	2012-13 ADOPTED	2012-13 ACTUALS	2013-14 ADOPTED	2014-15 PROPOSED
GENERAL FUND	-	-	-	0.00
UTILITIES	-	-	-	0.00
CONVENTION AND VISITORS BUREAU	-	-	-	105,693.29
OAKDALE	-	-	-	0.00
4B		274,210.80		235,000.00
TOTAL EXPENDITURES	**-**	**274,210.80**	**-**	**340,693.29**
REVENUES:				
GENERAL FUND	-	-	-	0.00
UTILITIES	-	-	-	0.00
CONVENTION AND VISITORS BUREAU	365,350.00	289,619.17	350,350.00	300,125.00
OAKDALE	-	-	-	200.00
4B		217,167.06		235,150.00
TOTAL REVENUES	**365,350.00**	**506,786.23**	**350,350.00**	**535,475.00**
NET OPERATING	**365,350.00**	**232,575.43**	**350,350.00**	**194,781.71**
	DUE TO NO BUDGETED REVENUE IN UTILITIES **$126,503.97** (ASSUMING $1,455,000 BUDGET FOR UF)		DUE TO NO BUDGETED REVENUE IN UTILITIES **$317,987.69** (ASSUMING $1,455,000 BUDGET FOR UF)	

CITY OF GLEN ROSE
GENERAL LEDGER CASH BALANCE REPORT BY FUND
May 31, 2021

	FUND	CURRENT BALANCE	MONTH AGO BALANCE	YEAR AGO BALANCE
1	GENERAL	$6,136,506.74	$5,955,480.10	$6,402,838.50
2	UTILITY	$2,783,039.28	$2,747,682.23	$2,593,184.90
3	CVB	$108,954.51	$145,439.77	$22,436.14
4	PARKS	$0.00	$0.00	$287,868.77
5	COURT*	$11,748.68	$11,025.02	$3,952.38
	TOTAL	**$9,040,249.21**	**$8,859,627.12**	**$9,310,280.69**

*The Court Fund includes amounts dedicated to security and technology.

City of Glen Rose
Financial Statement
As of May 31, 2021

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Property & Sales Tax	206,475.62	221,680.95	(15,205.33)	1,918,332.23	2,455,600.00	78.12%	537,267.77
Interest Income	1,987.21	2,291.67	(304.46)	11,393.67	27,500.00	41.43%	16,106.33
Other Revenue Sources	14,990.24	50,773.81	(35,783.57)	522,401.51	595,000.00	87.80%	72,598.49
Fines, Fees & Forfeitures	7,486.19	7,066.67	419.52	56,593.49	84,800.00	66.74%	28,206.51
Grants & Donations	0.00	110,891.41	(110,891.41)	154,603.39	1,220,029.00	12.67%	1,065,425.61
Business & Franchise	1,700.00	1,700.00	0.00	13,600.00	20,400.00	66.67%	6,800.00
Transfers In	0.00	165,458.33	(165,458.33)	0.00	1,985,500.00	0.00%	1,985,500.00
Lease & Rent Income	0.00	(84,526.78)	84,526.78	0.00	0.00	0.00%	0.00
Revenue Totals	232,639.26	475,336.06	(242,696.80)	2,676,924.29	6,388,829.00	41.90%	3,711,904.71
Expense Summary							
Not Categorized	21,629.94	171,451.32	(149,821.38)	628,423.80	2,010,894.00	31.25%	1,382,470.20
Personnel & Payroll	73,064.96	87,044.78	(13,979.82)	690,960.73	1,057,360.00	65.35%	366,399.27
Repairs & Maintenance	4,709.73	64,775.00	(60,065.27)	413,386.40	777,300.00	53.18%	363,913.60
Capital	510.14	95,981.01	(95,470.87)	3,225.40	1,151,772.00	0.28%	1,148,546.60
Legal & Professional Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
Fines, Fees & Taxes	2,449.50	(2,448.38)	4,897.88	22,715.95	114,176.00	19.90%	91,460.05
Office & Supplies	485.93	3,575.60	(3,089.67)	4,113.27	41,050.00	10.02%	36,936.73
Other Expenses	0.00	60,216.97	(60,216.97)	2,911.96	426,703.00	0.68%	423,791.04
Debt Service	220.00	(6,790.03)	7,010.03	726,381.28	729,074.00	99.63%	2,692.72
Community Programs & Donations	15,000.00	1,708.33	13,291.67	15,000.00	20,500.00	73.17%	5,500.00
Transfers Out	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
Grant Expense	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
Expense Totals	118,070.20	475,336.03	(357,265.83)	2,507,118.79	6,388,829.00	39.24%	3,881,710.21

City of Glen Rose
Financial Statement
As of May 31, 2021

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	171,528.37	141,666.67	29,861.70	1,035,900.89	1,500,000.00	69.06%	464,099.11
10-4001 Mixed Drinks Tax	2,758.68	2,047.61	711.07	16,928.34	20,000.00	84.64%	3,071.66
10-4002 Gross Receipts Tax	18,012.61	16,666.67	1,345.94	166,931.72	200,000.00	83.47%	33,068.28
10-4005 Property Taxes	13,263.23	60,475.00	(47,211.77)	682,588.14	725,700.00	94.06%	43,111.86
10-4010 Property Taxes (Delinquent)	912.73	825.00	87.73	15,983.14	9,900.00	161.45%	(6,083.14)
Property & Sales Tax Totals	206,475.62	221,680.95	(15,205.33)	1,918,332.23	2,455,600.00	78.12%	537,267.77
Interest Income							
10-4006 Penalites & Interest	1,951.22	625.00	1,326.22	9,021.95	7,500.00	120.29%	(1,521.95)
10-4500 Interest Income	35.99	1,666.67	(1,630.68)	2,371.72	20,000.00	11.86%	17,628.28
Interest Income Totals	1,987.21	2,291.67	(304.46)	11,393.67	27,500.00	41.43%	16,106.33
Other Revenue Sources							
10-4200 Permits	14,864.36	7,023.81	7,840.55	78,438.42	70,000.00	112.05%	(8,438.42)
10-4700 Miscellaneous Income	125.88	1,250.00	(1,124.12)	37,274.79	15,000.00	248.50%	(22,274.79)
10-4703 Vrc Loan Repayment	0.00	833.33	(833.33)	7,500.00	10,000.00	75.00%	2,500.00
10-4706 Cdbg Grant	0.00	41,666.67	(41,666.67)	399,188.30	500,000.00	79.84%	100,811.70
Other Revenue Sources Totals	14,990.24	50,773.81	(35,783.57)	522,401.51	595,000.00	87.80%	72,598.49
Fines, Fees & Forfeitures							
10-4300 Pound Fees	0.00	41.67	(41.67)	175.00	500.00	35.00%	325.00
10-4301 Municipal Court Fine Revenue	3,752.00	4,785.71	(1,033.71)	32,478.34	46,000.00	70.61%	13,521.66
10-4302 Municipal Arrest Fees	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
10-4303 Deferred Adjudication	0.00	(357.14)	357.14	0.00	0.00	0.00%	0.00
10-4304 Court Dismissal Fees	0.00	4.17	(4.17)	0.00	50.00	0.00%	50.00
10-4305 Time Payment Reimbursement	0.00	41.67	(41.67)	306.00	500.00	61.20%	194.00
10-4306 Judicial Support Fee	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00

City of Glen Rose
Financial Statement
As of May 31, 2021

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
10-4308 Local Truancy Prevention and	219.96	108.33	111.63	2,056.88	1,300.00	158.22%	(756.88)
10-4310 Municipal Arrest Fee	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
10-4311 Municipal Jury Funds	4.41	0.00	4.41	41.13	0.00	0.00%	(41.13)
10-4312 Municipal Court Technology Fund	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
10-4313 Child Safety -Muni Court	0.00	0.00	0.00	30.00	0.00	0.00%	(30.00)
10-4314 Municipal Court Building Security	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-4316 Court Costs	1,904.82	1,416.67	488.15	15,863.19	17,000.00	93.31%	1,136.81
10-4318 Warrant Fee-Muni Court	250.00	16.67	233.33	700.00	200.00	350.00%	(500.00)
10-4320 Court Col Fee	0.00	16.67	(16.67)	0.00	200.00	0.00%	200.00
10-4322 Indigent Fee	0.00	45.83	(45.83)	0.00	550.00	0.00%	550.00
10-4324 Moving Violation Fee	0.00	4.17	(4.17)	0.00	50.00	0.00%	50.00
10-4326 Local Traffic Fee - Muni Court	0.00	58.33	(58.33)	0.00	700.00	0.00%	700.00
10-4328 State Traffic Fees	0.00	(595.24)	595.24	0.00	0.00	0.00%	0.00
10-4329 Jury Reimbursement	0.00	91.67	(91.67)	0.00	1,100.00	0.00%	1,100.00
10-4331 Clear The Shelter	0.00	133.33	(133.33)	1,387.95	1,600.00	86.75%	212.05
10-4332 County Res Impound Fee	230.00	83.33	146.67	1,025.00	1,000.00	102.50%	(25.00)
10-4345 Quarantine Fee	640.00	29.17	610.83	640.00	350.00	182.86%	(290.00)
10-4346 Boarding Fee	0.00	16.67	(16.67)	15.00	200.00	7.50%	185.00
10-4347 Adopting Fee	485.00	125.00	360.00	1,700.00	1,500.00	113.33%	(200.00)
10-4348 Euthanasia Fee	0.00	8.33	(8.33)	175.00	100.00	175.00%	(75.00)
10-4349 Credit Card Fees	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
Fines, Fees & Forfeitures Totals	7,486.19	7,066.67	419.52	56,593.49	84,800.00	66.74%	28,206.51
Grants & Donations							
10-4330 Donations	0.00	50.00	(50.00)	0.00	600.00	0.00%	600.00

City of Glen Rose
Financial Statement
As of May 31, 2021

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Grants & Donations							
10-4707 Safe Routes Grant & Cost Shar	0.00	88,291.17	(88,291.17)	0.00	1,059,494.00	0.00%	1,059,494.00
10-4709 Nrhp Grant	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
10-4715 COVID-19 Relief	0.00	22,133.57	(22,133.57)	154,603.39	154,935.00	99.79%	331.61
Grants & Donations Totals	0.00	110,891.41	(110,891.41)	154,603.39	1,220,029.00	12.67%	1,065,425.61
Business & Franchise							
10-4704 Glen Rose Wrecker	500.00	500.00	0.00	4,000.00	6,000.00	66.67%	2,000.00
10-4705 Nextlink	1,200.00	1,200.00	0.00	9,600.00	14,400.00	66.67%	4,800.00
Business & Franchise Totals	1,700.00	1,700.00	0.00	13,600.00	20,400.00	66.67%	6,800.00
Transfers In							
10-4710 Transfer in Reserves	0.00	165,458.33	(165,458.33)	0.00	1,985,500.00	0.00%	1,985,500.00
Transfers In Totals	0.00	165,458.33	(165,458.33)	0.00	1,985,500.00	0.00%	1,985,500.00
Lease & Rent Income							
10-4711 Sale Of Oakdale Park	0.00	(84,526.78)	84,526.78	0.00	0.00	0.00%	0.00
Lease & Rent Income Totals	0.00	(84,526.78)	84,526.78	0.00	0.00	0.00%	0.00
Revenue Totals	232,639.26	475,336.06	(242,696.80)	2,676,924.29	6,388,829.00	41.90%	3,711,904.71

City of Glen Rose
Financial Statement
As of May 31, 2021

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	21,917.85	20,475.99	1,441.86	174,899.16	245,712.00	71.18%	70,812.84
Not Categorized	8,657.52	10,067.37	(1,409.85)	49,863.22	119,380.00	41.77%	69,516.78
Repairs & Maintenance	4,170.75	63,058.32	(58,887.57)	411,001.40	756,700.00	54.31%	345,698.60
Capital	0.00	95,389.34	(95,389.34)	1,873.64	1,144,672.00	0.16%	1,142,798.36
Legal & Professional Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
Fines, Fees & Taxes	2,434.00	2,500.00	(66.00)	9,735.00	30,000.00	32.45%	20,265.00
Streets & Parks Totals	37,180.12	195,657.69	(158,477.57)	647,372.42	2,346,464.00	27.59%	1,699,091.58

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	4,961.72	9,594.94	(4,633.22)	61,389.82	129,018.00	47.58%	67,628.18
Not Categorized	4,352.33	5,408.13	(1,055.80)	16,186.12	51,019.00	31.73%	34,832.88
Repairs & Maintenance	0.00	104.17	(104.17)	27.25	1,250.00	2.18%	1,222.75
Capital	452.96	166.67	286.29	863.05	2,000.00	43.15%	1,136.95
Office & Supplies	0.00	250.00	(250.00)	1,943.95	3,000.00	64.80%	1,056.05
Other Expenses	0.00	33.33	(33.33)	71.00	400.00	17.75%	329.00
Code Enforcement Totals	9,767.01	15,557.24	(5,790.23)	80,481.19	186,687.00	43.11%	106,205.81

10 - GENERAL FUND Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	3,845.83	(3,845.83)	469.46	46,150.00	1.02%	45,680.54
Repairs & Maintenance	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Debt Service	0.00	41.67	(41.67)	110.00	500.00	22.00%	390.00
Capital	0.00	83.33	(83.33)	236.63	1,000.00	23.66%	763.37
Personnel & Payroll	12,235.66	4,679.58	7,556.08	28,869.29	56,155.00	51.41%	27,285.71

Not Categorized	1,106.57	2,000.01	(893.44)	5,577.38	24,000.00	23.24%	18,422.62
Municipal Court Totals	13,342.23	10,900.42	2,441.81	35,262.76	130,805.00	26.96%	95,542.24

10 - GENERAL FUND **Law Enforcement**	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	7,364.29	8,420.91	(1,056.62)	69,437.88	101,051.00	68.72%	31,613.12
Not Categorized	281.60	1,199.08	(917.48)	5,715.02	14,389.00	39.72%	8,673.98
Repairs & Maintenance	329.21	362.50	(33.29)	1,166.20	4,350.00	26.81%	3,183.80
Capital	0.00	125.00	(125.00)	(200.00)	1,500.00	(13.33%)	1,700.00
Office & Supplies	0.00	166.67	(166.67)	716.96	2,000.00	35.85%	1,283.04
Fines, Fees & Taxes	15.50	33.33	(17.83)	15.50	400.00	3.88%	384.50
Law Enforcement Totals	7,990.60	10,307.49	(2,316.89)	76,851.56	123,690.00	62.13%	46,838.44

10 - GENERAL FUND **Preservation Board**	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	0.00	570.84	(570.84)	0.00	6,850.00	0.00%	6,850.00
Repairs & Maintenance	0.00	375.00	(375.00)	0.00	4,500.00	0.00%	4,500.00
Debt Service	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
Grant Expense	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
Preservation Board Totals	0.00	1,804.17	(1,804.17)	0.00	21,650.00	0.00%	21,650.00

10 - GENERAL FUND **Administration**	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,825.80	3,884.74	(2,058.94)	5,782.42	46,617.00	12.40%	40,834.58
Repairs & Maintenance	0.00	250.00	(250.00)	51.13	3,000.00	1.70%	2,948.87
Debt Service	220.00	208.33	11.67	498.00	2,500.00	19.92%	2,002.00
Capital	43.00	166.67	(123.67)	157.82	2,000.00	7.89%	1,842.18

City of Glen Rose
Financial Statement
As of May 31, 2021

Office & Supplies	135.93	2,871.43	(2,735.50)	848.36	32,600.00	2.60%	31,751.64
Fines, Fees & Taxes	0.00	1,250.00	(1,250.00)	140.88	15,000.00	0.94%	14,859.12
Personnel & Payroll	20,670.83	32,490.75	(11,819.92)	269,833.86	389,889.00	69.21%	120,055.14
Administration Totals	22,895.56	41,121.92	(18,226.36)	277,312.47	491,606.00	56.41%	214,293.53

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	(10,144.21)	10,144.21	12,283.79	21,826.00	56.28%	9,542.21
Other Expenses	0.00	60,183.64	(60,183.64)	2,840.96	426,303.00	0.67%	423,462.04
Debt Service	0.00	(7,065.03)	7,065.03	725,773.28	725,774.00	100.00%	0.72
Personnel & Payroll	0.00	3,000.00	(3,000.00)	17,815.67	36,000.00	49.49%	18,184.33
Not Categorized	3,496.58	137,144.66	(133,648.08)	511,166.83	1,633,450.00	31.29%	1,122,283.17
Community Programs & Donations	15,000.00	1,708.33	13,291.67	15,000.00	20,500.00	73.17%	5,500.00
Transfers Out	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
Office & Supplies	0.00	208.33	(208.33)	254.00	2,500.00	10.16%	2,246.00
Non Departmental Totals	18,496.58	179,857.15	(161,360.57)	1,285,134.53	2,866,353.00	44.84%	1,581,218.47

10 - GENERAL FUND Legislative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	443.94	8,583.61	(8,139.67)	22,435.02	84,789.00	26.46%	62,353.98
Legislative Totals	443.94	8,583.61	(8,139.67)	22,435.02	84,789.00	26.46%	62,353.98

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,465.60	2,592.88	(1,127.28)	11,697.79	30,400.00	38.48%	18,702.21
Repairs & Maintenance	209.77	375.01	(165.24)	1,140.42	4,500.00	25.34%	3,359.58
Capital	14.18	50.00	(35.82)	294.26	600.00	49.04%	305.74

Office & Supplies	350.00	79.17	270.83	350.00	950.00	36.84%	600.00
Fines, Fees & Taxes	0.00	66.67	(66.67)	71.32	800.00	8.92%	728.68
Personnel & Payroll	5,914.61	8,382.61	(2,468.00)	68,715.05	99,535.00	69.04%	30,819.95
Animal Control Totals	7,954.16	11,546.34	(3,592.18)	82,268.84	136,785.00	60.14%	54,516.16
Expense Totals	118,070.20	475,336.03	(357,265.83)	2,507,118.79	6,388,829.00	39.24%	3,881,710.21

City of Glen Rose
Financial Statement
As of May 31, 2021

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	1,000.00	(1,000.00)	4,360.00	12,000.00	36.33%	7,640.00
10-05-5145 Exp Mayor & Council	47.27	166.67	(119.40)	635.86	2,000.00	31.79%	1,364.14
10-05-5201 Attorney	0.00	1,666.67	(1,666.67)	5,000.00	20,000.00	25.00%	15,000.00
10-05-5240 Election Expense	126.67	4,851.19	(4,724.52)	11,799.16	40,000.00	29.50%	28,200.84
10-05-5401 Telephone	0.00	65.75	(65.75)	0.00	789.00	0.00%	789.00
10-05-5502 Mayor & Council Travel	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-05-5503 Mayor & Council Training	270.00	208.33	61.67	640.00	2,500.00	25.60%	1,860.00
Legislative Totals	443.94	8,583.61	(8,139.67)	22,435.02	84,789.00	26.46%	62,353.98

City of Glen Rose
Financial Statement
As of May 31, 2021

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	15,530.58	12,634.83	2,895.75	112,136.24	151,618.00	73.96%	39,481.76
10-40-5001 Overtime Streets & Parks	657.50	333.33	324.17	4,888.01	4,000.00	122.20%	(888.01)
10-40-5003 Payroll Taxes Streets/Pks	1,214.46	992.08	222.38	7,974.38	11,905.00	66.98%	3,930.62
10-40-5004 Retirement	2,365.08	1,929.67	435.41	17,137.13	23,156.00	74.01%	6,018.87
10-40-5005 Health Insurance	2,100.00	3,033.33	(933.33)	23,559.68	36,400.00	64.72%	12,840.32
10-40-5006 Life & Add Insurance	50.23	84.42	(34.19)	546.63	1,013.00	53.96%	466.37
10-40-5007 Workers Comp Insurance	0.00	1,193.58	(1,193.58)	7,990.38	14,323.00	55.79%	6,332.62
10-40-5008 Twc	0.00	72.00	(72.00)	666.71	864.00	77.17%	197.29
10-40-5010 Longevity	0.00	202.75	(202.75)	0.00	2,433.00	0.00%	2,433.00
10-40-5100 Supplies	420.16	266.67	153.49	993.10	3,200.00	31.03%	2,206.90
10-40-5107 Janitorial Supplies	0.00	150.00	(150.00)	1,324.12	1,800.00	73.56%	475.88
10-40-5108 Uniforms	0.00	201.67	(201.67)	321.96	2,420.00	13.30%	2,098.04
10-40-5120 Tools	29.99	208.33	(178.34)	566.52	2,500.00	22.66%	1,933.48
10-40-5122 Crack Sealant	0.00	1,100.83	(1,100.83)	0.00	13,210.00	0.00%	13,210.00
10-40-5156 Asphalt	2,334.47	666.67	1,667.80	4,069.59	8,000.00	50.87%	3,930.41
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	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-40-5400 Utilities	1,499.53	0.00	1,499.53	1,499.53	0.00	0.00%	(1,499.53)
10-40-5401 Telephone	108.22	291.67	(183.45)	850.61	3,500.00	24.30%	2,649.39
10-40-5403 Electric	0.00	791.67	(791.67)	3,971.25	9,500.00	41.80%	5,528.75
10-40-5404 Water	0.00	250.00	(250.00)	3,227.30	3,000.00	107.58%	(227.30)
10-40-5405 Gas	44.25	208.33	(164.08)	676.35	2,500.00	27.05%	1,823.65
10-40-5421 Street Lighting	2,522.59	2,750.00	(227.41)	16,707.06	33,000.00	50.63%	16,292.94
10-40-5500 Training	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-40-5600 Vehicle Repair	0.00	500.00	(500.00)	1,763.57	6,000.00	29.39%	4,236.43
10-40-5602 Repair & Maint - Equip	1,471.89	869.04	602.85	8,889.80	9,000.00	98.78%	110.20

City of Glen Rose
Financial Statement
As of May 31, 2021

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5604 Repair & Maint - Struct	226.42	833.33	(606.91)	5,002.46	10,000.00	50.02%	4,997.54
10-40-5608 Gas/Oil/Lube	270.75	625.00	(354.25)	2,542.59	7,500.00	33.90%	4,957.41
10-40-5621 Rock/Gravel/Stone	0.00	58.33	(58.33)	693.72	700.00	99.10%	6.28
10-40-5626 Sidewalk	0.00	833.33	(833.33)	3,670.90	10,000.00	36.71%	6,329.10
10-40-5636 Street Paint	0.00	125.00	(125.00)	428.00	1,500.00	28.53%	1,072.00
10-40-5655 Concrete	0.00	125.00	(125.00)	886.45	1,500.00	59.10%	613.55
10-40-5656 Drainage Pipe	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-40-5720 Park Development	0.00	625.00	(625.00)	1,773.64	7,500.00	23.65%	5,726.36
10-40-5721 Road Base	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
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
10-40-5737 Cdbg Grant & Match	3,900.00	48,203.25	(44,303.25)	375,713.57	578,439.00	64.95%	202,725.43
10-40-5738 Safe Routes School	0.00	94,597.67	(94,597.67)	0.00	1,135,172.00	0.00%	1,135,172.00
10-40-5740 Paving	0.00	12,630.08	(12,630.08)	26,500.00	151,561.00	17.48%	125,061.00
10-40-5801 Miscellaneous Exp	0.00	41.67	(41.67)	100.00	500.00	20.00%	400.00
10-40-5804 Service Fees	2,434.00	2,500.00	(66.00)	9,735.00	30,000.00	32.45%	20,265.00
10-40-5859 Street Signs	0.00	333.33	(333.33)	566.17	4,000.00	14.15%	3,433.83
Streets & Parks Totals	37,180.12	195,657.69	(158,477.57)	647,372.42	2,346,464.00	27.59%	1,699,091.58

City of Glen Rose
Financial Statement
As of May 31, 2021

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	2,686.00	6,270.89	(3,584.89)	40,827.34	87,000.00	46.93%	46,172.66
10-50-5001 Overtime Code Enforcement	788.07	714.28	73.79	5,057.85	5,000.00	101.16%	(57.85)
10-50-5003 Payroll Taxes Code Enf	263.23	534.36	(271.13)	3,491.18	7,038.00	49.60%	3,546.82
10-50-5004 Retirement	507.56	924.22	(416.66)	5,468.45	12,880.00	42.46%	7,411.55
10-50-5005 Health Insurance	700.00	800.00	(100.00)	5,600.02	12,600.00	44.44%	6,999.98
10-50-5006 Life & Add Insurance	16.86	41.67	(24.81)	134.88	500.00	26.98%	365.12
10-50-5007 Workers Comp Insurance	0.00	83.33	(83.33)	611.82	1,000.00	61.18%	388.18
10-50-5008 Twc	0.00	250.00	(250.00)	198.28	3,000.00	6.61%	2,801.72
10-50-5010 Longevity	0.00	(23.81)	23.81	0.00	0.00	0.00%	0.00
10-50-5106 Postage	0.00	175.00	(175.00)	0.00	2,100.00	0.00%	2,100.00
10-50-5108 Uniforms	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-50-5120 Instrument & Tools	156.06	41.67	114.39	156.06	500.00	31.21%	343.94
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	3,975.00	2,817.38	1,157.62	14,850.00	19,930.00	74.51%	5,080.00
10-50-5210 Legal Notices & Advertising	174.00	166.67	7.33	436.00	2,000.00	21.80%	1,564.00
10-50-5215 Code Replacement	0.00	83.33	(83.33)	200.00	1,000.00	20.00%	800.00
10-50-5219 Abatements	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
10-50-5224 It Support	0.00	16.67	(16.67)	52.50	200.00	26.25%	147.50
10-50-5247 Mapping	0.00	250.00	(250.00)	4.40	3,000.00	0.15%	2,995.60
10-50-5401 Telephone	47.27	65.75	(18.48)	429.67	789.00	54.46%	359.33
10-50-5500 Training	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
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)	57.49	2,000.00	2.87%	1,942.51
10-50-5608 Gas/Oil/Lube	0.00	62.50	(62.50)	27.25	750.00	3.63%	722.75
10-50-5801 Miscellaneous Exp	452.96	166.67	286.29	863.05	2,000.00	43.15%	1,136.95
10-50-5803 Software	0.00	250.00	(250.00)	1,943.95	3,000.00	64.80%	1,056.05

City of Glen Rose
Financial Statement
As of May 31, 2021

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)	71.00	400.00	17.75%	329.00
10-50-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Code Enforcement Totals	9,767.01	15,557.24	(5,790.23)	80,481.19	186,687.00	43.11%	106,205.81

City of Glen Rose
Financial Statement
As of May 31, 2021

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	4,432.80	4,849.00	(416.20)	46,199.74	58,188.00	79.40%	11,988.26
10-55-5001 Overtime Animal Control	0.00	250.00	(250.00)	577.44	3,000.00	19.25%	2,422.56
10-55-5002 Part Time Help	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
10-55-5003 Payroll Taxes Animal Cont	339.11	420.00	(80.89)	3,558.21	5,040.00	70.60%	1,481.79
10-55-5004 Retirement	428.48	758.17	(329.69)	6,276.19	9,098.00	68.98%	2,821.81
10-55-5005 Health Insurance	700.00	875.00	(175.00)	7,700.02	10,500.00	73.33%	2,799.98
10-55-5006 Life & Add Insurance	14.22	35.83	(21.61)	176.52	430.00	41.05%	253.48
10-55-5007 Workers Comp Insurance	0.00	427.95	(427.95)	4,078.35	4,079.00	99.98%	0.65
10-55-5008 Twc	0.00	183.33	(183.33)	148.58	2,200.00	6.75%	2,051.42
10-55-5010 Longevity	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-55-5100 Supplies	90.34	125.00	(34.66)	537.37	1,500.00	35.82%	962.63
10-55-5108 Uniforms	0.00	100.00	(100.00)	574.98	1,200.00	47.92%	625.02
10-55-5109 Office Supplies	0.00	66.67	(66.67)	414.62	800.00	51.83%	385.38
10-55-5165 Euth. & Medication	0.00	166.67	(166.67)	681.31	2,000.00	34.07%	1,318.69
10-55-5203 Contract Labor	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
10-55-5224 It Support	0.00	41.67	(41.67)	52.50	500.00	10.50%	447.50
10-55-5236 Employee Rabies Shots	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-55-5237 Adoption Reimbursement	60.00	133.33	(73.33)	795.00	1,600.00	49.69%	805.00
10-55-5401 Telephone	94.54	166.67	(72.13)	661.36	2,000.00	33.07%	1,338.64
10-55-5402 Internet	110.83	116.67	(5.84)	886.64	1,400.00	63.33%	513.36
10-55-5403 Electric	827.49	466.67	360.82	2,989.61	5,600.00	53.39%	2,610.39
10-55-5500 Training	0.00	75.00	(75.00)	300.00	900.00	33.33%	600.00
10-55-5501 Travel	17.40	75.00	(57.60)	306.68	900.00	34.08%	593.32
10-55-5600 Vehicle Repair	0.00	309.53	(309.53)	1,970.00	3,000.00	65.67%	1,030.00
10-55-5602 Repair & Maint - Equip	0.00	166.67	(166.67)	237.48	2,000.00	11.87%	1,762.52
10-55-5603 Equipment	0.00	83.33	(83.33)	447.43	1,000.00	44.74%	552.57

City of Glen Rose
Financial Statement
As of May 31, 2021

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	265.00	333.33	(68.33)	842.81	4,000.00	21.07%	3,157.19
10-55-5608 Gas/Oil/Lube	209.77	291.67	(81.90)	1,140.42	3,500.00	32.58%	2,359.58
10-55-5700 Capital Immprovements	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5801 Miscellaneous Exp	14.18	50.00	(35.82)	294.26	600.00	49.04%	305.74
10-55-5803 Software	350.00	37.50	312.50	350.00	450.00	77.78%	100.00
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)	71.32	500.00	14.26%	428.68
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	7,954.16	11,546.34	(3,592.18)	82,268.84	136,785.00	60.14%	54,516.16

City of Glen Rose
Financial Statement
As of May 31, 2021

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	13,063.56	23,359.33	(10,295.77)	197,364.41	280,312.00	70.41%	82,947.59
10-60-5003 Payroll Taxes Admin	1,554.52	1,787.00	(232.48)	15,031.96	21,444.00	70.10%	6,412.04
10-60-5004 Retirement	3,150.24	3,475.83	(325.59)	30,370.60	41,710.00	72.81%	11,339.40
10-60-5005 Health Insurance	2,800.00	2,800.00	0.00	24,674.94	33,600.00	73.44%	8,925.06
10-60-5006 Life & Add Insurance	102.51	101.92	0.59	867.44	1,223.00	70.93%	355.56
10-60-5007 Workers Comp Insurance	0.00	91.67	(91.67)	948.51	1,100.00	86.23%	151.49
10-60-5008 Twc	0.00	666.67	(666.67)	576.00	8,000.00	7.20%	7,424.00
10-60-5010 Longevity	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
10-60-5108 Uniforms	0.00	62.50	(62.50)	0.00	750.00	0.00%	750.00
10-60-5109 Office Supplies	0.00	166.67	(166.67)	95.87	2,000.00	4.79%	1,904.13
10-60-5203 Contract Labor	0.00	83.33	(83.33)	140.00	1,000.00	14.00%	860.00
10-60-5210 Legal Notices & Advertising	360.00	250.00	110.00	1,554.00	3,000.00	51.80%	1,446.00
10-60-5218 Legal Updates	0.00	625.00	(625.00)	350.00	7,500.00	4.67%	7,150.00
10-60-5224 It Support	0.00	83.33	(83.33)	147.50	1,000.00	14.75%	852.50
10-60-5401 Telephone	95.53	197.25	(101.72)	685.00	2,367.00	28.94%	1,682.00
10-60-5406 Oakdale Electric	0.01	0.00	0.01	0.01	0.00	0.00%	(0.01)
10-60-5500 Training	520.00	541.67	(21.67)	1,250.66	6,500.00	19.24%	5,249.34
10-60-5501 Travel	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-60-5600 Vehicle Repair	0.00	333.33	(333.33)	190.23	4,000.00	4.76%	3,809.77
10-60-5602 Repair & Maint - Equip	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-60-5604 Repair & Maint - Struct	850.26	833.33	16.93	1,369.15	10,000.00	13.69%	8,630.85
10-60-5608 Gas/Oil/Lube	0.00	83.33	(83.33)	51.13	1,000.00	5.11%	948.87
10-60-5800 Dues	220.00	208.33	11.67	498.00	2,500.00	19.92%	2,002.00
10-60-5801 Miscellaneous Exp	43.00	166.67	(123.67)	157.82	2,000.00	7.89%	1,842.18
10-60-5803 Software	135.93	1,371.43	(1,235.50)	307.27	14,600.00	2.10%	14,292.73
10-60-5804 Service Fees	0.00	1,250.00	(1,250.00)	140.88	15,000.00	0.94%	14,859.12

City of Glen Rose
Financial Statement
As of May 31, 2021

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
10-60-5870 Event Coordination	0.00	1,500.00	(1,500.00)	541.09	18,000.00	3.01%	17,458.91
Administration Totals	22,895.56	41,121.92	(18,226.36)	277,312.47	491,606.00	56.41%	214,293.53

City of Glen Rose
Financial Statement
As of May 31, 2021

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)	17,815.67	36,000.00	49.49%	18,184.33
10-65-5012 Transfer to Utility Fund	0.00	125,000.00	(125,000.00)	433,706.54	1,500,000.00	28.91%	1,066,293.46
10-65-5041 Employee Appreciation	0.00	291.67	(291.67)	1,449.29	3,500.00	41.41%	2,050.71
10-65-5100 Supplies	94.12	154.17	(60.05)	259.50	1,850.00	14.03%	1,590.50
10-65-5101 Bank Service Charges	0.00	314.28	(314.28)	1,218.31	2,200.00	55.38%	981.69
10-65-5106 Postage	0.00	454.17	(454.17)	440.46	5,450.00	8.08%	5,009.54
10-65-5107 Janitorial Supplies	17.95	125.00	(107.05)	464.12	1,500.00	30.94%	1,035.88
10-65-5109 Office Supplies	203.46	416.67	(213.21)	3,441.93	5,000.00	68.84%	1,558.07
10-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
10-65-5202 Engineering	350.00	1,250.00	(900.00)	2,800.00	15,000.00	18.67%	12,200.00
10-65-5217 Postage, Copier Lease	304.97	833.33	(528.36)	6,812.78	10,000.00	68.13%	3,187.22
10-65-5223 Accounting Software &	0.00	958.33	(958.33)	10,990.99	11,500.00	95.57%	509.01
10-65-5224 It Support	0.00	166.67	(166.67)	1,142.09	2,000.00	57.10%	857.91
10-65-5225 Janitorial Services	600.00	600.00	0.00	3,300.00	7,200.00	45.83%	3,900.00
10-65-5226 Cpa	0.00	500.00	(500.00)	3,900.00	6,000.00	65.00%	2,100.00
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	416.67	(416.67)	303.00	5,000.00	6.06%	4,697.00
10-65-5235 Drug Testing	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-65-5401 Telephone	1,044.03	1,125.00	(80.97)	7,785.39	13,500.00	57.67%	5,714.61
10-65-5402 Internet	522.34	600.00	(77.66)	4,154.24	7,200.00	57.70%	3,045.76
10-65-5403 Electric	292.51	500.00	(207.49)	2,060.70	6,000.00	34.35%	3,939.30
10-65-5404 Water	0.00	166.67	(166.67)	2,274.07	2,000.00	113.70%	(274.07)
10-65-5405 Gas	67.20	125.00	(57.80)	872.97	1,500.00	58.20%	627.03
10-65-5419 COVID-19	0.00	2,142.86	(2,142.86)	12,290.45	15,000.00	81.94%	2,709.55
10-65-5805 Qrt S.C.A.D.	0.00	1,763.53	(1,763.53)	9,287.64	18,576.00	50.00%	9,288.36
10-65-5832 Fire Department Contribution	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00

City of Glen Rose
Financial Statement
As of May 31, 2021

10 - GENERAL FUND **Non Departmental**	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5833 Transit Contribution	15,000.00	1,250.00	13,750.00	15,000.00	15,000.00	100.00%	0.00
10-65-5834 Transfer To Oakdale Park	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
10-65-5835 Non Departamental Other	0.00	428.57	(428.57)	2,746.15	3,000.00	91.54%	253.85
10-65-5836 Bond Payment Oak/Riverwalk	0.00	(12,336.31)	12,336.31	250.00	250.00	100.00%	0.00
10-65-5837 Contingency	0.00	60,183.64	(60,183.64)	2,840.96	426,303.00	0.67%	423,462.04
10-65-5838 Pay Off Park/Riverwalk	0.00	(7,065.03)	7,065.03	725,773.28	725,774.00	100.00%	0.72
10-65-5841 Citizens Center	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-65-5870 Office Equip/Furn	0.00	208.33	(208.33)	254.00	2,500.00	10.16%	2,246.00
Non Departmental Totals	18,496.58	179,857.15	(161,360.57)	1,285,134.53	2,866,353.00	44.84%	1,581,218.47

City of Glen Rose
Financial Statement
As of May 31, 2021

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	10,970.84	2,678.00	8,292.84	22,212.02	32,136.00	69.12%	9,923.98
10-80-5003 Payroll Taxes Court	189.10	204.75	(15.65)	1,038.61	2,457.00	42.27%	1,418.39
10-80-5004 Retirement	361.16	398.50	(37.34)	1,998.11	4,782.00	41.78%	2,783.89
10-80-5005 Health Insurance	700.00	700.00	0.00	3,325.06	8,400.00	39.58%	5,074.94
10-80-5006 Life & Add Insurance	14.56	15.00	(0.44)	69.16	180.00	38.42%	110.84
10-80-5007 Workers Comp Insurance	0.00	8.33	(8.33)	107.67	100.00	107.67%	(7.67)
10-80-5008 Twc	0.00	675.00	(675.00)	118.66	8,100.00	1.46%	7,981.34
10-80-5106 Postage	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-80-5109 Office Supplies	0.00	41.67	(41.67)	66.01	500.00	13.20%	433.99
10-80-5201 Attorney Fees	500.00	233.33	266.67	1,000.00	2,800.00	35.71%	1,800.00
10-80-5203 Contract Labor	500.00	500.00	0.00	4,000.00	6,000.00	66.67%	2,000.00
10-80-5224 FundView Support	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
10-80-5225 It Support	0.00	16.67	(16.67)	0.00	200.00	0.00%	200.00
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	416.67	(416.67)	275.00	5,000.00	5.50%	4,725.00
10-80-5501 Travel	106.57	166.67	(60.10)	236.37	2,000.00	11.82%	1,763.63
10-80-5800 Dues & Subscriptions	0.00	41.67	(41.67)	110.00	500.00	22.00%	390.00
10-80-5801 Miscellaneous Exp	0.00	83.33	(83.33)	236.63	1,000.00	23.66%	763.37
10-80-5804 Service Fees Pioneer/Court	0.00	237.50	(237.50)	469.46	2,850.00	16.47%	2,380.54
10-80-5806 Jury Service	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5835 Court Technology	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
10-80-5836 Court Security	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
10-80-5860 Hardware Replacement	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-80-5886 Court Fines And Fees	0.00	3,333.33	(3,333.33)	0.00	40,000.00	0.00%	40,000.00
Municipal Court Totals	13,342.23	10,900.42	2,441.81	35,262.76	130,805.00	26.96%	95,542.24

City of Glen Rose
Financial Statement
As of May 31, 2021

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	5,431.80	5,884.42	(452.62)	49,807.32	70,613.00	70.54%	20,805.68
10-90-5003 Payroll Taxes Law	411.56	450.08	(38.52)	3,780.47	5,401.00	70.00%	1,620.53
10-90-5004 Retirement	793.58	875.58	(82.00)	7,342.74	10,507.00	69.88%	3,164.26
10-90-5005 Health Insurance	700.00	700.00	0.00	5,600.02	8,400.00	66.67%	2,799.98
10-90-5006 Life & Add Insurance	27.35	27.50	(0.15)	218.82	330.00	66.31%	111.18
10-90-5007 Workers Comp Insurance	0.00	233.33	(233.33)	2,544.51	2,800.00	90.88%	255.49
10-90-5008 Twc	0.00	166.67	(166.67)	144.00	2,000.00	7.20%	1,856.00
10-90-5010 Longevity	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-90-5100 Supplies	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-90-5106 Postage	0.00	12.50	(12.50)	29.80	150.00	19.87%	120.20
10-90-5108 Uniforms	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-90-5109 Office Supplies	0.00	41.67	(41.67)	149.30	500.00	29.86%	350.70
10-90-5125 Ammunition	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
10-90-5225 Janitorial Services	100.00	250.00	(150.00)	800.00	3,000.00	26.67%	2,200.00
10-90-5401 Telephone	85.52	65.75	19.77	598.43	789.00	75.85%	190.57
10-90-5403 Electric	96.08	100.00	(3.92)	737.88	1,200.00	61.49%	462.12
10-90-5404 Water	0.00	50.00	(50.00)	868.25	600.00	144.71%	(268.25)
10-90-5500 Training	0.00	83.33	(83.33)	15.00	1,000.00	1.50%	985.00
10-90-5501 Travel	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-90-5600 Vehicle Repair	0.00	125.00	(125.00)	1,498.31	1,500.00	99.89%	1.69
10-90-5601 System Repair	0.00	0.00	0.00	225.00	0.00	0.00%	(225.00)
10-90-5602 Repair & Maint - Equip	0.00	83.33	(83.33)	120.00	1,000.00	12.00%	880.00
10-90-5603 Equipment	0.00	125.00	(125.00)	673.05	1,500.00	44.87%	826.95
10-90-5604 Repair & Maint - Struct	0.00	16.67	(16.67)	0.00	200.00	0.00%	200.00
10-90-5608 Gas/Oil/Lube	329.21	187.50	141.71	1,166.20	2,250.00	51.83%	1,083.80
10-90-5801 Miscellaneous Exp	0.00	125.00	(125.00)	(200.00)	1,500.00	(13.33%)	1,700.00

City of Glen Rose
Financial Statement
As of May 31, 2021

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	15.50	33.33	(17.83)	15.50	400.00	3.88%	384.50
10-90-5820 Events	0.00	125.00	(125.00)	716.96	1,500.00	47.80%	783.04
10-90-5860 Computer Hardware	0.00	175.00	(175.00)	0.00	2,100.00	0.00%	2,100.00
Law Enforcement Totals	7,990.60	10,307.49	(2,316.89)	76,851.56	123,690.00	62.13%	46,838.44

City of Glen Rose
Financial Statement
As of May 31, 2021

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	291.67	(291.67)	0.00	3,500.00	0.00%	3,500.00
10-96-5501 Travel Expense	0.00	166.67	(166.67)	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	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
Preservation Board Totals	0.00	1,804.17	(1,804.17)	0.00	21,650.00	0.00%	21,650.00
Expense Totals	118,070.20	475,336.03	(357,265.83)	2,507,118.79	6,388,829.00	39.24%	3,881,710.21

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Water/Sewer/Trash Income	148,887.07	179,816.67	(30,929.60)	1,272,285.95	2,157,800.00	58.96%	885,514.05
Transfers In	0.00	208,261.90	(208,261.90)	433,706.54	2,592,000.00	16.73%	2,158,293.46
Fines, Fees & Forfeitures	7,161.44	2,537.50	4,623.94	17,504.80	30,450.00	57.49%	12,945.20
Interest Income	2.55	833.33	(830.78)	954.41	10,000.00	9.54%	9,045.59
Other Revenue Sources	0.00	0.00	0.00	22,552.23	0.00	0.00%	(22,552.23)
Lease & Rent Income	90,000.00	55,029.76	34,970.24	220,000.00	567,500.00	38.77%	347,500.00
Revenue Totals	246,051.06	446,479.16	(200,428.10)	1,967,003.93	5,357,750.00	36.71%	3,390,746.07
Expense Summary							
Personnel & Payroll	34,644.49	31,092.42	3,552.07	246,849.72	373,109.00	66.16%	126,259.28
Not Categorized	64,035.61	97,021.49	(32,985.88)	483,083.02	1,158,044.00	41.72%	674,960.98
Repairs & Maintenance	110,502.80	161,650.89	(51,148.09)	521,393.53	1,925,723.00	27.08%	1,404,329.47
Lease & Rent Expense	0.00	249.99	(249.99)	0.00	3,000.00	0.00%	3,000.00
Capital	1,500.00	149,509.55	(148,009.55)	270,317.47	1,816,208.00	14.88%	1,545,890.53
Fines, Fees & Taxes	0.00	5,378.44	(5,378.44)	29,656.54	62,970.00	47.10%	33,313.46
Other Expenses	0.00	1,532.33	(1,532.33)	0.00	18,388.00	0.00%	18,388.00
Expense Totals	210,682.90	446,435.11	(235,752.21)	1,551,300.28	5,357,442.00	28.96%	3,806,141.72

City of Glen Rose
Financial Statement
As of May 31, 2021

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	566.67	(566.67)	0.00	6,800.00	0.00%	6,800.00
20-4101 Water Fees	73,778.13	91,666.67	(17,888.54)	629,991.50	1,100,000.00	57.27%	470,008.50
20-4102 Sewer Fees	48,129.38	52,250.00	(4,120.62)	404,632.56	627,000.00	64.53%	222,367.44
20-4105 Trash	26,983.00	35,250.00	(8,267.00)	237,661.89	423,000.00	56.18%	185,338.11
20-4110 Trash Surcharge	(3.44)	0.00	(3.44)	0.00	0.00	0.00%	0.00
20-4307 Reconnect Fee	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Water/Sewer/Trash Income Totals	148,887.07	179,816.67	(30,929.60)	1,272,285.95	2,157,800.00	58.96%	885,514.05
Transfers In							
20-4103 Transfer from GF	0.00	125,000.00	(125,000.00)	223,048.10	1,500,000.00	14.87%	1,276,951.90
20-4710 Transfer in Reserves	0.00	83,261.90	(83,261.90)	210,658.44	1,092,000.00	19.29%	881,341.56
Transfers In Totals	0.00	208,261.90	(208,261.90)	433,706.54	2,592,000.00	16.73%	2,158,293.46
Fines, Fees & Forfeitures							
20-4302 Cut Off Fees	2,076.24	0.00	2,076.24	3,076.24	0.00	0.00%	(3,076.24)
20-4341 Tap Fees	4,115.00	541.67	3,573.33	9,895.00	6,500.00	152.23%	(3,395.00)
20-4342 Transfer Fees	48.26	37.50	10.76	726.81	450.00	161.51%	(276.81)
20-4343 Penalty Fees	921.94	1,958.33	(1,036.39)	3,806.75	23,500.00	16.20%	19,693.25
Fines, Fees & Forfeitures Totals	7,161.44	2,537.50	4,623.94	17,504.80	30,450.00	57.49%	12,945.20
Interest Income							
20-4500 Interest Income	2.55	833.33	(830.78)	954.41	10,000.00	9.54%	9,045.59
Interest Income Totals	2.55	833.33	(830.78)	954.41	10,000.00	9.54%	9,045.59
Other Revenue Sources							
20-4700 Miscellaneous Income	0.00	0.00	0.00	22,552.23	0.00	0.00%	(22,552.23)
Other Revenue Sources Totals	0.00	0.00	0.00	22,552.23	0.00	0.00%	(22,552.23)

