

CITY COUNCIL REGULAR MEETING

Tuesday, July 13, 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: 996 9662 2775 • Passcode 996855 • or dial 1-346-248-7799

CALL TO ORDER

Invocation, Pledge of Allegiance, Roll Call

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 Regular City Council Meeting held on June 7, 2021; the Regular City Council Meeting held on June 8, 2021; the Regular City Council Meeting held on June 14, 2021; and the Regular City Council Meeting held June 22, 2021. (S Ritchie)
2. Consider approval or other action regarding an accounts payable report for payments made during June 2021. (R Sosol)
3. Consider approval or other action regarding a financial report for June 2021.
4. Consider approval or other action regarding ordinance amending Section 1.01.001, "Adoption" of Article 1.01, "Code of Ordinances" of Chapter 1, "General Provisions" of the City of Glen Rose's Municipal Code of Ordinances to change the name of the City's Current Codifier.
5. Consider approval or other action regarding Sanitary Control Easement for Well #6.
6. Discussion, consideration and possible action adopting resolution for an Interlocal Cooperation Agreement for providing and Use of Sewage Plant Effluent Water.

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

INDIVIDUAL ITEMS FOR CONSIDERATION

- 11.** Discussion, consideration, and possible action regarding procurement of a citizen notification system.
- 12.** Discussion, consideration, and possible action on Final Plat for Rock Ridge Estates.
- 13.** Discussion, consideration, and possible action regarding appointing members to the Preservation Board.
- 14.** Discussion, consideration, and possible action on petition for disannexation of portions of the Squaw Creek Golf Course property annexed into the City in 2008.
- 15.** Discussion, consideration, and possible action on pursuing an International Dark Sky Places (IDSP) designation for the City and appointing someone to help with that process.
- 16.** Discussion, consideration, and possible action on adopting a Sanitary Control Ordinance for Well #4.
- 17.** Discussion, consideration, and possible action of new City Organizational Chart, updated job descriptions for City Administrator, City Secretary, and Deputy City Secretary as well as updated ordinance.
- 18.** Discussion, consideration, and possible action regarding ordering a Special Local Option Election to be held on the 2nd day of November 2021 for the “Legal Sale of Alcoholic Beverages including Mixed Beverages”; and Special Election to elect two (2) City Councilmembers for two (2) unexpired terms; Designating polling places; ordering notices of election to be given; and authorizing execution of joint election contracts. (S Ritchie)
- 19.** Discussion, consideration, and possible action on a Change Order for the Grand Avenue Lift Station Project.
- 20.** Discussion, consideration, and possible action regarding City of Glen Rose, Texas - Employee Longevity Compensation.
- 21.** Discussion, Consideration and Possible Action regarding City of Glen Rose, Texas – Code of Conduct
- 22.** Discussion, Consideration and possible approval of standalone Animal Control Department reporting to the City Administrator.
- 23.** Budget Workshop

MAYOR AND COUNCIL MEMBER REPORTS

- 24.** Mayor and Councilmember Reports

EXECUTIVE SESSION

- 25.** Texas Government Code, Section 551.074 - Personnel Matters - City Administrator.
- 26.** Texas Government Code, Section 551.074 - Personnel Matters - City Attorney.

ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

- 27.** Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters - City Administrator.
- 28.** Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters - City Attorney.

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: Tuesday, July 09, 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:	07/13/2021		
AGENDA SUBJECT:	Consider approval or other action regarding the minutes of the Regular City Council Meeting held on June 7, 2021; the Regular City Council Meeting held on June 8, 2021; the Regular City Council Meeting held on June 14, 2021; and the Regular City Council Meeting held June 22, 2021. (S Ritchie)		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	06/29/2021
EXHIBITS:	Minutes for June 7, 2021, Regular City Council Meeting; Minutes for June 8, 2021, Regular City Council Meeting; Minutes for June 14, 2021, Regular City Council Meeting; Minutes for June 22, 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:			

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Monday, June 14, 2021, at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Monday, June 14, 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:

CALL TO ORDER - *Mayor Douglas called the meeting to order at 5:31pm.*

Invocation

Pledge of Allegiance

Roll Call

City Council Present

Mayor Julia Douglas
Councilmember Chip Joslin
Councilmember Demetra Conrad
Councilmember Kelly Harris

County Commissioners Present

Judge Danny Chambers
Commissioner Wade Busch
Commissioner Jeff Harris
Commissioner Dwayne Johnson
Commissioner Tammy Ray

INDIVIDUAL ITEMS FOR CONSIDERATION

1. **Discuss any and all business pertaining to the City of Glen Rose and Somervell County including but not limited to inter-local agreements and budgetary items.**

Subcommittees for various Interlocal Agreements, composed of Council and Commissioners, presented their findings and suggestions for each agreement.