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Lease & Rent Income							
20-4711 Twdb Edap For Grand Ave	0.00	28,958.33	(28,958.33)	0.00	347,500.00	0.00%	347,500.00
20-4712 Tres Rios Lift Station Contr.	0.00	18,571.43	(18,571.43)	130,000.00	130,000.00	100.00%	0.00
20-4714 First Baptist Church Contr.	90,000.00	7,500.00	82,500.00	90,000.00	90,000.00	100.00%	0.00
Lease & Rent Income Totals	90,000.00	55,029.76	34,970.24	220,000.00	567,500.00	38.77%	347,500.00
Revenue Totals	246,051.06	446,479.16	(200,428.10)	1,967,003.93	5,357,750.00	36.71%	3,390,746.07

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	14,895.06	11,906.90	2,988.16	57,701.52	140,740.00	41.00%	83,038.48
Repairs & Maintenance	18.38	11,016.66	(10,998.28)	589.96	132,200.00	0.45%	131,610.04
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Capital	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Fines, Fees & Taxes	0.00	638.33	(638.33)	5,557.46	7,660.00	72.55%	2,102.54
Personnel & Payroll	11,802.54	11,964.34	(161.80)	98,102.01	143,572.00	68.33%	45,469.99
WWTP Totals	26,715.98	35,651.23	(8,935.25)	161,950.95	425,672.00	38.05%	263,721.05

20 - UTILITY FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,418.73	22,793.01	(21,374.28)	66,915.94	273,159.00	24.50%	206,243.06
Repairs & Maintenance	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Other Expenses	0.00	1,532.33	(1,532.33)	0.00	18,388.00	0.00%	18,388.00
Non Departmental Totals	1,418.73	24,408.67	(22,989.94)	66,915.94	292,547.00	22.87%	225,631.06

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	4,740.11	(4,740.11)	24,099.08	55,310.00	43.57%	31,210.92
Repairs & Maintenance	107,222.23	66,759.24	40,462.99	461,243.44	787,023.00	58.61%	325,779.56
Not Categorized	16,472.72	24,842.02	(8,369.30)	137,916.37	294,390.00	46.85%	156,473.63
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Capital	0.00	43,130.72	(43,130.72)	7,779.05	668,790.00	1.16%	661,010.95
Personnel & Payroll	13,308.13	11,017.08	2,291.05	97,486.69	132,205.00	73.74%	34,718.31
Water Totals	137,003.08	150,572.50	(13,569.42)	728,524.63	1,938,718.00	37.58%	1,210,193.37

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	9,533.82	8,111.00	1,422.82	51,261.02	97,332.00	52.67%	46,070.98
Not Categorized	1,932.85	4,146.23	(2,213.38)	11,022.29	49,755.00	22.15%	38,732.71
Repairs & Maintenance	3,262.19	83,791.66	(80,529.47)	59,560.13	1,005,500.00	5.92%	945,939.87
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Capital	1,500.00	106,337.16	(104,837.16)	262,538.42	1,146,918.00	22.89%	884,379.58
Sewer Totals	16,228.86	202,469.38	(186,240.52)	384,381.86	2,300,505.00	16.71%	1,916,123.14

20 - UTILITY FUND Sanitation	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	29,316.25	33,333.33	(4,017.08)	209,526.90	400,000.00	52.38%	190,473.10
Sanitation Totals	29,316.25	33,333.33	(4,017.08)	209,526.90	400,000.00	52.38%	190,473.10
Expense Totals	210,682.90	446,435.11	(235,752.21)	1,551,300.28	5,357,442.00	28.96%	3,806,141.72

City of Glen Rose
Financial Statement
As of May 31, 2021

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	9,529.92	7,360.92	2,169.00	64,085.92	88,331.00	72.55%	24,245.08
20-10-5001 Overtime Water	189.48	166.67	22.81	3,336.59	2,000.00	166.83%	(1,336.59)
20-10-5003 Payroll Taxes Water	736.37	563.08	173.29	5,110.13	6,757.00	75.63%	1,646.87
20-10-5004 Retirement	1,420.01	1,095.33	324.68	9,982.14	13,144.00	75.94%	3,161.86
20-10-5005 Health Insurance	1,400.00	1,283.33	116.67	12,775.87	15,400.00	82.96%	2,624.13
20-10-5006 Life & Add Insurance	32.35	36.67	(4.32)	311.88	440.00	70.88%	128.12
20-10-5007 Workers Comp Insurance	0.00	233.33	(233.33)	1,621.50	2,800.00	57.91%	1,178.50
20-10-5008 Twc	0.00	183.33	(183.33)	262.66	2,200.00	11.94%	1,937.34
20-10-5010 Longevity	0.00	94.42	(94.42)	0.00	1,133.00	0.00%	1,133.00
20-10-5100 Supplies	698.89	133.33	565.56	1,479.75	1,600.00	92.48%	120.25
20-10-5107 Janitorial Supplies	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
20-10-5108 Uniforms	431.43	100.83	330.60	809.39	1,210.00	66.89%	400.61
20-10-5120 Tools	809.96	83.33	726.63	1,029.28	1,000.00	102.93%	(29.28)
20-10-5160 Process Chemicals	112.00	583.33	(471.33)	1,884.63	7,000.00	26.92%	5,115.37
20-10-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-10-5238 Lab Fees	1,048.85	1,089.29	(40.44)	6,076.03	9,500.00	63.96%	3,423.97
20-10-5299 Purchased Water	6,093.50	10,000.00	(3,906.50)	88,856.30	120,000.00	74.05%	31,143.70
20-10-5400 Utilities (Elec)	3,937.43	5,000.00	(1,062.57)	14,033.26	60,000.00	23.39%	45,966.74
20-10-5401 Telephone	153.27	416.67	(263.40)	1,109.43	5,000.00	22.19%	3,890.57
20-10-5405 Gas	44.26	416.67	(372.41)	676.36	5,000.00	13.53%	4,323.64
20-10-5500 Training	0.00	156.67	(156.67)	556.00	1,880.00	29.57%	1,324.00
20-10-5505 Safety Program	8.10	8.33	(0.23)	8.10	100.00	8.10%	91.90
20-10-5600 Vehicle Repair	0.00	70.24	(70.24)	620.00	700.00	88.57%	80.00
20-10-5601 System Repair	2,832.51	4,166.67	(1,334.16)	19,635.54	50,000.00	39.27%	30,364.46
20-10-5602 Repair & Maint - Equip	302.52	333.33	(30.81)	302.52	4,000.00	7.56%	3,697.48
20-10-5604 Repair & Maint - Struct	0.00	166.67	(166.67)	839.78	2,000.00	41.99%	1,160.22

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5605 Repair & Maint - Tank	0.00	2,083.33	(2,083.33)	0.00	25,000.00	0.00%	25,000.00
20-10-5608 Gas/Oil/Lube	159.48	416.67	(257.19)	2,711.23	5,000.00	54.22%	2,288.77
20-10-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-10-5652 Meters	900.00	1,250.00	(350.00)	900.00	15,000.00	6.00%	14,100.00
20-10-5700 Capital Improvements	3,425.00	35,333.33	(31,908.33)	101,460.58	424,000.00	23.93%	322,539.42
20-10-5737 Capital Improvement Well #4	0.00	2,817.57	(2,817.57)	24,326.50	19,723.00	123.34%	(4,603.50)
20-10-5739 New Lines East Of Town	0.00	43,089.05	(43,089.05)	7,500.00	668,290.00	1.12%	660,790.00
20-10-5740 Water Main Rumph To Gibbs	102,737.75	26,791.67	75,946.08	331,535.85	321,500.00	103.12%	(10,035.85)
20-10-5801 Miscellaneous Exp	0.00	41.67	(41.67)	279.05	500.00	55.81%	220.95
20-10-5804 Service Fees	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
20-10-5806 Meter Service Fees	0.00	547.61	(547.61)	3,279.00	5,000.00	65.58%	1,721.00
20-10-5807 Prairielands Permit Fees	0.00	3,900.83	(3,900.83)	17,312.80	46,810.00	36.99%	29,497.20
20-10-5846 Demurrage	0.00	25.00	(25.00)	309.28	300.00	103.09%	(9.28)
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	0.00	291.67	(291.67)	3,507.28	3,500.00	100.21%	(7.28)
Water Totals	137,003.08	150,572.50	(13,569.42)	728,524.63	1,938,718.00	37.58%	1,210,193.37

City of Glen Rose
Financial Statement
As of May 31, 2021

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	7,222.82	5,013.25	2,209.57	35,860.34	60,159.00	59.61%	24,298.66
20-20-5001 Overtime Sewer	0.00	166.67	(166.67)	297.57	2,000.00	14.88%	1,702.43
20-20-5003 Payroll Taxes Sewer	537.10	383.50	153.60	2,688.79	4,602.00	58.43%	1,913.21
20-20-5004 Retirement	1,055.26	746.00	309.26	5,388.39	8,952.00	60.19%	3,563.61
20-20-5005 Health Insurance	700.00	1,283.33	(583.33)	5,425.87	15,400.00	35.23%	9,974.13
20-20-5006 Life & Add Insurance	18.64	38.00	(19.36)	155.58	456.00	34.12%	300.42
20-20-5007 Workers Comp Insurance	0.00	181.67	(181.67)	1,384.47	2,180.00	63.51%	795.53
20-20-5008 Twc	0.00	187.50	(187.50)	60.01	2,250.00	2.67%	2,189.99
20-20-5010 Longevity	0.00	111.08	(111.08)	0.00	1,333.00	0.00%	1,333.00
20-20-5100 Supplies	0.00	250.00	(250.00)	316.56	3,000.00	10.55%	2,683.44
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)	115.00	1,200.00	9.58%	1,085.00
20-20-5160 Process Chemicals	0.00	225.00	(225.00)	1,051.49	2,700.00	38.94%	1,648.51
20-20-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-20-5400 Utilities (Elec)	1,562.18	708.33	853.85	6,084.52	8,500.00	71.58%	2,415.48
20-20-5401 Telephone	85.19	125.00	(39.81)	662.59	1,500.00	44.17%	837.41
20-20-5405 Gas	44.25	0.00	44.25	676.38	0.00	0.00%	(676.38)
20-20-5500 Training	0.00	128.75	(128.75)	111.00	1,545.00	7.18%	1,434.00
20-20-5600 Vehicle Repair	0.00	333.33	(333.33)	233.31	4,000.00	5.83%	3,766.69
20-20-5601 System Repair	241.23	1,458.33	(1,217.10)	938.24	17,500.00	5.36%	16,561.76
20-20-5602 Repair & Maint - Equip	0.00	625.00	(625.00)	753.20	7,500.00	10.04%	6,746.80
20-20-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	80.00	1,000.00	8.00%	920.00
20-20-5608 Gas/Oil/Lube	431.19	375.00	56.19	2,769.13	4,500.00	61.54%	1,730.87
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
20-20-5700 Capital Improvements	2,831.00	83,333.33	(80,502.33)	56,791.00	1,000,000.00	5.68%	943,209.00

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-20-5738 Grand Lift Station (Edap)	1,500.00	80,469.92	(78,969.92)	81,724.50	965,639.00	8.46%	883,914.50
20-20-5739 Stoneview Lift Station	0.00	25,825.57	(25,825.57)	180,778.92	180,779.00	100.00%	0.08
20-20-5801 Miscellaneous Exp	0.00	41.67	(41.67)	35.00	500.00	7.00%	465.00
Sewer Totals	16,228.86	202,469.38	(186,240.52)	384,381.86	2,300,505.00	16.71%	1,916,123.14

City of Glen Rose
Financial Statement
As of May 31, 2021

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	7,943.96	7,923.25	20.71	65,612.45	95,079.00	69.01%	29,466.55
20-21-5001 Overtime Wwtp	548.62	166.67	381.95	2,045.53	2,000.00	102.28%	(45.53)
20-21-5003 Payroll Taxes Wwtp	641.44	618.92	22.52	5,297.76	7,427.00	71.33%	2,129.24
20-21-5004 Retirement	1,230.52	1,202.17	28.35	10,256.14	14,426.00	71.09%	4,169.86
20-21-5005 Health Insurance	1,400.00	1,400.00	0.00	11,200.06	16,800.00	66.67%	5,599.94
20-21-5006 Life & Add Insurance	38.00	38.00	0.00	304.00	456.00	66.67%	152.00
20-21-5007 Workers Comp Insurance	0.00	262.00	(262.00)	3,098.07	3,144.00	98.54%	45.93
20-21-5008 Twc	0.00	245.00	(245.00)	288.00	2,940.00	9.80%	2,652.00
20-21-5010 Longevity	0.00	108.33	(108.33)	0.00	1,300.00	0.00%	1,300.00
20-21-5030 COVID-19	0.00	428.57	(428.57)	1,999.84	3,000.00	66.66%	1,000.16
20-21-5100 Supplies	0.00	258.33	(258.33)	135.71	3,100.00	4.38%	2,964.29
20-21-5107 Janitorial Supplies	0.00	41.67	(41.67)	44.77	500.00	8.95%	455.23
20-21-5108 Uniforms	198.56	108.33	90.23	676.70	1,300.00	52.05%	623.30
20-21-5115 Chemical Supplies	481.38	2,083.33	(1,601.95)	3,980.13	25,000.00	15.92%	21,019.87
20-21-5120 Tools	0.00	250.00	(250.00)	147.74	3,000.00	4.92%	2,852.26
20-21-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-21-5238 Lab Fees	1,213.00	1,833.33	(620.33)	9,502.00	22,000.00	43.19%	12,498.00
20-21-5259 Sludge Removal	0.00	1,350.00	(1,350.00)	4,125.00	16,200.00	25.46%	12,075.00
20-21-5400 Utilities	2,757.18	3,166.67	(409.49)	19,814.93	38,000.00	52.14%	18,185.07
20-21-5401 Telephone	263.01	416.67	(153.66)	1,838.03	5,000.00	36.76%	3,161.97
20-21-5500 Training	0.00	86.67	(86.67)	203.75	1,040.00	19.59%	836.25
20-21-5600 Vehicle Repair	0.00	41.67	(41.67)	28.98	500.00	5.80%	471.02
20-21-5601 System Repair	9,723.41	1,000.00	8,723.41	13,888.93	12,000.00	115.74%	(1,888.93)
20-21-5602 Repair & Maint - Equip	258.52	333.33	(74.81)	595.96	4,000.00	14.90%	3,404.04
20-21-5604 Repair & Maint - Struct	0.00	500.00	(500.00)	719.05	6,000.00	11.98%	5,280.95
20-21-5608 Gas/Oil/Lube	18.38	400.00	(381.62)	589.96	4,800.00	12.29%	4,210.04

City of Glen Rose
Financial Statement
As of May 31, 2021

20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-21-5700 Capital Improvements	0.00	10,608.33	(10,608.33)	0.00	127,300.00	0.00%	127,300.00
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	175.00	(175.00)	0.00	2,100.00	0.00%	2,100.00
20-21-5846 Demurrage	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-21-5886 State Fees	0.00	463.33	(463.33)	5,557.46	5,560.00	99.95%	2.54
WWTP Totals	26,715.98	35,651.23	(8,935.25)	161,950.95	425,672.00	38.05%	263,721.05

City of Glen Rose
Financial Statement
As of May 31, 2021

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	29,316.25	33,333.33	(4,017.08)	209,526.90	400,000.00	52.38%	190,473.10
Sanitation Totals	29,316.25	33,333.33	(4,017.08)	209,526.90	400,000.00	52.38%	190,473.10

City of Glen Rose
Financial Statement
As of May 31, 2021

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	561.15	488.10	73.05	3,790.70	5,500.00	68.92%	1,709.30
20-65-5109 Office Supplies	0.00	179.17	(179.17)	5.00	2,150.00	0.23%	2,145.00
20-65-5110 Utility Billing Cards	182.58	416.67	(234.09)	858.64	5,000.00	17.17%	4,141.36
20-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
20-65-5224 It	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-65-5225 Utility Billing System&Support	0.00	383.33	(383.33)	5,237.50	4,600.00	113.86%	(637.50)
20-65-5226 Cpa	675.00	500.00	175.00	2,337.50	6,000.00	38.96%	3,662.50
20-65-5229 Bank Services Fee	0.00	0.00	0.00	62.35	0.00	0.00%	(62.35)
20-65-5300 Bond Payment & Fee	0.00	19,784.08	(19,784.08)	43,124.25	237,409.00	18.16%	194,284.75
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	1,532.33	(1,532.33)	0.00	18,388.00	0.00%	18,388.00
Non Departmental Totals	1,418.73	24,408.67	(22,989.94)	66,915.94	292,547.00	22.87%	225,631.06
Expense Totals	210,682.90	446,435.11	(235,752.21)	1,551,300.28	5,357,442.00	28.96%	3,806,141.72

City of Glen Rose
Financial Statement
As of May 31, 2021

30 - CVB HOTEL/MOTEL	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Property & Sales Tax	40,128.90	21,333.33	18,795.57	215,313.36	256,000.00	84.11%	40,686.64
Fines, Fees & Forfeitures	0.00	416.67	(416.67)	25.00	5,000.00	0.50%	4,975.00
Other Revenue Sources	0.00	0.00	0.00	2,436.75	0.00	0.00%	(2,436.75)
Interest Income	1.70	0.00	1.70	45.93	0.00	0.00%	(45.93)
Revenue Totals	40,130.60	21,750.00	18,380.60	217,821.04	261,000.00	83.46%	43,178.96
Expense Summary							
Personnel & Payroll	2,957.74	11,914.65	(8,956.91)	75,568.58	153,690.00	49.17%	78,121.42
Not Categorized	4,415.26	8,983.60	(4,568.34)	31,954.97	97,089.00	32.91%	65,134.03
Lease & Rent Expense	0.00	166.67	(166.67)	458.58	2,000.00	22.93%	1,541.42
Debt Service	0.00	150.00	(150.00)	709.90	1,800.00	39.44%	1,090.10
Office & Supplies	0.00	66.67	(66.67)	139.35	800.00	17.42%	660.65
Community Programs & Donations	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
Other Expenses	0.00	135.08	(135.08)	0.00	1,621.00	0.00%	1,621.00
Expense Totals	7,373.00	21,750.00	(14,377.00)	108,831.38	261,000.00	41.70%	152,168.62

City of Glen Rose
Financial Statement
As of May 31, 2021

30 - CVB HOTEL/MOTEL	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Property & Sales Tax							
30-4003 Hotel Occupancy Tax	40,128.90	21,333.33	18,795.57	215,313.36	256,000.00	84.11%	40,686.64
Property & Sales Tax Totals	40,128.90	21,333.33	18,795.57	215,313.36	256,000.00	84.11%	40,686.64
Fines, Fees & Forfeitures							
30-4201 Event Permits	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
30-4300 Cvb Events	0.00	0.00	0.00	25.00	0.00	0.00%	(25.00)
Fines, Fees & Forfeitures Totals	0.00	416.67	(416.67)	25.00	5,000.00	0.50%	4,975.00
Other Revenue Sources							
30-4400 Grant Refunds	0.00	0.00	0.00	2,436.75	0.00	0.00%	(2,436.75)
Other Revenue Sources Totals	0.00	0.00	0.00	2,436.75	0.00	0.00%	(2,436.75)
Interest Income							
30-4500 Interest Income	1.70	0.00	1.70	45.93	0.00	0.00%	(45.93)
Interest Income Totals	1.70	0.00	1.70	45.93	0.00	0.00%	(45.93)
Revenue Totals	40,130.60	21,750.00	18,380.60	217,821.04	261,000.00	83.46%	43,178.96

City of Glen Rose
Financial Statement
As of May 31, 2021

30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	2,957.74	11,914.65	(8,956.91)	75,568.58	153,690.00	49.17%	78,121.42
Not Categorized	4,415.26	8,983.60	(4,568.34)	31,954.97	97,089.00	32.91%	65,134.03
Other Expenses	0.00	135.08	(135.08)	0.00	1,621.00	0.00%	1,621.00
Lease & Rent Expense	0.00	166.67	(166.67)	458.58	2,000.00	22.93%	1,541.42
Debt Service	0.00	150.00	(150.00)	709.90	1,800.00	39.44%	1,090.10
Office & Supplies	0.00	66.67	(66.67)	139.35	800.00	17.42%	660.65
Community Programs & Donations	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
CVB Totals	7,373.00	21,750.00	(14,377.00)	108,831.38	261,000.00	41.70%	152,168.62
Expense Totals	7,373.00	21,750.00	(14,377.00)	108,831.38	261,000.00	41.70%	152,168.62

City of Glen Rose
Financial Statement
As of May 31, 2021

30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
30-70-5000 Wages Cvb	2,028.68	7,736.57	(5,707.89)	54,231.50	101,646.00	53.35%	47,414.50
30-70-5003 Payroll Taxes Cvb	155.20	591.87	(436.67)	4,213.37	7,776.00	54.18%	3,562.63
30-70-5004 Retirement	296.40	1,166.54	(870.14)	8,165.07	15,232.00	53.60%	7,066.93
30-70-5005 Health Insurance	463.27	2,100.00	(1,636.73)	8,186.18	25,200.00	32.48%	17,013.82
30-70-5006 Life & Add Insurance	14.19	50.00	(35.81)	237.77	600.00	39.63%	362.23
30-70-5007 Workers Comp Insurance	0.00	41.67	(41.67)	293.31	500.00	58.66%	206.69
30-70-5008 Twc	0.00	203.00	(203.00)	241.38	2,436.00	9.91%	2,194.62
30-70-5010 Longevity	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
30-70-5100 Supplies	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
30-70-5106 Postage	85.85	250.00	(164.15)	1,112.97	3,000.00	37.10%	1,887.03
30-70-5109 Office Supplies	0.00	83.33	(83.33)	260.92	1,000.00	26.09%	739.08
30-70-5210 Advertising	1,541.58	5,892.86	(4,351.28)	21,403.01	60,000.00	35.67%	38,596.99
30-70-5211 Tourism Promotion	2,336.70	1,250.00	1,086.70	5,752.97	15,000.00	38.35%	9,247.03
30-70-5224 It Support	0.00	33.33	(33.33)	95.00	400.00	23.75%	305.00
30-70-5225 Janitorial Services	0.00	100.00	(100.00)	181.42	1,200.00	15.12%	1,018.58
30-70-5401 Telephone	47.27	65.75	(18.48)	330.68	789.00	41.91%	458.32
30-70-5402 Internet	115.59	100.00	15.59	747.67	1,200.00	62.31%	452.33
30-70-5403 Electric	288.27	250.00	38.27	1,263.23	3,000.00	42.11%	1,736.77
30-70-5404 Water	0.00	83.33	(83.33)	542.10	1,000.00	54.21%	457.90
30-70-5405 Gas	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
30-70-5500 Training	0.00	166.67	(166.67)	85.00	2,000.00	4.25%	1,915.00
30-70-5501 Travel	0.00	183.33	(183.33)	0.00	2,200.00	0.00%	2,200.00
30-70-5604 Rent Repair & Maint - Struct	0.00	333.33	(333.33)	180.00	4,000.00	4.50%	3,820.00
30-70-5609 Equipment Rental	0.00	166.67	(166.67)	458.58	2,000.00	22.93%	1,541.42
30-70-5800 Dues & Subscriptions	0.00	150.00	(150.00)	709.90	1,800.00	39.44%	1,090.10
30-70-5803 Software	0.00	66.67	(66.67)	139.35	800.00	17.42%	660.65

City of Glen Rose
Financial Statement
As of May 31, 2021

30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
30-70-5830 Arts & Historical Funding	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
30-70-5873 Contingency	0.00	135.08	(135.08)	0.00	1,621.00	0.00%	1,621.00
CVB Totals	7,373.00	21,750.00	(14,377.00)	108,831.38	261,000.00	41.70%	152,168.62
Expense Totals	7,373.00	21,750.00	(14,377.00)	108,831.38	261,000.00	41.70%	152,168.62

City of Glen Rose
Financial Statement
As of May 31, 2021

70 - COURT TECH & SECURITY	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines, Fees & Forfeitures	447.48	0.00	447.48	3,869.82	0.00	0.00%	(3,869.82)
Interest Income	0.16	0.00	0.16	3.20	0.00	0.00%	(3.20)
Revenue Totals	447.64	0.00	447.64	3,873.02	0.00	0.00%	(3,873.02)

City of Glen Rose
Financial Statement
As of May 31, 2021

70 - COURT TECH & SECURITY	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
70-4312 Municipal Court Technology Fund	207.94	0.00	207.94	1,764.70	0.00	0.00%	(1,764.70)
70-4314 Municipal Court Building Security	239.54	0.00	239.54	2,105.12	0.00	0.00%	(2,105.12)
Fines, Fees & Forfeitures Totals	447.48	0.00	447.48	3,869.82	0.00	0.00%	(3,869.82)
Interest Income							
70-4500 Interest Income	0.16	0.00	0.16	3.20	0.00	0.00%	(3.20)
Interest Income Totals	0.16	0.00	0.16	3.20	0.00	0.00%	(3.20)
Revenue Totals	447.64	0.00	447.64	3,873.02	0.00	0.00%	(3,873.02)

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Consider approval or other action on adopting an ordinance rescinding Article 1.10, Division 3 "Oakdale Park" of the City's Code of Ordinances.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Ordinance rescinding Article 1.10, Division 3 of the City's Code of Ordinances		
BUDGETARY IMPACT:	**Required Expenditure:**	$00.00	
	Amount Budgeted:	$00.00	
	Appropriation Required:	$00.00	
CITY ADMINISTRATOR APPROVAL:			

SUMMARY:

With the sale of Oakdale Park on September 25, 2020, the City no longer has need for the provisions found in Article 1.10, Division 3 of the City's Code of Ordinances. An ordinance has been prepared rescinding that portion of the City's Code of Ordinances.

RECOMMENDED ACTION:

Approve ordinance rescinding Article 1.10, Division 3 "Oakdale Park" of the City's Code of Ordinances.

ORDINANCE #2021._____

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, RESCINDING ARTICLE 1.10, DIVISION 3, "OAKDALE PARK" OF THE CITY'S CODE OF ORDINANCES AND THE UNDERLYING ORDINANCES: 490, 583, 17.08.14A, 17.12.11A, AND 18.01.08; PROVIDING REPEALING, SEVERABILITY, 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;

WHEREAS, on September 25, 2020 the City sold Oakdale Park;

WHEREAS, due to said sale, regulations related to Oakdale Park found in Article 1.10, Division 3 of the City's Code of Ordinances are no longer needed; and,

WHEREAS, in the lawful exercise of the powers granted to it and for the good government, peace, or order of the City, the City Council has decided to rescind Article 1.10, Division 3 "Oakdale Park" of the City's Code of Ordinances in its entirety, along with the underlying ordinances.

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

SECTION 1 (OF 7)
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 (OF 7)
RESCINDING CHAPTER 1, DIVISION 3 "OAKDALE PARK"

Article 1.10, Division 3 "Oakdale Park" of the City's Code of Ordinances and the underlying ordinances, including Ordinance 490 adopted on April 11, 2011, Ordinance 583 adopted on May 9, 2016, Ordinance 17.08.14A adopted on August 14, 2017; Ordinance 17.12.11A adopted on December 11, 2017, and Ordinance 18.01.08 adopted on January 8, 2018 are, hereby, rescinded in their entirety.

SECTION 3 (OF 7)
SAVINGS/REPEALING CLAUSE

Chapter 1 of the City's Code of Ordinances shall remain in full force and effect, save and except those portions revoked or 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 (OF 7)
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. The City Council of the City of 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 (OF 7)
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 §22.039 of the Texas Local Government Code.

SECTION 6 (OF 7)
EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage.

PASSED AND APPROVED this the 8th day of June, 2021.

APPROVED:

_____

Julia Douglas, Mayor

ATTEST:

_____

Stephanie Ritchie, City Secretary

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Consider approval or other action on approving a resolution adopting revised "Exhibit "A" City of Glen Rose Procedures for Placing an Item on the Agenda" revised to allow one Councilmember to place an item on a City Council agenda.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Resolution adopting Revised Exhibit "A" "City of Glen Rose Procedures for Placing an Item on the Agenda"		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

Approving a resolution adopting an Exhibit "A" "City of Glen Rose Procedures for Placing Items on the Agenda" revised to allow one (1) Councilmember to place an item on a City Council agenda is follow up action on a May 11th agenda item.

RECOMMENDED ACTION:

Approve Resolution as presented.

CITY OF GLEN ROSE

RESOLUTION #2021-_____

A RESOLUTION OF THE CITY OF GLEN ROSE, TEXAS, AMENDING THE PROCEDURES OF PLACING A MATTER ON THE AGENDA .

WHEREAS, the City of Glen Rose is a Type A General Law municipality, and is subject to the laws of the State of Texas as they apply to such municipalities; and

WHEREAS, pursuant to Section 22.038(c) of the Texas Local Government Code the governing body shall determine the rules of its proceedings;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS HEREBY:

Adopts the amended "Procedures for Placing an Item on an Agenda", attached and identified as Exhibit "A".

Passed and approved this the 8th day of June, 2021.

Approved:

_____
Julia Douglas, Mayor

ATTEST:

_____
Stephanie Ritchie, City Secretary

Exhibit "A"

CITY OF GLEN ROSE
PROCEDURES FOR PLACING AN ITEM ON THE AGENDA
Amended on June 8, 2021

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. With the approval of the Mayor or two members of the Council a matter may be considered for inclusion in the agenda after the 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. Late arriving, supplemental material may be distributed to the Council at the Council meeting.

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 Council member with any questions they may have about filling out the form. Citizen agenda item requests are submitted to the City Secretary 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, if needed, 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 Mayor, as the governing body's presiding officer, assisted by administrative staff, shall be responsible for determining what items are placed on council meeting agendas; however, an agenda item not approved by the Mayor shall be placed on an agenda if requested in writing by ~~two~~ one member~~s~~ of the Council.

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's agenda item has been approved for inclusion in 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 three 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.

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Consider approval or other action on adopting an ordinance amending Subsection 1.93.002(b)(1) of the City's Code of Ordinances to allow one (1) Councilmember to place an item on a City Council agenda.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Ordinance amending Subsection 1.93.002(b)(1) of the City's Code of Ordinances		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

Amending Subsection 1.93.002(b)(1) of the City's Code of Ordinances to allow 1 Councilmember to place an item on a City Council agenda is follow up action on a May 11th agenda item.

RECOMMENDED ACTION:

Adopt ordinance as presented.

ORDINANCE #2021.02.08D

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, AMENDING SUBSECTION 1.03.002(b)(1) IN "POWERS AND DUTIES OF MAYOR" OF THE CITY'S CODE OF ORDINANCES TO ALLOW ONE MEMBER OF THE COUNCIL TO PLACE AN ITEM ON THE AGENDA; PROVIDING REPEALING, SEVERABILITY, 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;

WHEREAS, pursuant to §22.031(b) of the Texas Local Government Code (TLGC) the governing body of a Type A General Law Municipality which is not divided into wards "consists of a mayor and five aldermen who are elected by the qualified voters of the municipality";

WHEREAS, State law authorizes the mayor to exercise certain powers and perform certain duties;

WHEREAS, pursuant to §22.042(a) of the TLGC the governing body may authorize the mayor to exercise additional powers and perform additional duties;

WHEREAS, subsection 1.03.002(b)(1) of the City's Code of Ordinances provides that, "As the governing body's presiding officer the mayor, assisted by administrative staff, shall be responsible for determining what items are placed on council meeting agendas; however, an agenda item not approved by the mayor shall be placed on an agenda if requested in writing by two members of the council";

WHEREAS, in the lawful exercise of the powers granted to it and for the good government, peace, or order of the City, the City Council has decided to amend subsection 1.03.002(b)(1) of the CCO to reduce the number of council members needed to place an item on the agenda that is not approved by the mayor from two to one.

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

SECTION 1 (OF 6)
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 (OF 6)
AMENDED SUBSECTION 1.03.002(b)(1) OF THE
"POWERS AND DUTIES OF MAYOR"

Subsection 1.03.002(b)(1) of the City's Code of Ordinances shall be amended to read as follows:

"As the governing body's presiding officer the mayor, assisted by administrative staff, shall be responsible for determining what items are placed on council meeting agendas; however, an agenda item not approved by the mayor shall be placed on an agenda if requested in writing by ~~two~~ one member~~s~~ of the council;"

SECTION 3 (OF 6)
SAVINGS/REPEALING CLAUSE

Article 1.03 of the CCO 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 (OF 6)
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. The City Council of the City of 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 (OF 6)
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 §22.039 of the Texas Local Government Code.

SECTION 6 (OF 6)
EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage.

PASSED AND APPROVED this the 8th day of June, 2021.

APPROVED:

_____

Julia Douglas, Mayor

ATTEST:

_____

Stephanie Ritchie, City Secretary

City of Glen Rose
Dinosaur Capital of Texas

AGENDA ITEM SUMMARY

MEETING DATE: **06/08/2021**

STAFF REPRESENTATIVE: **Jim Holder, Public Works Director**

ITEM: Public Works Director Report
- Update on progress of city projects

Public Works Director Report

May 2021

Demand- average daily demand was 321,000 Gallons per Day (G.P.D.)

Total Monthly Production – 9,953,000 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.

- **Water Well #4 Replacement Project**
  The final inspection has been completed by the eHT on Friday, January 4, 2021. Since then, the final pay application has been processed. We received the lab report for the chemical analysis and bacteriological sample results from Biochem Lab on November 16th. The lab report, and well drillers log, were then submitted to TCEQ for approval before the new well can be used to serve the public. On February 18, 2021, the city received a letter from the TCEQ acknowledging that the minimum requirements for the construction of the new well have been met. The well is approved for use temporarily, and the continued use of the well is based on the following conditions. Additional chemical analysis performed by TCEQ is required, along with routine tap sampling for lead and copper during two consecutive six-month periods, and water quality parameter sampling (WQP). A new 150' sanitary control easement will be required as well. The additional sampling is considered standard procedures when there is an additional source of drinking water added to a public water system. After successful monitoring with no action level exceedances the water system will be eligible to have a reduced monitoring schedule again.

- **Grand Avenue Lift Station Reconstruction Project**
  The Texas Water Development Board (TWDB) issued a letter to the city on January 3, 2021, acknowledging the review, and acceptance, of the contract documents for the lift station project. The pre-construction conference was held at City Hall on Thursday January 14, 2021. A Notice to Proceed letter was issued to Rey-Mar Construction on Monday, January 25, 2021. The estimated number of days for construction completion is 230 days. Rey-Mar Construction began excavation at the project site on Monday, February 22. The excavation proved to be difficult with almost 20' of solid limestone but the 40' target depth has been achieved. The pre-poured bottom, and lower section of the wet-well have been delivered to the job-site and will now be installed and prepped for backfill. There is a manhole being constructed directly across the Paluxy River from the proposed wet-well. A directional bore will be done to install the new, gravity sewer main from the manhole to the new lift station. The abundance of rain this past month has delayed the project considerably.

- **Fourth St./Elm St. Drainage Improvements Project (2020 CDBG)**
  Reytech Services is the contractor working on the streets and drainage improvements project. Mobilization and site preparation began on November 2, 2020. The concrete curb and gutter have been completely installed, along with the underground storm drain improvements. The asphalt paving was completed on Wednesday, March 31st. Representatives from Enprotec/Hibbs and Todd, city staff, and Reytech Services performed a "walk-through" inspection of the streets and drainage improvements project on April 21. The punch list items have since been resolved, and a final inspection has been completed. The final pay application will be processed. ($49,472)

- **Water Distribution Improvements Project (FBC, East Water Line)**
  Day Services, LLC, of Cleburne, Tx., began construction on the water distribution improvements project on December 28, 2020. The new 8" water main, from Tom Rumph Road to West Gibbs has been installed, including new valves, fire hydrants, air relief valves, replacement water taps and services for all of the existing properties on Tom Rumph Road. A pressure test was done on the new water main identifying a couple of leaks that have since been repaired. The most recent pressure test held 150 p.s.i. for over four hours indicating that there are no existing leaks. The portion of the water line improvements project from the east end of Longhorn Drive, to the entrance to Paluxy Summit on CR333, has been completed. An inspection was performed by eHT, city staff members, and Day Services representatives on May 4th. The punch list items have been addressed except for the seeding and re-grading, due to the weather. The final inspection will be scheduled when the dirt work and seeding have been completed. The retainage will be withheld until final completion is determined by the engineer. ($36,198.43)

- **Well #4 100,000 Gallon Ground Storage Tank Replacement Project**
  The plans and specifications for the proposed replacement ground storage tank at Well Site No.4 have been completed and were submitted to the Texas Commission on Environmental Quality (TCEQ) for review on Wednesday, January 20, 2021. Included in the submittal were photos of the existing problems, and a letter from the engineer, requesting an expedited review process, due to the nature of the existing situation. On February 19, 2021 Enprotec/Hibbs & Todd received a letter from the TCEQ notifying them of the successful review and acceptance of the plans and specifications that were submitted on January 20th. Bids were accepted at City Hall until March 31, 2021 at 2:30 pm. There was a total of four bids received, opened publicly and read out-loud. The project was awarded by City Council at the April meeting and the Construction Documents have since been signed. A pre-construction conference is tentatively scheduled for Friday June4th.

- **Spanish Oak Trail & Hilltop Drive Water Line Improvements Project**
  This project is currently in the design phase with Enprotec/Hibbs and Todd. ***The existing section of 10" a/c water line that was recently identified along Hereford Street (from the 700 block of Hereford Street to City Well Site No.3 near Tom Rumph Road) has been added to the scope of work for this water line improvements project.***

- **Hwy 67 East & CR 303 Wastewater Collection System Improvements Project**
  Sealed bids were accepted at City Hall until May 18, 2021. A total of seven bids were accepted. The bids were opened publicly and read aloud. FM Utilities, LLC was the lowest qualified bidder with a bid of $472,840.51. City Council awarded the contract to FM Utilities, LLC at the April meeting. A Notice of Award letter has been submitted to FM Utilities along with contract documents. Once the contract has been executed and approved by eHT, a pre-construction conference will be scheduled and an official start date will be determined.

- **Asphalt Repair on Texas Drive**
  Phez Asphalt Construction is due to come back out to Glen Rose and sweep the damaged areas of Texas Drive that were overlayed in April. After the areas have been subjected to some hot weather and once the sweeping has been completed, an assessment will determine how to improve the transitions. I will continue to stay in contact with them to ensure that this is followed up on.

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: May 2021

Number of Active Service Connections this Month: 1280

	WATER PRODUCTION					
	Pumpage to storage and distribution X 1000 Gals					
Date	From Wells Directly to Distr.	From Wells to Storage Tanks	Purchased Water Directly to Distr.	Purchased Water into Storage	From SWTP or GWUDI Plant	Total Daily Production
1		347		0		347
2		299		0		299
3		328		0		328
4		359		0		359
5		355		0		355
6		364		2		366
7		316		0		316
8		455		0		455
9		304		0		304
10		328		0		328
11		341		0		301
12		278		0		278
13		316		0		316
14		330		0		330
15		326		0		326
16		376		2		378
17		202		2		204
18		361		0		361
19		291		0		291
20		312		0		312
21		243		0		243
22		331		0		331
23		334		1		339
24		320		0		320
25		279		0		279
26		264		0		264
27		283		0		283
28		259		0		259
29		383		0		383
30		273		0		273
31		369		0		369
Total		9,946		7		9,953
Avg						321
Max						455
Min						204

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: [signature] Date: 5-28-21

Certificate No. and Class: WG0016747

City of Glen Rose
Dinosaur Capital of Texas

AGENDA ITEM SUMMARY

MEETING DATE: **06/08/2021**

STAFF REPRESENTATIVE: **Buck Martin, Police Chief**

ITEM: Police Department Report
- Police Activity Report
- Animal Control Report

City Of Glen Rose
POLICE DEPARTMENT
201 NE Vernon St., Glen Rose, TX 76043

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- **05/01/21---1) Minor Accident 67 E & 144 N**
  2) Met w/CPS Case Worker at Jr. High & Elementary School

- **05/04/21---1) Criminal Mischief @ Oakdale Park**
  2) Welfare Check on Female in parking lot of Red Barn

- **05/07/21---1) Traffic Control for Elementary Kids on Square**
  2) Follow up on Code Enforcement issues on Grace St.

- **05/08/21---1) Responded to Traffic Issue 800 Blk of SW Barnard**
  2) Reckless Driver on Grace St.

- **05/11/21---1) City Council Meeting**

- **05/13/21---1) Traffic Detail on Spanish Oak Tr.**
  2) Theft of Cell Phone on Square

- **05/14/21---1) Responded to Domestic Dispute SW Barnard**

- **05/17/21---1) City Council Meeting**

- **05/18/21---1) Minor Accident on Holden St.**

- **05/25/21---1) City Council Meeting**

35 Citations, 5 Written Warnings, 31 Verbal Warnings
Chief Martin #800

In/Out Summary by Species

Criteria:
Enter from date: 05/01/2021
Enter to date: 05/31/2021

Started the Month of May with 17 Cats and 5 Dogs at the shelter.
Ended the Month of May with 18 Cats and 7 Dogs at the shelter.

Animals In

Total Animals Brought In - Cat: 34
Total Animals Brought In - Dog: 12
Total Animals Brought In - Opossum: 1
Total Animals Brought In - Raccoon: 1
Total Animals Brought In: 48

Total Animals In: 48

Animals Out

Total Animals Adopted - Cat: 12
Total Animals Adopted - Dog: 2
Total Animals Adopted: 14

Total Animals Died On Shelter - Cat: 1
Total Animals Died On Shelter: 1

Total Animals Euthanised - Cat: 18
Total Animals Euthanised - Opossum: 1
Total Animals Euthanised - Raccoon: 1
Total Animals Euthanised: 20

Total Animals Reclaimed - Cat: 1
Total Animals Reclaimed - Dog: 6
Total Animals Reclaimed: 7

Total Animals Transferred Out - Dog: 2
Total Animals Transferred Out: 2

Total Animals Out: 44

Report: **In/Out Summary by Species**
Generated by Animal Shelter Manager 45u [Tue 1 Jun 16:16:30 BST 2021] at Glen Rose Animal Control on 06/01/2021 by cwilson

City of Glen Rose
Dinosaur Capital of Texas

AGENDA ITEM SUMMARY

MEETING DATE: **06/08/2021**

STAFF REPRESENTATIVE: **Rowena West, Building Admin**

ITEM: Building, Planning, and Code Enforcement Report
- Update on progress of city projects

City of Glen Rose
Dinosaur Capital of Texas

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

SUBJECT: Building Department Monthly Activities Report for June, 2021, City Council Meeting.

Monthly Highlights: May, 2021

Preservation Board met two times during the month of May, 2021, to discuss four (4) Certificates of Appropriate applications and a workshop item.

Planning and Zoning Board met during the month of May, 2021, to discuss and make recommendations to the City Council regarding two zone change requests, three Specific Use Permit applications, an amendment to the Code of Ordinances, and a preliminary plat application.

Demolition

Residential: No demolition permits issued.
Commercial: No demolition permits issued.

New Construction

Commercial:

a. No new commercial building permits were issued.

Residential:

b. Four (4) new Single Family residential building permits were issued.

Certificates of Occupancy

a. One commercial Certificate of Occupancy application received.

Statistical information March, 2021

ITEM	THIS PERIOD
Inspections	28
Permits Issued	24
Code Violations	12
Illegal signs removed	0
Fees/Permits Collected	$4962.50

City of Glen Rose
Dinosaur Capital of Texas

AGENDA ITEM SUMMARY

MEETING DATE: **06/08/2021**

STAFF REPRESENTATIVE: **Michael Leamons, City Administrator**

ITEM: City Administrator Report

City Administrator Report
May 2021

Following is a list of some of the more significant and/or time-consuming transactions I was involved in during the month:

1. Reviewed the May Council agenda with Mayor Douglas and City Secretary Ritchie. Helped prepare the packet. Prepared Administrator Report and monthly financial reports.
2. Have been handling various Building Official duties until a new Building Official is hired.
3. Communicated with selected CVB Director candidate a couple of times during the month to keep her abreast of developments.
4. The TNMP substation wall is in the process of being built.
5. Worked with staff to prepare a proposed General Fund Budget
6. Received the deed and sanitary control easements for the Paluxy Summit well.
7. Continued to work with Jimmy Gosdin and his engineer as his project made its way through the engineering, P&Z, and Council review process.
8. Attended and participated in two P&Z meetings.
9. Continuing to reach out to the Freas family for sanitary control easement for Well #4.
10. Received notice from our contract with TCEQ that the Sanitary Control Ordinance proposed appeared acceptable to TCEQ.
11. Attended bid opening for Hwy 67 E and Bull Adams Lane sewer line project.
12. Contacted TML legal staff for the status of ad valorem tax increase caps, information on the regulation of shipping containers for use as residences, and a financial policy compliant with CFR 200 requirements for federal grant expenditures.
13. Responded to calls concerning material mailed to short term rental operators.
14. Worked with engineers for the Rock Ridge Estates subdivision on Gibbs to help them through the engineering, P&Z, and Council approval process.
15. Contacted TxDOT staff to secure guidance on the procurement process for the sidewalk project.
16. Spoke with Superintendent Overbo concerning traffic management at the Junior High.
17. Responded to a couple of inquiries from Jay Hinton of the Glen Rose Reporter.
18. Advanced procurement process for American Rescue Plan funded project.
19. Consulted Chris Hay, PE of eHT Engineering numerous times during the month regarding various projects and to obtain cost estimates needed to update the City's coverage on its facilities. Also obtained information from Public Works Director Holder on the City's facilities. Filled out TMLIRP forms to update property valuations. Discussed coverage with our TMLIRP field representative.
20. Worked with CPA Brenda James to clear up a final due to/due from entry in the General Ledger. Also addressed need to segregate funds from a couple of new municipal court fees implemented in January 2020.
21. Worked with City Attorney Pendleton to address the shipping container as a dwelling question that had been raised by someone wanting to install one in Glen Rose. Asked for guidance on the ¾ vote requirement required when letters from 20% of the adjoining property owners oppose a zoning change associated with an adjacent property. Also

worked with him to determine how to handle bills from music licensing agencies since the City is no longer hosting concerts at Oakdale Park.

22. Worked with staff to prepare a proposed Utility Fund Budget.
23. Alerted Inspector McKinzie to the complaint regarding the Jefferson Street property and asked him to follow up with the plumbing contractor.
24. Met with Somervell County Water District Manager Kevin Taylor to review the proposed interlocal agreement associated with providing water service to the Squaw Creek Meadows Subdivision.
25. Discussed issues raised in a TCEQ Notice of Violation letter generated by their recent inspection of our water system with Public Works Director Holder. He is taking steps to resolve the violations. One had to do with a couple of customer owned backflow prevention devices, and one involved patching the crack in the Bryant Street water tank to prevent rodents from entering the tank.
26. Discussed fire suppression hood requirements and their applicability to mobile food vendors with Fire Marshal Smith. Different cities have different approaches. He suggested it is something that should be addressed by the City.
27. Working with Public Management to close out the CDBG street and drainage grant project.

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Public hearing regarding a Specific Use Permit, as requested by owners, Mitchell and Kim Ellis, to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
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:	06/08/2021		
AGENDA SUBJECT:	Public hearing regarding a Zone change request as submitted by owners, Lionel Scott and Joni Lynn Nevils, and owner's representative, Marilyn Phillips, for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:			

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

This single-platted property was recently found to be dual zoned as a combination of R-1 (Single Family Residential) and B-1 (Restricted Commercial). This application, requesting a Zone change to correct the zoning error, was received on 5/10/21. The public hearing notification was published in the local newspaper on 5/14/21. On 5/22/21, 19 property owner notification letters, representing 20 properties located within the 200' radius of the subject property, were sent by certified mail (return receipt) via USPS. To date: Of those 19, 14 have been confirmed as received and 5 unconfirmed. No property response forms have been returned.

The Planning and Zoning recommend approval by a vote of 5 /0.

RECOMMENDED ACTION:

Move to approve or deny as presented.

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Public Hearing regarding a request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.		
PREPARED BY:	City Secretary Ritchie	**DATE SUBMITTED:**	06/04/2021
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:	06/08/2021		
AGENDA SUBJECT:	Public hearing regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
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:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a Specific Use Permit, as requested by owners Mitchell and Kim Ellis, to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:	Application 200' Property owner map Owner responses and petition(s) Engineering calculation verification Planning and Zoning Recommendation		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

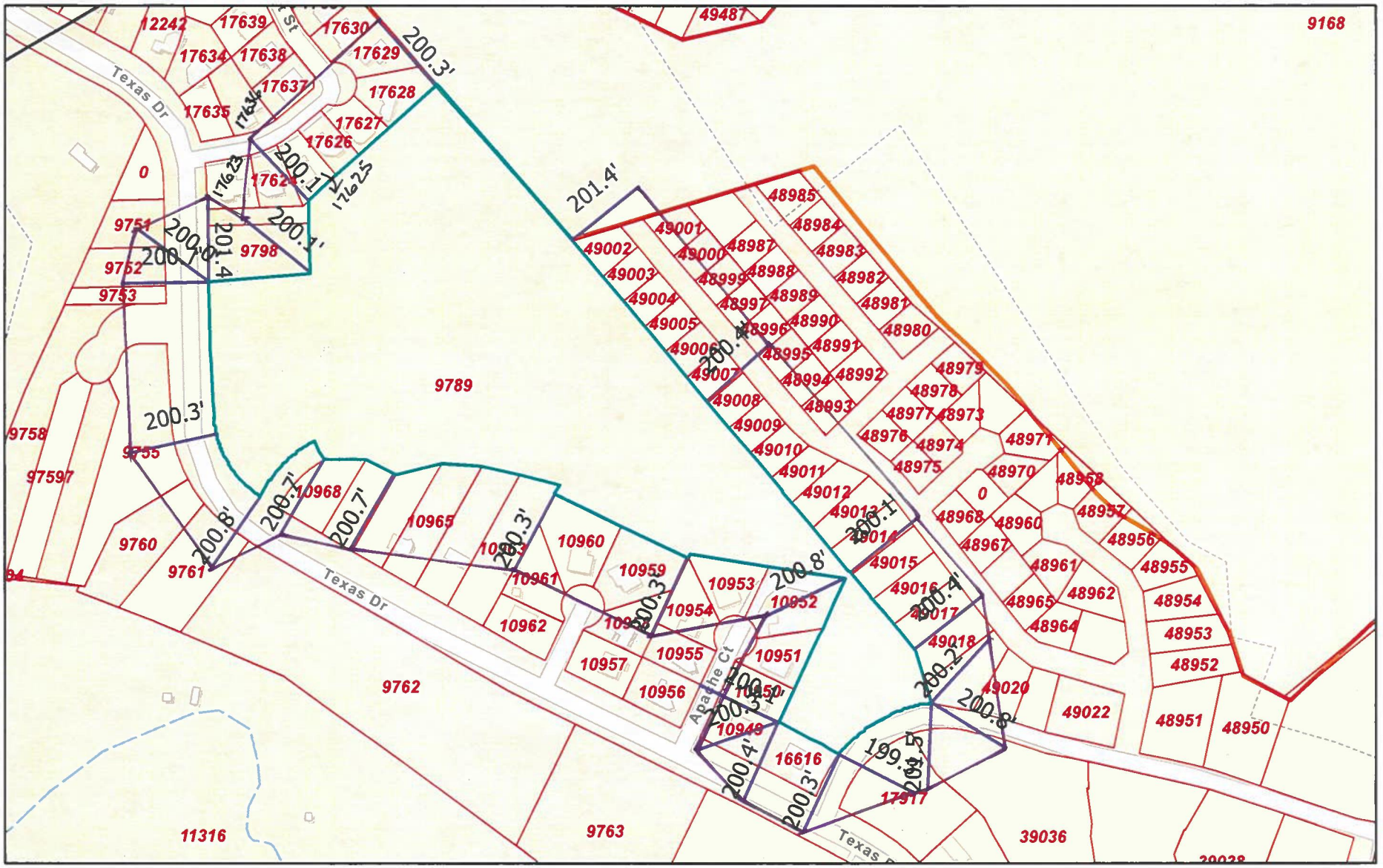
This application requesting a Specific Use Permit was received on 5/10/21. The public hearing notification was published in the local newspaper on 5/14/21. On 5/22/21, 32 property owner notification letters, representing 62 properties located within the 200' radius of the subject property, were sent by certified mail (return receipt) via USPS. To date: Of those 32, 28 have been confirmed as received and 4 unconfirmed. 11 property response forms and a petition containing 15 additional qualified property owner signatures has been returned in opposition. 3 favorable qualifying property owner responses have been received. All responses were made available to the City's engineering contact on 6/1/21 for percentage calculations and determined that approximately 27.05% of the qualifying property owners were in opposition.

The Planning and Zoning failed to recommend approval by a vote of 2 /3.

RECOMMENDED ACTION:

Move to approve or deny as presented.

Somervell CAD Web Map



5/6/2021, 3:41:09 PM

Abstracts Parcels City Limits

1:4,514

0 0.03 0.07 0.13 mi

0 0.05 0.1 0.2 km

Esri Community Maps Contributors, Texas Parks & Wildlife

Somervell County Appraisal District, BIS Consulting - www.bisconsulting.co

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10965

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Barney Benner

ADDRESS: 1710 Texas Dr, Glen Rose TX 76043

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

Reasons/Comments:

I am in opposition to their permit if it requires new construction to build rental accommodations

I am in favor of the permit if it is to allow the occupant to rent his home or part of his home short term ("airbnb or vrbo")

mjs OK

Building, Planning and Zoning Department

6-1-21

NOTICE OF PUBLIC HEARING

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

Return for Property ID#39036

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Creation Evidence Museum

ADDRESS: PO Box 309, Glen Rose, TX 76043

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

Reasons/Comments:

We have no objection to this request.

Carl B Baugh
Creation Evidence Museum

Building, Planning and Zoning Department

Gmail

Rowena West <rowena.west@glenrosetexas.org>

RECIND PUBLIC HEARING NOTICE. 1800 TEXAS DR

1 message

Sandra Ramsay [redacted] Mon, May 31, 2021 at 2:15 PM
To: rowena.west@glenrosetexas.org
Cc: Stephanie Ritchie <stephanie.ritchie@glenrosetexas.org>

Attention: Rewena West, Pam Streeter and Planning and Zoning Commission

I am RECINDING my approval on original Notice of Public Hearing Notice regarding Specific Use Permit Request for property located at 1800 Texas Drive.

I completed the form hastily . I took it to the drop box that is located on the side of City Hall Building on Saturday , May 29,2021.

On Sunday, as I was reviewing the cover letter that was included in with the notice, I realized that I had misread the acres of said property . Added to that fact I assumed (bad call on my part) that the existing single family dwelling located at 1800 Texas Drive would be used as the short term rental. I had no issue with that specific dwelling to be used for short term rental .

After doing considerable research using the map also included with notice, I discovered that this request would include acreage that ran from behind 1800 Texas Drive all the way down following along side the creek to Longhorn. The area behind my property has had drainage issue in the past There are areas that where it appears too narrow to have single family housing .
This brought up numerous questions and concerns. I will address those in a separate statement which will be dropped off before 8:30 on
June 1,2021 .

I will be attending the Planning and Zoning Commission public hearing on June 1, 2021 at 9:00 to express my concerns .

I AM IN OPPOSITION TO THIS REQUEST.

Sandra B Ramsay
104 Apache Ct
Glen Rose, Texas 76043

Sandra

Gmail

Rowena West <rowena.west@glenrosetexas.org>

RECIND PUBLIC HEARING NOTICE. 1800 TEXAS DR

1 message

I am rescinding my approval to Approve this permits

Sandra Ramsay [redacted]
To: rowena.west@glenrosetexas.org
Cc: Stephanie Ritchie <stephanie.ritchie@glenrosetexas.org>

Mon, May 31, 2021 at 2:15 PM

Attention: Rewena West, Pam Streeter and Planning and Zoning Commission

I am RECINDING my approval on original Notice of Public Hearing Notice regarding Specific Use Permit Request for property located at 1800 Texas Drive.

I completed the form hastily . I took it to the drop box that is located on the side of City Hall Building on Saturday , May 29,2021.

On Sunday, as I was reviewing the cover letter that was included in with the notice, I realized that I had misread the acres of said property . Added to that fact I assumed (bad call on my part) that the existing single family dwelling located at 1800 Texas Drive would be used as the short term rental. I had no issue with that specific dwelling to be used for short term rental .

After doing considerable research using the map also included with notice, I discovered that this request would include acreage that ran from behind 1800 Texas Drive all the way down following along side the creek to Longhorn. The area behind my property has had drainage issue in the past There are areas that where it appears too narrow to have single family housing .
This brought up numerous questions and concerns. I will address those in a separate statement which will be dropped off before 8:30 on
June 1,2021 .

I will be attending the Planning and Zoning Commission public hearing on June 1, 2021 at 9:00 to express my concerns .

I AM IN OPPOSITION TO THIS REQUEST.

Sandra B Ramsay
104 Apache Ct
Glen Rose, Texas 76043

Sandra

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10951

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Sandra Ramsay

ADDRESS: 104 Apache Ct.
Glen Rose, TX 76043

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

Reasons/Comments:
This property sits far enough off the road, therefore, it presents no negative reason for it having a Short Term Accommodations. I support them in their endeavor to provide accommodation for tourism in Glen Rose.

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Rescinding this Notice effective May 30, 2021. See Attached letter.

Return for Property ID#10951

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Sandra Ramsay

ADDRESS: 104 Apache Ct.
Glen Rose, TX 76043

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

Reasons/Comments:

This property sits far enough off the road, therefore it presents no negative reason for it having a Short Term Accomodati
I support them in their endeavor to provide accomodations for tourism in Glen Rose.

Building, Planning and Zoning Department

See Attachments for explainations.

SANDRA B RAMSAY
104 APACHE CT
GLEN ROSE, TX 76043

CITY OF GLEN ROSE
201 NE VERNON ST.
GLEN ROSE, TEXAS 76043

ATTENTION: BUILDING, PLANNING CODE ENFORCEMENT DEPARTMENT AND THE PLANNING AND ZONING COMMISSION

This is my written notice that I am rescinding my approval on my original Public Hearing Notice regarding Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1,Single Family Residential Zoning District for property located at 1800 Texas Drive. I do not have an issue with the existing house at 1800 Texas Drive being used as a short term rental.

The original form was completed in a hastily fashion so that I could return it on Saturday. It was put in the City Hall drop box located on side on building. I had no issue with that existing swelling located at 1800 Texas Drive to be used for short term rental.

On Sunday I was reviewing the information that was included with the notice, I realized that I had misread the amount of acreage. Assuming that the short term rental usage would be the existing single family swelling located at 1800 Texas Drive . However, after doing considerable research using the map that was also included with the notice I discovered that request was for 15.367 acres. This acreage begins at 1800 Texas Drive and extends all the way down and along the creek bed and all the way to Longhorn Drive. There is not an existing exit off Longhorn Drive .

Therefore, this has brought up many concerns and questions as to whether there are plans to develop short term rental community on the 15.367 acres.

COMMENTS IN OPPOSITION TO THIS REQUEST

Is this request only for the house/resident at 1800 Texas Drive as the short term rental?

There needs to be more information given regarding whether there are future plans to build additional units on the any of the acreage. I realize that should that be the case that it has to be rezoned.

Sandra B Ramsay
104 Apache Ct.
Glen Rose, TX 76043

From: Sandra Ramsay [redacted]
Subject: RECIND PUBLIC HEARING NOTICE. 1800 TEXAS DR
Date: May 31, 2021 at 2:15:17 PM
To: rowena.west@glenrosetexas.org
Cc: Stephanie Ritchie stephanie.ritchie@glenrosetexas.org

Attention: Rewena West, Pam Streeter and Planning and Zoning Commission

I am RECINDING my approval on original Notice of Public Hearing Notice regarding Specific Use Permit Request for property located at 1800 Texas Drive.

I completed the form hastily . I took it to the drop box that is located on the side of City Hall Building on Saturday , May 29,2021.

On Sunday, as I was reviewing the cover letter that was included in with the notice, I realized that I had misread the acres of said property . Added to that fact I assumed (bad call on my part) that the existing single family dwelling located at 1800 Texas Drive would be used as the short term rental. I had no issue with that specific dwelling to be used for short term rental .

After doing considerable research using the map also included with notice, I discovered that this request would include acreage that ran from behind 1800 Texas Drive all the way down following along side the creek to Longhorn. The area behind my property has had drainage issue in the past There are areas that where it appears too narrow to have single family housing .
This brought up numerous questions and concerns. I will address those in a separate statement which will be dropped off before 8:30 on June 1,2021 .

I will be attending the Planning and Zoning Commission public hearing on June 1, 2021 at 9:00 to express my concerns .

I AM IN OPPOSITION TO THIS REQUEST.

Sandra B Ramsay

NOTICE OF PUBLIC HEARING

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

Return for Property ID#17628

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: MARK & SUE MILBURN

ADDRESS: 110 CAMELOT, GLEN ROSE TX 76043

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

Reasons/Comments:

TRACT 169-6 LOCATED AT 1800 TEXAS DRIVE IS NEARLY SURROUNDED BY RESIDENTIAL PROPERTIES.

APPROVING THIS REQUEST FOR SHORT-TERM RENTAL ACCOMMODATIONS WILL SET A PRESIDENCE FOR FUTURE SIMILAR REQUESTS.

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#17624

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: ALTON & SUSAN LANGFORD

ADDRESS: 102 CAMELOT

I AM ( ) IN FAVOR (√) IN OPPOSITION TO THIS REQUEST!!!

Reasons/Comments: WE BOUGHT OUR HOUSE 12 YEARS AGO BECAUSE OF THE PEACEFUL NATURAL BEAUTY OF GLEN ROSE AND WE HAVE SEEN THIS BEAUTY BEING CHIPPED AWAY BY DEVELOPERS THAT ONLY SEE DOLLAR SIGNS. OUR CITY MUST SEE THE VERY THING THAT MAKES OUR COMMUNITY A JEWEL IS BEING QUICKLY LOST. I FEEL LIKE OUR LEADERS DO NOT VALUE IT'S LONG TERM TAX PAYING RESIDENTS TO EVEN CONSIDER SUCH A PERMIT. SHORT TERM RENTALS INVITE CRIME, TRAFFIC AND NOISE & EYE POLUTION AND WILL SEVERELY DROP PROPERTY VALUES. I ASK YOU", WOULD YOU WANT THIS DEVELOPMENT IN YOUR BACKYARD?!"

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10960

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Steve + Janet Dupuis

ADDRESS: 100 Camelot DR. Glen Rose TX.

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

Reasons/Comments: It very well may bring in the wrong element to our town & To our neighborhood - Thank - You

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10961

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Lendel & Aimee Flaming

ADDRESS: 1704 Texas Dr GRTX 76043

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

Reasons/Comments:

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10963

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Leidel & Aimee Flamon

ADDRESS: 1804 Texas Dr GR TX 76043

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

Reasons/Comments:

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10954

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Walter + Donna Lee 105

ADDRESS: 105 Apache Ct. Glen Rose, Tx. 76043

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

Reasons/Comments:

Short-Term Rentals will affect the safety of my neighborhood. Different Guest with a high rotation of stay will also increase traffic in our area. My property value runs a risk of being lowered. I purchased in this area because it was a single family dwelling area. I am greatly opposed to this request!! Guest are only here for a short time so they are not worried; nor do they care about how their actions and behavior will affect the neighbors that reside here everyday. I will have no way of knowing if the guest close to me are sex offenders or have any other type of criminal background.

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10950

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Betty Rains

ADDRESS: 102 Apache Ct.

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

Reasons/Comments:

This would destroy the reason I moved here - that of a private peaceful place. We are a nice, pleasant community & would never have moved here had I known it could become a commercial area, especially such as proposed. Not only will the quality of life not enjoy be destroyed — the value of the property will greatly lowered. The restrictions in place are there to protect the area as they are and should not be removed to satisfy one party.

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10949

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Jenna Hornbuckle

ADDRESS: 1698 Texas Drive
Glen Rose, Tx 76043

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

Reasons/Comments:
If one is allowed, more will be.
Do not like people short term renting where I bought my house and my children live

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#9752

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Ashley & Dustin Sanders

ADDRESS: 1809 Texas Dr. Glen Rose, TX 76043

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

Reasons/Comments:

While we love GR is a tourist community, we prefer the tourists to not be in our neighborhood.

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#10955

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: DonnaSue Sealy

ADDRESS: 103 Apache Court

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

Reasons/Comments:

Party events with many people are using this type of Rental.

Building, Planning and Zoning Department

NOTICE OF PUBLIC HEARING

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

Return for Property ID#17629

Re: Specific Use Permit Request to operate a Short-Term Rental Accommodations in an R-1, Single Family Residential Zoning District for the property located at 1800 Texas Drive.

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

NAME: Casey Alexander

ADDRESS: 112 Camelot St.

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

Reasons/Comments:
When we purchased our home it had a feel of being out in the open, but close enough to work and school. I understand and recognize any need for residential growth and development. We've seen plenty on King Arthur Ct. I do not at all see the need for a rental/business property in a residential neighborhood. Such a property would have negatively impacted our decision to purchase our current home, and I feel it would turn away potential buyers should we ever need to sell. I feel the owners at 1800 Texas Dr. probably has this idea when they built, and perhaps should've bought and developed property already zoned for such purposes.

Building, Planning and Zoning Department

DENOTES ORIGINAL SIGNATURES

This petition to the Glen Rose City Council is to protest the request of Mitchell and Kim Ellis to operate a short-term rental accommodation in the heart of a residential neighborhood.

Property by Number	Address	Signature
17623		100 CAMELOT
* 17624	102 CAMELOT	Susan Fidler Cotton Langford
* 17625		104 Camelot
* 17626	106 CAMELOT ST GR	Sheri A Timmons
17627		
17628	110 Camelot	Sue Milburn / Mark Mil
17629		
* 17630	114 Camelot St.	Erik Hat
* 17636 / 17638	103 Camelot St	Chris Hayes
17637		
* 10968		Lot #19
10967		
* 10965		1710 Texas Drive
10964		
10963	1704 Texas Dr GR, TX	
* 10962	1704 Texas Dr	
10961	1704 Texas Dr	
* 10960		105 ARAPAHO
10959		
10958	102 Arapaho CT	
10957		
10956		
10955 ✓	103 Apache CT	
10950 / 10954 ✓	102 APACHE CT.	
10953		
10952 ✓	106 APACHE CT.	

ENTERED ON BOTH PETITIONS

10954
~~10954~~ 105 Apache Ct. Walter Lee & Donna Lee
10951
~~10950~~ ✓ 1698 TEXAS DR.

10949

16616✓

17917

* 9751 1811 Texas Dr.

9752 1809 Texas Dr. Ashley Sanders

9753

9755

9760

9651

All properties brokered by Taylor Marks

Denotes [illegible] Signatures

This petition to the Glen Rose City Council is to protest the request of Mitchell and Kim Ellis to operate a short-term rental accommodation in the heart of a residential neighborhood.

Property by Number	Address	Signature
17623	[illegible]	100 CAMELOT
17624	102 CAMELOT	Susan Fidler Catton Langford
17625	Colorado NA	104 Camelot
17626		
17627		
17628	110 Camelot	Sue Milburn / Mark Mil[illegible]
17629		
17630	114 Camelot St.	Erik Hat[illegible]
17636		
~~17638~~		
17637		
10968		
10967		
10965		
10964		
10963		
10962		
10961		
10960	[illegible]	105 Arapho
10959		
10958	102 Arapaho Ct. Glen Rose 76043	
10957		
* 10956	101 APACHE CT.	Deborah [illegible] / Amanda Drew
10955	103 APACHE COURT	[illegible] Sealy
~~10950~~ ~~10954~~	[illegible]	102 Apache Ct.
* 10953	[illegible]	107 Apache Ct.
* 10952	[illegible]	106 Apache Ct.

ENTERED ON BOTH PETITIONS

SBP

~~10954~~ 105 Apache Ct. Walter Lee & Donna Lee SBP

~~10951~~ ~~10950~~ ~~104 Apache Ct — Sandra B. Ramsey~~

* 10949 Jenna Hembree 1698 Texas Dr

* ~~16616~~ Nicole Frush - Nicole Frush Kyle Frush 1618 Texas

17917

9751

9752

9753

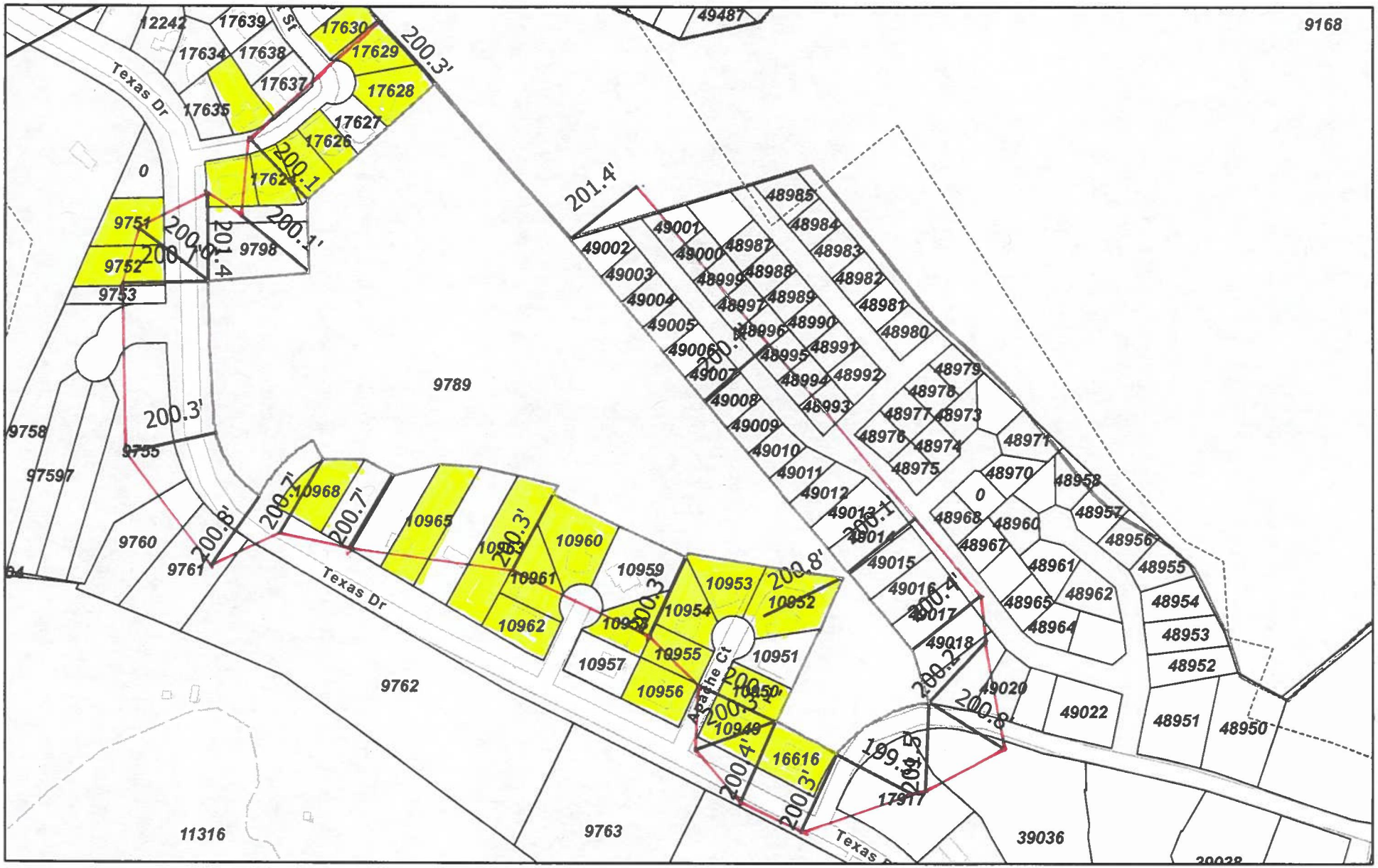
9755

9760

9651

All properties brokered by Taylor Marks

Somervell CAD Web Map



5/6/2021, 3:41:09 PM

Abstracts Parcels City Limits

1:4,514

0 0.03 0.07 0.13 mi

0 0.05 0.1 0.2 km

Esri Community Maps Contributors, Texas Parks & Wildl

Somervell County Appraisal District, BIS Consulting - www.bisconsulting.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you va the sender and know the content is safe.

Chris Hay <chris.hay@e-ht.com> Tue, Jun 1, 2021 at 9:21 AM
To: Rowena West <rowena.west@glenrosetexas.org>
Cc: Michael Leamons <michael.leamons@glenrosetexas.org>

Rowena,

The final calculations show approximately 27.05% are opposed. Let me know if you need anything else.

Thanks,

Chris Hay, PE
Associate Vice President
Enprotec / Hibbs & Todd, Inc. (eHT)
T (682) 498-6000 I **F** (682) 498-6293 I **E** chris.hay@e-ht.com
1310 Weatherford Highway, Suite 116 I Granbury, Texas 76048

PE Firm Registration No. 1151 I PG Firm Registration No. 50103
RPLS Firm Registration Nos. 10011900

From: Rowena West <rowena.west@glenrosetexas.org>
Sent: Tuesday, June 1, 2021 8:40 AM
To: Chris Hay <chris.hay@e-ht.com>
Cc: Michael Leamons <michael.leamons@glenrosetexas.org>
Subject: proerty calculations

[Quoted text hidden]

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you validate the sender and know the content is safe.

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: June 1, 2021, 9:00 am

Purpose of hearing: Specific Use Permit request to operate a Bed and Breakfast accommodations (Short Term Rental accommodations) in an R-1 (Single Family Residential Zoning District) for the property identified as Acres 15.367-6, Abst A136-GP, Gibbs Industrial Park Abst 136 Milam Co Sch Ld, located at 1800 Texas Drive.

Request submitted by: Owners, Mitchell and Kim Ellis.

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: _____

_____

_____

Signature: _____ Date: 1 June 2021

Position: _____

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

☐ Approve ☐ Disapprove this recommendation.

_____ Approval Date: _____

Staff Representative Signature

Comments: _____

_____

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a Zone change request as submitted by owners, Lionel Scott and Joni Lynn Nevils, and owner's representative, Marilyn Phillips, for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:	Application 200' Property owner map Map identifying dual zones Planning and Zoning recommendation Ordinance		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

This single platted property was recently found to be dual zoned as a combination of R-1 (Single Family Residential) and B-1 (Restricted Commercial). This application, requesting a Zone change to correct the zoning error, was received on 5/10/21. The public hearing notification was published in the local newspaper on 5/14/21. On 5/22/21, 19 property owner notification letters, representing 20 properties located within the 200' radius of the subject property, were sent by certified mail (return receipt) via USPS. To date: Of those 19, 14 have been confirmed as received and 5 unconfirmed. No property response forms have been returned.

The Planning and Zoning recommend approval by a vote of 5 /0.

RECOMMENDED ACTION:

Move to approve or deny as presented.

Staff use only

Date Received: MAY 10 2021

By

Code Enforcement Office
City of Glen Rose, Texas 76043 Tel: (254) 897-9373 Fax: (254) 897-9889

New Zoning Use Application

Address of property: 509 Hereford Glen Rose, TX 76043

Applicant's Name: Lionel Scott Nevils Date: 5-10-21

Property Owner Information

Full Name: Lionel Scott & Joni Lynn Nevils

Address: 509 Hereford

Telephone No: 254-396-6170 Email:

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

Full Name: Marilyn Phillips

Address: P.O. Box 1364 Glen Rose TX 76043

Telephone No: 254-897-9252 Email: marilyn@sunrise properties.net

Present zoning at site: R1 & B1 Requested new zoning use: R1

Form of Ownership of the property: [X] Individual [ ] Partnership [ ] Corporation

Intended use of property (must be specific):

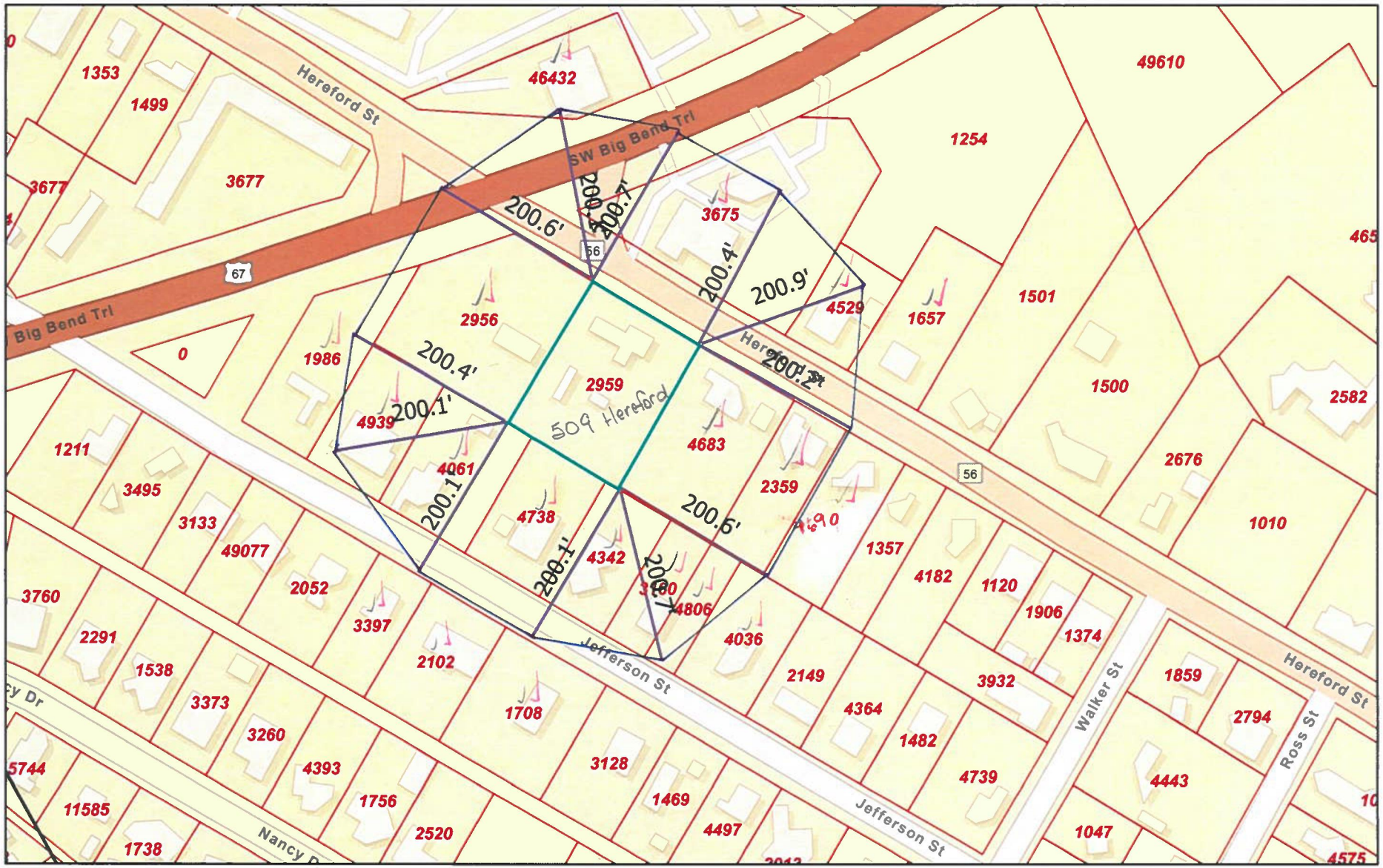
dwelling

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:

Lionel Scott Nevils Joni Lynn Nevils Date: 5-10-21

Somervell CAD Web Map



5/7/2021, 2:07:23 PM

Abstracts

Parcels

1:2,257

0 0.01 0.03 0.06 mi

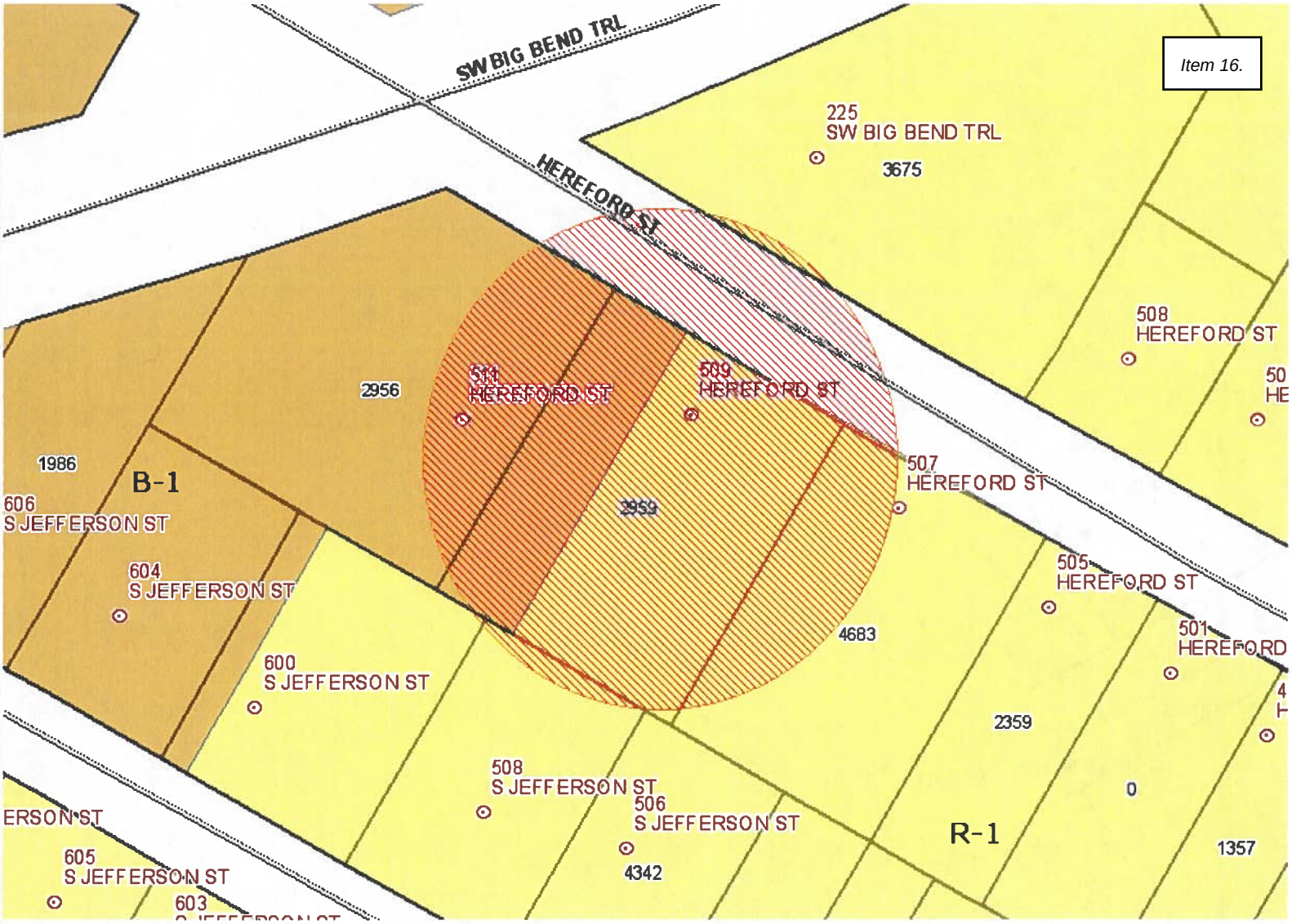
0 0.03 0.05 0.1 km

Esri Community Maps Contributors, Texas Parks & Wildlife,

Somervell County Appraisal District, BIS Consulting - www.bisconsulting.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

19 → 20
@ 7.50 +
$150 –


SW BIG BEND TRL
HEREFORD ST
225
SW BIG BEND TRL
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4342
1357
603

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: June 1, 2021, 9:00 am

Purpose of hearing: Zone change request for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district.

Request submitted by: Owners, Lionel Scott and Joni Lynn Nevils, and owner's representative, Marilyn Phillips.

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: _____

_____

_____

Signature: _____ Date: 1 June 2021

Position: _____

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

☐ Approve ☐ Disapprove this recommendation.

_____ Approval Date: _____

Staff Representative Signature

Comments: _____

_____

ORDINANCE NO. 2021_____

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, AMENDING THE ZONING ORDINANCE AND ZONING MAP TO CHANGE THE EXISTING ZONING CLASSIFICATION FROM A SPLIT "R-1" SINGLE FAMILY RESIDENTIAL ZONE/ "B-1" RESTRICTED COMMERCIAL ZONE TO SOLELY AN "R-1" SINGLE FAMILY RESIDENTIAL ZONE, FOR THE PROPERTY IDENTIFIED AS .430, TRACT 32 (WALKER ADD BLK A) ABST A136, A136 MILAM CO SCH LD, LOCATED AT 509 HEREFORD STREET, 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 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, on May 10, 2021 the City received an application from Lionel Scott and Joni Lynn Nevils, owners and owner's representative, Marilyn Phillips, for a zone change request for the property identified as .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, from R-1 (Single Family Residential)/ B-1 (Restricted Commercial) zoning districts to R-1 (Single Family Residential) zoning district;

WHEREAS, it is unclear why a small portion of a single family residential property was zoned as B-1 (Restricted Commercial);

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

WHEREAS, on the City's Future Land Use Map the Property is identified as a "R-1" Single Family Residential;

WHEREAS, after conducting a Public Hearing on June 1, 2021, the City's Planning and Zoning Commission acted upon the rezoning request, voting to recommend that the City Council approve said request;

WHEREAS, after conducting a Public Hearing on June 8, 2021, 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. A .430, Tract 32 (Walker Add Blk A) Abst A136, A136 Milam Co Sch Ld, located at 509 Hereford Street, Glen Rose, Somervell County, Texas.

SECTION 3. Zoning Reclassification Granted. Glen Rose's Zoning Ordinance is hereby amended to reflect that the Subject Property is hereby rezoned from a split "R-1" Single-Family Residential Zone/"B-1" Restricted Commercial Zone to solely an "R-1" Single Family Residential Zone. The Zoning Map of the City shall be amended to reflect this zoning reclassification. 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. Chapter 14 "Zoning" 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 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 from and after its passage.

PASSED AND APPROVED this the 8th day of June, 2021.

APPROVED:

_____

Julia Douglas, Mayor

ATTEST:

_____

Stephanie Ritchie, City Secretary

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:	Application and supporting documents 200' property owner map Property owner responses		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

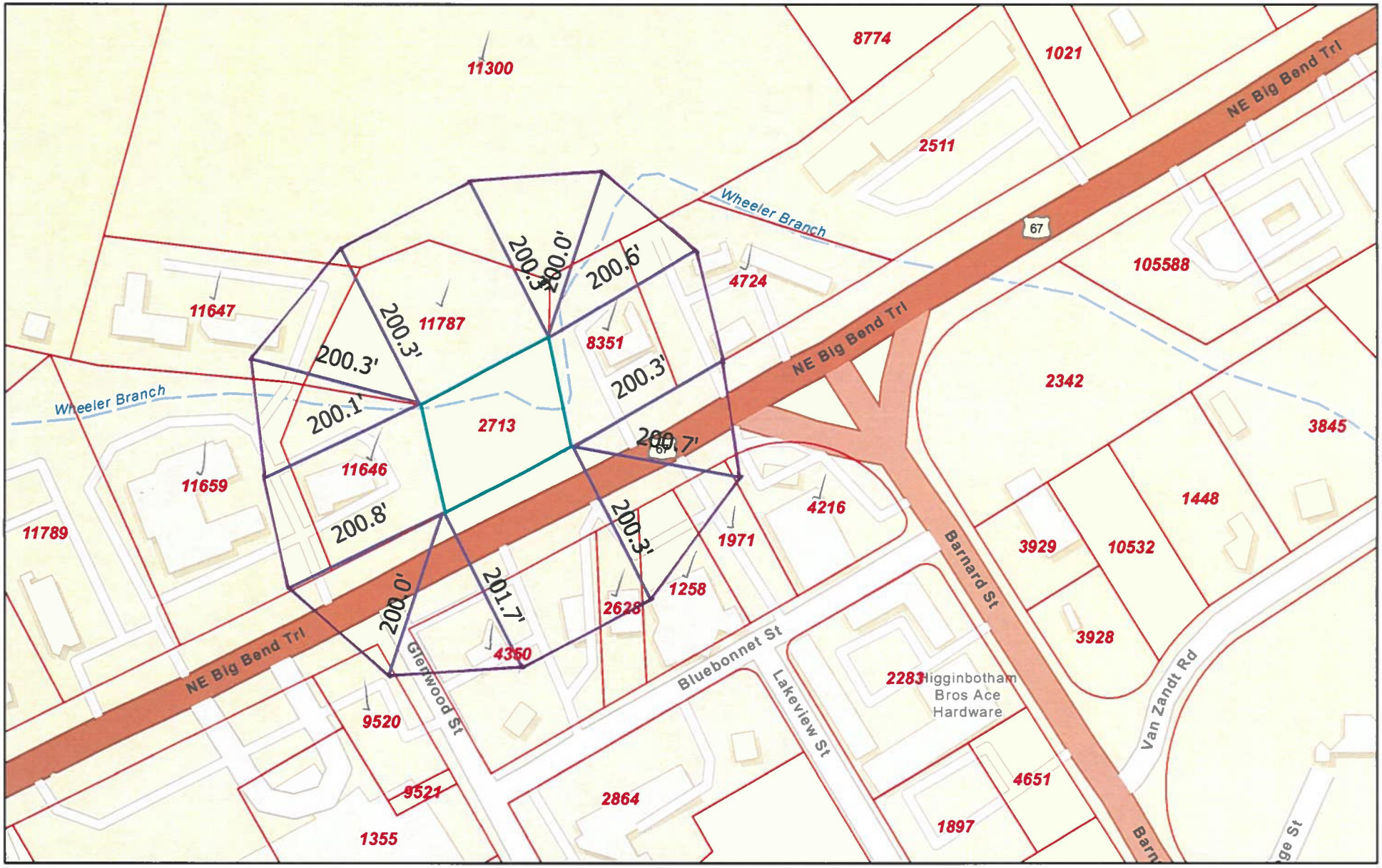
Application for a variance was received on 5/12/21.

The public hearing notification was published in the local newspaper on 5/14/21. On 5/22/21, 11 property owner notification letters, representing 13 properties located within the 200' radius of the subject property, were sent by certified mail (return receipt) via USPS. To date: Of those 11, 6 have been confirmed as received 4 unconfirmed and 1 has been returned to sender/unable to forward; 2 favorable responses and 1 opposing response has been returned.

RECOMMENDED ACTION:

Move to approve or deny as presented.

Somervell CAD Web Map



5/20/2021, 2:33:44 PM

Abstracts Parcels City Limits

1:2,257

0 0.01 0.03 0.06 mi

0 0.03 0.05 0.1 k

Esri Community Maps Contributors, Texas Parks & Wil

Somervell County Appraisal District, BIS Consulting - www.bisconsulting

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.

11/13

NOTICE OF PUBLIC HEARING

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

Return for Property ID# 1258

Re: Variance request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.

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 7643.

NAME: HAMMOND'S BBQ

ADDRESS: 1106 NE Big Bend Trail
Glen Rose TX 76043

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

Reasons/Comments:

Rowena West,
Planning and Zoning (P&Z)

NOTICE OF PUBLIC HEARING

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

Return for Property ID# 4724

Re: Variance request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.