ADJOURN

With no further business before the Council, Mayor Douglas adjourned the meeting at 6:02 pm.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Monday, June 07, 2021 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Monday, June 07, 2021 in the EXPO Center Banquet Room, 202 E Gibbs Blvd., Glen Rose, Texas 76043 at 5:30 PM to consider the following items of business:

CALL TO ORDER - Meeting was called to order at 5:31 pm by Mayor Douglas.

Meeting was called to order at 5:31 pm by Judge Chambers. Judge Danny Chambers read rules of decorum and law regarding hindering a meeting.

Invocation - led by Commissioner Wade Busch.

Pledge of Allegiance – There was no flag in the meeting space and the pledge was not recited.

Roll Call

City Council Present

Mayor Douglas
Mayor Pro Tem Joslin
Councilmember Conrad
Councilmember Harris

Commissioners Court Present

Judge Chambers
Commissioner Busch
Commissioner Harris
Commissioner Johnson
Commissioner Ray

1. **Discuss any and all business pertaining to the City of Glen Rose and Somervell County including but not limited to inter-local agreements and budgetary items.**

City Council and County Commissioners discussed multiple interlocal agreement in detail. Subcommittees, consisting of (2) each City Council and (2) each Commissioners Court, were created for each item being reviewed. Committees will meet and report back to the group in the next joint meeting.

ADJOURN

With no further business Mayor Douglas adjourned the meeting at 6:48 pm.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, June 22, 2021 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, June 22, 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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Meeting ID: 934 9239 5893 • Passcode 596080 • or dial 1-346-248-7799

CALL TO ORDER

Invocation – led by Michael Leamons

Pledge of Allegiance – Led by Mayor Douglas

Roll Call

City Council Present

Mayor Douglas

Mayor Pro Tem Joslin

Councilmember Conrad

Councilmember Harris

Staff Present

City Administrator Leamons

City Secretary Ritchie

Chief of Police Martin

Public Works Director Holder

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

Citizen Sandra Ramsay addressed Council regarding Public Works Director Jim Holder's great action on the recent watermain break. She also spoke regarding the need for additional options for notifying Citizens.

Citizen Chris Bryant addressed Council regarding better options for notifying citizen notifications. He also stated that he believed that there are issues with Code Enforcement, Animal Control and the Police Department. Council should be more proactive on notifying citizens.

There were no further comments.

The regular meeting recessed, and the Public Hearing was called to order at 5:37pm.

PUBLIC HEARING

- Public Hearing to allow public comment on its Texas Community Development Block Grant Program project that provided street and drainage improvements (Contract No. 7219509).**

Jack McAdams with Public Management addressed the Council regarding completion of this project.

There were no citizen comments.

The Public Hearing was closed, and the regular meeting was reconvened at 5:44 pm.

INDIVIDUAL ITEMS FOR CONSIDERATION

2. Discussion, consideration and possible action regarding the Building Official Position, Building Official Pay Rate and Building Official Contracting Services.

City Administrator Leamons briefed the Council regarding the details that he received from company's offering Building Official and Inspections Services for Municipalities. The cost for the services well exceeded the requested amount of the Building Official salary increase.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to authorize and increase the Building Official Salary range not to exceed \$75,000 without Council approval.

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

3. Discussion, consideration, and possible action for an Interlocal Cooperation Agreement between the City of Glen Rose and Somervell County regarding CVB and Tourism Services. (Demetra Conrad)

Councilmember Kelly Harris recused herself due to conflict of interest at 6:08 pm and left the room during all discussions.

Councilmember Conrad presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to approve the Interlocal agreement with the noted changes and authorize the Mayor to sign the same.

Vote was 2/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad
Abstaining: Councilmember Harris

Mayor Douglas recessed the meeting for a short break at 6:59 pm.

Mayor Douglas reconvened the meeting at 7:05 pm.

Councilmember Harris returned to the meeting at 7:05 pm.

4. Discussion, consideration, and possible action regarding making Animal Control its own department reporting to City Administrator. (Kelly Harris)

Councilmember Harris presented the item to Council.

After a lengthy debate regarding options for Animal Control, Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to table the item until the next meeting.

Vote was 3/0 to table the item. Voting Yea: Councilmember Joslin, Councilmember Conrad, Councilmember Harris

5. Discussion, consideration, and possible action on the tax rate to be pursued for this year's annual budget.

City Administrator Leamons presented the item to Council.

Staff was directed to use the reduced tax rate for budgeting purposes.

No Action was taken.

6. Discussion, consideration, and possible action for an Interlocal Cooperation Agreement for providing and Use of Sewage