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 7643.

NAME: Mike Daniels

ADDRESS: 1107 N.E. Big Bend Trail G.R.

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

Reasons/Comments:

I think it would be great.

Mike Daniels

Rowena West,
Planning and Zoning (P&Z)

NOTICE OF PUBLIC HEARING

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

Return for Property ID# 11300

Re: Variance request to allow a Mobile Food Vendor to designate the commissary location as 1101 NE Big Bend Trail, Glen Rose, TX 76043.

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 7643.

NAME: LAQuita Allen — Texas Freight

ADDRESS: 225 Commerce Street

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

Reasons/Comments:

Rowena West,
Planning and Zoning (P&Z)

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding an amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.		
PREPARED BY:	Rowena West	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:	P&Z Recommendation; Proposed Ordinance		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

A public hearing notification was published in the local newspaper on 5/14/21. The Planning and Zoning commission held a meeting on 6/1/21. The Planning and Zoning commission voted 5/0 to recommend approval of the amendment as requested.

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: June 1, 2021, 9:00 am

Purpose of hearing: Amendment to Appendix A "Schedule of Uses" of the Glen Rose Code of Ordinance to allow licensed Massage Therapy establishments in B-1 (Restricted Commercial), B-2 (General Commercial) and I (Industrial) zoning districts and B-3 (Central Business) with a Specific Use Permit.

Request submitted by: Staff

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

- [X] Approve the request and further recommends approval to the City Council.
- [ ] Deny the request.

Reason for decision: _____

_____

_____

Signature: Larry Nelson Date: 1 June 2021

Position: _____

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

- [ ] Approve
- [ ] Disapprove this recommendation.

_____ Approval Date: _____
Staff Representative Signature

Comments: _____

_____

ORDINANCE NO. 2021 _____

AN ORDINANCE AMENDING THE ZONING REGULATIONS OF THE CITY OF GLEN ROSE, TEXAS, BY AMENDING APPENDIX A, SCHEDULE OF USES (E) "COMMERCIAL USES" AND SEC. **14.02.005 "DEFINITIONS" IN CHAPTER 14 "ZONING" OF THE CITY'S CODE OF ORDINANCES TO ALLOW MASSAGE THERAPY IN ZONES "B-1" (RESTRICTED COMMERCIAL DISTRICT), "B-2" (GENERAL COMMERCIAL DISTRICT), AND "I" (INDUSTRIAL DISTRICT) AND IN ZONE "B-3" (CENTRAL BUSINESS DISTRICT) WITH A SPECIFIC USE PERMIT; PROVIDING SAVINGS, REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.**

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

WHEREAS, §51.001 of the Texas Local Government Code (TLGC) grants the governing body of municipalities the authority to adopt ordinances;

WHEREAS, Chapter 211 of the TLGC establishes a municipality's authority to regulate zoning;

WHEREAS, an individual desires to operate a Licensed Massage Therapy business, but currently such is not included in Appendix A, Schedule of Uses (e) "Commercial uses" of Chapter 14 "Zoning" of the City's Code of Ordinances;

WHEREAS, it has been determined Appendix A, Schedule of Uses (e) "Commercial uses" should be amended to include Licensed Massage Therapy and to allow that use in Zones "B-1" (Restricted Business District), "B-2" (General Business District), and "I" (Industrial District) and in Zone "B-3" (Central Business District) with a Specific Use Permit;

WHEREAS, it has also been determined to add a definition for Licensed Massage Therapy in Sec. 14.02.005 "Definitions" of the City's Code of Ordinances;

WHEREAS, pursuant to the requirements of the City's Zoning Ordinance, notice of a Public Hearing before the Planning and Zoning Commission concerning amending the Schedule of Uses was published in the City's Official Newspaper;

WHEREAS, at a meeting held on June 1, 2021, immediately following the aforementioned Public Hearing, the City's Planning and Zoning Commission voted to recommend Chapter 14 "Zoning" of the City's Code of Ordinances be amended to include Licensed Massage Therapy in Appendix

A, Schedule of Uses (e) "Commercial uses" and to include a definition for Licensed Massage Therapy in Sec. 14.02.005 "Definitions";

WHEREAS, pursuant to the requirements of the City's Zoning Ordinance, notice of a Public Hearing before the City Council concerning the addition of Licensed Massage Therapy to the Schedule of Uses in Chapter 14 "Zoning" of the City's Code of Ordinances was published in the City's Official Newspaper and said Public Hearing was conducted on June 8, 2021; 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 amend Chapter 14 "Zoning" of the City's Code of Ordinances to incorporate the changes recommended by the City's Planning and Zoning Commission.

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

SECTION 1 (OF 7)
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 (OF 7)
AMENDING APPENDIX A. SCHEDULE OF USES

Appendix A. Schedule of Uses (e) "Commercial uses" of Chapter 14 "Zoning" of the City's Code of Ordinances shall be amended to include the following:

Commercial Uses:	**R-1**	**R-2**	**R-2M**	**R-3**	**R-4**	**MH**	**B-1**	**B-2**	**B-3**	**I**	**Parking**
Licensed Massage Therapy							X	X	S	X	

SECTION 3 (OF 7)
AMENDING SEC. 14.02.005 DEFINITIONS

Sec. 14.02.005 "Definitions" of the City's Code of Ordinances shall be amended to include the following definition:

Licensed massage therapy. A health care service performed by someone currently licensed by the Texas Department of Licensing and Regulation to perform massage therapy. Massage therapy means the manipulation of soft tissue by hand or through a mechanical or electrical apparatus for the purpose of body massage. The term includes effleurage (stroking), petrissage (kneading), tapotement (percussion), compression, vibration, friction, nerve strokes, and Swedish gymnastics. Massage therapy may include the use of oil, lubricant, salt glows, heat lamps, hot and cold packs, or tub, shower, jacuzzi, sauna, steam or cabinet baths. Massage therapy is a health care service when the massage is for therapeutic purposes, and a licensed massage therapist may receive referrals from a physician to administer massage therapy.

SECTION 4 (OF 7)
SAVINGS/REPEALING CLAUSE

Appendix A, Schedule of Uses and Sec. 14.02.005 "Definitions" of 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 5 (OF 7)
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. The City Council of the City of 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 6 (OF 7)

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 §22.039 of the Texas Local Government Code.

SECTION 7 (OF 7)
EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage and publication.

PASSED AND APPROVED this the 8th day of June, 2021.

APPROVED:

_____
Julia Douglas, Mayor

ATTEST:

_____
Stephanie Ritchie, City Secretary

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a Final Plat for Squaw Creek Meadows Subdivision, as requested by owners James and Kathy Gosdin and owner's representative, Tamera Valentine, for the property located on a 102.6 acre tract of land bounded by Hwy 67, FM 200, and Bull Adams Lane (formerly CR 303).		
PREPARED BY:	City Administrator Leamons & Rowena West	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:	Final Plat; Engineer drawings; City Administrator's comments on both the initial presentation and the revised presentation; Response from Gosdin group to the City's comments on the initial and revised presentation; Letter from County Judge Chambers on runoff; P&Z Recommendation w/ Exhibit "A" and Exhibit "B"		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

The Planning and Zoning commission held a meeting and recommended to City Council acceptance of the preliminary plat on 3/18/21. Since that time, the owner's and their engineering staff have worked diligently with the City's staff to make adjustments as requested and to satisfy all the requirements necessary to meet the City's Code of Ordinances. On 6/1/21 the Planning and Zoning commission held a meeting to discuss the final plat for this project and voted 5/0 to recommend approval conditional to the completion of items as listed on Exhibit "A" and Exhibit "B".

RECOMMENDED ACTION:

Approve the final plat of those phases of the project that Mr. Gosdin is ready to construct, include a list of final conditions to be met before the plat is to be signed and filed with the Somervell County Clerk's Office, and acknowledge the variances

Discussion from the Building Official

Mr. Gosdin, his engineer, his surveyor, and his associates have completed the Squaw Creek Meadows Subdivision plat, with a few small exceptions, to the satisfaction of City staff, City Engineer Chris Hay, and the Planning and Zoning Commission. To approve the plat as drawn requires that a few variances be granted which are listed on a document coming to your from the P&Z. At the time of this week's P&Z meeting, there were still a few items which needed to be incorporated into the plat and construction documents. Mr. Gosdin agreed to make these changes. Mr. Gosdin is wanting to build the subdivision in phases. Our subdivision ordinance requires that he provide a bond or letter of credit, in a form acceptable to City Attorney Pendleton, to cover the cost of constructing the selected phases. Only those phases can be included on the final plat which is approved and filed with the County Clerk. At a later date, Mr. Gosdin can return to the Council for approval of additional phases. It is believed Mr. Gosdin is ready to move forward with phases "1" and "2". He will confirm this at the Council Meeting. The project will involve low water crossings.

Engineering Review of Squaw Valley Meadows

1 message

Michael Leamons <michael.leamons@glenrosetexas.org> Tue, May 18, 2021 at 12:15 PM
To: Jimmy Gosdin [redacted] Rowena West <rowena.west@glenrosetexas.org>, "Hay, Chris" <chris.hay@e-ht.com>, Jim Holder <jim.holder@glenrosetexas.org>

Mr. Gosdin and Mr. Fentress,

Attached is a review of the Squaw Valley Meadows subdivision I received from our engineer. Please review this and provide a response so that we are prepared to address these items when your plat is present to the Planning and Zoning Commission at its meeting this Thursday.

This morning I reviewed the attached letter with Mr. Hay. Although all of the matters raised in the letter need to be addressed, I believe the seven most substantive issues, some of which have been discussed previously, are:

1. Documentation of Somervell County's willingness to accept the additional run-off from your subdivision needs to be provided and Hay's concerns about the Rainbow Cemetery need to be addressed.
2. Will the proposed drainage channel within the subdivision contain the run-off generated by a 100 year event?
3. Will the northern portions of Honeysuckle Way be accessible during periods of heavy run-off? It appears installing culverts on Honeysuckle Way adjacent to lots 165 and 166 would ensure accessibility.
4. Will the proposed lay down curbs contain the water generated by a 100 year event in the streets or are traditional curbs needed?
5. Will the drainage channels along Bull Adams Lane handle the additional runoff created by the subdivision?
6. If the City Council were to waive that requirement that Bull Adams Lane be brought up to City standards (which staff will recommend), while you are installing approaches to your lots along the east and south sides of BUll Adams Lane, would you be willing to install a ribbon curb to protect the edge of the pavement?
7. The City Council will need to approve the use of low water crossings. Will you provide and install the appropriate depth gauges and warning signage?

Please feel free to contact Mr. Hay should you have any technical questions. Thank you for your continued assistance in this matter.

Respectfully,

Michael Leamons
City Administrator
City of Glen Rose
(254) 396-2467 cell
(254) 897-2272, ext 107

City of Glen Rose
Dinosaur Capital of Texas

Sender notified by
Mailtrack

2021-05-18 Plan Review Comments - Squaw Valley Meadows.pdf
61K

Engineer's Review of Revised Documents

1 message

Michael Leamons <michael.leamons@glenrosetexas.org> Fri, May 28, 2021 at 11:50 AM
To: Jimmy Gosdin <[redacted], Tami Valentine <[redacted], [redacted] Jim Holder <jim.holder@glenrosetexas.org>, "Hay, Chris" <chris.hay@e-ht.com>

JImmy,

Attached are comments from Chris Hay, PE on your latest drawings. It appears as part of this process that I will need to request variances for: 1. Not bringing Bull Adams Lane up to City standards, 2. Not meeting the 5' buffer requirement on the channel, and 3. Not meeting the required minimum width on lots located in cul-de-sacs and on curves.

After reviewing the documents, I have these additional requests:

1. The signature line for the Chairman of Planning and Zoning needs to be revised. The "Attest," needs to be removed and the signature line should be placed IN BETWEEN the signature lines for the Mayor and City Secretary.

2. A note needs to be included on the utility drawings: "Street lights will be installed at the corner of every intersection, at the entrances to the subdivision, and at the community mail boxes."

3. Add a detail and notes to the engineered drawings indicating how rip rap rock will be installed at the two sharp turns on the lower end of the drainage channel to prevent erosion as was agreed to at our meeting last week.

Please have your engineer and/or surveyor address the issues mentioned by Mr. Hay and the two items listed above. And, as we've discussed many times, we will need a letter from Somervell County agreeing to accept the additional runoff created by development of your subdivision. And, as we discussed at last week's meeting, please include a requirement that gates be installed to provide homeowners access to the drainage channel so they can do additional mowing or weed-eating should they desire to do so.

Finally, hopefully Kevin Tayor with Somervell County Water District has been consulted on the water utility installation as they will be providing water service.

Thanks for your continued assistance in bringing this process to a successful conclusion.

Respectfully,

Michael Leamons
City Administrator
City of Glen Rose
(254) 396-2467 cell
(254) 897-2272, ext 107

City of Glen Rose
Dinosaur Capital of Texas

Sender notified by
Mailtrack

2021-05-28 Review Comments - Squaw Valley Meadows 2nd Response.pdf
51K

Gmail

Michael Leamons <michael.leamons@glenrosetexas.org>

RE: Engineer's Review of Revised Documents

1 message

Tami Valentine [redacted] Fri, May 28, 2021 at 1:17 PM
To: Michael Leamons <michael.leamons@glenrosetexas.org>, Jimmy Gosdin [redacted], "[redacted]
[redacted]>, Jim Holder <jim.holder@glenrosetexas.org>, Chris Hay <chris.hay@e-ht.com>

Thank You,

#1 We will have corrected.

#'s 2 and 3. Will be address and corrected but may not be completed before the P&Z on June 1st. our Engineer is out of pocket for a few days.

The Letter from the County is in the works. Mr Chambers is working to have one to us as soon as he can, unfortunately we don't have an ETA.

The Gates will be addressed in the Deed restriction and subdivision rules. I will have copies of those to review on Monday.

Kevin Taylor has been consulted, he was given a set of the plans to review, and has given Jimmy the Thumbs up.

I am printing copies again for the P&Z and will have those to you this afternoon.

Thanks

Tami R Valentine

GOSDIN'S DOZER SERVICE, INC

[redacted]

Enprotec / Hibbs & Todd

Technical Memorandum

To: Michael Leamons – City of Glen Rose
Jim Holder – City of Glen Rose

From: Chris Hay, P.E.

Date: May 18, 2021

Subject: Squaw Valley Meadows Plan Submittal – Engineering Review Comments

The City received plans on May 5, 2021 for the Proposed Squaw Valley Meadows development located East of Bull Adams Lane (formerly County Road 303) across from the Squaw Valley Golf Course as part of a plat submittal, which was received on May 17, 2021. The plans have been reviewed with the following comments:

1. The submitted plat does not match dimensions/lot numbers shown on the plans. Specifically, there are conflicts with the dedicated drainage channel widths.
2. Lot 165 on the submitted plat does not have bearings/distances shown on the detailed views (Sheet 3 of 4). Ensure all lots are described with bearings/distances as required and are shown on the plat.
3. Section 10.02.034(a)(10) of the Subdivision Ordinance requires that the developer shall include the improvements of adjacent city streets or county roads to city standards in the overall development of the area. This would include development of Bull Adams Lane up to City Standards as a Collector Street.
4. Section 10.02.034(a)(11)(E) of the Subdivision Ordinance requires testing of the soil to determine appropriate subgrade preparation for street design. Provide testing and applicable subgrade treatment, if required, shall be indicated in the plans and specifications.
5. Section 10.02.034(b) of the Subdivision Ordinance requires construction of an adequate storm sewer system, consisting of inlets, pipes, and other underground drainage structures unless the runoff cannot be handled by a pipe 84-inches in diameter or smaller.
6. Section 10.02.034(b)(3) of the Subdivision Ordinance requires that the 100-year storm be retained within the street right-of-way. Provide calculations showing conformance with this requirement.
7. Page 4-13 of 91 Drainage Areas – What is the source of the e-b-d values used? Provide time of concentration calculations.
8. Page 14 of 91 Drainage Channel Profile – Proposed drainage channel does not maintain continuous slope towards outfall. Provide more detailed profile, with proposed slopes, that does not impede flow from reaching the outfall. Slope arrows on plan do not match profile. The proposed profile does not start at Sta. 0+00 as shown on the plan view.
9. Page 15 of 91 Drainage Channel Typical Sections
    a. There are two sections referenced as '*Drainage Channel 1 – Section 1'*. Clarify section titles.
    b. Show water surface elevation on sections for 50-year and 100-year event.
    c. Will the drainage easement contain the 100-year event? Will the 100-year event impact adjacent property?

d. Drainage Channel 1 – Section 4 is shown as 2' deep, while the upstream Drainage Channel 1 – Section 3 is shown as 2.5' deep. The channel flow capacities are shown both as 492.9 cfs. Please clarify that this is correct. No bottom width is indicated on Drainage Channel 1 – Section 4.
e. Drainage Channel 1 – Section 2 is shown as a variable bottom width. Do the plans indicate where to transition between the different bottom widths.
f. Drainage Channel 1 – Sections 2 & 3 are shown as 50' easement widths on Page 15 of 91 but are dimensioned as 40' on Page 2 of 91. The section dimensions indicate that a 50' easement is required. The plat/lot layout shall be adjusted to match the required width.
g. Slopes shown on the calculations do not appear to match the minimum slopes shown on the drainage channel profile drawing.
h. Runoff calculations for the drainage channels indicate the design flow is a summation of individual peak flows from drainage areas with different times of concentrations calculated using the Rational Method. The Rational Method cannot be used to add peak flows from separate drainage areas with different times of concentrations.
i. Runoff for Channel 2 chart shows DA1A going towards channel 2. Runoff value reflects DA2A. Please clarify.
j. Concrete Valley Gutter at CR 303 shows bottom width as 40', while on Page 44 of 91 the Low Water Crossing Detail for County Road 303 shows the bottom width as 50'. Please clarify.

10. Plans show to increase runoff to Bull Adams Lane (CR 303) on the West side of the proposed development with direct runoff from DA1E, DA1F, DA1G, and possibly a portion of DA1B. Provide calculations showing that downstream drainage paths can handle the increased runoff and convey it to an adequate discharge point.
11. Plans show to increase runoff to Bull Adams Lane (CR 303) at the Northwest corner of the development with direct runoff from DA1D, DA1C, DA2, DA2A, DA1A, DA1, and DA1B. Provide calculations showing that downstream drainage paths can handle the increased runoff and convey it to an adequate discharge point or provide agreement from downstream properties owner(s) accepting increased runoff. This will include the golf course (County) and the owner of the cemetery, or calculations indicating that the cemetery property will not be affected by the discharge.
12. Plans show multiple low water crossings that would impede vehicular access on multiple interior streets and on Bull Adams Ln (CR 303) during rain events. This includes multiple lots that would be inaccessible for periods of time due to low water crossings on both sides.
13. Low water crossings should require adequate signage and safety warnings.
14. Provide culvert design, including sizing calculations, plan and profiles, etc. for all proposed culverts.
15. General Comment on Roadway Plans – Street profiles do not reflect low water crossings.
16. General Comment on Roadway Plans – Sidewalks are shown encroaching on lots. See Whippoorwill Drive and Fox Court, Whippoorwill Drive and Honey Suckle Way, and Mimosa Lane and Bunny Run Court.
17. Page 18 of 91 Proposed Roadway (Whippoorwill Drive) – Roadway and culvert improvements are shown extending across Bull Adams Lane (CR 303). Revise connections to match up with existing roadway.
18. Page 21 of 91 Roadway Details – Pavement section details don't match typical section shown on Page 16 of 91. Remove details that don't apply and make sure details match City Standard pavement section, including subgrade preparation, as required.
19. Page 44 of 91 Proposed Roadway (Whippoorwill Drive) – Roadway and culvert improvements are shown extending across FM 200. Revise connections to match up with existing roadway.
20. Water service is provided by Somervell County Water District (SCWD). Plans and specifications shall meet their requirements. Provide documentation that SCWD has approved/accepted the plans and specifications.

21. Water line along Bull Adams Ln (CR 303) shall be dimensioned as 4' Maximum off the property line, rather than 4' Minimum off the property line, to provide adequate clearance between the water line and proposed sewer line alignment.
22. General Note on Sewer Plan and Profile Drawings – Show the calculated slope on each section of proposed sewer main.
23. General Note on Sewer Plan and Profile Drawings – Areas on the plan show shallow sewer, areas of approximate 1' of cover. Developer shall adjust the sewer to meet minimum depth shown on plans as 29" of minimum cover and/or to ensure adequate depth to allow sewer services to gravity flow into the main at all lot locations.
24. General Note on Sewer Plan and Profile Drawings – Hatching is shown under roadways in Plan view. Are these proposed cased bores or open cut encasement? Please confirm what this represents. In some spots, services are shown connecting to the main in these areas.
25. Page 71 of 91 Sewer Line Plan & Profile (Whippoorwill Drive) – Sta. 0+00 manhole does not appear to match City Project. Proposed Manhole "A" invert is shown as 600.64, while the City Project shows 600.72. The proposed Manhole "A" will be constructed as part of the City Project.
26. Pages 74 & 75 of 91 Sewer Line Plan & Profile (Honey Suckle Way) – Profile does not show proposed grade. The area around Proposed Manhole "M" is approximately 30" from top of manhole to invert. The worst spot appears to be approximately 1'-3" of cover to top of pipe from existing ground. This does not meet the minimum depth requirement as shown on plans.
27. Page 80 of 91 Sewer Line Plan and Profile (Mimosa Lane) – Extend sewer to end of cul-de-sac to pick up services.
28. Pages 81-82 of 91 Sewer Line Plan & Profile (Honey Suckle Way) – Profile does not show proposed grade.
29. Pages 83 - 85 of 91 Sewer Line Plan & Profile (Bobcat Court, Ringtail Court, & Fox Court) – Profile does not show proposed grade. Extend sewer to end of cul-de-sac to pick up services.
30. Page 86 of 91 Sewer Line Plan & Profile (CR 303) – Sta. 0+00 manhole does not appear to match end of City Project. Proposed Manhole "A" on the sheet is approximately 40' off the end manhole on the City project. Proposed Manhole "A" shows an invert elevation of 604.87, while the city project shows an end invert of 604.90.
31. Page 87 of 91 Sewer Line Plan & Profile (CR 303) – Last section of sewer line shows to be approximately 1' of cover. The section after Proposed Manhole "D" shall be at minimum slope to allow maximum depth at the end of the line cleanout.
32. Check sewer depth at drainage channels and confirm no conflicts.
33. A number of manholes are shown in the curb/sidewalk, ensure these don't interfere with flowlines or walkways.
34. Sewer details don't match NCTCOG standards, confirm with Public Works Dept. that details are ok. Details reference standard drawings (i.e. No. 5100) that are not clear. Lateral stubout show 4'-0" minimum under curb, which is not possible based on proposed profiles in spots.

Enprotec / Hibbs & Todd

Technical Memorandum

To:	Michael Leamons – City of Glen Rose
	Jim Holder – City of Glen Rose
From:	Chris Hay, P.E.
Date:	May 28, 2021
Subject:	Squaw Valley Meadows Plan Submittal – Engineering Review Comments – *2nd Submittal*

The City received revised plans on May 27, 2021 for the Proposed Squaw Valley Meadows development located East of Bull Adams Lane (formerly County Road 303) across from the Squaw Valley Golf Course. The plans have been reviewed with the following comments:

1. The revised plat has not been received to date. Outstanding plat comments from the previous review are as follows:
    a. The proposed plans do not match the plat on certain dedicated drainage easement/channel widths.
    b. Lot 165 on the submitted plat does not have bearings/distances shown on the detailed views (Sheet 3 of 4). Ensure all lots are described with bearings/distances as required and are shown on the plat.
2. Section 10.02.034(a)(10) of the Subdivision Ordinance requires that the developer shall include the improvements of adjacent city streets or county roads to city standards in the overall development of the area. This would include development of Bull Adams Lane up to City Standards as a Collector Street. A variance is required to relieve the Developer of this requirement.
3. The plans have been updated to hold the 100-year storm event within the drainage easement (channel), rather than the 50-year storm event. To accomplish this, changes were made to the channel section to reduce the 5-foot buffer on the drainage easement as required by Section 10.02.035(d). A variance is required to relieve the Developer of this requirement. *eHT is in support of approval of this variance.*
4. Provide documentation from Somervell County stating that they accept the additional runoff from development and include any provisions for off-site improvements associated with the agreement.
5. Page 19 of 97 Drainage Channel Typical Sections
    a. Drainage Channel 1 – Section 2 is shown as a variable bottom width. Based on the Engineer's response, the intent is for the section to be standard 32' wide.
    b. Drainage Channel 1 – Sections 2 & 3 are shown as 50' easement widths on Page 19 of 97 but are dimensioned as 40' on Page 2 of 97. The section dimensions indicate that a 50' easement is required. The plat/lot layout shall be adjusted to match the required width.
6. Pages 89 - 91 of 97 Sewer Line Plan & Profile (Bobcat Court, Ringtail Court, & Fox Court) – Extend sewer main to end of cul-de-sac to pick up services. An end of line cleanout is acceptable with proper manhole spacing near the cul-de-sac.

FRENTRESS ENGINEERING, LLC
6504 State Hwy 19 S.
PO Box 1463
Athens, Texas 75751
Phone: (903)904-5046

FRENTRESS ENGINEERING, LLC
Civil Engineering Consultants

May 27, 2021

Michael Leamons
City of Glen Rose
201 NE Vernon
Glen Rose, Texas 76043

RE: Engineering Review of Squaw Valley Meadows

Dear Mr. Leamons:

Attached is the response and comments to the engineering review of Squaw Valley Meadows subdivision. I have two sections that include responses to your email comments dated May 18, 2021.

Responses to email dated May 18, 2021:

1. Mr. Gosdin is currently working with Somervell County official's willingness to accept additional run-off from the subdivision. Documentation will be submitted to the city.
2. The drainage channel has been revised to contain run-off generated by a 100-year storm event. The 5-foot buffer required on the edge of the channel has been decreased to provided additional channel capacity. The city will need to grant a variance for this revision.
3. The depth of water at the low water crossing was calculated at 10-inches full depth.
4. A typical section is shown on Sheet 20. A calculation was performed, and the flattest street is on 700 feet of Mimosa Lane at 0.37% and will carry approximately 313.5 cfs. The 100-year storm event for this location is approximately 40.2 cfs.
5. Yes, the existing parallel drainage channel along Bull Adams will carry the 100-year storm event on the western portion of Bull Adams. The existing channel will carry 217 cfs. The run-off contributing to the channel is 167 cfs.
6. No, ribbon curb was not proposed in this project.
7. Appropriate signage for low water crossings and depth gauges were added to the proposed subdivision plans.

Responses to Chris Italy, P.E. Squaw Valley Meadows Plan Submittal – Engineering Review Comments:

1. The plat has been checked and revised to reflect the channel widths.

2. The survey plat has been revised.
3. It was in agreeance that the existing road would remain the same with only upgrades installing a low water crossing at the golf course.
4. A note was added to the typical pavement section referencing geotechnical testing.
5. A designated drainage channel will carry the majority of the run-off. The city will have to provide a variance to allow low water crossings.
6. A typical section is shown on Sheet 20. A calculation was performed on a street section of 700-feet with 0.37% slope on Mimosa Lane. This street right of way will carry a 100-year storm event with 313.5 cfs. The contributing runoff is 40.2 cfs for the 100-year storm event.
7. The e-b-d values were obtained for values for Somerville County within a TxDOT hydraulic spreadsheet for Rational Method. The time of concentration was assumed as a worst-case scenario for all drainage areas except DA1. DA1 time of concentration was calculated using WIN-TR-55 software. Note: 10 minutes is considered the minimum standard for time of concentration, 10 and 15 minutes was used as a "conservative" time of concentration.
8. The profile has been revised.
9. a. The typical section for the drainage channel has been revised. The water surface elevation varies in the channel. All water is contained in the channel for 100-year storm event.

   b. The channel is not at full capacity and therefore the water remains within the channel for a 100-year storm event. The top elevation of the channel has been shown on the channel profile. The maximum water level will not exceed the top elevation of the channel.

   c. Yes, the drainage easement will contain the 100-year storm event. No, the 100-year storm event will not impact the adjacent property. The 100-year storm event will remain the channel.

   d. Drainage channel typical sections have been revised. See Sheet 19.

   e. Drainage channel 1 section 2 has been revised for a constant width of 32-feet.

   f. The easement has been revised and dimensioned to 50-feet wide.

   g. The drainage profile has been revised.

   h. The time of concentration for individual drainage areas are within "minutes" of each other. Due to this insignificant amount of difference in time of concentrations the sub areas and producing peak run-off are at approximately the same interval. The method used is a more "conservative" method.

   i. The chart has been revised.

   j. The width has been revised to 40-feet.
10. The developer and Somervell County officials are coordinating drainage improvements to the downstream drainage paths.
11. The developer and Somervell County officials are coordinating drainage improvements to the downstream drainage paths.
12. The only street with two low water crossings is Honeysuckle Way. The most eastern crossing of Honeysuckle Way will have a depth of approximately 10-inches of water during a 100-year storm event. Please note a 30-inch culvert under FM 200 regulates

the flow from DA 1. However, when determining the water depth this was not accounted for due to conservancy.

13. Signage has been added to the plans for low water crossings.
14. Culvert design and sizing has been provided for Whippoorwill and CR 303. The culvert on Bunny Run Court and CR 303 was proposed as two 18-inch culverts. The contributing drainage area is approximately 96 acres. There is not enough area at the location to install an appropriately sized drainage structure for a 100-year storm event. There is enough room for two 18-inch culverts.
15. Low ware crossings were added to the street profiles.
16. Sidewalks have been adjusted and thick lines shows encroaching, but it is not.
17. The crossing has been revised.
18. Pavement section details have been revised.
19. The connection has been revised.
20. SCWD is currently reviewing the revisions.
21. The water line has been dimensioned to reflect 4-foot maximum off the property line.
22. The calculated slope has been added to the profile.
23. The sewer depth has been increased in 48-inches of cover.
24. The road crossing will be open cut for new subdivision prior to road construction. The services have been revised.
25. The manhole has been revised to an elevation of 600.72.
26. Proposed grade has been added. Increased cover over top of pipe has been added.
27. Mimosa Lane does not have a cul-de-sac.
28. Proposed grade has been added.
29. Proposed grade has been added.
30. The elevations have been revised. The manhole was placed based on ACAD file supplied. Adjustments may be necessary in the field to match up the two projects.
31. The line has been revised for additional cover. However, 48-inches is not possible in this section.
32. The sewer depth is deeper than the drainage channels.
33. The manhole is located behind the sidewalks.
34. The NCTOG Standards were traced and used.

If you should have any questions or comments, please let us know.

Thank you.



Corey Frentress, P.E.

P.O. Box 851
Glen Rose, Texas 76043

DANNY L. CHAMBERS
Somervell County Judge
cojudge@co.somervell.tx.us

254-897-2322
Fax: 254-897-7314

June 1, 2021

To Whom it May Concern:

Green Acres Venture, LLC./James W. Gosdin has made a presentation to the Somervell County Commissioners Court pertaining to drainage flow and issues from the 102 acre development onto Squaw Valley Golf Course property. Mr.Gosdin has also met with individual commissioners along with his engineer to go over these issues.

Somervell County has agreed to work with Mr. Gosdin to accommodate the additional water shed from 102 acre development. Also, please see attached letter from Mr. Gosdin to Somervell County with what he is willing to do pertaining to this project.

Danny L. Chambers
Somervell County Judge

Attachment

GREEN ACRES VENTURE, LLC
PO BOX 176
RAINBOW, TX 76077
254.897.3649

Friday, May 14, 2021

To Whom It May Concern

Green Acres Venture, LLC is willing to help adjust the drainage flow coming from the 102 Acre development onto the Squaw Valley Golf Course property, currently owned and operated by Somervell County, Texas, as described below at our expense.

Green Acres Venture is willing to increase the size of the drainage channel to better accommodate the expected water flow from the 102 Acres that flows into the golf course drainage way. Green Acres Venture is also willing to remove the currently installed 36" pipe on the Golf Course in preparation for a bridge the Golf Course has expressed they will be installing.

James W Gosdin

Green Acres Ventures, LLC
James W Gosdin

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: June 1, 2021, 9:00 am

Purpose of hearing: Final Plat for Squaw Creek Meadows Subdivision located on a 102.6 acre tract of land bounded by Hwy 67, FM 200, and Bull Adams Lane (formerly CR 303).

Request submitted by: Owners, James and Kathy Gosdin, and owner's representative, Tamera Valentine.

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: See Attached Exhibit "A" and Exhibit "B"

Signature: _____ Date: 1 June 2021

Position: _____

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

☐ Approve ☐ Disapprove this recommendation.

_____ Approval Date: _____

Staff Representative Signature

Comments:

The list of items that approval is contingent upon are as follows:

1. Correction of the signature line on the final plat to be filed with the County Clerk's Office.
2. Correction of the list of lots not meeting the 60' minimum width requirement.
3. Inclusion of this note on the plans: "Street lights will be installed at the corner of every intersection, at the entrances to the subdivision, and at the community mail boxes."
4. Inclusion of a note on the engineered drawings indicating how rip rap rock will be installed at the two sharp turns on the lower end of the drainage channel to prevent erosion as was agreed to at our meeting last week.
5. The sewer mains on the cul-de-sacs need to be extended to the end of each cul-de-sac with a clean out at the end of the line.
6. Obtain a letter from Somervell County indicating their willingness to accept runoff from the development and include any provisions for off-site improvements associated with the agreement between the County and the developer.

ADDITIONAL INFORMATION ON RECOMMENDATION TO APPROVE THE SQUAW CREEK MEADOWS SUBDIVISION PLAT

The Planning and Zoning Commission recognizes the submitted plat doesn't comply with the following provisions of the City's Zoning and Subdivision Ordinances, but recommends variances be granted and the plat be approved contingent upon Somervell County providing a letter agreeing to accept the additional run-off created by Squaw Creek Meadows Subdivision [10.02.034(b)(4)(E)]:

1. On curves and in cul-de-sacs some of the lots do not meet the minimum width at the very front of the lot due to the lots being pie shaped. The average width of the lots comply with the City's required 60' minimum lot width. This variance should be granted because the City's Ordinance should be revised to accommodate this type of lot configuration.[Sec. 14.02.041(d)(1) Schedule of District Regulations]
2. On not bringing Bull Adams Lane up to City standards, it appears in the past, the City has not required developers to comply with this provision of the City's Subdivision Ordinance. If the City doesn't grant a variance from this requirement, it appears the additional expense will cause the developer to abandon the project. A similar situation exists concerning the subdivision being planned for Gibbs Street. This variance should be granted because this provision of the City's Subdivision Ordinance has not been followed, appears to be impractical, and should be eliminated. [Sec. 10.02.034(a)(10)]
3. On not complying with the 5' buffer requirement for the drainage channel. This requirement would have been met, but the city staff asked the developer to increase the capacity of the drainage channel to contain the run-off from a 100 year event. Initially the channel was designed to comply with the ordinance's requirement to design for a 50 year event. With the subdivision platting completed, the only feasible solution was to widen the channel and reduce the 5' buffer at the top of the channel. This variance should be granted because the developer is complying with a request from City staff to go above and beyond the requirements of City ordinances by designing for a 100 year event. [10.02.035(b)(2)]

Larry Wilson, Planning and Zoning Chairman

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on award of grant administration services contract for American Rescue Plan of 2021 funded water infrastructure project.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Scoring sheets; proposals from Public Management and Traylor & Associates		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

As you will recall, in response to the American Rescue Plan funding, half of which is supposed to be released to the City this month, the City Council authorized solicitation of a grant administration firm. An ad was run in the Glen Rose Reporter and solicitations were emailed to 7 firms selected by the committee. The responses to that solicitation from Public Management and Traylor & Associates have been included for your review. Both of these firms have worked for the City in the recent past---Public Management on the CDBG street and drainage project and Traylor & Associates in preparing the TxDOT sidewalk project grant application. The proposals were reviewed and scored by the three committee members. Public Management received a cumulative score of 272 and Traylor & Associates received a score of 256. Public Management was the top choice of all of the committee members. Soon, the City will be soliciting proposals for grant administration services for the TxDOT sidewalk grant project. Traylor & Associates offices are located in Tyler. Public Management has offices in several cities, with one being located in Granbury.

RECOMMENDED ACTION:

Award the American Rescue Plan of 2021 grant administration services contract to Public Management for $30,000.

PUBLIC

Administration Professional Services Rating Sheet

Allocation Recipient _____ Name of Respondent _____

Evaluator's Name DEMETRA CONRAD Date of Rating 6/3/21

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

	Factors	Max.Pts.	Score
1.	Related Experience / Background with federally funded projects	5	5
2.	Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	5
3.	Related experience/background with specific services:		X
	a. Administrative, construction management, and related acquisition	5	5
	b. Environmental review	5	5
	c. Buyout management (if not applicable score '0')	5	0
4.	References from current/past clients	5	5
	Subtotal, Experience	30	25

Work Performance

	Factors	Max.Pts.	Score
1.	Submits requests to client in a timely manner	5	5
2.	Responds to client requests in a timely manner	5	5
3.	Past client projects completed on schedule	5	5
4.	Work product is consistently of high quality with low level of errors	5	4
5.	Past client projects have low level of monitoring findings/concerns	5	4
6.	Manages projects within budgetary constraints	5	5
	Subtotal, Performance	30	28

Capacity to Perform

	Factors	Max.Pts.	Score
1.	Qualifications / Experience of Staff		
	a. Administrative, construction management, and related acquisition	4	4
	b. Environmental review	4	4
	c. Buyout management (if not applicable score '0')	4	0
2.	Present and Projected Workloads	4	4
3.	Demonstrated understanding of scope of the CLFRF	4	4
	Subtotal, Capacity to Perform	20	16

Proposed Cost

Factors	Max.Pts.	Score
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	19
A = Lowest Proposal $ 281,500 A ÷ B X 20 = Respondent's Score B = Respondent's Proposal $ 30,000	20	

TOTAL SCORE

	Factors	Max.Pts.	Score
☑	Experience	30	25
☑	Work Performance	30	28
☑	Capacity to Perform	20	16
☑	Proposed Cost	20	19
	Total Score	100	88

TRAYLOR AND ASSOCIATES

Administration Professional Services Rating Sheet

Allocation Recipient _____ Name of Respondent _____

Evaluator's Name DEMETRA CONRAD Date of Rating 6/3/21

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

	Factors	Max.Pts.	Score
1.	Related Experience / Background with federally funded projects	5	4
2.	Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	4
3.	Related experience/background with specific services:		X
	a. Administrative, construction management, and related acquisition	5	4
	b. Environmental review	5	4
	c. Buyout management (if not applicable score '0')	5	0
4.	References from current/past clients	5	4
	Subtotal, Experience	30	20

Work Performance

	Factors	Max.Pts.	Score
1.	Submits requests to client in a timely manner	5	4
2.	Responds to client requests in a timely manner	5	4
3.	Past client projects completed on schedule	5	5
4.	Work product is consistently of high quality with low level of errors	5	4
5.	Past client projects have low level of monitoring findings/concerns	5	4
6.	Manages projects within budgetary constraints	5	5
	Subtotal, Performance	30	26

Capacity to Perform

	Factors	Max.Pts.	Score
1.	Qualifications / Experience of Staff		5
	a. Administrative, construction management, and related acquisition	4	4
	b. Environmental review	4	4
	c. Buyout management (if not applicable score '0')	4	0
2.	Present and Projected Workloads	4	3
3.	Demonstrated understanding of scope of the CLFRF	4	3
	Subtotal, Capacity to Perform	20	14

Proposed Cost

Factors	Max.Pts.	Score
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	20
A = Lowest Proposal $28,500 A ÷ B X 20 = Respondent's Score B = Respondent's Proposal $28,500	20	

TOTAL SCORE

	Factors	Max.Pts.	Score
☐	Experience	30	20
☐	Work Performance	30	26
☐	Capacity to Perform	20	14
☐	Proposed Cost	20	20
	Total Score	100	80

Administration Professional Services Rating Sheet

Allocation Recipient GLEN ROSE Name of Respondent PUBLIC MANAGEMENT

~~Evaluator's~~ Name JIM HOLDER Date of Rating 6-3-2021

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

	Factors	Max.Pts.	Score
1.	Related Experience / Background with federally funded projects	5	4
2.	Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	4
3.	Related experience/background with specific services:		4
	a. Administrative, construction management, and related acquisition	5	4
	b. Environmental review	5	4
	c. Buyout management (if not applicable score '0')	5	0
4.	References from current/past clients	5	5
	Subtotal, Experience	30	25

Work Performance

	Factors	Max.Pts.	Score
1.	Submits requests to client in a timely manner	5	5
2.	Responds to client requests in a timely manner	5	5
3.	Past client projects completed on schedule	5	5
4.	Work product is consistently of high quality with low level of errors	5	5
5.	Past client projects have low level of monitoring findings/concerns	5	5
6.	Manages projects within budgetary constraints	5	5
	Subtotal, Performance	30	30

Capacity to Perform

	Factors	Max.Pts.	Score
1.	Qualifications / Experience of Staff		4
	a. Administrative, construction management, and related acquisition	4	4
	b. Environmental review	4	4
	c. Buyout management (if not applicable score '0')	4	0
2.	Present and Projected Workloads	4	4
3.	Demonstrated understanding of scope of the CLFRF	4	4
	Subtotal, Capacity to Perform	20	20

Proposed Cost

Factors	Max.Pts.	Score
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	19
A = Lowest Proposal $ 28,500. A ÷ B X 20 = Respondent's Score	20	19
B = Respondent's Proposal $ 30,000.		

TOTAL SCORE

	Factors	Max.Pts.	Score
☐	Experience	30	25
☐	Work Performance	30	30
☐	Capacity to Perform	20	20
☐	Proposed Cost	20	19
	Total Score	100	94

Administration Professional Services Rating Sheet

Allocation Recipient GLEN ROSE Name of Respondent TAYLOR & ASSOCIATES

~~Evaluator's~~ Name JIM HOLDER Date of Rating 6-3-2021

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

	Factors	Max.Pts.	Score
1.	Related Experience / Background with federally funded projects	5	4
2.	Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	4
3.	Related experience/background with specific services:		4
	a. Administrative, construction management, and related acquisition	5	4
	b. Environmental review	5	5
	c. Buyout management (if not applicable score '0')	5	0
4.	References from current/past clients	5	3
	Subtotal, Experience	30	24

Work Performance

	Factors	Max.Pts.	Score
1.	Submits requests to client in a timely manner	5	4
2.	Responds to client requests in a timely manner	5	4
3.	Past client projects completed on schedule	5	5
4.	Work product is consistently of high quality with low level of errors	5	5
5.	Past client projects have low level of monitoring findings/concerns	5	4
6.	Manages projects within budgetary constraints	5	5
	Subtotal, Performance	30	27

Capacity to Perform

	Factors	Max.Pts.	Score
1.	Qualifications / Experience of Staff		4
	a. Administrative, construction management, and related acquisition	4	4
	b. Environmental review	4	4
	c. Buyout management (if not applicable score '0')	4	0
2.	Present and Projected Workloads	4	3
3.	Demonstrated understanding of scope of the CLFRF	4	3
	Subtotal, Capacity to Perform	20	18

Proposed Cost

Factors	Max.Pts.	Score
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	20
A = Lowest Proposal $ 28,500 A ÷ B X 20 = Respondent's Score B = Respondent's Proposal $ 28,500	20	20

TOTAL SCORE

	Factors	Max.Pts.	Score
☐	Experience	30	24
☐	Work Performance	30	
☐	Capacity to Perform	20	18
☐	Proposed Cost	20	20
	Total Score	100	89

Administration Professional Services Rating Sheet

Allocation Recipient GLEN ROSE Name of Respondent TRAYLOR & ASSOCIATES

~~Evaluator's Name~~ MICHAEL LEAMONS Date of Rating 6-3-21

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

	Factors	Max.Pts.	Score
1.	Related Experience / Background with federally funded projects	5	5
2.	Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	5
3.	Related experience/background with specific services:		
	a. Administrative, construction management, and related acquisition	5	5
	b. Environmental review	5	5
	c. Buyout management (if not applicable score '0')	5	0
4.	References from current/past clients	5	5
	Subtotal, Experience	30	25

Work Performance

	Factors	Max.Pts.	Score
1.	Submits requests to client in a timely manner	5	5
2.	Responds to client requests in a timely manner	5	5
3.	Past client projects completed on schedule	5	5
4.	Work product is consistently of high quality with low level of errors	5	5
5.	Past client projects have low level of monitoring findings/concerns	5	4
6.	Manages projects within budgetary constraints	5	4
	Subtotal, Performance	30	28

Capacity to Perform

	Factors	Max.Pts.	Score
1.	Qualifications / Experience of Staff		
	a. Administrative, construction management, and related acquisition	4	3
	b. Environmental review	4	3
	c. Buyout management (if not applicable score '0')	4	0
2.	Present and Projected Workloads	4	4
3.	Demonstrated understanding of scope of the CLFRF	4	4
	Subtotal, Capacity to Perform	20	14

Proposed Cost

Factors	Max.Pts.	Score
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	20
A = Lowest Proposal $ 28500 A ÷ B X 20 = Respondent's Score B = Respondent's Proposal $ 28500	20	

TOTAL SCORE

	Factors	Max.Pts.	Score
☐	Experience	30	25
☐	Work Performance	30	28
☐	Capacity to Perform	20	14
☐	Proposed Cost	20	20
	Total Score	100	87

Administration Professional Services Rating Sheet

Allocation Recipient GLEN ROSE Name of Respondent PUBLIC MANAGEMENT

~~Evaluator's Name~~ _____ Date of Rating 6-3-21

Rate the Respondent of the Request For Proposal (RFP) by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from past experience with the Respondent and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental or buyout only) will be scored only on those services.

Experience

	Factors	Max.Pts.	Score
1.	Related Experience / Background with federally funded projects	5	5
2.	Related Experience / Background with specific project type (infrastructure, acquisition of property, coordination with regulatory agency, etc.)	5	5
3.	Related experience/background with specific services:		
	a. Administrative, construction management, and related acquisition	5	5
	b. Environmental review	5	5
	c. Buyout management (if not applicable score '0')	5	0
4.	References from current/past clients	5	5
	Subtotal, Experience	30	25

Work Performance

	Factors	Max.Pts.	Score
1.	Submits requests to client in a timely manner	5	5
2.	Responds to client requests in a timely manner	5	5
3.	Past client projects completed on schedule	5	5
4.	Work product is consistently of high quality with low level of errors	5	5
5.	Past client projects have low level of monitoring findings/concerns	5	5
6.	Manages projects within budgetary constraints	5	5
	Subtotal, Performance	30	30

Capacity to Perform

	Factors	Max.Pts.	Score
1.	Qualifications / Experience of Staff		
	a. Administrative, construction management, and related acquisition	4	4
	b. Environmental review	4	4
	c. Buyout management (if not applicable score '0')	4	0
2.	Present and Projected Workloads	4	4
3.	Demonstrated understanding of scope of the CLFRF	4	4
	Subtotal, Capacity to Perform	20	16

Proposed Cost

Factors	Max.Pts.	Score
Proposed cost is in line with independent estimate and compared with all cost proposals received	20	19
A = Lowest Proposal $ 28500 A ÷ B X 20 = Respondent's Score B = Respondent's Proposal $ 30000	20	

TOTAL SCORE

	Factors	Max.Pts.	Score
☐	Experience	30	25
☐	Work Performance	30	30
☐	Capacity to Perform	20	16
☐	Proposed Cost	20	19
	Total Score	100	90

CUMULATIVE SCORE SHEET

	Public Management	Traylor & Associates
1. Public Works Director Holder	94	89
2. City Administrator Leamons	90	87
3. Councilwoman Conrad	88	80
TOTAL:	**272**	**256**

ORIGINAL

Traylor & ASSOCIATES INCORPORATED

May 28, 2021

Grant Administrative Services
RFP – 2021 ARP / CLFRF

City of Glen Rose
201 Vernon Street
Glen Rose, Texas 76043

Traylor and Associates, Inc.
201 Cambridge Road
Tyler, Texas 75703

Always Working For Your Community ... Always

Table of Contents

EXECUTIVE SUMMARY 1
SCOPE OF SERVICES 2
Project Management 4
Financial Management 4
Real Property Acquisition / URA (if necessary) 5
Construction Management 5
Fair Housing / Equal Opportunity 6
Audit / Contract Close-out Assistance 6

STATEMENT OF QUALIFICATIONS 7
Experience 8
Work Performance 13
Hazard Mitigation 14
Disaster Relief 14
Community Enhancement 15
Housing 15
Community Development 16
Economic Development 16
References 17
Capacity to Perform 19
Our Team 21
Proposed Cost of Services 22

REQUIRED DOCUMENTATION
System for Award Management 24
Certificate of Insurance 27
Form 1295 29
Form CIQ 31
Certification Regarding Lobbying 34
Personnel 38

EXECUTIVE SUMMARY

A Texas corporation operating continuously since 1974, Traylor & Associates has served state and local governments for over 45 years. We are the oldest active grant management firm in the State of Texas and have successfully managed over **$1 Billion** in federal and state assisted projects for over **200** clients throughout the state.

Traylor & Associates is a full-service grant application and management firm providing the full scope of services for identifying, applying, managing, and closing out grants from all funding entities. Our experience in managing programs extends to public works, drainage, infrastructure, recreation, social, police, and emergency services.

Our knowledge of the intricate balance between all levels of government gives us insight into the ways government can be more proactive and responsive in the development of publicly funded solutions to their local challenges. We have proven success in improving the efficiency of local government by providing strategic information to elected officials and by providing technical support to their staff.

We're Here to Help

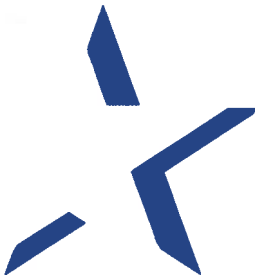
With over a hundred years of experience in grant administration, our team is poised to provide the comprehensive range of services necessary to assist the City in the effective coordination, management, administration, oversight, and implementation of its ARP/CLFRF programs to support ongoing recovery and associated efforts. Our team's achievements and drive for superior service are due in no small part to the emphasis we place on coordination and communication between stakeholders. This commitment has led to accomplishing many noteworthy milestones on behalf of our clients examples of which are detailed in the Experience and Reference sections of this document. We look forward to the opportunity to partner with Glen Rose to construct meaningful improvements that ensure the City's resiliency now and in the future.

Grant Programs

The following select list includes programs Traylor & Associates has assisted in application for or is currently managing.

Community Development Block Grant (TxCDBG/TDA)	Economic Development Administration (EDA)
Community Development Block Grant – Disaster Recovery (CDBG-DR/GLO)	Downtown Revitalization/Main Street Program (TDA)
State of Texas HOME Program (TDHCA)	Department of Homeland Security (DHS)
Coronavirus Relief Fund (CRF)	Texas Parks & Wildlife Department (TPWD)
Hazard Mitigation Grants Program (FEMA)	US Department of Housing & Urban Development (HUD)
Statewide Transportation Enhancement Program (TXDOT)	Rural Development Water & Wastewater Grants & Loans (USDA)

Scope of Work



SCOPE OF WORK

Gary R. Traylor & Associates Inc. is pleased to offer Grant Administrative Services that will strengthen the City of Glen Rose's position to best address the community's Coronavirus recovery needs. Our contract-related management services will administer and manage the grant requirements and meet all fiduciary responsibilities in a manner that exceeds expectations and reduces the City's risks. Our services are aligned with Glen Rose's goal of strengthening programs, by addressing the specific tasks outlined in the City's RFP. These proposed services will bring a comprehensive "start-to-finish" business process that ensures success, eliminates errors, and lessens liabilities for the City of Glen Rose in a manner that is professional and open. Our services will:

- **Keep the grant administration program on track and on budget**
- **Provide a professional team that offers experienced guidance and sound advice to the City of Glen Rose**
- **Identify opportunities and reduce risks and liabilities for the City's grant management program SOW.**
- **Train and assist staff members who are assigned to the project until all grant programs are successfully closed out.**

We take great pride in knowing that we have assisted deserving Texans in achieving important and necessary steps as they've recovered from a broad range of disasters. We look forward to effectively implementing a program centered around timely fulfillment of duties while providing a level of customer service that guarantees a straightforward process and ensures compliance with program requirements. To this end, we are prepared to assign experience staff to perform all the following services which are outlined in the City's Scope of Work.

A. **Project Management**
B. **Financial Management**
C. **Real Property Acquisition / URA (if required)**
D. **Construction management**
E. **Fair Housing / Equal Opportunity**
F. **Audit / Contract Close-out Assistance**

Immediately upon notification of award, our team will begin to communicate with the City's point of contact, exchange contact information, and establish means of communicating to institute the following administrative steps. Traylor & Associates will prepare, administer, and complete all eligible projects approved for ARP/CLFRF funding through the following services:

A. Project Management

1. Develop a recordkeeping system consistent with program guidelines, including the establishment of a filing system.
2. Maintain the filing system.
3. Provide general advice and technical assistance to City personnel on implementation of project and regulatory matters.
4. Assist in the procurement of professional consulting engineering services through the request for proposal process, if applicable, and as required by guidance provided by the State of Texas (the Agency) charged with overseeing the distribution of ARP funds.
5. Furnish City with necessary forms and procedures required for implementation of project
6. Assist the City in meeting all special condition requirements that may be stipulated in the contract between the City and the Agency.
7. Prepare and submit to the Agency documentation necessary for amending the ARP funded project
8. Prepare and submit quarterly reports (progress and minority hiring).
9. Prepare Financial Information report for the City.
10. Establish procedures to document expenditures associated with local administration of the project
11. Provide guidance and assistance to the City regarding acquisition of property:
    - Submit required reports concerning acquisition file for each parcel of real property acquired;
    - Determine necessary method(s) for acquiring real property;
    - Prepare correspondence to the property owners for the City's signature to acquire the property or to secure an easement; and
    - Assist the City in negotiation with property owners(s).
12. Maintain Property Management Register for any property/equipment purchased or leased.
13. Serve as liaison for the City during any monitoring visit by staff representatives from either the Agency, the U.S. Department of Treasure, or the Comptroller General of the United States.

B. Financial Management

1. Assist the City in proving its ability to manage the grant funds to the state's audit division.
2. Assist the City in establishing and maintaining a bank account (Direct Deposit account) and/or separate local bank account, journals, and ledgers.
3. Assist the City in submitting the required Accounting System Certification letter, Direct Deposit Authorization Form (if applicable), and/or Depository/Authorized Signatory form to TDA.
4. Prepare all fund drawdowns on behalf of the City in order to ensure orderly, timely payments to all contracting parties within the allotted time period.
5. Review invoices received for payment and file back-up documentation.

6. Provide general advice and technical assistance to City personnel on implementation of project and regulatory matters.
7. Assist the City in establishing procedures to handle the use of any ARP program

C. Acquisition

1. Prepare required acquisition report(s)
2. Obtain documentation of ownership for City-owned property and or Right of Ways (ROWs).
3. Maintain a separate file for each parcel of real property acquired.
4. Determine necessary method(s) for acquiring real property.
5. Prepare correspondence with property owners.
6. Assist City in negotiations with property owner(s)
7. Prepare required acquisition reports and submit to the Agency.

D. Construction Management

1. Establish procedures to document expenditures associated with local construction of the project (if force account is applicable).
   - Assist City in determine whether and/or what ARP funded project activities will be carried out in whole or in part via force account labor.
   - Assist City in maintaining adequate documentation of personnel, equipment and materials expended/used and their costs.
   - Assist City in documenting compliance with all federal and state requirements related to equal employment opportunity.
2. Assist City in documenting compliance with all federal and state requirements related to minimum wage and overtime pay requirements.
3. Aid or act as local labor standards officer. Notify the Agency in writing of name, address, and phone number of appointed labor standards compliance officer.
4. Request wage rates from the Agency.
5. Provide sample ARP project contract document to engineer.
6. Advertise for bids.
7. Make ten-day call or any similar reporting required by the Agency.
8. Verify construction contractor eligibility with the Agency.
9. Review construction contract.
10. Conduct pre-construction conference and prepare minutes.
11. Submit any reports of additional classification and rates to the Agency.
12. Issue Notice of Start of Construction to the Agency.
13. Review weekly payrolls, including compliance follow-ups. Conduct employee interviews.
14. Process change orders approved by City and the project engineer and submit to the Agency prior to execution with the construction contractor.
15. Obtain certificate of Construction Completion / Final Wage Compliance Report and submit to the agency.
16. Provide general advice and technical assistance to City personnel on implementation of project and regulatory matters.

E. Fair Housing / Equal Opportunity

1. Assist the City in developing, implementing, and documenting new activities to affirmatively further fair housing during the contract period.
2. Maintain documentation of all project beneficiaries by ethnicity and gender.
3. Assist with the development and administration of the Citizen Participation Plan per 24 CFR Part 91, including grievance procedures.
4. Assist with Section 3 requirements per 24 CFR Part 135.
5. Prepare all Section 504 requirements per 24 CFR Part 8.
6. Provide all applicable equal opportunity provisions and certifications for inclusion in bid packet.
7. Ensure adoption of Excessive Force provision per 24 CFR Part 91.
8. Ensure the adequate publication of required notices.

F. Audit / Close-out Procedures

1. Prepare the final Project Completion Report, including the General Report, Recipient Beneficiary Report, Final Financial Interest Report, and any required documentation regarding citizen participation/equal rights/fair housing and Certificate of Completion.
2. Assist City in resolving any monitoring and audit findings.
3. Assist City in resolving any third part claims.
4. Provide auditor with ARP funded project audit guidelines.
5. Any other work that may be reasonably required to close out the project.

Statement of Qualifications



EXPERIENCE

Our Company has assisted cities and counties throughout the state in the application and administration of almost **1,000** grant-funded projects. Our daily involvement with various state and federal agencies allows our staff to fully grasp the unique intricacies involved in the timely administration of government grants at both the recipient and Sub-recipient levels.

Traylor & Associates' success over the past 45 years is due in no small part to the emphasis we place on the coordination and communication between city staff, engineers, contractors, state and federal agencies and our staff. This commitment has led to achieving many noteworthy milestones on behalf of Texas communities as noted below.

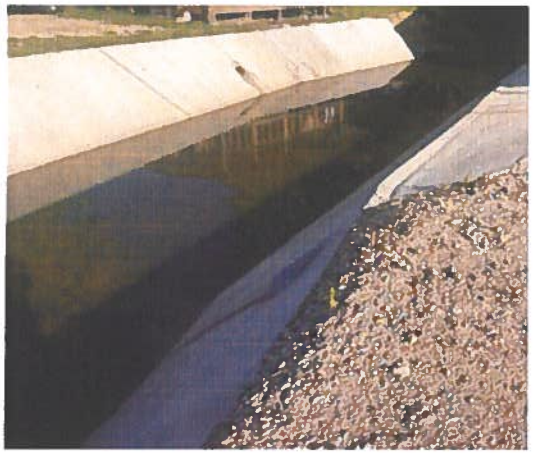
- **Reconstruction of the first homes to receive 2016 CDBG-DR assistance in Texas.**
- **The first Texas community to receive Hurricane Harvey CDBG-DR application approval.**
- **Successful coordination and utilization of CDBG-DR funding to leverage resources provided by other state and federal agencies.**

We encourage you to contact any of our clients regarding these work performance factors:

- **Timely submission of funding requests to funding agency**
- **Timely completion of projects**
- **Quality of work**
- **Level of monitoring findings/concerns and timely response to agency monitoring reports**
- **Ability to manage projects with budgetary constraints**

Flood & Drainage

Our experience administering ***flood and drainage projects spans decades***. From large-scale channel excavations to storm sewers to creek and river crossings, our communities have received state and federal assistance to implement hardening and resiliency factors to ***reduce the risk to property and life during future flooding events***.







Sewer Systems

At Traylor & Associates, we have supported our communities in their efforts to ***improve wastewater treatment and collection systems for over 45 years***. Projects range from small yard line replacement projects to lift station and manhole replacement to construction of new WWTP facilities. No matter the size of the project, our team is here to help.

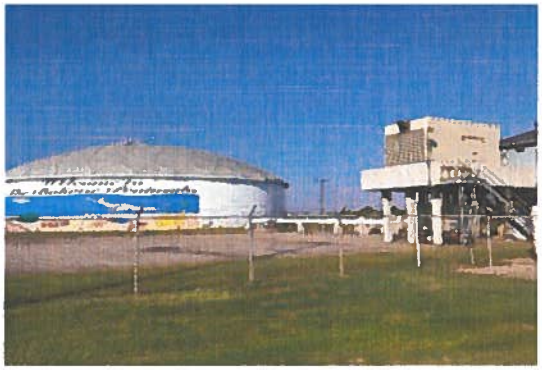


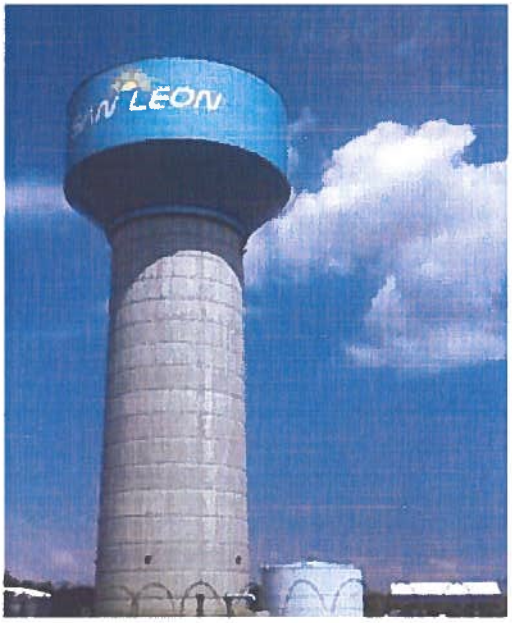




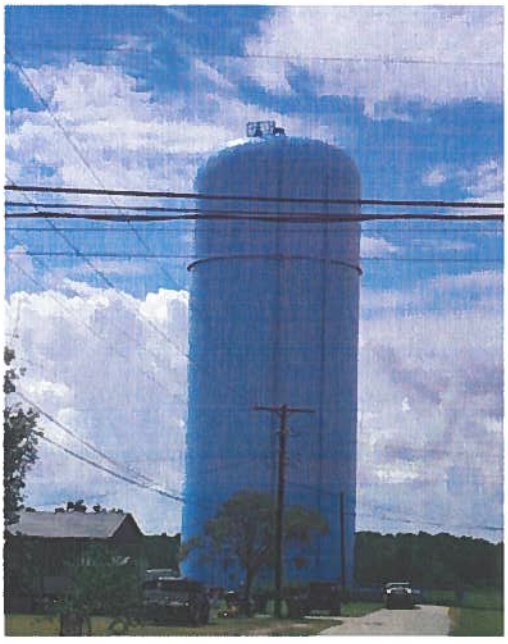
At Traylor & Associates, we understand the importance of providing a reliable and dependable water supply, ***particularly during and after disaster events***. Our firm has assisted in securing funds to construct water storage tanks, replace undersized water lines, and install generators to ensure continuous operation.

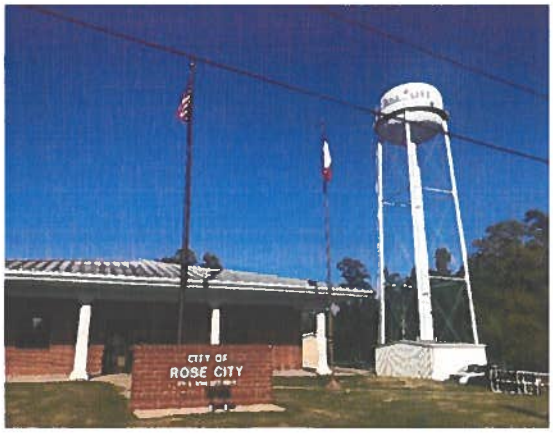
Water Systems





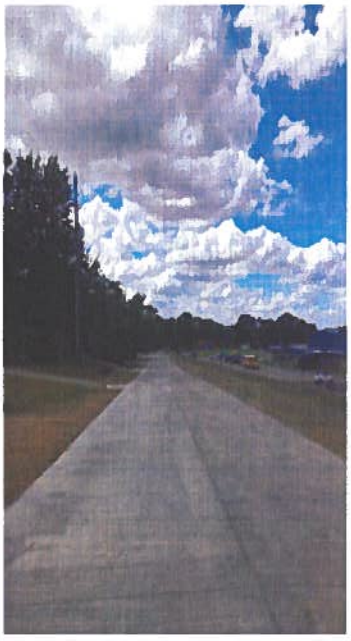






Streets

Frequently, the improvements most visible to residents are street projects. ***Our team has managed hundreds of projects for road reconstruction.*** Whether providing access to neighborhoods or industrial parks, streets are critical infrastructure required to sustain viable communities.











Work Performance



WORK PERFORMANCE

Traylor & Associates is the oldest grant management firm in the State pf Texas. The firm has operated continuously since 1974, and successfully managed approximately **$1 Billion** in federal and/or state-assisted projects for over **200** public-entity clients. Traylor & Associates assists in seeking, writing, and administering grant funds in an economically feasible and efficient manner to ensure the health, safety, and welfare of communities. The firm's experience and expertise are concentrated in, but not limited to:

HAZARD MITIGATION

Hazard mitigation is any cost effective action taken to eliminate or reduce the long-term risk to life and property from natural or man-made hazards. Texas is prone to a variety of hazards that put all community assets at risk. These assets include buildings, roads, bridges, water and sewer lines, and last but not least, people. Traylor and Associates devotes time and energy into creating mitigation measures to protect people and structures, as well as, to minimize taxpayer costs of disaster response and recovery-ultimately creating safe places to live.

Hazard Mitigation Grants			
Client	Grant Name	Value	Description
City of Bridge City	HMGP	$3,000,000.00	Flood and Drainage Improvements
City of West Orange	HMGP	$ 904,471.51	Critical Infrastructure - Generators
City of Corsicana	HMGP	$393,901.92	Home Buy-out , Demo

DISASTER RELIEF/URGENT NEED

The firm administrates funds to assist long-term recovery efforts and restore damaged infrastructure such as water and sewer facilities, streets, flood, and drainage facilities and occasionally housing. Since 2010, our office has administered sixty-eight Disaster Recovery contracts totaling approximately **$152 Million** in grant funds. The firm also prepared over 200 Environmental Review Records for the Hurricane Ike Disaster Recovery Program.

Disaster Relief / Urgent Need Grants			
Client	Grant Name	Value	Description
Galveston County	CDBG-DR	$31,558,000.00	Water, Sewer, Street and Flood and Drainage Improvements, Installation of Generators, and Specially Authorized Public Facilities
Newton County	CDBG-DR	$ 9,810,187.00	Street Improvements
City of Port Arthur	CDBG-DR	$10,301,777.00	Water, Sewer, Street, Flood and Drainage Improvements and Demolition
City of Rose City	CDBG - DR	$1,591,500.00	Construction Expenses
Smith County	TDEM-CRF	$1,541,678.00	Coronavirus Relief
City of Waskom	TDEM-CRF	$124,985.52	Coronavirus Relief

COMMUNITY ENHANCEMENT

Traylor & Associates strives to revitalize downtowns and promote healthy communities by creating pedestrian friendly environments, encouraging tourism, preserving historic structures, and strengthening the social fabric.

Community Enhancement Grants			
Client	Grant Name	Value	Description
City of Center	TxCDBG	$350,000.00	Solar Power System Installation
City of Crockett	TxCDBG	$150,000.00	Equipment Services and Construction
City of Kirbyville	TxCDBG	$350,000.00	Neighborhood Facilities

HOUSING

Traylor & Associates has knowledge and experience in programs operated by the United States Department of Housing and Urban Development and designated state agencies administering HUD funds. Since 1974, the company has been engaged full-time in the field of housing rehabilitation with projects ranging from comprehensive neighborhood revitalization, housing rehabilitation, and slum prevention projects. The firm has developed and managed HUD/CDBG/HOME funded housing rehabilitation programs in approximately seventy (70) different non-entitlement jurisdictions that resulted in the collective rehabilitation or reconstruction of over **4,050 single-family dwelling units at a cost of $57 Million**.

Housing Grants			
Client	Grant Name	Value	Description
City of Center	HOME-HRA	$ 413,600.00	Housing Reconstruction
City of Eastland	HOME-HRA	$ 307,800.00	Housing Reconstruction
Newton County	CDBG-DR	$18,035,447.00	Homeowner Assistance, Buy-out and Demolition
City of Ore City	HOME-RSP	$ 97,000.00	Housing Rehabilitation
City of Troup	HOME-HRA	$ 206,800.00	Housing Reconstruction

COMMUNITY DEVELOPMENT

The firm finds solutions to financing and managing a variety of community development projects, both tangible and intangible in nature. Traylor & Associates also undertakes endeavors to eliminate a variety of health risks created by contaminated water supplies, inadequate sewer, water, and drainage systems, and damaged infrastructure.

Community Development Grants			
Client	Grant Name	Value	Description
City of Alto	TxCDBG	$ 275,000.00	Sewer Improvements
City of Mount Vernon	TxCDBG	$ 275,000.00	Water Improvements
City of Pittsburg	TxCDBG	$ 275,000.00	Water Improvements
City of Teague	TxCDBG	$ 300,000.00	Water and Sewer Improvements

ECONOMIC DEVELOPMENT

In rural America, quite often, a community will survive or even exist because of one large employer or industry. In an attempt to diversify its local economy, incentives are needed to be competitive with other communities. On the flip side of the equation, business retention and expansion is also vital to the economic wellbeing of a community. Traylor & Associates assists communities in identifying grant funding that will accomplish three overall economic development goals:

1. Create and retain jobs
2. Provide the necessary infrastructure or expansion tools to improve the local economy
3. Generate real estate improvement

Economic Development Grants			
Client	Grant Name	Value	Description
City of Ennis	TCF	$ 1,000,000.00	Street Improvements (Buc-ee's)
Lamar University	CDBG-DR	$11,000,000.00	Specially Authorized Public Facilities and Improvements and Public Services
Smith County	TCF	$ 850,000.00	Water Improvements (Sanderson Farms)
City of West Orange	EDA	$ 5,000,000.00	Wastewater Improvements (WWTP)

REFERENCES

Project #1	
Project Name:	Coronavirus Relief Funding
Project Location:	Tyler, Texas
Funding Agency:	TDEM
Services Provided:	Management of $5,915,195.00 for the City of Tyler during the 2020 Coronavirus Pandemic. Funds were used to support City personnel and emergency preparedness.
Project Manager	Mark Taylor, Senior VP
Date of Completion orProject Status:	Project Completed December 2020
Project Completed onTime and on Budget:	Project completed on time and within budget.
Client Name andContact Person	City of Tyler Edward Broussard, City Manager 903-531-1250 ebroussard@tylertexas.com
Project #2	
Project Name:	Coronavirus Relief Funding
Project Location:	Smith County, Texas
Funding Agency:	TDEM
Services Provided:	Managed funds in the amount of $5,393,850.00 used for setting up a state of the art COVID – 19 testing facility and non-congregate housing for first responders. The funds were also used to reimburse salaries of the public safety workers for their actions to mitigate the spread of COVID-19 in the County.
Project Manager	Wesley Traylor, Capital Area Associate
Date of Completion or Project Status:	Project Completed December 2020
Project Completed onTime and on Budget:	Project completed on time and within budget.
Client Name and Contact Person	Smith County The Honorable, Judge Nathaniel Moran 903-590-4625 nmoran@smith-county.com

REFERENCES

Project #3	
Project Name:	Coronavirus Relief Funding
Project Location:	Waskom, Texas
Funding Agency:	TDEM
Services Provided:	Managed Coronavirus Relief Funds used for Public Health assistance including personal protective equipment. Funds were also used for payroll reimbursement of Public Health and Safety employees.
Project Manager	Melinda Smith, VP
Date of Completion or Project Status:	Project Completed December 2020
Project Completed on Time and on Budget:	Project completed on time and within budget.
Client Name and Contact Person	City of Waskom Tammy Lofton, City Secretary 903-687-3374 citysecretary@cityofwaskom.com
Project #4	
Project Name:	Sewer Improvements
Project Location:	Vidor, Texas
Funding Agency:	TDA
Services Provided:	Installation of 110, 4" sanitary sewer service lines (approximately 11,000 L.F.). Project included boring approximately 100 L.F. as well as clean-out at house and property line. Work also included pavement repair and all associated appurtenances.
Project Manager	Melinda Smith, VP
Date of Completion or Project Status:	Project Completed April 2020
Project Completed on Time and on Budget:	Project completed on time and within budget.
Client Name and Contact Person	City of Vidor Cheryl Ray, Finance Director 409-769-5473 cray@CityOfVidor.com

Capacity to Perform



CAPACITY TO PERFORM

Gary R. Traylor & Associates, Inc. has the proven capacity required to meet the needs of the City by maintaining an experienced staff capable of providing services on time, in scope and under budget. Our key personnel average 15 years' experience with Federal and State funded programs and their extraordinary work is documented by our track record spanning more than 45 years.

By mobilizing staff to grantee locations, Traylor & Associates can provide an unparalleled level of service and responsiveness to the needs of the City. Conference calls, on-line web meetings, public and private Share-point, and other secure FTP services are frequently used in the team coordination of field staff with office personnel, clients, engineering firms and agencies. If additional staffing is required on-site during meetings or public forums, our associates can be mobilized quickly due to the proximity of our Corporate and Southeast Texas offices.

Ability to Carry Out Scope of Work

Traylor & Associates relies on current information technology tools to maximize the efficiency of each team member. Possessing technology specifically adapted for program management in today's mobile driven environment allows a scalable approach to staffing and overall operations. This technology is supported by in-house IT personnel as well as contracted services.

Physical Resources

Traylor & Associates maintains a corporate office in Tyler, Texas with satellite offices located in the Gulf Coast and Southeast Texas regions.

The firm is equipped with high-speed duplicating machines, multi-line telephone system, individual personal computer workstations, on-site reproduction capability, and presentation-quality enlargement equipment. The firm's professional employees are furnished with company-owned automobiles, mobile phones and audio and video conferencing capability.

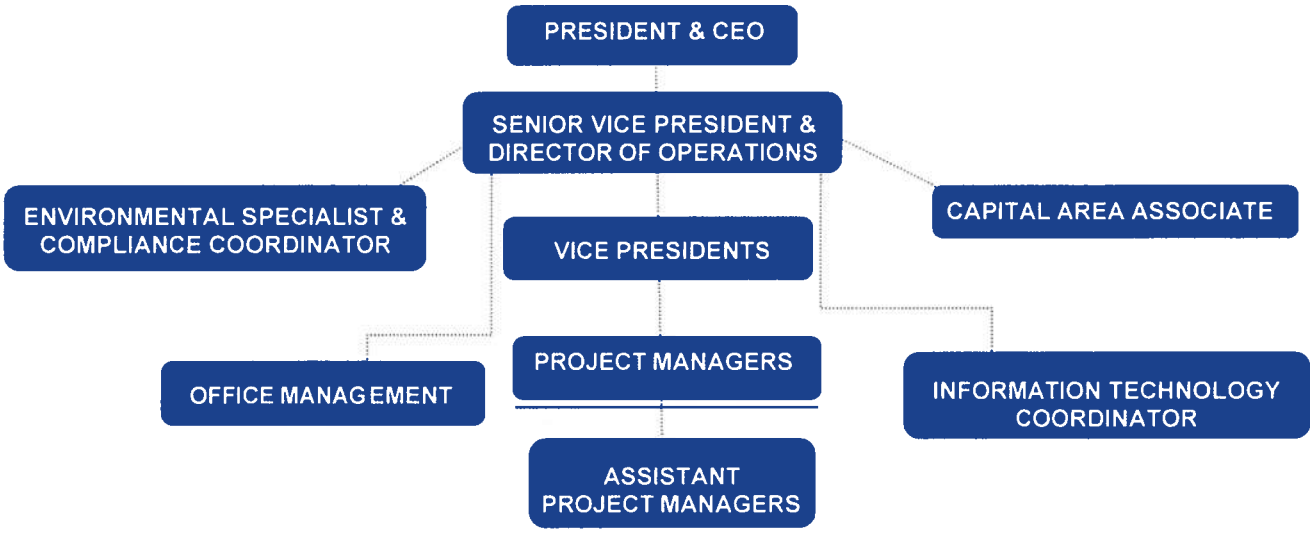
Strength of Resources

In addition to its experienced staff, the firm's capacity to perform the requested serviceis reinforced by its strong financial position and depth ofphysical resources.

OUR TEAM

Our team is led by our President and our organizational structure is reflected in the chart below:

Traylor & Associates Organizational Chart



The range of our services reflects hundreds of years of experience. Each member of the Traylor & Associates staff has received extensive training and naturally assumed a role best suited to their skill-set, education, and experience.

As program requirements vary, each grant opportunity will be assigned a team consisting of a Project Manager who will serve as the primary contact for the grant, an Assistant Project Manager who will support financial record keeping and maintenance of project records, an Environmental Compliance Coordinator, and a Labor Standards Specialist. While it is possible that more than one team would be assembled due to the complexity of applications and overlapping deadlines for submittal, a single Project Manager will oversee coordination between team members to ensure that there is no duplication of efforts, provide efficient communication and reduce the amount of time City staff must dedicate to distributing information to our team.

Traylor & Associates believes each project undertaken is of vital importance. The company's long and proven history shows that each team assembled will ensure accountability and success.

Proposed Cost



COST PROPOSAL

Based on a projected allocation of **$588,487.04**, our fee would be **$28,500.00.**

System for Award Management



SAM Search Results
List of records matching your search for :

Search Term : traylor & Associates*
Record Status: Active

ENTITY	TRAYLOR, GARY R & ASSOCIATES INC	Status: Active
DUNS: 130396385	+4:	CAGE Code: 6Q2T0 DoDAAC:
Expiration Date: 07/06/2021	Has Active Exclusion?: No	Debt Subject to Offset?: No
Address: 201 CAMBRIDGE RD City: TYLER ZIP Code: 75703-5256		State/Province: TEXAS Country: UNITED STATES

SAM Search Results
List of records matching your search for :

Search Term : gary* r. traylor*
Functional Area: Performance Information
Record Status: Active, Inactive

No Search Results

Certificate of Insurance



ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/02/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Wanda M. Smith	
StateFarm Linda & George Rowe State Farm Insurance Agencies 6616 S. Broadway Avenue Tyler, Texas 75703-3724	PHONE (A/C, No, Ext): 903-581-2820	FAX (A/C, No): 903-581-2823
	E-MAIL ADDRESS: wanda@lindarowetyler.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: State Farm Fire and Casualty Company	25143
INSURED Gary R. Traylor & Associates, Inc. P.O. Box 7035 Tyler, Texas 75711-7035	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$
	OTHER							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
X	UMBRELLA LIAB X OCCUR			93-PD-7938-1	03/06/2021	03/06/2022	EACH OCCURRENCE	$ 2,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N	N/A		93--X049 4	03/06/2021	03/06/2022	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
	Business Office Policy			93-CT-R011-1	03/06/2021	03/06/2022	Location Bldg	200,300

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Wanda Smith

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Form 1295

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2021-752636

Date Filed:
05/14/2021

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Gary Traylor & Associates
Tyler, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
City of Glen Rose

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
2021 TDEM-ARP 01121
Grant Consulting

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Traylor, Gary	Tyler, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Mark Taylor, and my date of birth is 10/12/1959.

My address is 201 Cambridge Rd (street), Tyler (city), TX (state), 75703 (zip code), Smith (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Smith County, State of Texas, on the 14 day of May (month), 2021 (year).

Signature of authorized agent of contracting business entity
(Declarant)

Form CIQ



CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

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

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

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

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

OFFICE USE ONLY

Date Received

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

Traylor & Associates, Inc.

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

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

_____

Name of Officer

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

N/A

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

☐ Yes ☐ No

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

☐ Yes ☐ No

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

N/A

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

7 Gary K Traylor May 25, 2021

Signature of vendor doing business with the governmental entity — Date

Form provided by Texas Ethics Commission — www.ethics.state.tx.us — Revised 11/30/2015

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

A complete copy of Chapter 176 of the Local Government Code may be found at http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

(A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;

(B) a transaction conducted at a price and subject to terms available to the public; or

(C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

***

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than $100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

Certification Regarding Lobbying

Certification Regarding Lobbying

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

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

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

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

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

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

The Contractor, Traylor & Associates, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Official

Gary R. Traylor, President

Printed Name and Title of Contractor's Authorized Official

May 25, 2021

Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.

6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).

11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

Type of Federal Action: a. contract ____ b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	**Status of Federal Action:** a. bid/offer/application _____ b. initial award c. post-award	**Report Type:** a. initial filing _____ b. material change
Name and Address of Reporting Entity: ____ Prime _____ Subawardee Tier_____, if Known: **Congressional District, if known:**	**If Reporting Entity in No. 4 is Subawardee,** Enter Name and Address of Prime: **Congressional District, if known:**	
Federal Department/Agency:	**7. Federal Program Name/Description:** CFDA Number, *if applicable*: _____	
Federal Action Number, *if known:*	**9. Award Amount,** *if known:* **$**	
10. a. Name and Address of Lobbying Registrant *(if individual, last name, first name, MI):*	**b. Individuals Performing Services** *(including address if different from No. 10a)* *(last name, first name, MI):*	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.	**Signature:** _____ **Print Name:** Gary R. Traylor **Title:** President **Telephone No.:** 903-581-0500 **Date:** 5/25/2021	
Federal Use Only	**Authorized for Local Reproduction** **Standard Form - LLL (Rev. 7-97)**	

Personnel





GARY TRAYLOR

PRESIDENT

PROFILE

Gary R. Traylor is President and CEO of Gary R. Traylor & Associates Inc. His career has included serving as a financial/grant consultant for over 170 Texas cities and counties with respect to housing, community development, and economic development projects. Mr. Traylor is widely respected for his proven record in the procurement of grants involving competitive selection.

CONTACT

PHONE:
903-581-0500

WEBSITE:
www.grtraylor.com

EMAIL:
Gary.traylor@grtraylor.com

QUALIFICATIONS

Years of Experience
- 45 years of experience managing federally funded projects

Areas of Expertise
- Disaster Recovery Funding, including CDBG-DR and HMGP
- HUD entitlement and non-entitlement funding
- Economic Development
- Affirmatively Furthering Fair Housing Reviews and Compliance

WORK EXPERIENCE

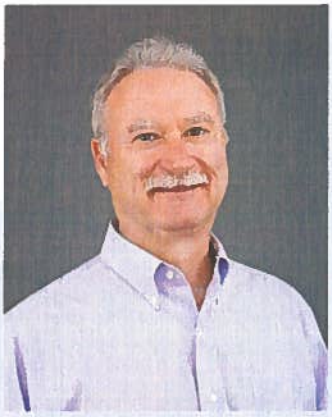
Hurricane Ike Round 2.2 Disaster Recovery
Galveston County
$31,558,883 (2013 - Present)
Responsible for financial oversight and program management of large-scale drainage improvements and repairs to streets and water and sewer facilities damaged by Hurricane Ike.

Hurricane Ike Rounds 1.1. 2.1 and 2.2 Disaster Recovery
City of Bridge City, Texas
$16,864,879 Combined (2009-2016)
Provided program compliance and oversight of multi-faceted contract to repair and harden facilities damaged by extensive citywide flooding as a result of storm surge during Hurricane Ike.

Hurricane Ike Round 2.1
City of Vidor, Texas
$7,094,004 (2011–2018)
Responsible for financial management and contract compliance for multi-phased improvements to Schoolhouse Ditch requiring extensive regulatory agency coordination, including USACE permitting.

EDUCATION/LICENSES/TRAINING

- Bachelor of Science, Political Science
  University of Texas - Tyler
- Certified Administrator
  Texas Department of Agriculture (1977 – Present)
- Local Government Project Procedures (LGPP) Certification
  Texas Department of Transportation (2012 – Present)
- TDA Application and Implementation Workshops, 1983-2019
- HUD, GLO, and TDA Environmental Workshops, 198-2019



MARK TAYLOR

SR. VICE PRESIDENT
DIRECTOR OF
OPERATIONS

PROFILE

Mark joined Traylor & Associates in April 2002. He is well versed with experience in residential construction, business management and grant administration. He has assisted municipalities and counties throughout the state with housing and infrastructure grant administration for over 18 years.

CONTACT

PHONE:
903-581-0500 x223

WEBSITE:
www.grtraylor.com

EMAIL:
Mark.taylor@grtraylor.com

QUALIFICATIONS

Years of Experience
- 18 years of grant administration, including 6 years HUD entitlement administration

Areas of Expertise
- Disaster Recovery Program Administration, including CDBG-DR and HMGP
- Housing Program Administration – TDHCA and GLO Disaster Recovery Funding
- Public Outreach and compliance with Citizen Participation requirements

WORK EXPERIENCE

Hurricane Ike Round 2.2 Disaster Recovery
Lamar University
$11,000,000 (August 2015 – December 2018)
Responsible for financial management and project coordination of disaster recovery funding utilized to construct a building to house the SBDC and employment training center to develop business technologies and support entrepreneurial endeavors.

2016 Floods Disaster Recovery
Newton County, Texas
$18,035,447 (July 2018 – Present)
Provide buyout, residential repair, reconstruction, elevation and new construction activities throughout the county utilizing funding provided through the General Land Office.

2016 Floods Disaster Recovery
Newton County, Texas
$10,611,036 (July, 2018 – Present)
Manage and coordinate infrastructure projects addressing damage received due to the 2016 Floods reconstructing more than 30 miles of rural county roads.

EDUCATION/LICENSES/TRAINING

- Le Tourneau University – Bachelor of Science- Business Management
- Licensed Residential Mortgage Loan Originator (RMLO# 410446)
- Texas Department of Agriculture (2002 – Present)
- Texas Department of Transportation (2012 – Present)
- TDA Application and Implementation Workshops, 2002-2019
- HUD, GLO, TDHCA and TDA Environmental Workshops, 2011-2019

CERTIFICATE OF
Training Completion

The undersigned hereby certifies that:

1. The undersigned attended and completed HUD OIG CDBG-DR Fraud Training on FEBRUARY 28,2020 at AUSTIN as an authorized agent, representative, official and/or employee of and on behalf of TRAYLOR & ASSOCIATES, a grantee/subgrantee/contractor.
2. The training reviewed the requirements of the applicable *Federal Register* Notice of Funds Available ("NOFA") allocating CDBG-DR funds and that the grantee/subgrantee/contractor must adhere to the controls, standards, processes, corrective actions, and procedures it describes together with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, as well as all other applicable Federal, state and local laws, regulations, and policies governing the CDBG-DR funds provided; common audit findings and weaknesses; anti-fraud deterrence measures; and common fraud schemes.
3. The undersigned has the authority to make this certification, individually and on behalf of the grantee/subgrantee/contractor;
4. The undersigned understands providing false or misleading information during any part of the proposal, award, or performance phase of a HUD contract or grant may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 USC 3801 et seq.; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2 CFR Part 180; and other administrative remedies including termination of active HUD grant and contracts.

MARK A TAYLOR	Mark A Taylor	2/28/2020
Attendee Printed Name	Signature	Date

Lisa R. Core	5-19-2020
Verified by:	Date Verified:



WANDA VANCE

VICE PRESIDENT
PROJECT MANAGER

PROFILE

Wanda joined Traylor & Associates in March, 2004, serving numerous cities throughout the state with meeting their current and future needs. By working closely with the community and its engineering firm, communities are assured of complete compliance with all local, state, and federal regulations for a final project to enhance the community.

CONTACT

PHONE:
903-581-0500 x224

WEBSITE:
www.grtraylor.com

EMAIL:
Wanda.vance@grtraylor.com

QUALIFICATIONS

Years of Experience
- 16 years' experience administering HUD-funded grants
- 15 years' construction management experience

Areas of Expertise
- CDBG-Community Development Fund
- Community Needs Assessments
- Compliance with Local, State, and Federal Requirements

WORK EXPERIENCE

Pin Oak Creek
City of Kirbyville, Texas
$984,550 (April 2018 – Present)
Provide program management for channel improvements funded under the 2015 Flood Program. Project involves extensive coordination and permitting with regulatory agencies.

Sewer System Improvements
City of Kirbyville, Texas
$989,800 (April 2018 – Present)
Project utilizes disaster recovery funding to repair and replace critical wastewater system components damaged as a result of widespread flooding during the 2015 Flood and Storms.

Fire Protection Facilities and Equipment
City of Bridgeport, Texas
$999,348 (July 2018 – Present)
Responsible for the administration of the 2015 Flood Program grant for the construction of a new fire department facility to replace the facility damaged by extensive flooding.

EDUCATION/LICENSES/TRAINING

- Business Management - Tyler Junior College
- Certified Administrator – Texas Department of Agriculture (TDA) 2004–Present
- TDA Application and Implementation Workshops (2004-2019)
- HUD Environmental Workshop
- Homeland Security Capacity Bldg. & Source Water Protection
- Career Track Marketing & Management



MELINDA SMITH

VICE PRESIDENT
PROJECT MANAGER

PROFILE

Melinda joined Traylor & Associates in August 2017. She has been dedicated to serving the communities of Texas as a Governmental Consultant since 2011. Recognizing the importance of ensuring that local governments are provided with the knowledge and resources necessary to comply with federal, state and local regulations, she assists communities throughout every step of the grant process from application to close-out.

CONTACT

PHONE:
903-581-0500 x219

WEBSITE:
www.grtraylor.com

EMAIL:
Melinda.smith@grtraylor.com

QUALIFICATIONS

Years of Experience
- 9 years' grant management experience
- 12 years of experience in the legal field and real estate

Areas of Expertise
- Disaster Recovery Funding, including CDBG-DR, HMGP, FHWA-ER and EDA-DR
- TxCDBG and TxDOT project management
- Large-scale flood control and flood and drainage projects
- Acquisition of real property

WORK EXPERIENCE

HMGP/CDBG-DR Citywide Flood & Drainage Improvements
City of Bridge City, Texas
$3,000,000 (July 2018 - Present)
Coordinate with City staff, engineers, and drainage district to develop project utilizing HMGP and CDBG-DR funding for construction of outfall improvements and channel excavation.

Hurricane Ike Round 2.2 CDBG-DR
City of Port Arthur, Texas
$10,301,777 (November 2017 – Present),
Project manager for multi-project, multi-site contract to repair and harden facilities damaged by Hurricane Ike. Construction consisted of the installation of water/sewer improvements, street improvements, flood and drainage and demolition activities.

EDA/CDBG-DR WWTP Expansion
City of West Orange, Texas
$6,250,000 (August 2019 – Present)
The City, in conjunction with the water control district, is utilizing EDA funds to expand the WWTP and elevate critical components to ensure continuous operation in support of a multi-billion-dollar chemical treatment plant expansion.

EDUCATION/LICENSES/TRAINING

- Real Estate License Certification
  Texas A&M Commerce, 2008
- Certified Administrator
  Texas Department of Agriculture. 2011 – Present
- Local Government Project Procedures (LGPP) Certification
  Texas Department of Transportation, 2012 – Present
- TDA Application and Implementation Workshops, 2011-2019
- HUD Fraud and Waste Prevention Training (2020)

CERTIFICATE OF
Training Completion

The undersigned hereby certifies that:

1. The undersigned attended and completed HUD OIG CDBG-DR Fraud Training on February 28, 2020 at Austin, TX as an authorized agent, representative, official and/or employee of and on behalf of Traylor & Associates, Inc., a grantee/subgrantee/contractor.
2. The training reviewed the requirements of the applicable *Federal Register* Notice of Funds Available ("NOFA") allocating CDBG-DR funds and that the grantee/subgrantee/contractor must adhere to the controls, standards, processes, corrective actions, and procedures it describes together with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, as well as all other applicable Federal, state and local laws, regulations, and policies governing the CDBG-DR funds provided; common audit findings and weaknesses; anti-fraud deterrence measures; and common fraud schemes.
3. The undersigned has the authority to make this certification, individually and on behalf of the grantee/subgrantee/contractor;
4. The undersigned understands providing false or misleading information during any part of the proposal, award, or performance phase of a HUD contract or grant may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 USC 3801 et seq.; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2 CFR Part 180; and other administrative remedies including termination of active HUD grant and contracts.

Melinda Smith	Melinda Smith	2/28/2020
Attendee Printed Name	Signature	Date
Lisa R. Core	5-19-2020	
Verified by:	Date Verified:	



WESLEY TRAYLOR

CAPITAL AREA ASSOCIATE

PROFILE

Wesley joined Traylor & Associates in 2013 and has been dedicated to serving the communities of Texas as a consultant since 2013. Recognizing the importance of ensuring that local governments are provided with the knowledge and resources necessary to comply with federal, state and local regulations, he assists communities throughout every step of the grant process from application to close-out.

CONTACT

PHONE:
903-581-0500 x226

WEBSITE:
www.grtraylor.com

EMAIL:
Wesley.traylor@grtraylor.com

QUALIFICATIONS

Years of Experience
- 5 years' grant funding experience
- 8 years' related professional experience

Areas of Expertise
- Economic Development and Tax Incentives
- Disaster Recovery Funding, including CDBG-DR and HMGP
- Benefit Cost Analysis
- Compliance with Local, State, and Federal Requirements

WORK EXPERIENCE

Flood and Drainage Improvements
City of Jefferson, Texas
$1,979,625 (June 2019 – Present)
Provide financial and program management of flood and drainage improvements to aid in the City's recovery following the 2016 Flood and Storm events.

OCWCID #2 Generators
City of West Orange, Texas
$1,500,000 (August 2018 – Present)
Provide project delivery services to ensure compliance with program requirements for 10 generators to ensure continuous operation of lift stations and water wells. Project funded under HMGP's 5% initiative program.

Old Spanish Trail Crossing Improvements
City of Vidor, Texas
$1,658,000 (July 2018 – Present)
Project will combine HMGP and CDBG-DR funding to reconstruct the Old Spanish Trail crossing to reduce a risk of loss of life and property due to flooding in future events.

EDUCATION/LICENSES/TRAINING

- B.B.A, Texas A&M University, 2012
- Certified Administrator
  Texas Department of Agriculture (2013 – Present)
- Local Government Project Procedures (LGPP) Certification
  Texas Department of Transportation (2018 – Present)
- TDA Application and Implementation Workshops, 2013-2019
- HUD, GLO, and TDA Environmental Workshops, 2013-2019

CERTIFICATE OF
Training Completion

The undersigned hereby certifies that:

1. The undersigned attended and completed HUD OIG CDBG-DR Fraud Training on 2-28-2020 at Austin, TX as an authorized agent, representative, official and/or employee of and on behalf of _____, a grantee/subgrantee/contractor.
2. The training reviewed the requirements of the applicable *Federal Register* Notice of Funds Available ("NOFA") allocating CDBG-DR funds and that the grantee/subgrantee/contractor must adhere to the controls, standards, processes, corrective actions, and procedures it describes together with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, as well as all other applicable Federal, state and local laws, regulations, and policies governing the CDBG-DR funds provided; common audit findings and weaknesses; anti-fraud deterrence measures; and common fraud schemes.
3. The undersigned has the authority to make this certification, individually and on behalf of the grantee/subgrantee/contractor;
4. The undersigned understands providing false or misleading information during any part of the proposal, award, or performance phase of a HUD contract or grant may result in criminal, civil or administrative sanctions, including but not limited to: fines, restitution, and/or imprisonment under 18 USC 1001; treble damages and civil penalties under the False Claims Act, 31 USC 3729 et seq.; double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 USC 3801 et seq.; civil recovery of award funds; suspension and/or debarment from all federal procurement and non-procurement transactions, FAR Part 9.4 or 2 CFR Part 180; and other administrative remedies including termination of active HUD grant and contracts.

Wesley Traylor	D Traylor	2-28-20
Attendee Printed Name	Signature	Date

Lisa R. Cone	5-19-2020
Verified by:	Date Verified:



KARI BETH SMITH

ENVIRONMENTAL SPECIALIST/ COMPLIANCE COORDINATOR

PROFILE

Kari Beth joined Traylor & Associates in January 2000 with an extensive customer service and financial background. She has principal responsibility for hundreds of Environmental Review Records, including documentation and clearance of all CDBG grant funded projects and other federal agencies.

CONTACT

PHONE:
903-581-0500 x228

WEBSITE:
www.grtraylor.com

EMAIL:
karibeth.smith@grtraylor.com

QUALIFICATIONS

Years of Experience
- 20 years' CDBG project assistance and processing Environmental Review Records

Areas of Expertise
- Preparation and processing of NEPA and 24 CFR 58 compliant Environmental Reviews
- Coordination of application and contract preparation
- Compliance with Civil Rights and Section 3 Requirements

WORK EXPERIENCE

Environmental Review Records
Multiple cities and counties throughout Texas (2000 – Present)
Research source documentation and utilize mapping tools to accurately document site conditions in compliance with NEPA and 24 CFR 58 to ensure projects comply with regulatory and statutory requirements to minimize effects on the human and natural environment.

Improvements to Historic Rusk and Palestine Railroad
Texas State Railroad Authority
$11,495,923 (April 2009 – Present)
Responsible for reviewing daily reports to verify hours and payroll coincide with each other and prepare the necessary documentation to submit to TxDOT for reimbursement.

Civil Rights Compliance
Multiple cities and counties throughout Texas (2000 – Present)
Review and prepare documentation to ensure compliance with required civil rights, equal opportunity and Section 3 requirements.

EDUCATION/LICENSES/TRAINING

- Certified Administrator
  Texas Department of Agriculture
- Local Government Project Procedures (LGPP) Certification
  Texas Department of Transportation
- TDA Application and Implementation Workshops
- HUD, GLO, and TDA Environmental Workshops

UNIVERSITY OF TEXAS ARLINGTON

Division for Enterprise Development

Public Works Institute

certifies that

Kari Beth Smith

has successfully completed

Local Government Project Procedures Qualification #80386

VIR , TX
September 30 - October 1, 2020
Training Hours:12.00
CEUs: 1.200

Certificate expires 3 years after the completion of the class.

- TxLTAP -

Ernesto Carrizal -Instructor

Bryan Sims, Executive Director



LINDA ATKINSON-PETTEE

CONTRACT COMPLIANCE SPECIALIST

PROFILE

Linda joined Traylor & Associates in July 2020. Having developed standard operational procedures for multiple departmental initiatives, she helps communities throughout Texas establish and implement policies designed to ensure compliance with all programmatic requirements.

CONTACT

PHONE:
903-581-0500 x229

WEBSITE:
www.grtraylor.com

EMAIL:
linda.ap@grtraylor.com

QUALIFICATIONS

Years of Experience
- 12 years of experience in academic leadership, including educational grant and project implementation

Areas of Expertise
- Buyout and Acquisition, including CDBG-DR, HMGP, and FMA
- TxCDBG, HMGP, and TxDOT program compliance
- Acquisition of real property for large-scale projects

WORK EXPERIENCE

Old Hwy 90 and Bridge Improvements
City of Rose City, Texas
$2,000,000 (January 2021 - Present)
Coordinate with City staff and engineers to ensure compliance with federal, state and local regulations for Hurricane Harvey recovery project to ensure safe access during flood events.

Country Club Road Elevation
City of Taylor Landing, Texas
$1,173,343 (February 2021 – Present)
Assist project manager in establishing and maintaining recordkeeping system, including financial and labor files. Coordinate with City and engineer to ensure timely delivery of project milestones.

Hurricane Ike CDBG-DR
Galveston County, Texas
$31,558,883 (October 2020 – Present)
Assist project manager in reconciling financial records, completing acquisition files, and preparation of closeout documents for multi-project, multi-site grant program.

EDUCATION/LICENSES/TRAINING

- Indiana State University – Master of Science – Human Resource Development
- University of Wisconsin – Stout – Bachelor of Science
- Certified Administrator
  Texas Department of Agriculture, 2021 – Present
- Local Government Project Procedures (LGPP) Certification
  Texas Department of Transportation, 2021 – Present
- FEMA & GLO Procurement Training, 2020 - Present



CHRISTEL KIKER

Administrative Assistant

PROFILE

Christel joined Traylor & Associates in July 2012. As HOME Administrative Assistant, she has diligently worked with communities to provide grant funded housing options for those in need. Christel has also served communities with her knowledge and skills related to Davis-Bacon compliance procedures and by completing environmental reviews.

CONTACT

PHONE:
903-581-0500 x235

WEBSITE:
www.grtraylor.com

EMAIL:
Christel.Kiker@grtraylor.com

QUALIFICATIONS

Years of Experience
- 7 years' CDBG and Housing Programs experience

Areas of Expertise
- GLO-Disaster Recovery & TDHCA Housing Programs
- Environmental Review Records
- Davis-Bacon Labor Compliance
- Compliance with Local, State, and Federal Requirements

WORK EXPERIENCE

Disaster Recovery Housing Program
Newton County, Texas
$18,035,447 (July 2018 – Present)
Responsible for determining homeowner eligibility, ensuring compliance with environmental factors, and maintaining accurate financial records for each housing project funded through the Texas General Land Office.

Davis-Bacon Labor Compliance
Multiple Communities (2015 – Present)
Ensure prevailing wages are paid and equal opportunity laws are followed by construction contractors through the monitoring of contract documentation and reviewing certified payrolls on federally funded projects.

Environmental Review
Multiple Communities (2012 – Present)
Ensure that projects are in compliance with a variety of statutes including airport runway clear zones, flood, contamination, explosives, etc. Coordinating with engineers and building contractors to ensure mitigation measures are followed.

EDUCATION/LICENSES/TRAINING

- Sam Houston State University – B.S., Psychology with a minor in Business Administration
- TWC and TDHCA Fair Housing Workshops
- TDA Application & Implementation Certification
- TDHCA, GLO, & TDA Environmental Workshops
- HUD Davis-Bacon Compliance Workshops
- TDHCA Application & Income Eligibility Workshops



KRISTI DAVIS

ADMINISTRATIVE ASSISTANT

PROFILE

Kristi joined Traylor & Associates in December 2018 as an Administrative Assistant. She has worked closely with government staff to develop projects funded through multiple agencies. Mrs. Davis was instrumental in researching information and creating the format used for the first Community Wildfire Protection Plan in East Texas. Kristi also has experience in Floodplain Management.

CONTACT

PHONE:
903-379-2019

WEBSITE:
www.grtraylor.com

EMAIL:
Kristi.davis@grtraylor.com

QUALIFICATIONS

Years of Experience
- 9 years' direct grant-related experience
- 15 years of financial and supervisory experience

Areas of Expertise
- Disaster Recovery Funding, including CDBG-DR and HMGP
- Housing Inspections
- Application Intake and Processing

WORK EXPERIENCE

2016 Flood Allocation CDBG-DR - Housing
Newton County, Texas
$18,035,447.00 (December 2018 – Present)
Responsible for application intake, inspections, ensuring compliance with CDBG requirements, and maintaining accurate project records for housing reconstruction and rehabilitation grant funded through the General Land Office. Serve as liaison between property owners and County while ensuring integrity and security of personal data and income information.

DR-4332 HMGP
Orange County, Texas
$2,092,517 (May 2020 – Present)
Assist in application intake and determinations of eligibility for the acquisition of repetitive loss properties.

DR-4332 HMGP
Newton County, Texas
$741,348 (December 2018 – Present)
Coordinate with precinct commissioners, engineers and TDEM to provide administration services for the elevation and hardening of roads throughout the County.

EDUCATION/LICENSES/TRAINING

- Certified Administrator
  Texas Department of Agriculture (2019 – Present)
- TDA Application and Implementation Workshops, 2019
- Floodplain Management Training (FEMA/TDEM)



KEITH TIJERINA

I.T. Coordinator

PROFILE

Keith joined Traylor & Associates in April 2015. He has worked in the computer field for over 20 years with an extensive background in network administration. Before joining the team at Traylor & Associates, he had owned and operated his own computer repair and website design business in which he held an A+ BBB rating.

CONTACT

PHONE:
903-581-0500 x238

WEBSITE:
www.grtraylor.com

EMAIL:
Keith.Tijerina@grtraylor.com

QUALIFICATIONS

Years of Experience
- 22 years' related professional experience

Areas of Expertise
- Development of industry-specific programming and applications
- Systems Analyst
- Data Manipulation and Integration
- Office 365 based software (Sharepoint, Dynamics)

WORK EXPERIENCE

Office 365 based programming
2018 - Present
Responsible for the development of programming and applications to efficiently and accurately document all aspects of grant administration for our firm, including tracking of draw requests, workflow and assignment of tasks, creation of web-based templates, application development and review, as well as compliance with state and federal requirements.

Data Manipulation and Integration
2015 - Present
Combine data from a variety of sources to produce clear and concise charts and projections to aid application development and document community need.

Technical Support
2015 - Present
Assist firm staff and clients in the navigation of federal and state portals necessary to ensure compliance with SAM.gov registration, accurate and timely reporting to federal agencies and other tasks as needed.

EDUCATION/LICENSES/TRAINING

- Tyler Junior College – Computer Network Administration and Computer Repair
- Self-Education Microsoft Office 365 software suite including Microsoft Dynamics and Sharepoint

PUBLIC MANAGEMENT
EST.1982

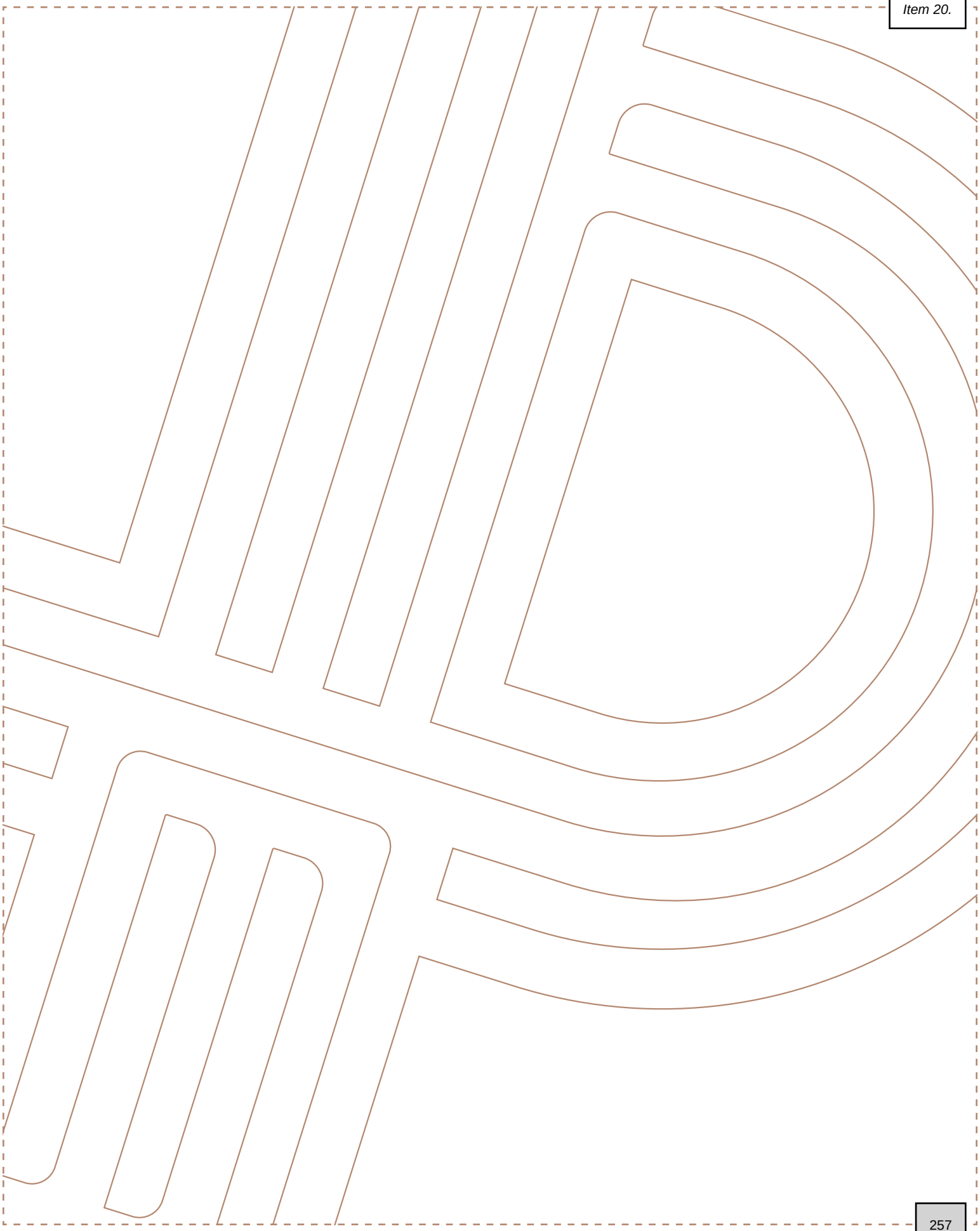
WORKING TO BUILD VIBRANT AND SUSTAINABLE COMMUNITIES.
COMMITTED TO IMPACTFUL SOLUTIONS.
DRIVEN TO MAKE A DIFFERENCE.



PROPOSAL: CITY OF GLEN ROSE

PROGRAM DESIGN & ADMINISTRATIVE SERVICES

AMERICAN RESCUE PLAN CORONAVIRUS LOCAL FISCAL RECOVERY FUND



PUBLIC MANAGEMENT
EST.1982

Planning • Financing • Management

May 25, 2021

Honorable Julia Douglas
Mayor
City of Glen Rose
201 Vernon Street
Glen Rose, Texas 76043

RE: City of Glen Rose Professional Administration Services American Rescue Plan (ARP) Act of 2021 Coronavirus Local Fiscal Recovery Fund Request for Proposal (RFP)

Dear Mayor Douglas:

We are excited for the opportunity to submit this proposal to the City of Glen Rose for Administration Services associated with the American Rescue Plan. We have assembled a highly qualified team that will be dedicated to identifying, designing, and implementing this funding opportunity for the City.

To date, Public Management, Inc. has guided its clients to over **$540 million** in community development, economic development, disaster recovery, and planning initiative funding which span multiple state and federal funding sources**.** ***Since 2019, Public Management, Inc. has assisted the City of Glen Rose in addressing a variety of needs and has secured $500,000 during that time.*** All projects previously administered by Public Management, Inc. were successfully closed-out on time and within budget.

Our extensive knowledge of the regulations and procedures of federal programs makes us well-equipped to assist the City with both day-to-day program management as well as high level policy issues. The Public Management, Inc. team has implemented state and federal programs throughout the region for nearly forty years. Strategically located in your region, our Team will be able to effectively and efficiently assist all coordination related to this funding.

As President and CEO for Public Management, Inc., I have full authorization to commit the necessary staff resources to ensure that these services meet the City's standards. Additionally, I will certify our proposed costs of services as, detailed in Section V & VI of the included Administrative Services contract (See Contract Tab), for period of ninety (90) days and will acknowledge the terms and conditions resulting in an awarded contract. We look forward to working on this much needed project!

Respectfully,

Patrick K. Wiltshire
President and CEO

T 281.592.0439 F 281.592.1734 W publicmgt.com E info@publicmgt.com P.O. Box 1827 Cleveland, TX 77328

INTRODUCTION

"Public Management, Inc. has been an excellent partner for Chambers County for more than a decade. Their team offers a wealth of knowledge and does an excellent job of guiding our County through the grant application, administration, and auditing process. They are always accessible and answer every question that we have. We are looking forward to continuing to work with Public Management, Inc. in the future."

- Chambers County

INTRODUCTION

Public Management, Inc. is more than a consultant. We do more than grant management and offer much more than typical planning services. We help communities, big and small, in the pursuit of prosperity.

CHAMPIONS FOR TEXAS TOWNS

Public Management, Inc. was founded to help Texas communities navigate the challenges faced when pursuing prosperity for their cities and towns. We empower our clients to grow and improve the quality of life for their residents through sound planning, financing, and management initiatives. We believe in the potential of every Texas city and town and exist to build vibrant and sustainable communities.

Established in 1982, Public Management, Inc. is an employee-owned, private consulting firm operating in the state of Texas. The corporation is a closely held organization managed by the following partners:



PATRICK K. WILTSHIRE
President



NICHOLAS HOUSTON
Vice President



KENNETH J. COIGNET
Vice President



JAKE MCADAMS
Vice President

For over 30 years, Public Management, Inc. has assisted many political subdivisions in the state of Texas who find themselves in need of professional planning, management or financial services. These institutions either do not have the qualified staff to administer a special project or they have qualified staff that does not have the time to devote to a special project or issue. Public Management, Inc. seeks to fill that void with a small team of expert individuals and support services.

Public Management, Inc. provides a high level, hands on, responsive approach to meeting the needs of the client. With a staff of highly qualified employees, Public Management, Inc. is uniquely positioned to scale operations to the needs of the client. As a small firm of reliable experts with nimble capabilities, Public Management, Inc. focuses our collective expertise on accomplishing the objectives of the client.

INTRODUCTION

DECADES OF EXPERIENCE

Public Management, Inc. has been committed to aiding Texans since 1982. Our team collectively has decades of experience managing over 1,000 projects for more than 220 cities and towns across the state. With client funding ranging from $10,000 to $60 million, our people are equipped with the right tools and knowledge to ensure the successful follow through of a community's goals.

BY THE NUMBERS

OVERVIEW

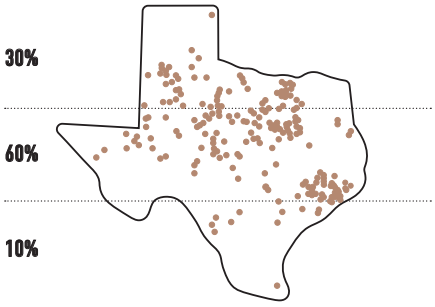
1982 - Present

$540M
Total Funding

223
Communities Impacted

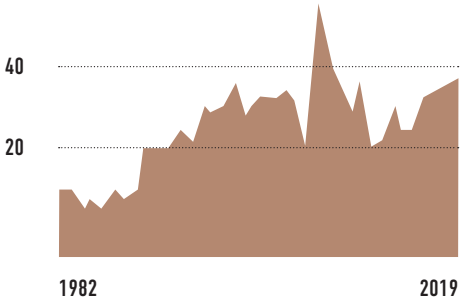
PROJECTS BY REGION

1982 - Present



COMMUNITIES IMPACTED

1982 - Present



CLIENT FUNDING

1982 - Present

$2.5M
Average Client Funding

$14M
Average Annual Client Funding

Government Codes

Employer Identification Number: 76-0361938
Cage Code: 6QDN5
Duns Number: 945630507
NAICS: 541611

Financial Solvency

Public Management, Inc. has been in continuous operation for 38 years. The corporation maintains stringent fiscal policy with prudent budget operations. Public Management, Inc. has a healthy financial outlook with little to no debt.

Litigation History

None

Conflicts

None

OFFICE LOCATIONS

Public Management, Inc. currently operates six office locations: three physical offices and three satellite offices.

HOUSTON, TX

Public Management, Inc. headquarters is located at 15355 Vantage Parkway West, Suite #108, Houston, Texas 77032. This office location serves the South and Southeast Texas region and is the main company office from which all corporate administration and support services originate.

GRANBURY, TX

The Granbury office services the Dallas-Fort Worth Metroplex and is located at 312 South Morgan St., Granbury, Texas 76048.

LUBBOCK, TX

The Lubbock office serves the West Texas region and is located at 8207 Hudson St., Suite C, Lubbock, Texas 79423.

SATELLITE OFFICES

ABILENE, TX

Abilene serves as the satellite office for the West Texas region.

MCKINNEY, TX

McKinney serves as the satellite office for the Dallas-Fort Worth region.

SAN ANTONIO, TX

San Antonio serves as the satellite office for the Houston and West Texas region.

PROPOSAL STRUCTURE

This proposal is organized in a fashion that should be clear and concise to the reviewers. Specifically, we have submitted the requested information in a manner that will highlight the vast experience and history of Public Management, Inc. The Introduction section will provide the overall impact that Public Management, Inc. has had on its clients around the state. The Scope of Work section details our specific project approach and methodology for this RFP, as well as provides a description of the services that will be conducted. The Experience section lists all relative projects that have been managed by Public Management, Inc. The References section provides specific contacts of clients that Pubic Management, Inc. is working with or has completed work for. The Team section highlights the individuals with Public Management, Inc. that will be assigned to this contract. The Contract section provides a proposed Allocation Administration and Management Services contract with all associated contract inclusions as well as proposed cost. Within the Required Forms section all pertinent RFP submittals will be located.

SCOPE OF WORK

"The City of Baytown has successfully worked with Public Management, Inc. over 10 years. Public Management has assisted with obtaining new funding sources, managing the complicated grant funding for infrastructure projects, and monitoring all disaster funding for Baytown. Their team is composed of consummate professionals and deliver excellent, knowledgeable customer service. They have been a great liaison with the county and state officials as they speak their language and have a crystal-clear understanding of the convoluted regulations."

- City of Baytown

WE HELP COMMUNITIES IN PURSUIT OF PROSPERITY.

In addition to securing funds to help meet their goals, communities count on our team to plan, research, navigate and manage the entire process.

METHODOLOGY

The Team will immediately begin conducting needs assessment and project development meetings to familiarize all parties with the schedule of the American Rescue Plan, necessary documents, and procedural compliance. These meetings will set the stage for comprehensive understanding of the program and allow the Client to optimize their allocation.

The Team will maintain constant communication to ensure all parties are aware of the project status for successful program development. Once the program is developed and intended uses defined, the Team will evaluate and coordinate program activities in accordance with regulatory compliance measures issued by the United States Department of Treasury.

Upon successful program development, the Team will work with the appropriate personnel and stakeholders to ensure that all review and approval requirements are met so that program implementation is successful. The Team will utilize a project management system to track projects from application development to contract closeout. This system will ensure accountability, efficiency, and effectiveness.



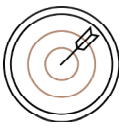
PLANNING

Did you know you can often get financial assistance for short- and long-term strategic planning? We have the relationships and the resources to help you start preparing for the future today.



ECONOMIC DEVELOPMENT

Through federal and state programs, we can help you obtain the funding you need to build infrastructure, attract businesses, and create jobs in your community.



COMMUNITY DEVELOPMENT

We can show you what's available from state or federal sources, so you can see what's possible in your community.

PROGRAM DESIGN SERVICES

Let's start at the beginning, when your project is little more than a "What if?" Working together, we help your community define what's important and look ahead to what's next.

Program Design

The Team will develop the program and assess needs as directed by the Client to leverage funding adherent to the state and federal guidelines. The Team will coordinate all activities with regard to the intended uses and anticipated outcomes.

1. **SCHEDULE DEVELOPMENT**
   Evaluate funding requirements and develop a timeline. Focus will be given to major development milestones with required deliverables.

2. **PROGRAM REVIEW**
   Present program details and compliance requirements. Cover anticipated outcomes requirements and critical document development.

3. **MEETING COORDINATION**
   Facilitate meetings (stakeholders, engineer, staff, etc.) to ensure program and schedule compliance.

4. **CITIZEN PARTICIPATION**
   Coordinate public meetings and outreach efforts as necessary to create and implement the program. In some cases, this may include the development of appropriate citizen participation plans.

5. **PROJECT DEVELOPMENT**
   Work with the engineer and staff to identify and prioritize needs. Develop an action plan to address these needs and implement the community needs assessment strategy.

6. **BENEFICIARY REVIEW**
   Assess project impact area to determine appropriate beneficiary methodology. Review data to determine applicability and advise on the necessity of project area.

7. **PRELIMINARY ENVIRONMENTAL REVIEW**
   Conduct environmental impact analysis to determine project effects in flood prone regions, wetlands, as well as endangered species.

8. **MAPPING**
   Generate quality maps which depict the project and benefit area. Maps will be used to detail project location as well as environmental impact.

9. **PROGRAM DESIGN & NEEDS IDENTIFICATION**
   Compile finalized program material, including approved budget and project impact detail, and prepare for coordination. Complete electronic records will be maintained for reference.

ADMINISTRATIVE SERVICES

A little help and guidance can go a long way toward building your community. Whether it's for three months or 30 years, we'll show up, step up, and go to work as an extension of your team.

1. ADMINISTRATIVE DUTIES

The Team will coordinate all program elements to effectuate successful project development. This includes stakeholder meetings to determine goals/objectives, reporting and project progress dissemination, as well as the overall contract maintenance. The development of clear communication between the Client and any other appropriate service providers will allow the Team to act as the liaison in all matters concerning the project.

2. RECORD KEEPING

The Team will assist the client with developing and maintaining all records generated by the program. This includes all records required by the funding agency and the Client (i.e. program management records) in both physical and digital formats.

3. FINANCIAL MANAGEMENT

The Team will assist with the development and maintenance of the contract ledger, general journal, cash receipts and all other necessary financial documents. Additionally, the Team will document payment requests in line with contract milestones, as well as monitor the Client's financial system.

4. CONSTRUCTION MANAGEMENT

The Team will coordinate and supervise the project to ensure designated activities are realizing the intended outcomes as stated in contract documents. This includes on-site visitations, document control and scope realignment, and project meetings.

5. REAL PROPERTY ACQUISITION (AS APPLICABLE):

The Team will assist with preliminary acquisition assessment as well as the development and/or coordination of acquisition of real property. This includes following appropriate federal regulations as detailed by the Uniform Relocation Act. This includes administrative coordination of parcel selection, value determination, and outreach/ correspondence.

6. ENVIRONMENTAL SERVICES

The Team will prepare all documents and correspondence for environmental review and clearance as well as maintain close coordination with local officials, project engineer and other members of the project team to assure appropriate level of environmental review is performed. This project element will abide by the National Environmental Policy Act (NEPA) or any other Federal, State or local regulation as applicable. On-site visits and appropriate consultation will be conducted to ensure project compliance.

7. CIVIL RIGHTS REQUIREMENTS

The Team will structure the program so that all procurement procedures, contracts, and polices will be in accordance with state and federal regulations associated thereto. This includes processes that ensure the Client and its contractors make affirmative efforts to employ Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises.

8. **PROCUREMENT/BIDDING/CONTRACTING:**
The Team will advise on the implementation of appropriate procurement procedures to obtain professional and construction services necessary to complete the project(s). This includes ensuring compliance with Local Government Code Chapter 252 as well as 2 CFR 200.320.

9. **LABOR STANDARDS MONITORING:**
The Team will ensure that all labor standards laws and regulations are observed during the course of the project. The program will be structured so that all procurement procedures and contracts will meet equal opportunity requirements. This includes compliance with the Davis-Bacon Act, Fair Labor Standards Act, Contract Work Hours & Safety Standards Act, as well as other prevailing labor requirements.

10. **FORCE ACCOUNT (AS APPLICABLE):**
The Team will assist the Client in preparing force account documentation for the project and will consolidate this information for suitable presentation to the funding agency. Record development, review and maintenance will be coordinated to ensure project milestones are tracked and costs are reimbursed.

11. **CONTRACT CLOSE-OUT ASSISTANCE:**
The Team will develop and maintain all necessary reports required by the funding agency to close out the project. This includes conducting final project inspections, evaluating contract completion documents, and coordinating stakeholder review. Lastly, the Team will work with the Client in preparing the annual audits and necessary actions to ensure the project reaches the "Administratively Closed" status.

PROJECT APPROACH

The Team will utilize local and regional staff as the primary contacts to provide continuous, logistical, and technical support during the course of the project. The Team will work closely with state and federal agencies to ensure that all requirements are met and that the project remains on track. The Client will have access to the Team and our methodology ensures that the Client will be informed throughout the course of the project.

Our holistic approach to community needs provide the Client with a sufficient understanding of the challenges at hand as well as the resources available to address these needs. When funding is secured, the Team will then work to implement the program from award to successful closeout. The Team's primary focus will be to ensure that proposed project is achieving desired outcomes that will provide the greatest benefit to the community.

The following page details the Clients American Rescue Plan allocation and a typical project timeline from procurement and program design/needs identification through contract award and closeout. Although project complexities, as well as other extenuating circumstances, may alter the schedule it is presented here for reference and an understanding of the overall process.

AMERICAN RESCUE PLAN OF 2021

Coronavirus Local Fiscal Recovery Fund

President Joe Biden signed the American Rescue Plan of 2021 into law on March 11, 2021. The legislation sends billions of dollars to state and local governments to supplement community efforts to address the COVID-19 Pandemic.

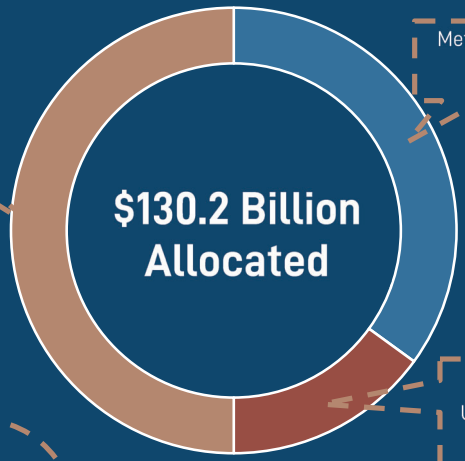
Potential for Glen Rose's Allocation

- Essential Worker Premium Pay
- Local COVID-19 Pandemic Assistance
- Investments in Water, Sewer, and Broadband
- Provision of Government Services

Glen Rose's Estimated Allocation*

$588,487

Total Local Government Allocation



Anticipated Allocation Timeline

- 1st 50% of your allocation within 60 days of 3/11/21
- Potential Water, Sewer, or Broadband Infrastructure Project in Your Community
  - Planning and Procurement
  - Design and Environmental Review
  - Construction and Labor Standards Monitoring
  - Contract Closeout
- Funds expire 12/31/24
- Recordkeeping and Document Management
- Recordkeeping and Document Management
- Became Law on 3/11/21
- 2nd 50% of your allocation 12 months after 1st

*Disclaimer: Processes presented in this graphic have been retrieved from the text of the American Rescue Plan of 2021 and might change as the U.S. Department of Treasury issues more guidance on implementing this legislation. Your community's estimated allocation is based on U.S. Congress calculations https://www.democrats.senate.gov/final-state-and-local-allocation-output-C30821

AMERICAN RESCUE PLAN OF 2021

Treasury Guidance and Important Dates

Local Pandemic Assistance

- Mitigate COVID
- Staff Payroll
- Medical Expenses
- Health Programs
- Rehire Staff
- Relief Program
- Industry Aid
- Nonprofit Aid
- Local Aid Program
- Fair Housing

Essential Worker Premium Pay

- In Person Work Only
- Prioritize Low Income Staff
- Additive to Current Wages

Provision of Government Services

- Defines General Revenue
- Provides Calculation Formula
- Not for Debt or Reserves

Water, Sewer, and Broadband

- Drinking Water
- Waste Water
- Storm Water
- Waste Reuse
- Energy Efficiency
- Fiber Cables
- Treatment Plant
- Storage
- Public Access
- New Systems

March 11, 2021
American Rescue Plan Act Became Law

~ May 10, 2021
First Tranche Payment to Counties, States, and Metropolitan Cities

~ June 10, 2021
First Tranche Payment From States to Non-entitlement Communities.

- *States will lose portions of their allocation equal to any monies they withhold from local governments if they do not send out the money on time*

~ May 10, 2022
Second Tranche Payment to Counties, States, and Metropolitan Cities

~ June 10, 2022
Second Tranche Payment From States to Non-entitlement Communities

December 31, 2024
Fund Obligation Deadline

The Treasury Department extended the fund performance period to support infrastructure projects

December 31, 2026
Performance Period Deadline

HOUSTON
15355 Vantage Pkwy W
Houston, TX 77032
T 281-592-0439

GRANBURY
312 S Morgan St
Granbury, TX 76048
T 682-205-1058

LUBBOCK
8207 Hudson St.
Lubbock, TX 79423
T 806-797-4299

MCKINNEY
5100 Eldorado Pkwy
McKinney, TX 75070
T 281-592-0439

SAN ANTONIO
P.O. Box 762648
San Antonio, TX 78245
T 281-592-0439

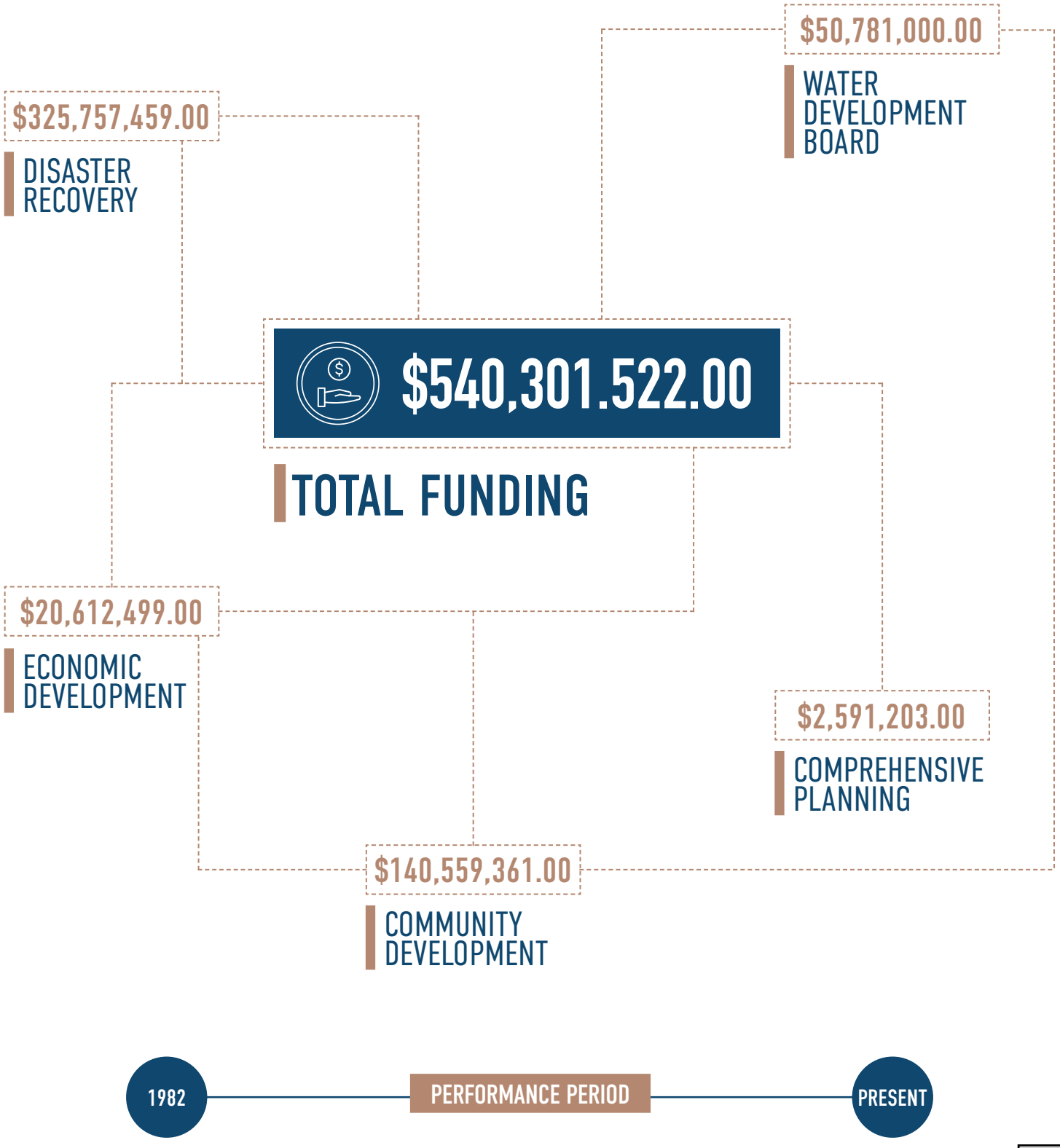
ABILENE
P.O. Box
Abilene, TX 79608
T 281-592-0439

EXPERIENCE

"I highly recommend Public Management, Inc. services to any organization. We've worked with them for over two decades, and had a great experience. Their knowledge has enabled us to receive grants for utility lines in our low to moderate income areas multiple times, where there is a real need. The impact this has made on our community can't be put into words. The team at Public Management, Inc. is always professional, organized and highly experienced. We look forward to working with them on all our grant needs in the future."

- City of El Campo

EXPERIENCE SUMMARY



Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
A							
City of Albany	2000-2003	$167,049.00	-	-	-	-	$167,049.00
City of Alma	2016-2019	-	$750,000.00	$21,855.00	-	-	$771,855.00
City of Ames	1994-Present	$1,618,910.00	-	$63,630.00	-	$927,539.00	$2,610,079.00
City of Anahuac	1989-Present	$2,500,000.00	$395,000.00	$58,955.00	$18,850,000.00	$7,336,453.00	$29,140,408.00
County of Andrews	1992-1995	$64,796.25	-	-	-	-	$64,796.25
City of Aspermont	1998-2014	$853,424.00	-	-	-	-	$853,424.00
City of Aubrey	2014-Present	$275,000.00	$450,000.00	-	-	-	$725,000.00
B							
City of Ballinger	2013-Present	$550,000.00	-	-	-	-	$550,000.00
City of Bartlett	2004-2006	-	-	$37,350.00	-	-	$37,350.00
City of Baytown	2008-Present	-	-	-	-	$37,948,932.00	$37,948,932.00
City of Beaumont	2006-Present	-	-	-	-	$62,126,388.00	$62,126,388.00
City of Bells	2016-Present	$275,000.00	-	-	-	-	$275,000.00
City of Benjamin	1997-Present	$501,488.00	-	-	-	-	$501,488.00
City of Bevil Oaks	2008-Present	-	-	-	-	$3,260,292.00	$3,260,292.00
City of Blackwell	1998-2005	$850,000.00	-	-	-	-	$850,000.00
City of Breckenridge	2014-Present	$550,000.00	-	-	-	-	$550,000.00
City of Brenham	2002-Present	$825,000.00	$375,000.00	-	-	-	$1,200,000.00
City of Bridgeport	1988-1991	-	$463,368.00	-	-	-	$463,368.00
City of Brookshire	1996-2015	$950,000.00	-	$63,013.00	-	-	$1,013,013.00
City of Brownwood	2019-Present	-	$350,000.00	-	-	-	$350,000.00
C							
City of Caddo Mills	2015-Present	$1,050,000.00	-	-	-	-	$1,050,000.00
City of Campbell	2012-Present	$1,050,000.00	-	-	-	-	$1,050,000.00
City of Celeste	2012-Present	$512,000.00	-	$32,565.00	-	-	$544,565.00
City of Celina	1991-2018	$1,926,048.00	$589,000.00	$37,100.00	-	-	$2,552,148.
County of Chambers	1991-Present	$1,400,000.00	$750,000.00	-	-	$54,008,251.00	$56,158,251.

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
C							
City of Clarendon	1985-2002	$1,199,758.00	-	-	-	-	$1,199,758.00
City of Clear Lake Shores	2008-2014	-	-	-	-	$1,971,231.00	$1,971,231.00
City of Cleveland	1983-Present	$3,435,805.00	$2,199,000.00	$97,400.00	$4,210,000.00	$4,542,537.00	$14,484,742.00
City of Clute	1989-1994	$376,080.00	-	$126,080.00	-	-	$502,160.00
City of Coleman	2015-Present	$275,000.00	$250,000.00	$27,700.00	-	-	$552,700.00
City of Conroe	1990-Present	$400,000.00	-	$12,000.00	-	$2,559,123.00	$2,971,123.00
County of Cottle	2012-Present	$123,872.00	-	-	-	-	$123,872.00
County of Crosby	2011-2013	$275,000.00	-	-	-	-	$275,000.00
City of Crystal City	2008-2010	-	-	$50,000.00	-	-	$50,000.00
City of Columbus	1985-1987	-	-	$22,400.00	-	-	$22,400.00
City of Cuero	1999-2001	-	-	$50,000.00	-	-	$50,000.00
D							
City of Daisetta	1985-2016	-	-	$17,400.00	-	$190,314.00	$207,714.00
City of Dayton	1983-Present	$1,701,227.00	$1,028,700.00	$12,000.00	-	$3,802,662.00	$6,544,589.00
City of Deer Park	2008-2012	-	-	-	-	$2,081,811.00	$2,081,811.00
City of Devers	1989-Present	$1,565,600.00	-	$37,350.00	-	$160,679.00	$1,763,629.00
City of Dickinson	1995-Present	$1,750,000.00	-	$50,000.00	-	$39,305,826.00	$41,105,826.00
City of Donley	1997-2000	$245,197.00	-	-	-	-	$245,197.00
E							
City of Easton	2012-2014	-	-	$28,050.00	-	-	$28,050.00
City of Eden	1993-Present	$1,604,489.00	-	-	-	-	$1,604,489.00
City of Edmonson	2015-2018	$275,000.00	-	-	-	-	$275,000.00
City of El Campo	1993-Present	$1,627,410.00	-	-	-	-	$1,627,410.00
City of Eldorado	1987-2010	$1,677,609.00	-	-	-	-	$1,677,609.00
City of Electra	1999-Present	$1,982,649.00	-	-	-	-	$1,982,649.00
County of Ellis	2013-2015	$274,500.00	-	-	-	-	$274,500.
City of Emhouse	2014-2019	$530,375.00	-	-	-	-	$530,375.

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
City of Eustace	2013-Present	$275,000.00	-	$24,265.00	-	-	$299,265.00
F							
County of Fischer	2002-2005	$250,000.00	-	-	-	-	$250,000.00
City of Floydada	1989-2016	$1,973,460.00	-	-	-	-	$1,973,460.00
City of Forsan	1997-2000	$254,200.00	-	-	-	-	$254,200.00
County of Frio	2009-2011	$250,000.00	-	$52,750.00	-	-	$302,750.00
City of Frisco	1989-1991	$250,000.00	-	-	-	-	$250,000.00
City of Frost	2013-Present	$550,000.00	-	$32,380.00	-	-	$582,380.00
G							
County of Gaines	1998-2017	$1,335,243.00	-	-	-	-	$1,335,243.00
County of Galveston	2014-2016	$350,000.00	-	-	-	-	$350,000.00
City of Garrett	2017-Present	$775,000.00	-	-	-	-	$775,000.00
City of Glenrose	2019-Present	$500,000.00	-	-	-	-	$500,000.00
City of Gordon	2019-Present	$500,000.00	-	$25,635.00	-	-	$525,635.00
City of Goree	2018-Present	$275,000.00	-	-	-	-	$275,000.00
City of Graford	2016-Present	$1,050,000.00	-	-	-	-	$1,050,000.00
City of Granbury	2018-Present	$275,000.00	-	-	-	-	$275,000.00
City of Grandview	2013-Present	$1,050,000.00	$725,000.00	$40,965.00	-	-	$1,815,965.00
City of Goldthwaite	2017-2019	-	$223,900.00	-	-	-	$223,900.00
City of Goliad	2003-2005	-	-	$34,000.00	-	-	$34,000.00
City of Gunter	2015-2017	$200,000.00	-	-	-	-	$200,000.00
City of Gustine	2017-Present	$275,000.00	-	-	-	-	$275,000.00
H							
County of Hale	2017-Present	$275,000.00	-	-	-	-	$275,000.00
City of Hamlin	1996-2018	$735,925.00	-	-	-	-	$735,925.00
City of Hardin	2001-Present	$1,050,000.00	-	$26,370.00	-	$261,229.00	$1,337,599.00
County of Hardin	1984-1986	-	-	$250,000.00	-	-	$250,000.
County of Haskell	2015-Present	$550,000.00	-	-	-	-	$550,000.

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
City of Hempstead	2007-2009	-	-	$31,800.00	-	-	$31,800.00
City of Hico	2013-Present	$825,000.00	$120,000.00	$26,520.00	-	-	$971,520.00
City of Higgins	1985-1992	$339,600.00	-	-	-	-	$339,600.00
City of Holliday	1995-Present	$1,159,345.00	-	-	-	-	$1,159,345.00
City of Howardwick	1997-2000	$315,650.00	-	-	-	-	$315,650.00
City of Howe	2015-2017	$164,045.00	-	-	-	-	$164,045.00
City of Italy	2013-Present	$890,000.00	-	$38,550.00	-	-	$928,550.00
City of Jonestown	2000-2002	-	-	$23,800.00	-	-	$23,800.00
City of Jayton	2002-2005	$250,000.00	-	-	-	-	$250,000.00
City of Jersey Village	2018-Present	-	-	-	-	$1,792,344.00	$1,792,344.00
County of Jones	1981-Present	$800,079.00	-	-	-	-	$800,079.00
City of Joshua	1998-2004	$500,000.00	-	$23,900.00	-	-	$523,900.00
City of Katy	2019-Present	-	-	-	-	$7,394,161.00	$7,394,161.00
City of Kemah	1991-Present	$1,750,000.00	$999,185.00	$34,150.00	-	$3,874,980.00	$6,658,315.00
City of Kemp	2014-2016	-	-	$29,805.00	-	-	$29,805.00
City of Kerens	2013-Present	$721,800.00	-	$29,565.00	-	-	$751,365.00
City of Kermit	1986-2001	$595,169.00	-	-	-	-	$595,169.00
City of Knollwood	2013-Present	$475,000.00	-	-	-	-	$475,000.00
City of Knox City	1989-2018	$1,605,158.00	-	-	-	-	$1,605,158.00
City of Kress	1989-1997	$379,343.00	-	-	-	-	$379,343.00
City of Kyle	1999-2001	-	-	$42,400.00	-	-	$42,400.00
City of La Marque	1986-Present	$2,817,273.00	$619,990.00	$20,000.00	-	$9,898,001.00	$13,355,264.00
City of La Porte	2018-Present	-	-	-	-	$3,798,532.00	$3,798,532.00
City of Lamesa	2009-Present	$1,391,540.00	-	-	-	-	$1,391,540.
City of Lawn	2015-Present	$275,000.00	-	-	-	-	$275,000.

EXPERIENCE

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
City of Liberty	1989-Present	$3,613,235.00	-	$164,170.00	$1,815,000.00	$4,353,962.00	**$9,946,367.00**
County of Liberty	1987-Present	$2,550,000.00	-	$15,000.00	-	$55,275,713.00	**$57,840,713.00**
City of Lipan	2017-2019	$275,000.00	-	-	-	-	**$275,000.00**
City of Loraine	1990-Present	$1,603,093.00	-	-	-	-	**$1,603,093.00**
City of Lorenzo	1991-2014	$1,098,058.00	-	-	-	-	**$1,098,058.00**
City of Loving	2009-2011	$350,000.00	-	-	-	-	**$350,000.00**
City of Mabank	1999-Present	$1,641,500.00	-	$49,785.00	-	-	**$1,691,285.00**
City of Magnolia	2008-2011	-	-	-	-	$676,000.00	**$676,000.00**
City of Malakoff	2014-Present	$550,000.00	$250,900.00	-	-	-	**$800,900.00**
City of Mason	1999-Present	$340,040.00	-	-	-	-	**$340,040.00**
City of Matador	1982-1988	$402,020.00	-	-	-	-	**$402,020.00**
City of Maypearl	1992-Present	$1,546,800.00	-	$35s,865.00	-	-	**$1,582,665.00**
City of McCamey	2015-Present	$350,000.00	-	-	-	-	**$350,000.00**
County of McCulloch	1998-Present	$1,424,800.00	-	-	-	-	**$1,424,800.00**
City of Meadow	1997-2002	$489,808.00	-	-	-	-	**$489,808.00**
City of Melissa	2014-2016	$275,000.00	-	-	-	-	**$275,000.00**
City of Melvin	1998-Present	$1,415,693.00	-	-	-	-	**$1,415,693.00**
City of Merkel	2018-Present	$275,000.00	-	-	-	-	**$275,000.00**
City of Mingus	2015-Present	$500,000.00	-	-	-	-	**$500,000.00**
City of Montgomery	2003-2013	$700,000.00	$1,075,000.00	-	-	$375,525.00	**$2,150,525.00**
County of Montgomery	1985-1991	$864,505.00	-	$19,200.00	-	-	**$883,705.00**
City of Moran	2009-Present	$525,000.00	-	-	-	-	**$525,000.00**
City of Muleshoe	2000-Present	$1,044,787.00	-	-	-	-	**$1,044,787.00**
City of Munday	2015-Present	$275,000.00	-	-	-	-	**$275,000.**
City of Nazareth	1990-1994	$413,731.00	-	-	-	-	**$413,731.**

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
City of New Hope	1996-2010	$448,791.00	-	-	-	-	$448,791.00
City of New Waverly	1982-Present	$2,640,989.00	-	$71,295.00	-	$169,783.00	$2,882,067.00
City of Oak Ridge North	2008-Present	-	-	-	-	$1,465,000.00	$1,465,000.00
City of Old River-Winfree	2008-2011	-	-	-	-	$2,726,594.00	$2,726,594.00
City of Olton	1984-Present	$2,112,461.00	-	-	-	-	$2,112,461.00
City of Paducah	1984-Present	$1,401,348.00	-	-	-	-	$1,401,348.00
City of Paint Rock	1997-2017	$2,691,470.00	-	-	-	-	$2,691,470.00
City of Palmer	2013-Present	$550,000.00	-	$47,265.00	-	-	$597,265.00
City of Panorama Village	2003-2011	-	-	-	-	$736,115.00	$736,115.00
County of Parker	2010-2012	$350,000.00	-	-	-	-	$350,000.00
City of Pattison	2002-2004	-	-	$15,600.00	-	-	$15,600.00
City of Pecos	1981-1983	$200,000.00	-	-	-	-	$200,000.00
City of Piney Point Village	2008-2011	-	-	-	-	$229,980.00	$229,980.00
City of Plains	1987-2017	$2,052,562.00	-	-	-	-	$2,052,562.00
City of Plum Grove	2008-Present	-	-	-	-	$1,328,659.00	$1,328,659.00
City of Post	1993-Present	$935,584.00	-	-	-	-	$935,584.00
City of Prairie View	2008-Present	$1,400,000.00	-	$35,100.00	-	$742,016.00	$2,177,116.00
City of Rankin	2002-Present	$1,450,000.00	-	-	-	-	$1,450,000.00
City of Reno	2008-Present	$1,550,000.00	-	-	-	$1,962,532.00	$3,512,532.00
City of Rhome	2010-2013	$50,000.00	$449,500.00	-	-	-	$499,500.00
City of Richland	2017-Present	$773,250.00	-	-	-	-	$773,250.00
City of Rio Vista	2012-Present	$1,050,000.00	-	-	-	-	$1,050,000.00
City of Roby	1996-2016	$946,542.00	-	-	-	-	$946,542.00
City of Rochester	1987-Present	$1,488,067.97	-	-	-	-	$1,488,067.
City of Roscoe	1992-Present	$2,491,324.50	-	-	-	-	$2,491,324.

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
City of Rotan	2015-2017	$550,000.00	-	-	-	-	$550,000.00
City of Rule	1994-Present	$1,203,816.00	-	-	-	-	$1,203,816.00
City of Sadler	2014-2016	$265,000.00	-	$33,105.00	-	-	$298,105.00
City of San Saba	2018-Present	$550,000.00	-	$43,380.00	-	-	$593,380.00
County of San Saba	2014-Present	$275,000.00	-	-	-	-	$275,000.00
City of Santa Anna	2014-Present	$275,000.00	-	$33,555.00	-	-	$308,555.00
City of Savoy	2014-Present	$457,500.00	-	-	-	-	$457,500.00
County of Schleicher	2004-2014	$766,752.00	-	-	-	-	$766,752.00
County of Scurry	1996-1998	$242,319.00	-	-	-	-	$242,319.00
City of Sealy	2013-Present	$700,000.00	$348,365.00	$24,260.00	-	$2,000,000.00	$3,072,625.00
City of Seminole	1984-2012	$3,281,708.00	-	-	-	-	$3,281,708.00
City of Shenandoah	2008-2011	-	-	-	-	$445,667.00	$445,667.00
City of Slaton	2016-Present	$275,000.00	$250,000.00	-	-	-	$525,000.00
City of Sonora	2018-Present	-	$325,000.00	-	-	-	$325,000.00
City of Splendora	2003-Present	$1,400,000.00	-	$24,600.00	-	$1,009,200.00	$2,433,800.00
City of Springtown	2011-Present	$1,050,000.00	-	$65,305.00	-	-	$1,115,305.00
City of Spur	1985-Present	$862,724.00	-	-	-	-	$862,724.00
City of Stamford	2001-2015	$763,304.00	-	-	-	-	$763,304.00
City of Stephenville	2013-Present	$1,014,420.00	-	-	$17,031,000.00	$2,000,000.00	$20,045,420.00
County of Stonewall	2006-2018	$625,000.00	-	-	-	-	$625,000.00
City of Strawn	2015-Present	$500,000.00	-	-	-	-	$500,000.00
City of Sweetwater	2001-2013	$727,293.00	-	-	-	-	$727,293.00
City of Terrell	1993-Present	$3,285,000.00	$4,319,345.00	$55,000.00	-	-	$7,659,345.00
City of Throckmorton	2018-Present	$275,000.00	-	-	-	-	$275,000.

Client	Performance Period	Community Development	Economic Development	Comprehensive Planning	Water Development Board	Disaster Recovery	Total Funding
City of Tom Bean	2014-2018	$341,920.00	-	-	-	-	$341,920.00
Trinity Bay Conservation District	1998-Present	-	-	-	$2,500,000.00	-	$2,500,000.00
V City of Venus	1989-2018	$2,572,528.00	$742,681.00	$26,235.00	$850,000.00	-	$4,191,444.00
W City of Walker	1983-1985	$500,000.00	-	-	-	-	$500,000.00
County of Waller	2001-2004	-	$375,000.00	-	-	-	$375,000.00
County of Washington	20014-2015	$525,000.00	-	-	-	-	$525,000.00
City of West University Place	2008-2011	-	-	-	-	$229,980.00	$229,980.00
City of Whitewright	2009-Present	$275,000.00	-	-	-	-	$275,000.00
City of Wickett	2011-Present	$470,000.00	-	-	-	-	$470,000.00
City of Willis	1983-Present	$3,685,497.00	$2,188,565.00	$75,350.00	$5,525,000.00	$2,539,490.00	$14,013,902.00
City of Windthorst	2002-2004	$122,544.00	-	-	-	-	$122,544.00
City of Wink	1997-1999	$266,460.00	-	-	-	-	$266,460.00
City of Winters	2014-Present	$825,000.00	-	$44,430.00	-	-	$869,430.00
County of Wise	2009-2011	$259,000.00	-	-	-	-	$259,000.00
City of Woodbranch Village	2019-Present	-	-	-	-	$249,958.00	$249,958.00
Z County of Zavala	2015-2017	$500,000.00	-	$81,000.00	-	-	$581,000.00
TOTALS	1982-Present	$140,559,360.72	$20,612,499.00	$2,591,203.00	$50,781,000.00	$325,757,459.00	$540,301,521.72

REFERENCES

"The City of Beaumont has worked with Public Management, Inc. on many large grant projects. Public Management has helped us to navigate the often-complicated grant funding process as well as bringing information to the table on new grant funding possibilities. They are always available to answer questions, solve problems and keep us on track. We look forward to continuing to work with Public Management, Inc. in the future."

- City of Beaumont

REFERENCES

City of Anahuac

Julie Harvill

City Secretary
(409) 267-6681
j.harvill@anahuac.us

City of Baytown

Leasa Renteria Lopez

Grant Coordinator
(281) 420-6509
leasa.lopez@baytown.org

City of Beaumont

Kyle Hayes

City Manager
(409) 880-3770
kyle.hayes@beaumonttexas.gov

City of Caddo Mills

Matt McMahon

City Manager
(903) 527-3116
mattmcmahon11@outlook.com

Chambers County

Jimmy Silvia

County Judge
(409) 267-2440
jsylvia@chamberstx.gov

City of Cleveland

Bobby Pennington

City Manager
(281) 592-2667
bpennington@clevelandtexas.com

City of Conroe

Tommy Woolley

Director of Capital Projects
(936) 522-3122
twoolley@cityofconroe.org

City of Dickinson

Kerilyn Bascle

City Secretary
(281) 337-6235
kbascle@ci.dickinson.tx.us

City of El Campo

Courtney Sladek

City Manager
(979) 541-5000
csladek@cityofelcampo.org

City of Garrett

Don Lewis

Public Works Director
(972) 875-7831
publicworks@cityofgarrett.com

City of Granbury

Chris Coffman

City Manager
(817) 573-1114
citymgr@granbury.org

City of Grandview

David Henley

City Manager
(817) 866-2699
dhenley@cityofgrandview.org

REFERENCES

City of Hico

Kari Drueckhammer

City Secretary
(254) 796-4620
citysecretary@hico-tx.com

City of Italy

Amber Cunningham

City Secretary
(972) 483-7329
acunningham@italycityhall.org

Jones County

Dale Spurgin

County Judge
(325) 823-3741
dale.spurgin@co.jones.tx.us

City of Kerens

Katherine Combs

City Secretary
(903) 396-2971
admin@ci.kerens.tx.us

City of La Porte

Lorenzo Wingate

Assistant Director of Public Works
(281) 470-5058
wingatel@laportetx.gov

City of Liberty

Tom Warner

City Manager
(936) 336-3684
twarner@cityofliberty.org

City of Mabank

Bryant Morris

City Administrator
(903) 887-3241
bryant@cityofmabank.org

City of Malakoff

Ann Barker

City Administrator
(903) 486-0699
abarker@cityofmalakoff.net

City of Olton

Keeley Adams

City Administrator
(806) 285-2611
cityadministrator@cityofolton.com

City of Palmer

Alicia Baran

City Administrator
(972) 449-3160
abaran@ci.palmer.tx.us

City of Prairie View

Dr. Brian E. Rowland

Mayor
(936) 857-3711
browland@prairieviewtexas.gov

City of Reno

Scott Passmore

City Administrator
(817) 221-2500
scott.passmore@renotx.gov

REFERENCES

City of San Saba

Sabrina Maultsby

City Secretary
(325) 372-5144
sansaba@centex.net

City of Sealy

Warren Escovy

Assistant City Manager
(979) 885-1669
wescovy@ci.sealy.tx.us

City of Slaton

Mike Lamberson

City Administrator
(806) 828-2000
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City of Strawn

Danny Miller

City Secretary
(254) 672-5311
city@strawntx.com

City of Stephenville

Nick Williams

Director of Public Works
(254) 918-1223
nwilliams@stephenvilletx.gov

City of Terrell

Mike Sims

City Manager
(972) 551-6600
mikesims@cityofterrell.org

City of Whitewright

Gwyn Jordan

City Clerk
(903) 364-2219
cityclerk@whitewright.com

City of Willis

Marissa Quintanilla

City Secretary
(936) 856-4611
mquintanilla@ci.willis.tx.us

City of Winters

Virginia Ochoa

City Secretary
(325) 754-4424
citywin@wtxs.net

THE TEAM

"We have been fortunate to work with Public Management, Inc. for nearly a decade. Their team has always provided the utmost of professionalism. They have been available to walk us through every aspect of any grants with knowledge, skill and patience. Public Management, Inc. has been by our side every step of the way making sure we are clear on every aspect of our grants process. We would not hesitate at all giving a 100% recommendation to anyone who is looking for a great grant management team."

- City of Hico

PATRICK K. WILTSHIRE

PRESIDENT



EXPERIENCE

JAN. 2015 - PRESENT
Public Management, Inc.

PRESIDENT & CHIEF EXECUTIVE OFFICER

Supervisory authority over all Company operations including, but not limited to, project assignment and management; personnel policies; daily operational functions and policies; financial operations; business development; and resource allocation. Coordinates short and long range strategic planning which aim to enhance and/or develop, implement, and enforce policies and procedures that will improve the overall operation and effectiveness of the corporation. Cultivates a Client-Based approach to service delivery, addressing the needs of each client in ways that optimize performance and address quality of life needs. Promotes a culture of high performance and continuous improvement that values learning and a commitment to quality.

JAN. 2014 - DEC. 2014
Public Management, Inc.

CHIEF OPERATIONS OFFICER

DEC. 2009 - DEC. 2013
Public Management, Inc.

PROJECT MANAGER & COMPLIANCE SPECIALIST

Led company merger which increased client base by 50%

Managed or directed over $200 million project initiatives

Coordinated programmatic improvements to the TXCDBG program

EDUCATION

AUG. 2007 - DEC. 2009
Texas A&M University
Corpus Christi, Texas

M.A. PUBLIC ADMINISTRATION

Areas of Concentration: Policy Analysis, Budgeting, Planning

AUG. 2001 - MAY 2006
Missouri Valley College
Marshall, Missouri

B.A. CRIMINAL JUSTICE & SOCIOLOGY

Areas of Concentration: Sociology, Criminal Justice, & English

CONTACT

PUBLIC MANAGEMENT, INC.
15355 Vantage Pkwy. West, Ste. 108
Houston, TX 77032

EMAIL
pwiltshire@publicmgt.com

PHONE
281-592-0439

PUBLIC MANAGEMENT
EST.1982

NICHOLAS J. HOUSTON

VICE PRESIDENT



EXPERIENCE

JAN. 2016 - PRESENT
Public Management, Inc.

VICE PRESIDENT

Supervisory authority over all financial operations, including but not limited to, financial policies, budget preparation and financial planning and forecasting, retirement and benefits development and implementation, oversees accounts receivable & accounts payable, directs investments and distributions, maintains past and current financial records for reporting, assists and develops audit and tax reporting. Develops financial operational strategies by evaluating trends; establishing critical measurements; determining production, productivity, quality, and customer-service strategies; designing systems; accumulating resources; resolving problems; implementing change. Develops organization prospects by studying economic trends and revenue opportunities; projecting acquisition and expansion prospects; analyzing organization operations.

NOV. 2006 - DEC. 2015
Public Management, Inc.

PROJECT MANAGER & COMPLIANCE SPECIALIST

MAY 2006 - OCT. 2006
Bridge Capital

LOAN ADVISOR

Over a decade of Project Management experience

Currently oversees more than $150M Project Initiatives

Streamlined company financial operations

EDUCATION

AUG. 1997 - AUG. 2003
Sam Houston State Univ.
Huntsville, Texas

B.B.A. FINANCE, MINOR IN MUSIC

Areas of Concentration: Banking & Personal Finance

CONTACT

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nhouston@publicmgt.com

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281-592-0439

PUBLIC MANAGEMENT
EST.1982

KENNETH J. COIGNET

VICE PRESIDENT



EXPERIENCE

JAN. 2015 - PRESENT
Public Management, Inc.

VICE PRESIDENT

Supervisory authority over all company business opportunities, including but not limited to, past, current, and future grant funded programs; past, current, and future clients; new business ventures; and business sustainability practices. The Business Development Director works closely with the CEO & CFO to develop potential business deals by analyzing market strategies, deal requirements, potential and financials. In addition, the Business Development Director develops negotiating strategies and positions by studying integration of new venture with company strategies and operations; examining risks and potentials; estimating partners' needs and goals.

NOV. 1999 - JAN. 2015
Public Management, Inc.

PROJECT MANAGER & PLANNER

NOV. 1998 - OCT. 1999
Public Management, Inc.

ASSISTANT PLANNER & HOUSING SPECIALIST

- Helped achieve programmatic improvements to planning program
- Managed and directed over 50 comprehensive plans
- Serves as Business Development Director by identifying and developing business relationships with clients

EDUCATION

JUNE 1995 - DEC. 2001
Southwest Texas State Univ.
San Marcos, Texas

M.A. GEOGRAPHY

Areas of Concentration: Land/Area Development and Management

AUG. 1985 - DEC. 1991
Southwest Texas State Univ.
San Marcos, Texas

B.S. GEOGRAPHY

CONTACT

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San Antonio, TX 78245

EMAIL
kcoignet@publicmgt.com

PHONE
281-592-0439

PUBLIC MANAGEMENT
EST.1982

JAKE R. MCADAMS

REGIONAL PROJECT MANAGER



JAN. 2016 - PRESENT
Public Management, Inc.

REGIONAL PROJECT MANAGER
Responsible for client relations, business development, and overall project management in the North and West Texas Region. Assists with staff training and development along with the overall implementation of corporate stratagies.

JULY 2015 - DEC. 2020
Public Management, Inc.

REGIONAL MANAGER, NORTH/WEST TEXAS

FEB. 2014 - JUNE 2015
Public Management, Inc.

PROJECT MANAGER & COMPLIANCE SPECIALIST

Oversees and manages all company operations in North and West Texas

Formally recognized by TDA for outstanding performance in project management

Successfully applies for diverse range of funding opportunities

EDUCATION

MAY 2012 - DEC. 2013
Stephen F. Austin State Univ.
Nacogdoches, Texas

M.A. HISTORY
Areas of Concentration: Public History, Suburban History

AUG. 2008 - MAY 2012
Stephen F. Austin State Univ.
Nacogdoches, Texas

B.A. HISTORY
MINOR IN OUTDOOR RECREATION MANAGEMENT
Areas of Concentration: Public History, Activity Management

CONTACT

PUBLIC MANAGEMENT, INC.
312 South Morgan Street
Granbury, TX 76048

EMAIL
jmcadams@publicmgt.com

PHONE
281-592-0439

PUBLIC MANAGEMENT
EST.1982

JOHN REED

PROJECT MANAGER



JAN. 2020 - PRESENT
Public Management, Inc.

PROJECT MANAGER

Responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

JULY 2019 - DEC. 2019
Nueces Co. Office of Emergency Management

PROJECT MANAGER & COMPLIANCE SPECIALIST

NOV. 2011 - MAY 2015
United States Army

ALLSOURCE INTELLIGENCE ANALYST

- Manages projects surrounding HGAC region
- Provides ongoing feedback for risk management, mitigation, and prevention
- Collects data, organizes, and maintains project files

EDUCATION

JAN. 2018 - DEC. 2019
Texas A&M University
Corpus Christi, Texas

M.A. PUBLIC ADMINISTRATION

Areas of Concentration: Administration; Program Evaluation

AUG. 2015 - DEC. 2017
Texas A&M University
Corpus Christi, Texas

B.A.S. CRIMINAL JUSTICE

Areas of Concentration: Research Methods, Community Collaboration

CONTACT

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15355 Vantage Pkwy. West, Ste. 108
Houston, TX 77032

EMAIL
jreed@publicmgt.com

PHONE
281-592-0439

PUBLIC MANAGEMENT
EST.1982

LISETTE M. HOWARD

PROJECT MANAGER



JAN. 2018 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager & Environmental Specialist is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Develop environmental review records in accordance with application state and federal regulations as directed by NEPA requirements. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

DEC. 2006 - DEC. 2017
A&J Howco Services, Inc.

PROGRAM SPECIALIST

JAN. 2007 - MAY 2008
Sul Ross State University

HUMAN RESOURCES OFFICE ASSISTANT

- Extensive experience performing environmental reviews
- Over a decade of project management experience
- Experience in financial management of CDBG/HOME grants

EDUCATION

JAN. 2004 - DEC. 2006
University of North Texas
Denton, Texas

M.S. KINESIOLOGY

AUG. 1997 - AUG. 2002
Texas A&M University
College Station Texas

B.S. SCIENCE-HEALTH, COMMUNITY HEALTH OPTION

Areas of Concentration: Biomedical Sciences and Social Sciences

CONTACT

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McKinney, TX 75070

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PUBLIC MANAGEMENT
EST.1982

MICHAEL MIGAUD

PROJECT MANAGER



MARCH 2020 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

- Assists with administration of projects in Southeast Texas
- Compliance Specialist and Special Projects Coordinator
- Collects data, organizes, and maintains project files

EDUCATION

AUG. 2018 - MAY 2020
Texas A&M University
College Station, Texas

MASTER OF PUBLIC ADMINISTRATION

Areas of Concentration: Public Policy Analysis and Analytical Methods

AUG. 2014 - MAY 2018
Texas A&M University
College Station, Texas

B.S. POLITICAL SCIENCE
B.A. PHILOSOPHY

CONTACT

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Houston, TX 77032

EMAIL
mmigaud@publicmgt.com

PHONE
281-592-0439

PUBLIC MANAGEMENT
EST.1982

MORGAN VERETTE

PROJECT MANAGER



AUG. 2018 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

- Manages projects in the West and North Texas region
- Compliance Specialist and Special Projects Coordinator
- Collects data, organizes and maintains project files

EDUCATION

AUG. 2014 - DEC. 2017
Angelo State University
San Angelo, Texas

B.A. BUSINESS ADMINISTRATION

Areas of Concentration: Administration, Management

CONTACT

PUBLIC MANAGEMENT, INC.
P.O. Box 4161
Abilene, TX 79608

EMAIL
mverette@publicmgt.com

PHONE
281.592.0439

PUBLIC MANAGEMENT
EST.1982

DALTON AIKEN

PROJECT MANAGER



MARCH 2020 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

FEB. 2020 - JUNE 2020
GEODynamics

TESTING OPERATOR

JAN. 2019 - FEB. 2020
Sight Glass Flights

DRONE OPERATOR & DATA COORDINATOR

- Assists with administration of projects in Southeast Texas
- Compliance Specialist and Special Projects Coordinator
- Collects data, organizes, and maintains project files

EDUCATION

AUG. 2013 - MAY 2017
University of North Texas
Denton, Texas

B.S. GEOGRAPHY

CONTACT

PUBLIC MANAGEMENT, INC.
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Granbury, TX 76048

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daiken@publicmgt.com

PHONE
281-592-0439

PUBLIC MANAGEMENT
EST.1982

YASMIN LAYEEQ

PROJECT MANAGER



MARCH 2020 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

- Assists with administration of projects in Southeast Texas
- Compliance Specialist and Special Projects Coordinator
- Collects data, organizes, and maintains project files

EDUCATION

AUG. 2018 - MAY 2020
Texas A&M University
Galveston, Texas

M.S. MARINE RESOURCES MANAGEMENT

Areas of Concentration: Mitigation, Environmental Management

AUG. 2014 - MAY 2018
Texas A&M University
Galveston, Texas

B.S. MARINE BIOLOGY

Areas of Concentration: Conservation, Ecology, Biology

CONTACT

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15355 Vantage Pkwy. West, Ste. 108
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ylayeeq@publicmgt.com

PHONE
281.592.0439

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EST.1982

ARON MILLER

PROJECT MANAGER



EXPERIENCE

MARCH 2020 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential

AUG. 2019 - APRIL 2020
James D. Jones, Attorney

LEGAL ADMINISTRATIVE ASSISTANT

MAY 2016 - AUG. 2018
James D. Jones, Attorney

LEGAL INTERN I, II, & III

- Assists with administration of projects in Southeast Texas
- Compliance Specialist and Special Projects Coordinator
- Collects data, organizes, and maintains project files

EDUCATION

AUG. 2014 - AUG. 2019
Texas Tech University
Lubbock, Texas

B.A. SOCIOLOGY

CONTACT

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15355 Vantage Pkwy. West, Ste. 108
Houston, TX 77032

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amiller@publicmgt.com

PHONE
281-592-0439

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JANET L. TORRES

PROJECT MANAGER



MARCH 2018 - PRESENT
Public Management, Inc.

PROJECT MANAGER

The Project Manager is responsible for preparation of all necessary compliance documentation and management of compliance issues client projects. This includes the collection of data and preparation of reports, forms, and studies for client projects. Engage and advise community leaders on management, planning and financial service best practices. Coordinate project outreach and initiate project status meetings. Deliver presentations to governing bodies and equip community leaders with quality information. Accomplish project objectives by planning and evaluating project activates. Encourages and develops business with existing and potential clients.

AUG. 2012 - FEB. 2018
A&J Howco Services, Inc.

PROGRAM SPECIALIST

DEC. 1988 - SEPT. 1993
Pettis County Division
of Family Services

SOCIAL SERVICE WORKER

TXCDBG Certified

Decades of Management Experience

Labor Standards Specialist

EDUCATION

SEPT. 2004 - JUNE 2005
Intl. School of Excellence
Lubbock, Texas

M.S. THEOLOGY

SEPT. 1977 - DEC. 1979
Concordia University
Seward, Nebraska

B.A. SOCIAL WORK

CONTACT

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Lubbock, TX 79423

EMAIL
jtorres@publicmgt.com

PHONE
806-797-4299

PUBLIC MANAGEMENT
EST.1982

CONTRACT

"The City of Grandview has had the pleasure of working with Public Management, Inc. for a number of years. With assistance to secure funding for comprehensive planning, street improvement, and large-scale water and wastewater improvements, we have never worked with a company so attentive, detailed, and responsive. Words can't describe how grateful the city is for all Public Management, Inc. has done for our city. "

- City of Grandview

PUBLIC MANAGEMENT
EST.1982

Contract

This contract ("Contract") is made and entered effective _____, 2021 by and between **PUBLIC MANAGEMENT, INC.**, a Texas corporation, of Houston, Harris County, Texas ("Consultant") and the **CITY OF GLEN ROSE**, ("Client") for the purpose of retaining Consultant to render **Administration Services** to the Client for **American Rescue Plan – Coronavirus Local Fiscal Recovery Funding, as administered by the United States Treasury**.

Client and Consultant agree that Consultant will provide services to Client on the terms and conditions outlined in this Contract.

I.

Consultant will provide Client with administrative services as follows:

PROGRAM DESIGN SERVICES:

Program Design/Needs Identification: The Team will prepare assist with needs identification and develop program options as directed by the Client adherent to the state and federal guidelines. The Team will coordinate all activities and other service providers with regard to the preparation of the application, including, but not limited to:

- Review of proposed project for program compliance and will work with Client staff to provide an overview;
- Advise on important deadlines and procedures;
- Schedule project meetings with client staff to evaluate proposed project and timeframes.
- Prepare project description in conjunction with staff and project engineer;
- Evaluate project objective and develop timelines/milestones;
- Prepare project maps in ArcGIS and PDF format;
- Prepare necessary preliminary Environmental Compliance documentation;
- Conduct public hearings (as applicable) for program development and needs identification;
- Identify and document stakeholders, interested parties, project beneficiaries and detail program design anticipated impact and outcomes;

ADMINISTRATIVE SERVICES:

GENERAL ADMINISTRATION SERVICES

Administrative Duties: The Team will coordinate, as necessary, between Client and any other appropriate service providers (i.e., Engineer, Environmental, etc.), contractor, subcontract and/or administrative agency to effectuate the services requested.

- Oversee the project and achieve all of the project goals within the constraints given by the funding agency;
- Develop and implement project phases to plan, budget, oversee, and document all aspects of the specific project;
- Coordinate all activities related to the project's successful completion with all other professionals and organizations associated with this project.

Recordkeeping: The Team will assist the Client with maintaining all records generated by the program. This includes all records required by the funding agency and the Client (i.e., program management records).

- Complete filing system will be developed and maintained at Client's office;
- Both physical and electronic form of records will be developed and accessible;
- Records will be updated as necessary to ensure compliance with funding source and administrative agency;
- Records will be retained for the appropriate period of time as dictated by the funding agency, with electronic records available for perpetuity.

Financial Management: The Team will assist the Client in keeping the general journal, general ledger, cash receipts journal and all other necessary financial documents, as well as monitor the Client's financial system.

- Utilize and assist with the agency's system of record to complete milestones, submit documentation, reports, draws, change requests, etc.;
- Request fund expenditure in-line with project milestones;
- Develop a detailed Contract Ledger;
- Establish a filing system that accurately and completely reflects the financial expenditures of the program and project(s).
- Keep track of disbursement of funds and ensure that the vendors are paid within the required timeframe set out by the funding agency.

Construction Management: The Team will coordinate and supervise the project to ensure designated activities are realizing the intended outcomes as stated in contract documents. We will oversee specialized contractors and other personnel and allocate necessary resources.

- Assist the Client in submitting/setting up projects in the Agency's system of record;
- Coordinate the development, completion, and execution of contract documents to ensure supporting documentation is in order;
- Conduct regular on-site visitations and assessments;
- Development and maintenance of construction management status log;
- Recommendation and development of scope realignments as prescribed by the project's complexities.

CONTRACT ADMINISTRATION SERVICES

Administrative Duties: The Team will work with the Client's staff to provide the necessary administrative and planning services to see the project to completion. The Team will meet with officials on a regular basis to review progress on the objectives of the project and then take actions to see that those objectives are met.

- Act as the Client's liaison to the funding agency in all matters concerning the project;
- Coordinate communication via email, conference call, facsimile, and direct meetings to ensure the project is on schedule and all parties are properly informed;
- Prepare and submit any necessary reports required by the funding agency during the course of the project (i.e., Monthly/Quarterly Progress Reports, Project Monitoring Reports, Project Completion Reports, etc.);

- Provide Client staff specific instructions on the necessary administrative procedures that will assure a successful project;
- Establish and maintain record keeping systems;
- Assist with resolving monitoring and audit findings.

Real Property Acquisition (as applicable): The Team will assist the Client in the preliminary acquisition assessment as well as the development and/or coordination of acquisition of real property (real property in the context of acquisition refers to permanent interest in real property as well as certain less-than-full-fee interests in real property).

- Adherence to the Uniform Act (URA) which guides the acquisition of real property that may be necessary to the needs of the project;
- ***If it is determined that property needs to be acquired, Public Management, Inc. will perform the following services according to the URA for an additional fee.***
- Development and maintenance of appropriate file materials to ensure compliance with federal, state, and program requirements;
- Administrative coordination of parcels, values, correspondence;
- Coordinate property appraisals and determine just compensation;
- Ensure easement/right of way boundaries are in line with proposed project and survey;
- Completion and/or file closure of acquired property.

Environmental Services: The Team will prepare all documents and correspondence for environmental review and clearance as well as maintain close coordination with local officials, project engineer and other members of the project team to assure appropriate level of environmental review is performed. This project element will abide by the National Environmental Policy Act (NEPA) or any other Federal, State or local regulation as applicable.

- Review each project description to ascertain and/or verify the level of environmental review required: Exempt, Categorical Exclusion not Subject to 58.5, Categorical Exclusion Subject to 58.5, Environmental Assessment, and Environmental Impact Statements;
- Prepare and maintain a written environmental review record;
- Consult and coordinate with oversight/regulatory agencies to facilitate environmental clearance;
- Conduct site-visits as necessary to ensure environmental compliance;
- Prepare all responses to comments received during comment phase of the environmental review, including State/Federal Agency requiring further studies and/or comments from public or private entities during public comment period;
- Provide documentation of clearance for Parties Known to be Interested as required by 24 CFR 58.43;
- Advise and complete environmental re-evaluations per 24 CFR 58.47 when evidence of further clearance or assessment is required;
- Assist in compliance with flood plain and wetlands management review guidelines;
- ***Not included in this service are archeological, engineering, or other special service costs mandated by environmental review record compliance agencies.***

Civil Rights Requirements (as applicable): The Team will structure the program so that all procurement procedures, contracts, and polices will be in accordance with state and federal regulations associated thereto. Ensure that the contractors make affirmative efforts to employ Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises.

- Set up Civil Rights & Citizen Participation File;
- Designate a Civil Rights Officer (CRO);
- Adopt policies and grievance procedures regarding Citizen Participation;
- Adopt Policies and Pass Resolution/Proclamation/Ordinances regarding Civil Rights;
- Publish Citizen Participation and Civil Rights Notices;
- Place necessary documentation in Bid Packets for Contractors;
- Include required clauses in Construction Contracts between Grant Recipient and Contractor;
- Take action to Affirmatively Further Fair Housing;
- The Team will be diligent and consistent in implementing the project's civil rights responsibilities and will undertake further action and reporting requirements.

Procurement/Bidding/Contracting: Procurement is the process through which an entity obtains goods and services from vendors. The Team will assist the Client in following appropriate procurement procedures to obtain professional and construction services necessary to complete the project.

- Provide assistance to ensure compliance with Local Government Code Chapter 252 as applicable to goods and services;
- Provide assistance to ensure compliance with 2 CFR 200.320 (Methods of Procurement to be Followed).

Labor Standards Monitoring: The Team will ensure that all labor standards laws and regulations are observed during the course of the project. The Team will structure the program so that all procurement procedures and contracts will meet equal opportunity requirements. The Team will also ensure that the contractors make affirmative efforts to employ minority persons and minority subcontractors. Ensure compliance with laws regarding Labor Standards, which include:

- Davis-Bacon Act (40 USC Chapter 31, Subchapter IV);
- Contract Work Hours & Safety Standards Act (CWHSSA);
- Copeland (Anti-Kickback) Act (18 USC 874; 40 USC 3145);
- Fair Labor Standards Act.

Force Account (as applicable): The Team will assist the Client in preparing force account documentation for the project, if necessary, and will consolidate this information for suitable presentation to funding agency. ***Public Management, Inc. may consider an additional fee for these services depending upon the scope of Force Account activities.***

- Develop and maintain documentation of all associated costs;
- Using appropriate recordkeeping forms required by funding agency;
- Submit documentation upon completion of necessary milestones.

Contract Close-out Assistance: The Team will prepare any necessary reports required by the funding agency to close out the project. The Team will work with the Client in preparing the annual audits and necessary actions to ensure the project reaches the "Administratively Closed" status.

- Ensure projects outcomes are in line with contract documents and funding agency's goals and objectives;
- Ensure project beneficiaries are appropriately documented and reported;
- Develop, complete, and submit project completion report(s) and any other necessary administrative completion documents.

It is specifically agreed and understood that Consultant will not provide either personally or by contract any professional or technical services requiring a license by the State of Texas in any phase or aspect of the foregoing. Rather, Consultant will advise Client of the need of such services in furtherance of the planned objectives of Client's Program.

Client acknowledges that Consultant is providing Administrative Services only to Client and that Consultant is not responsible for any procurement activities for or on behalf of the Client. That is, Client, not Consultant, will advertise for and procure the services of any third party required to fulfill Program requirements. By way of example only, Client, not Consultant, must timely and properly post any advertisements necessary to fulfill Program requirements and Client, not Consultant, will enter into any required contracts with third parties necessary to fulfill Program requirements.

Client Initials _____ Consultant Initials _____

II.

Consultant hereby agrees that in the implementation of this Contract, Consultant will comply with the terms and conditions of **Attachment III**, which document is attached hereto and incorporated herein for all purposes, as if set out herein verbatim.

III.

Client is awarding this contract in accordance with the State of Texas Government Code 2254, Professional and Consulting Services.

IV.

It is agreed by the parties hereto that Consultant will, in the discharge of services herein, be considered as an Independent Contractor as that term is used and understood under the laws of the State of Texas and further for the purposes of governing Consultant's fees under the Procurement Standards of Title 2 CFR Part 200.

V.

For work associated to **American Rescue Plan (ARP) Coronavirus Local Fiscal Recovery Fund (CLFR)** and in consideration of the foregoing, Client agrees to pay Consultant a fee not to exceed: **Thirty Thousand Dollars and zero cents ($30,000.00).**

The fee will be based on the final project scope. Consultant reserves the right to renegotiate fees based on the additional guidance from the United States Treasury as well the unknown program design or unforeseen project complexities.

VI.

It is agreed that upon determination of total funding request amount Consultant and Client will execute the **Work Authorization (Attachment I)** that will detail final contract amount and cost for services. It is also agreed that payments to such Consultant shall be subject to adjustment where monitoring reviews or audits by the agency indicate that personal services were compensated at greater than reasonable rates.

Services that fall outside the regular scope and/or are not part of the proposed scope will be billed according to the hourly rate and fee schedule defined in ***Corporate Hourly Rate and Fee Schedule (Attachment II).*** *Prior to Consultant performing any services which are not part of the proposed scope, Consultant shall submit to Client, per paragraph of this contract, a projected hourly schedule and projected total fee for approval.*

VII.

Payment of the fees associated with ("**Part V. and VI.**"') - Payment Schedule of this Agreement – shall be contingent upon funding award. In the event that grant funds are not awarded to the Client this agreement shall be terminated by the Client.

VIII.

For purposes of this Contract, the Mayor or equivalent authorized person will serve as the Local Program Liaison and primary point of contact for Consultant. All required progress reports and communication regarding the project shall be directed to this liaison and other local personnel as appropriate.

IX.

This Contract shall extend and be in full force until the Program has been fully closed out by the agency. Notwithstanding the foregoing, this Contract may be terminated by Consultant, with or without cause, on forty-five (45) days' written notice to Client.

X.

Termination for Cause by Client: If Consultant fails to fulfill in a timely and proper manner its obligations under this Contract, or if Consultant violates any of the covenants, conditions, contracts, or stipulations of this Contract, Client shall have the right to terminate this Contract by giving written notice to Consultant of such termination and specifying the effective date thereof, which shall be at least five (5) 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 Consultant pursuant to this Contract shall, at the option of Client, be turned over to Client and become the property of Client. In the event of termination for cause, Consultant shall be entitled to receive reasonable compensation for any necessary services actually and satisfactorily performed prior to the date of termination.

Termination for Convenience by Client: Client may at any time and for any reason terminate Consultant's services and work at Client's convenience upon providing written notice to the Consultant specifying the extent of termination and the effective date. Upon receipt of such notice, Consultant 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, Consultant 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 Consultant as are permitted by the prime contract and approved by Client; (3) plus ten percent (10%) of the cost of the work referred to in subparagraph above for overhead and profit. There shall be deducted from such sums as provided in this subparagraph the amount of any payments made to Consultant prior to the date of the termination of this Agreement. Consultant shall not be entitled to any claim or claim of lien against Client for any additional compensation or damages in the event of such termination and payment.

Resolution of Program Non-Compliance and Disallowed Costs: In the event of any dispute, claim, question, or disagreement arising from or relating to this Contract, or the breach thereof, including determination of responsibility for any costs disallowed as a result of non-compliance with federal, state or 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 thirty (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 thirty (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 Contract and choose a mediator that is not affiliated with the American Arbitration Association. The parties shall bear the costs of such mediation equally. If the matter is not resolved through such mediation within sixty (60) days of the initiation of that procedure, either party may proceed to file suit.

XI.

Client, the agency, the U.S. Department of Treasury, Inspectors General, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of Consultant which are directly pertinent to this Program, for the purpose of making audit, examination, excerpts, and transcriptions, and to close out the Client's contract. Consultant agrees hereby to maintain all records made in connection with the Program for a period of three (3) years after Client makes final payment and all other pending matters are closed. All subcontracts of Consultant shall contain a provision that Client, the agency, and the Texas State Auditor's Office, or any successor agency or representative, shall have access to all books, documents, papers and records relating to subcontractor's contract with Consultant for the administration, construction, engineering or implementation of the Program between the agency and Client.

XII.

If, by reason of force majeure, either party hereto shall be rendered unable, wholly or in part, to carry out its obligations under this Contract, then if such party shall give notice and full particulars of such force majeure in writing to the other party within a reasonable time after the occurrence of the event or cause relied on, the obligation of the party giving such notice, so far as it is affected by such force majeure,

shall be suspended during the continuance of the inability then claimed, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

The term "force majeure" as employed herein shall mean acts of God, acts of public enemy, orders of any governmental entity of the United States or of the State of Texas, or any civil or military authority, and any other cause not reasonably within the control of the party claiming such inability.

XIII.

This document embodies the entire Contract between Consultant and Client. Client may, from time to time, request changes in the services Consultant will perform under this Contract. Such changes, including any increase or decrease in the amount of Consultant's compensation, must be agreed to by all parties and finalized through a signed, written amendment to this Contract.

XIV.

If a portion of this Contract is illegal or is declared illegal, the validity of the remainder and balance of the Contract will not be affected thereby.

XV.

Any provision of this Contract which imposes upon Consultant or Client an obligation after termination or expiration of this Contract will survive termination or expiration of this Contract and be binding on Consultant or Client.

XVI.

No waiver of any provision of this Contract will be deemed, or will constitute, a waiver of any other provision, whether or not similar, nor will any waiver constitute a continuing waiver. No waiver will be binding unless executed in writing by the party making the waiver.

XVII.

This Contract will be governed by and construed in accordance with the laws of the State of Texas.

XVIII.

Any dispute between Consultant and Client related to this contract which is not resolved through informal discussion will be submitted to a mutually agreeable mediation service or provider. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking equitable relief from a court of competent jurisdiction.

XIX.

The party who prevails in any legal proceeding related to this contract is entitled to recover reasonable attorney fees and all costs of such proceeding.

PUBLIC MANAGEMENT
EST.1982

Contract

XX.

Consultant and Client, each after consultation with an attorney of its own selection (which counsel was not directly or indirectly identified, suggested, or selected by the other party), both voluntarily waive a trial by jury of any issue arising in an action or proceeding between the parties or their successors, under or connected with this contract or its provisions. Consultant and Client acknowledge to each other that Consultant and Client are not in significantly disparate bargaining positions.

PUBLIC MANAGEMENT
P.O. BOX 1827
CLEVELAND, TEXAS 77328-1827

_____
PATRICK K. WILTSHIRE
President/CEO

Client

_____
Chief Elected Official

ATTEST:

_____

PUBLIC MANAGEMENT
EST.1982

Contract

Attachment I
Work Authorization

For work associated to _____, and in consideration of the foregoing, Client agrees to pay Consultant a fee not to exceed:

_____ ($_____)

The fees are payable upon receipt of invoice from Consultant in accordance with the following schedule for Administrative Services.

ADMINISTRATIVE SERVICES		
SERVICE	PERCENT COMPLETE	TOTAL FEE
Preliminary Administration/Needs Identification / Program Design	%	$
Recordkeeping and Reporting	%	$
Contract Management	%	$
Exempt Environmental Services	%	$
Financial Management	%	$
Construction Management	%	$
Contract Closeout	%	$
	TOTAL FEE	**$**

It is also agreed that payments to such Consultant shall be subject to adjustment where monitoring reviews or audits by the client indicate that personal services were compensated at greater than reasonable rates.

PUBLIC MANAGEMENT
P.O. BOX 1827
CLEVELAND, TEXAS 77328-1827

Client

_____
PATRICK K. WILTSHIRE
President/CEO

_____
Chief Elected Official

ATTEST:

_____

Attachment II
Corporate Hourly Rate & Fee Schedule

PUBLIC MANAGEMENT, INC.
2021 Hourly Rate

Principal Consultant	$275.00/HR
Senior Consultant	$250.00/HR
Senior Project Manager	$225.00/HR
Environmental Specialist	$200.00/HR
Project Manager	$200.00/HR
Planner	$200.00/HR
GIS Manager	$200.00/HR
GIS Technician	$185.00/HR
Assistant Project Manager/Planner	$170.00/HR
Compliance Specialist	$150.00/HR
Executive Assistant	$125.00/HR

Hourly rates for personnel not listed will be billed at direct payroll cost

REIMBURSABLE EXPENSES

- Travel (vehicle miles traveled) at allowable IRS rate per mile, or at actual out-of-pocket cost.
- Actual cost of subsistence and lodging.
- Actual cost of long-distance telephone calls, expenses, charges, delivery charges, and postage.
- Actual invoiced cost of materials required for the job and used in drafting and allied activities, including printing and reproduction.

This rate schedule will be applicable through December 31, 2021. In January, 2022, if increases are necessary due to increases in wages or other salary related costs, the rates shown will be adjusted accordingly.

ATTACHMENT III
TERMS AND CONDITIONS

I.

Equal Employment Opportunity

During the performance of this Contract, Consultant agrees as follows:

a) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor 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 Contractor 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 Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor; 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 Contractor 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 employees 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 Contractor 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 Contractor's commitments under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

e) The Contractor 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 Contractor 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 Contractor'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 Contractor 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 Contractor 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 Contractor 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 Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

II.

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.

III.

Section 109 of the Housing and Community Development Act of 1974

The Contractor 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.

IV.

Section 504 Rehabilitation Act of 1973, as Amended

The Contractor 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.

V.

Age Discrimination Act of 1975

The Contractor 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.

VI.

"Section 3" Compliance in the Provision of Training, Employment and Business Opportunities (Limited to contracts greater than $100,000)

a) The work to be performed under this contract is subject to the requirements of section 3 of the Federal Emergency Management Administration 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 FEMA assistance or FEMA-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 FEMA assistance for housing.

b) The parties to this contract agree to comply with FEMA's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

c) The Contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor'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 Contractor 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

e) 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 Contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

f) The Contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the Contractor 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 contractor's obligations under 24 CFR part 135.

g) Noncompliance with FEMA's regulations in 24 CFR part 135 may result in sanctions, termination of this Agreement for default, and debarment or suspension from future FEMA assisted contracts.

h) 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 Agreement 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).

VII.

Section 503 of the Rehabilitation Act (the “Act”) - Handicapped Affirmative Action for Handicapped Workers

a) Consultant will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. Consultant agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: Employment, upgrading, demotion or transfer, recruitment, advertising layoff or termination rates of pay or other forms of compensation, and selection for training, including apprenticeship.

b) Consultant agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

c) In the event of Consultant's non-compliance with requirements of this clause, actions for non-compliance may be taken in accordance with rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

d) Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the director, provided by or through the contracting officer. Such notices shall state the contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.

e) Consultant will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the contractor is bound by the terms of Section 503 of the Rehabilitation Act of 1973 and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.

f) Consultant will include the provisions of this clause in every subcontract or purchase order of $2,500 or more unless exempted by rules, regulations, or orders of the Secretary Issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each subcontractor with respect to any subcontract or purchase order as the director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for non-compliance.

VIII.

Interest of Members of Client

No member of the governing body of Client and no other officer, employee, or agent of Client who exercises any functions or responsibilities in connection with the planning and carrying out of the Program, shall have any personal financial interest, direct or indirect, in this Contract and Consultant shall take reasonably appropriate steps to assure compliance.

IX.

Interest of Other Local Public Officials

No member of the governing body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connections with the planning and carrying out of the Program, shall have any personal financial interest, direct or indirect, in this Contract; and Consultant shall take appropriate steps to assure compliance.

X.

Interest of Consultant and Employees

Consultant covenants that he presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. Consultant further covenants that in the performance of this Contract, no person having any such interest shall be employed.

XI.

Debarment and Suspension (Executive Orders 12549 and 12689)

The Consultant 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 (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 Consultant. The Consultant 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."

XII.

Copyrights and Rights in Data

FEMA has no regulations pertaining to copyrights or rights in data as provided in 24 CFR 85.36. FEMA requirements, Article 45 of the General Conditions to the Contract for Construction (form FEMA-5370) requires that contractors pay all royalties and license fees. All drawings and specifications prepared by the Design Professional pursuant to this contract will identify any applicable patents to enable the general contractor to fulfill the requirements of the construction contract.

XIII.

Clean Air and Water.
(Applicable to contracts in excess of $100,000)

Due to 24 CFR 85.36(i)(12) and federal law, the Design Professional shall comply with applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. § 1857h-4 transferred to 42 USC § 7607, section 508 of the Clean Water Act (33 U.S.C. § 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15), on all contracts, subcontracts, and sub grants of amounts in excess of $100,000.

XIV.

Energy Efficiency

Pursuant to Federal regulations (24 C.F.R 85.36(i)(13)) and Federal law, except when working on an Indian housing authority Project on an Indian reservation, the Design Professional shall comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163 codified at 42 U.S.C.A. § 6321 et. seq.).

XV.

Retention and Inspection of Records

Pursuant to 24 CFR 85.26(i)(10) and (11), access shall be given by the Design Professional to the Owner, FEMA, the Comptroller General of the United States, or any of their duly authorized representatives, to any books, documents, papers, and records of the Design Professional which are directly pertinent to that specific Contract for the purpose of making an audit, examination, excerpts, and transcriptions. All required records shall be retained for three years after the Owner or Design Professional and other sub grantees make final payments and all other pending matters are closed.

REQUIRED FORMS

"Our mission is real and our passion is sincere. It's about impact, outcomes and making a difference. More than anything, I want to lead positive change for communities that want to pursue their full potential."

- Patrick Wiltshire, President & CEO

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

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

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

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

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

OFFICE USE ONLY

Date Received

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

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

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

Name of Officer

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

N/A

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

N/A

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

7 Signature of vendor doing business with the governmental entity

05/25/2021

Date

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure.)

Approve
0348-0

Item 20.

1. Type of Federal Action:	2. Status of Federal Action:	3. Report Type:
[b] a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	[a] a. bid/offer/application b. initial award c. post-award	[a] a. initial filing b. material change **For Material Change Only:** year _____ quarter _____ date of last report _____

4. Name and Address of Reporting Entity:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:
[×] Prime [ ] Subawardee Tier _____, *if known*: **Congressional District**, *if known*: 4c	Public Management, Inc. 15355 Vantage Parkway West Suite No. 108 Houston, Texas 77032 **Congressional District**, *if known*:
6. Federal Department/Agency: HUD	**7. Federal Program Name/Description:** CDBG CFDA Number, *if applicable*: _____
8. Federal Action Number, *if known*: N/A	**9. Award Amount,** *if known*: $ Unknown
10. a. Name and Address of Lobbying Registrant (*if individual, last name, first name, MI*): N/A	**b. Individuals Performing Services** (*including address if different from No. 10a*) (*last name, first name, MI*):

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Signature: _____

Print Name: Patrick K. Wiltshire

Title: President & CEO

Telephone No.: 281.592.0439 Date: 05/25/2021

Federal Use Only:

Authorized for Local Reproduction
Standard Form LLL (Rev. 7-97)

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

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

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

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

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

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

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

* APPLICANT'S ORGANIZATION

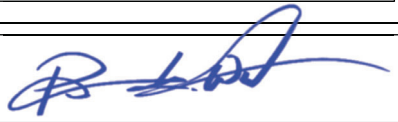
Public Management

* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Prefix: | * First Name: Patrick | Middle Name:

* Last Name: Wiltshire | Suffix:

* Title: President and CEO

* SIGNATURE:  * DATE: 05/25/2021

Certification Regarding Lobbying

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

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

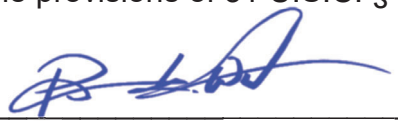
(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection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

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

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

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

The Contractor, Public Management, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



Signature of Contractor’s Authorized Official

Patrick K. Wiltshire, President & CEO

Printed Name and Title of Contractor’s Authorized Official

05/14/2021

Date

CERTIFICATE OF LIABILITY INSURANCE

DATE (1/

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Soules Insurance Agency, L P 701 N San Jacinto Conroe TX 77301	**CONTACT NAME:** Sandra Stuckey **PHONE (A/C, No, Ext):** 936-756-0671 **FAX (A/C, No):** 936-756-6877 **E-MAIL ADDRESS:** soules@soulesinsurance.com
	INSURER(S) AFFORDING COVERAGE — **NAIC #** **INSURER A :** Twin City Fire Insurance Company — 29459 **INSURER B :** Texas Mutual Ins. Co. — 22945 **INSURER C :** Admiral Insurance Company **INSURER D :** **INSURER E :** **INSURER F :**
INSURED PUBLMANA Public Management Inc. 15355 Vantage Pkwy W Ste 108 Houston TX 77032	

COVERAGES **CERTIFICATE NUMBER:** 454548655 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X **COMMERCIAL GENERAL LIABILITY** CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC OTHER:			61SBABC6778	9/1/2020	9/1/2021	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG 	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	**AUTOMOBILE LIABILITY** ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			61SBABC6778	9/1/2020	9/1/2021	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) 	$ 1,000,000 $ $ $ $
	UMBRELLA LIAB OCCUR **EXCESS LIAB** CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE 	$ $ $
B	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		0002019787	9/1/2020	9/1/2021	PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
C	Professional			EO00003595405	12/13/2020	12/13/2021	1,000,000 Each Claim 1,000,000 Aggregate	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Evidence of Insurance

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SAM.GOV®

Item 20.

PUBLIC MANAGEMENT, INC.

DUNS Unique Entity ID	SAM Unique Entity ID	CAGE / NCAGE
945630507	**DL1PFHMDM786**	**6QDN5**
Purpose of Registration	Expiration Date	Registration Status
All Awards	**Aug 5, 2021**	**Active**
Physical Address	Mailing Address	
15355 Vantage PKWY W STE 108 Houston, Texas 77032 United States	**15355 Vantage PKWY W STE 108 Houston, Texas 77032 United States**	

Business Information

Doing Business as	Division Name	Division Number
(blank)	**Public Management, Inc.**	**Public Man**
Congressional District	State / Country of Incorporation	URL
Texas 18	**Texas / United States**	**www.publicmgt.com**

Registration Dates

Activation Date	Submission Date	Initial Registration Date
Aug 5, 2020	**Aug 5, 2020**	**Apr 17, 2012**

Entity Dates

Entity Start Date	Fiscal Year End Close Date
Jun 1, 1982	**Dec 31**

Immediate Owner

CAGE	Legal Business Name
(blank)	**(blank)**

Highest Level Owner

CAGE	Legal Business Name
(blank)	**(blank)**

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure	Entity Type	Organization Factors
Corporate Entity (Not Tax Exempt)	**Business or Organization**	**Subchapter S Corporation**
Profit Structure		
For Profit Organization		

Government Types

(blank)

Financial Information

Accepts Credit Card Payments	Debt Subject To Offset
No	**No**

Points of Contact

Electronic Business

Patrick K Wiltshire, President & CEO
2815920439

15355 Vantage PKWY W STE 108
Houston, Texas 77032
United States

Government Business

Patrick K Wiltshire, President & CEO
2815920439

15355 Vantage PKWY W STE 108
Houston, Texas 77032
United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	**541611**	**Administrative Management And General Management Consulting Services**

Disaster Response

This entity does not appear in the disaster response registry.

CERTIFICATE OF INTERESTED PARTIES

FORM 12

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2021-757025

Date Filed:
05/25/2021

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Public Management, Inc.
Houston, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Glen Rose

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

American Rescue Plan
Administrative Services

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Wiltshire, Patrick	Houston, TX United States	X	
Houston, Nicholas	Houston, TX United States	X	
Coignet, Kenneth	Houston, TX United States	X	
McAdams, Jake	Houston, TX United States	X	

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Patrick K. Wiltshire, and my date of birth is 7/22/1982.

My address is 3051 Coreopsis Court (street), Dickinson (city), TX (state), 77539 (zip code), _____ (country).

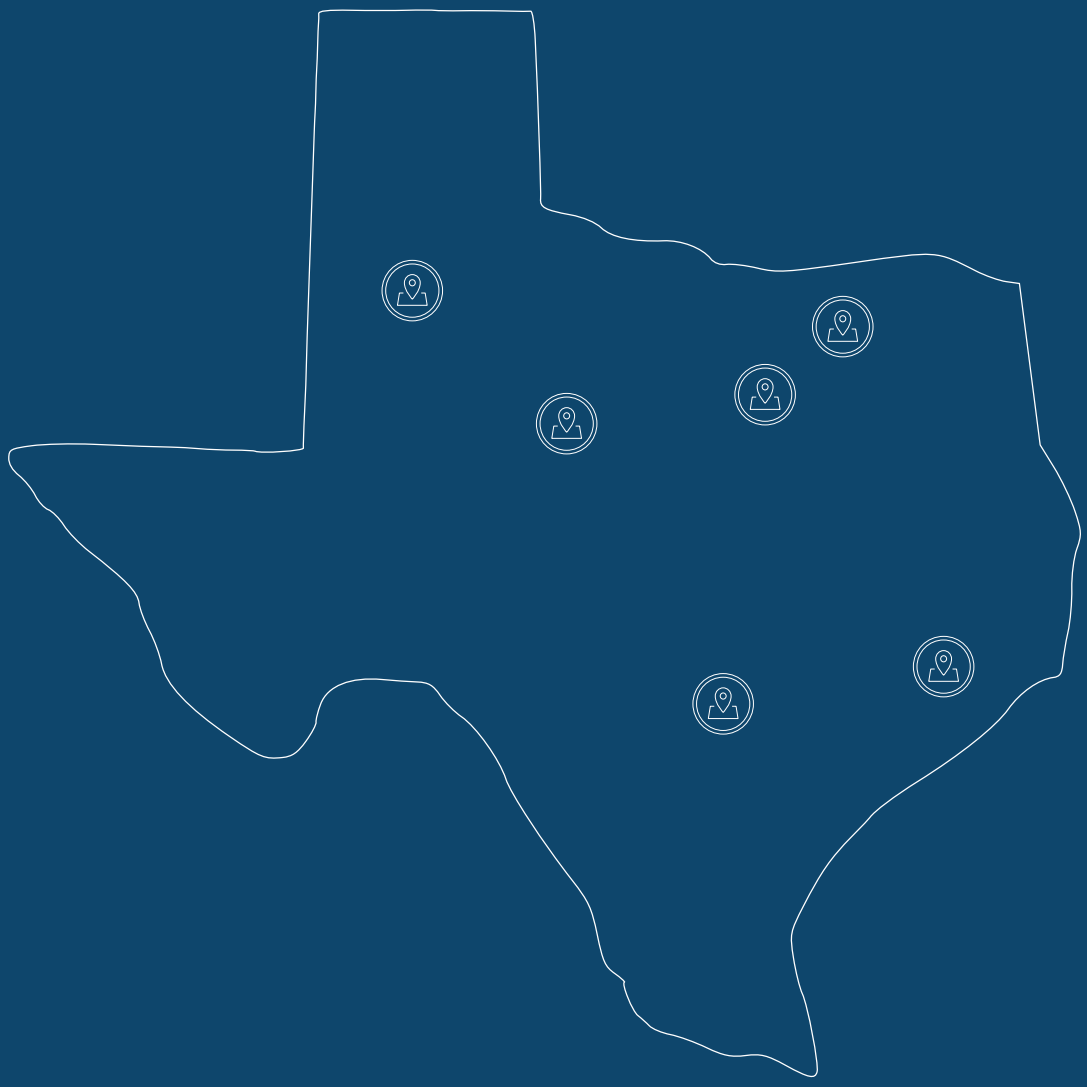
I declare under penalty of perjury that the foregoing is true and correct.

Executed in Harris County, State of Texas, on the 25 day of May (month), 20 21 (year).

Signature of authorized agent of contracting business entity
(Declarant)

Albany, Alma, Ames, Anahuac, Andrews County, Aspermont, Aubrey, Ballinger, Bartlett, Baytown, Beaumont, Bells, Benjamin, Bevil Oaks, Blackwell, Breckenridge, Brenham, Bridgeport, Brookshire, Brownwood, Caddo Mills, Campbell, Celeste, Celina, Chambers, County, Clarendon, Clear Lake Shores, Cleveland, Clute, Coleman, Conroe, Cottle County, Crosby County, Crystal City, Columbus, Cuero, Daisetta, Dayton, Deer Park, Devers, Dickinson, Donley, Easton, Eden, Edmonson, El Campo, Eldorado, Electra, Ellis County, Emhouse, Eustace, Fischer County, Floydada, Forsan, Frio County, Frisco, Frost, Gaines County, Galveston County, Garrett, Glenrose, Gordon, Goree, Graford, Grandview, Goldthwaite, Goliad, Gunter, Gustine, Hale County, Hamlin, Hardin, Hardin County, Haskell County, Hempstead, Hico, Higgins, Holliday, Howardwick, Howe, Italy, Jonestwon, Jayton, Jersey Village, Jones County, Joshua, Katy, Kemah, Kemp, Kerens, Kermit, Knollwood, Knox City, Kress, Kyle, La Marque, La Porte, Lamesa, Lawn, Liberty, Liberty County, Lipan, Loraine, Lorenzo, Loving, Mabank, Magnolia, Malakoff, Mason, Matador, Maypearl, McCamey, McCulloch County, Meadow, Melissa, Melvin, Mingus, Montgomery, Montgomery County, Moran, Muleshoe, Munday, Nazareth, New Hope, New Waverly, Oak Ridge North, Old River-Winfree, Olton, Paducah, Paint Rock, Palmer, Panorama Village, Parker County, Pattison, Pecos, Piney Point Village, Plains, Plum Grove, Post, Prairie View, Rankin, Reno, Rhome, Richland, Rio Vista, Roby, Rochester, Roscoe, Rotan, Rule, Sadler, San Saba, San Saba County, Santa Anna, Savoy, Schleicher County, Scurry County, Sealy, Seminole, Shenandoah, Slaton, Sonora, Splendora, Springtown, Spur, Stamford, Stephenville, Stonewall County, Strawn, Sweetwater, Terrell, Tom Bean, Trinity Bay Conservation District, Venus, Walker, Waller County, Washington County, West University Place, Whitewright, Wickett, Willis, Windthorst, Wink, Winters, Wise County, Woodbranch Village, Zavala

WWW.PUBLICMGT.COM



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pwiltshire@publicmgt.com

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Granbury, TX 76048
281-592-0439
jmcadams@publicmgt.com

LUBBOCK
8207 Hudson Street, Ste. C
Lubbock, TX 79423
806-797-4299
jtorres@publicmgt.com

MCKINNEY
5100 Eldorado Pkwy., Ste. 102
McKinney, TX 75070
281-592-0439
lhoward@publicmgt.com

SAN ANTONIO
P.O. Box 762648
San Antonio, TX 78245
281-592-0439
kcoignet@publicmgt.com

ABILENE
P.O. Box 4161
Abilene, TX 79608
281-592-0439
mjimenez@publimgt.com

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on regarding the closure of Walnut and Elm Street for the 4th of July Celebration. (K Harris)		
PREPARED BY:	City Secretary Ritchie	**DATE SUBMITTED:**	06/03/2021
EXHIBITS:			

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 COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding appointing members to the Preservation Board.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Applications		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

The Preservation Board has 1 unexpired term seat and 3 full term seats that need to be filled. Staff feels that filling the 3 full term seats would be priority.

RECOMMENDED ACTION:

Appoint boardmembers

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on an Interlocal Cooperation Agreement with Somervell County Water District to provide water service to Squaw Valley Meadows Subdivision and other areas which may be annexed into the City.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Interlocal Cooperation Agreement with Somervell County Water District; Discussion on the Interlocal Cooperation Agreement		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

Staff has been working with Somervell County Water District General Manager Kevin Taylor to create a plan to allow SCWD to provide water service to Squaw Valley Meadows Subdivision since they already have adequate service in that area and if the City were to serve the area it would have to run a water main from the west side of the Highways 67 and 144 intersection all the way to the subdivision. The attached Interlocal Cooperation Agreement achieves that goal, although staff has some reservations about a portion of that agreement. Those reservations are presented in the attached discussion sheet. City Attorney Pendleton has reviewed the agreement and recommends *"or are readily serviceable from the District's network of water mains"* be stricken from section "1" of the agreement.

RECOMMENDED ACTION:

Move to approve the agreement, striking out *"or are readily serviceable from the District's network of water mains"*

DISCUSSION ON THE INTERLOCAL COOPERATION AGREEMENT

Initially the Somervell County Water District (SCWD) had indicated a willingness to grant the City franchise fees in exchange for being given permission to supply water to the Squaw Valley Meadows Subdivision. Later, staff was told that rather than granting franchise fees, they would give the City a substantial discount on our water rate via a contract amendment. Staff was asked to wait to present this Interlocal Agreement to the Council until the contract amendment was available. Then, staff was told that they had decided they were going to spend money improving their plant and couldn't give the City a discount, but would instead raise other customers' rates while keeping the City's rates stable to create a wider spread between their wholesale and retail rates. When staff asked if a commitment from them to create a certain spread between wholesale and retail rates within a certain time frame could be included in the interlocal agreement, staff was told that such a move probably wouldn't go over well.

Staff has some concerns regarding the last portion of part 1 of the agreement: *and other properties which may be annexed into the City at a future date which are already receiving water service from the District or are readily serviceable from the District's network of water mains.* This portion of the agreement expands the agreement beyond the boundaries of the Squaw Valley Meadows Subdivision. Expanding the grant to include properties which are annexed and are already receiving water from the SCWD doesn't give cause for concern, but including properties which aren't receiving water from the SCWD but "*are readily serviceable from the District's network of water mains"* is. What if both city and SCWD mains are nearby?

The agreement and the noted concern have been presented to City Attorney Pendleton for his consideration.

INTERLOCAL COOPERATION AGREEMENT

for

SOMERVELL COUNTY WATER DISTRICT TO PROVIDE WATER SERVICE TO AREAS WITHIN THE CORPORATE LIMITS OF THE CITY OF GLEN ROSE

THIS AGREEMENT is made and entered into by and between the CITY OF GLEN ROSE, a General Law City, located in Somervell County, Texas, hereinafter referred to as "CITY" and the Somervell County Water District, created by an act of the State Legislature in 1985 pursuant to Article XVI, Section 59 of the Texas Constitution, hereinafter referred to as "DISTRICT".

RECITALS

WHEREAS, both the City and the District are engaged in the retail distribution of water;

WHEREAS, all of Somervell County is included within the boundaries of the District;

WHEREAS, the City, historically, has provided utility service, including water service, to properties located within the City's corporate limits;

WHEREAS, in 2008 the City annexed the Squaw Creek Golf Course property and 102 acres bounded by Highway 67, CR 303 and Farm Road 200, but due to the distance between those properties and the City's existing water and wastewater infrastructure, has not yet extended its water or wastewater utilities into that area;

WHEREAS, the 102 acres and tracts, which have been and are expected to be, carved out of the Squaw Creek Golf Course property are candidates for development and stand in immediate need of utility service;

WHEREAS, the City has budgeted funds for extending water and sewer mains to the vicinity of the above referenced properties;

WHEREAS, the District has an extensive network of water mains within the City's ETJ and part of that network is adjacent to the aforementioned properties that were annexed in 2008;

WHEREAS, the City and the District believe it to be in the best interest of local taxpayers that the aforementioned properties and other properties within the ETJ, which later may be annexed

into the City and developed, be served with water from the District's existing network of water mains so that the City can focus its efforts on providing sewer service to those areas;

WHEREAS, pursuant to Texas Local Government Code §282.002(a) and Texas Transportation Code 311.002(a), the City has exclusive control over City streets and public places;

WHEREAS, pursuant to Utilities Code §182.025, "An incorporated city or town may make a reasonable lawful charge for the use of a city street, alley, or public way by a public utility in the course of its business";

WHEREAS, acknowledging that the City collects franchise fees from other utilities providing service to customers within the City's corporate limits, the District agrees to pay a 5% franchise fee for all retail water sales made within the City's corporate limits; and,

WHEREAS, pursuant to the terms of the District's enabling legislation, "All public agencies, municipal corporations, and political subdivisions of the state, including specifically the cities of Stephenville and Glen Rose, are authorized to enter into contracts and agreements with the district for a water supply, or for any purpose relating to the district's powers or functions, on such terms and conditions as the parties may agree"

NOW THEREFORE, for and in consideration of the mutual promises, covenants, and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the District hereby agree as follows:

1. The District, hereby, is granted a franchise by the City to provide water service to the Squaw Creek Golf Course, tracts which have been or will be carved from the Squaw Creek Golf Course, the 102.06 acres bounded by Highway 67, CR 303, and Farm Road 200, the Tres Rios RV Resort on CR 312, and other properties which may be annexed into the City at a future date which are already receiving water service from the District or are readily serviceable from the District's network of water mains.

2. The City acknowledges the District's right to easements in the City's streets and alleys, but requires the District to coordinate installations in those streets and alleys with City staff, and further requires that after installing its water lines and/or facilities that the District restore the City's streets and alleys as nearly as possible to their original condition solely at the District's expense.

3. The District agrees to pay the City a five percent (5%) franchise fee on the gross receipts collected from all customers and consumers within the City's corporate limits, except for the wholesale sales made to the City for use in its water utility. The District agrees to pay

the five percent (5%) franchise fee annually on the first Monday in February on the gross receipts from the previous calendar year to the City Secretary along with a statement indicating the derivation and calculation of such payment.

4. The District agrees to provide the City with the customer water usage data needed by the City to calculate those customers' City wastewater service charges for all customers served by the District within the City's corporate limits.

5. This Agreement becomes effective for a term of one (1) year once approved by the District's Board of Directors and the City Council and signed by authorized representatives of both parties.

6. This Agreement shall automatically renew for another one (1) year term, unless either party provides written notice to the other of its intent to terminate this agreement not less than six (6) months before the end of the then current term.

EXECUTED this _____ day of _____, 2020.

SOMERVELL COUNTY WATER DISTRICT

By:_____
Ben Mieth, President

CITY OF GLEN ROSE

By:_____
Julia Douglas, Mayor

ATTEST:

By:_____

By:_____
Stephanie Ritchie, City Secretary

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on strategy for filling the Building Official position.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	TML Building Official wage survey for similar sized cities in this area.		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

Staff has had no success in filling the Building Official position. We've had some applicants indicate they are not interested in the job for what the City is offering. The salary in the current budget, about $65,000, is below those found in a search of the TML municipal salary database. It appears a $70,000 to $80,000 salary range would be more appropriate. As was mentioned previously, an alternative to hiring a Building Official is to contract for these services.

RECOMMENDED ACTION:

Move either to increase the wage scale for Building Official or authorize staff to solicit proposals for contracted Building Official and inspection services.

TML SURVEY OF BUILDING OFFICIAL SALARIES FOR CITIES WITH POPULATIONS OF 2,000 TO 9,999 DALLAS/FT. WORTH/WACO AREAS

City	Population	Region	Job Title	FLSA Exemption	Level Position Best Aligns	Actual Salary	Annual Salary Min	Annual Salary Max	Entry Date
Aledo	4,985	08-Where the West Begins-Fort Worth	Building Official/ Chief Building Official	Exempt	Non-Supervisory	73,000			3/10/2021
Lake Worth	5,000	08-Where the West Begins-Fort Worth	Building Official/ Chief Building Official	Exempt	Director	79,630	69,363	95,027	2/5/2021
Roanoke	9,388	08-Where the West Begins-Fort Worth	Building Official/ Chief Building Official	Exempt	Supervisor	80,251	70,720	99,008	4/24/2020
Hutchins	5,866	13-North Central Texas-Dallas	Building Official/ Chief Building Official	Exempt	Manager	76,898	57,408	83,241	3/8/2021
Wilmer	4,820	13-North Central Texas-Dallas	Building Official/ Chief Building Official	Exempt	Manager	88,000	62,828	88,000	3/17/2021

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on filling the Convention and Visitors Bureau position. (D Conrad / Mayor Douglas)		
PREPARED BY:	City Secretary Ritchie	**DATE SUBMITTED:**	06/01/2021
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:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on adopting a Sanitary Control Ordinance for Well #4.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Sanitary Control Ordinance		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

As you will recall, this matter was tabled at the May 11th Council Meeting. Following that meeting, as had been discussed at the meeting, staff presented the Sanitary Control Easement to David Yager with TCEQ who has been handling our Well #4 permit to see if the ordinance would meet with TCEQ's approval. He indicated that he believed our ordinance would satisfy their requirements. The ordinance was drafted based on some guidance from TML legal staff and was reviewed and approved by City Attorney Pendleton. The primary intent is to satisfy TCEQ so the City may continue operating its well. The City has been given until August 18th to satisfy TCEQ's requirement that some form of acceptable sanitary control measure be taken, whether an easement, an ordinance, or a variance, so that the well can continue to be used.

RECOMMENDED ACTION:

Move to adopt the ordinance as presented.

Re: Glen Rose Sanitary Control Ordinance

1 message

David Yager <David.Yager@tceq.texas.gov> Wed, May 19, 2021 at 11:10 AM
To: Michael Leamons <michael.leamons@glenrosetexas.org>

Mr. Leamons,
I believe that would satisfy our requirements.
dhy

From: Michael Leamons <michael.leamons@glenrosetexas.org>
Sent: Friday, May 14, 2021 1:09 PM
To: David Yager <David.Yager@Tceq.Texas.Gov>
Cc: Jim Holder <jim.holder@glenrosetexas.org>; Stephanie Ritchie <stephanie.ritchie@glenrosetexas.org>; Douglas, Julia <julia.douglas@glenrosetexas.org>
Subject: Glen Rose Sanitary Control Ordinance

Mr. Yager,

Good afternoon. Attached is a Sanitary Control Ordinance the City of Glen Rose is considering adopting for Well #4 since we have been unable to secure a Sanitary Control Easement from Somervell County. Would you please review this ordinance and let me know if it satisfies TCEQ requirements?

Thank you for your time and consideration in this matter.

Respectfully,

Michael Leamons
City Administrator
City of Glen Rose
(254) 396-2467 cell
(254) 897-2272, ext 107

City of Glen Rose
Dinosaur Capital of Texas

ORDINANCE # 2021_____
WELL #4 SANITARY CONTROL ORDINANCE

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, PROVIDING FOR VARIOUS LEVELS OF SANITARY CONTROL WITHIN A 150-FOOT AND A 50-FOOT RADIUS OF WELL #4 ON BRYAN STREET AT LATITUDE 32° 13' 40.29" N AND LONGITUDE 97° 44' 48.63" W IN THE J. J. FARR, EAST END, AN ADDITION OF SOMERVELL COUNTY; PERMITTING SOME CONSTRUCTION AND AGRICULTURAL OPERATIONS; AUTHORIZING ENFORCEMENT; ESTABLISHING FINES FOR VIOLATIONS NOT TO EXCEED $2,000 PER OFFENSE; PROVIDING INVALIDATION, REPEALING, PROPER NOTICE, MEETING, AND QUORUM CLAUSES; ESTABLISHING AN EFFECTIVE DATE; AND REQUIRING PUBLICATION OF THIS CAPTION IN THE OFFICIAL NEWSPAPER.

WHEREAS, the City of Glen Rose (City) is a Type A general-law Municipality and operates a public water system;

WHEREAS, the Texas Commission on Environmental Quality (TCEQ) requires that "…groundwater sources for public water systems shall be located so that there will be no danger of pollution from flooding or from unsanitary surroundings";

WHEREAS, to protect groundwater sources the TCEQ requires that sanitary control easements be secured for all property within 150' of a public water system's water well;

WHEREAS, the City has not been able to secure the required sanitary control easements for its Well #4 on Bryan street at latitude 32° 13' 40.29" N and longitude 97° 44' 48.63" W;

WHEREAS, pursuant to Texas Administrative Code 290.41(c)(1)(F)(iv)(III) in lieu of a sanitary control easement a municipality may provide TCEQ with "a copy of an ordinance or land use restriction adopted and enforced by the political subdivision which provides an equivalent or higher level of sanitary protection to the well as a sanitary control easement";

WHEREAS, pursuant to §51.012 of the Texas Local Government Code (TLGC), a "municipality may adopt an ordinance, act, law, or regulation, not inconsistent with state law, that is necessary for the government, interest, welfare, or good order of the municipality as a body politic";

WHEREAS, pursuant to §217.002 of the TLGC, "The governing body of the municipality may: (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";

WHEREAS, the state of Texas designates "certain areas as the extraterritorial jurisdiction (ETJ) of municipalities to promote and protect the general health, safety, and welfare of persons residing in and adjacent to the municipalities";

WHEREAS, the water well subject to this Ordinance is located in the City's ETJ;

WHEREAS, pursuant to §26.177 of the Texas Water Code (TWC) municipalities are granted authority to control and abate water pollution within their ETJ, "A city may establish a water pollution control and abatement program…" which "…may include areas within its extraterritorial jurisdiction which in the judgment of the city should be included to enable the city to achieve the objectives of the city…";

WHEREAS, the construction, existence, and/or operation of septic tank or sewage treatment perforated drain fields; areas irrigated by low dosage, low angle spray on-site sewage facilities; absorption beds; evapotranspiration beds; abandoned, inoperative or improperly constructed water wells of any depth; underground petroleum and chemical storage tanks or liquid transmission pipelines; sewage treatment plants; sewage wet wells; sewage pumping stations; drainage ditches which contains industrial waste discharges or wastes from sewage treatment systems; animal feed lots; solid waste disposal sites, landfill and dump sites; lands on which sewage plant or septic tank sludge is applied; lands irrigated by sewage plant effluent; military facilities; industrial facilities; wood-treatment facilities; liquid petroleum and petrochemical production, storage, and transmission facilities; Class 1, 2, 3, 4 and 5 injection wells; pesticide storage and mixing facilities; and all other constructions or operations that could pollute the groundwater sources of the well that is the subject of this Ordinance are declared to be nuisances injurious to the public health when located within a 150-foot radius of the City's Well #4;

WHEREAS, the construction, existence and/or operation of tile or concrete sanitary sewers, sewer appurtenances, septic tanks, storm sewers, cemeteries, and/or the existence of livestock in pastures within a 50-foot radius of the City's Well #4 are declared to be nuisances injurious to the public health;

WHEREAS, the measures implemented under this Ordinance are consistent with the legislative findings concerning groundwater protection presented in §26.401 of the TWC: " The legislature finds that: (1) in order to safeguard present and future groundwater supplies, usable and potentially usable groundwater must be protected and maintained; (2) protection of the environment and public health and welfare requires that groundwater be kept reasonably free of contaminants that

interfere with present and potential uses of groundwater; (3) groundwater contamination may result from many sources, including current and past oil and gas production and related practices, agricultural activities, industrial and manufacturing processes, commercial and business endeavors, domestic activities, and natural sources that may be influenced by or may result from human activities; (4) the various existing and potential groundwater uses are important to the state economy; and (5) aquifers vary both in their potential for beneficial use and in their susceptibility to contamination. The legislature determines that, consistent with the protection of the public health and welfare, the propagation and protection of terrestrial and aquatic life, the protection of the environment, the operation of existing industries, and the maintenance and enhancement of the long-term economic health of the state, it is the goal of groundwater policy in this state that the existing quality of groundwater not be degraded"; and,

WHEREAS, the City Council has determined that an ordinance in lieu of a sanitary control easement would achieve the TCEQ objective of protecting groundwater sources from unsanitary surroundings, is necessary for the welfare and good order of the municipality, is consistent with the intent of state law to protect public health and control and abate water pollution, would enable the City to abate nuisances injurious to the public health, would promote and protect the public health of persons residing in and adjacent to the municipality, is authorized in the City's ETJ pursuant to §26.177 of the TWC, and would achieve the City's objectives of protecting its water supply against pollution;

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

SECTION 1 (OF 13)
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 (OF 13)
PURPOSE

The purpose of this Ordinance is to protect the public water supply at the well described and located below by means of sanitary control.

SECTION 3 (OF 13)
PROHIBITIONS WITHIN A 150' RADIUS OF SUBJECT WELL

The construction, existence, and/or operation of the following within a 150-foot radius of the well described and located below are prohibited: septic tank or sewage treatment perforated drain fields; areas irrigated by low dosage, low angle spray on-site sewage facilities; absorption beds;

evapotranspiration beds; abandoned, inoperative or improperly constructed water wells of any depth; underground petroleum and chemical storage tanks or liquid transmission pipelines; sewage treatment plants; sewage wet wells; sewage pumping stations; drainage ditches which contains industrial waste discharges or wastes from sewage treatment systems; animal feed lots; solid waste disposal sites, landfill and dump sites; lands on which sewage plant or septic tank sludge is applied; lands irrigated by sewage plant effluent; military facilities; industrial facilities; wood-treatment facilities; liquid petroleum and petrochemical production, storage, and transmission facilities; Class 1, 2, 3, 4 and 5 injection wells; pesticide storage and mixing facilities; and all other constructions or operations that could pollute the groundwater sources of the well that is the subject of this easement. For the purpose of this easement, improperly constructed water wells are those wells which do not meet the surface and subsurface construction standards for a public water supply well.

SECTION 4 (OF 13)
PROHIBITIONS WITHIN A 50' RADIUS OF SUBJECT WELL

The construction, existence and/or operation of tile or concrete sanitary sewers, sewer appurtenances, septic tanks, storm sewers, cemeteries, and/or the existence of livestock in pastures is specifically prohibited within a 50-foot radius of the water well described and located below.

SECTION 5 (OF 13)
PERMITTED CONSTRUCTION AND AGRICULTURAL OPERATIONS

This easement permits the construction of homes or buildings upon the Grantor's property, and farming and ranching operations, as long as all items in Restrictions Nos. 2 and 3 are recognized and followed.

SECTION 6 (OF 13)
LOCATION OF THE WATER WELL SUBJECT TO THIS ORDINANCE

Well #4, the subject of this Ordinance, is located on Bryan Street at Latitude 32° 13' 40.29" N and Longitude 97° 44' 48.63" W. Exhibit "A," identifying the location of Well #4 and the area subject to this Sanitary Control Ordinance in the J. J. Farr, East End, an addition to Somervell County, attached hereto and referred to herein is hereby incorporated herein and made a part of this Ordinance for all purposes as if fully set forth herein.

SECTION 7 (OF 13)
TERM

This Ordinance shall continue in effect until the use of the subject water well as a source of water for public water systems ceases.

SECTION 8 (OF 13)
ENFORCEMENT

Enforcement of this easement shall be proceedings at law or in equity against any person or persons violating or attempting to violate the restrictions in this Ordinance, either to restrain the violation or to recover damages.

SECTION 9 (OF 13)
PENALTY FOR VIOLATIONS

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with the provisions of this chapter shall be fined in accordance with section 1.01.009 of this code for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 10 (OF 13)
INVALIDATION

Invalidation of any one of these restrictions or uses (covenants) by a judgment or court order shall not affect any of the other provisions of this Ordinance, which shall remain in full force and effect.

SECTION 11 (OF 13)
SAVINGS/REPEALING CLAUSE

All other portions of the CCO 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 12 (OF 13)
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 §22.039 of the Texas Local Government Code.

SECTION 13 (OF 13)
EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage and publication.

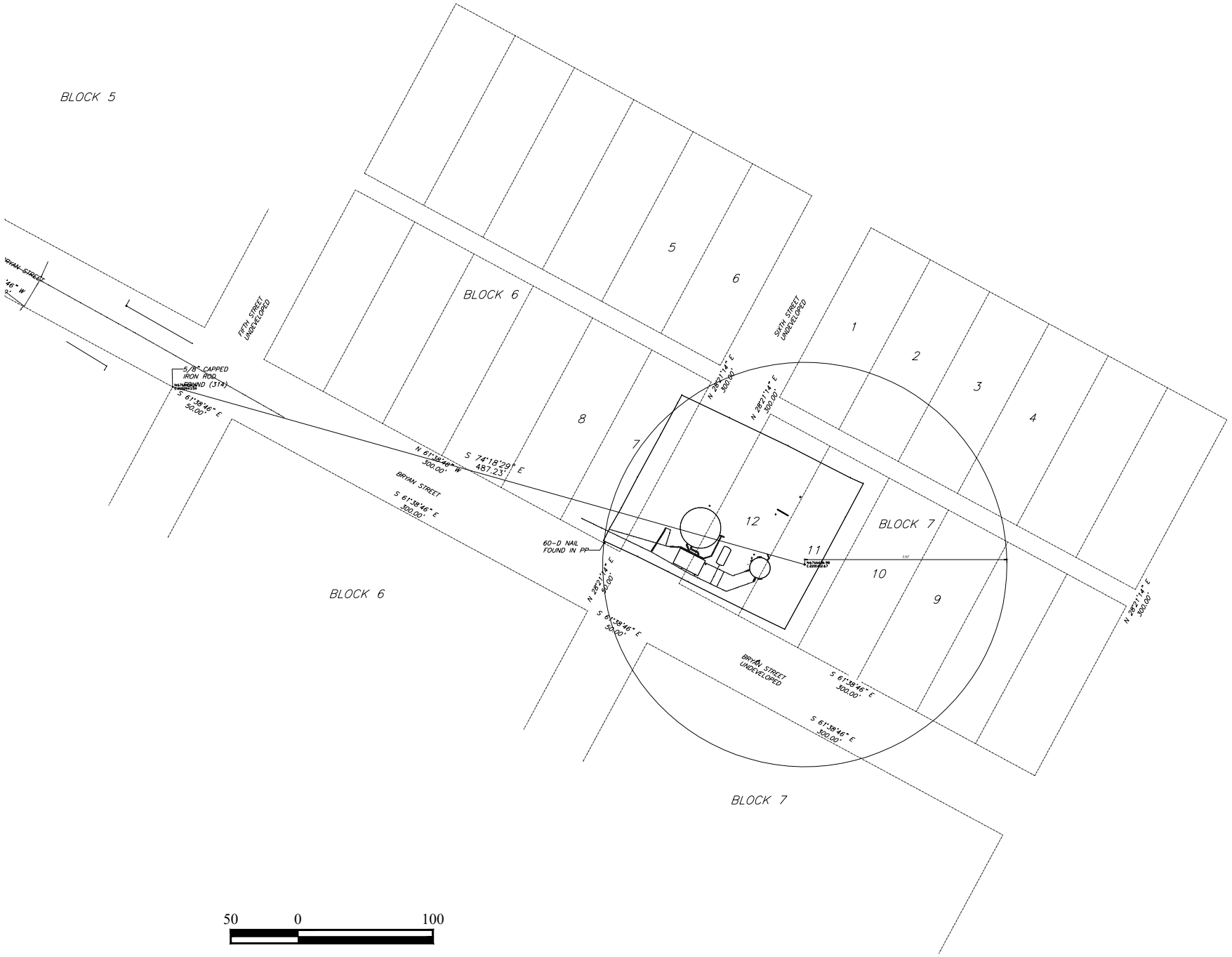
PASSED AND APPROVED this the 8th day of June, 2021.

APPROVED:

_____
Julia Douglas, Mayor

ATTEST:

_____
Stephanie Ritchie, City Secretary


BLOCK 5
BRYAN STREET
S 61°38'46" E
50.00'
FIFTH STREET
UNDEVELOPED
BLOCK 6
5
6
SIXTH STREET
UNDEVELOPED
1
2
3
4
5/8" CAPPED
IRON ROD
FOUND (STR)
S 61°38'46" E
50.00'
N 61°38'46" W
300.00'
S 74°18'29" E
481.23'
8
7
N 28°21'14" E
300.00'
N 28°21'14" E
300.00'
BRYAN STREET
S 61°38'46" E
300.00'
12
11
BLOCK 7
60-D NAIL
FOUND IN PP
10
9
BLOCK 6
N 28°21'14" E
50.00'
S 61°38'46" E
50.00'
N 28°21'14" E
300.00'
BRYAN STREET
UNDEVELOPED
S 61°38'46" E
300.00'
S 61°38'46" E
300.00'
BLOCK 7
50
0
100
SCALE IN FEET

CITY COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on Authorization to begin Procurement of Grant Administration and Engineering Service for the TxDOT Transpiration Alternative Set-Aside sidewalk grant project.		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:			

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 COUNCIL
AGENDA ACTION FORM

AGENDA DATE:	06/08/2021		
AGENDA SUBJECT:	Budget Workshop		
PREPARED BY:	City Administrator Leamons	**DATE SUBMITTED:**	06/01/2021
EXHIBITS:	Utility Fund Budget		

BUDGETARY IMPACT:	**Required Expenditure:**	$00.00
	Amount Budgeted:	$00.00
	Appropriation Required:	$00.00
CITY ADMINISTRATOR APPROVAL:		

SUMMARY:

The Utility Fund Budget will be presented for your consideration.

RECOMMENDED ACTION: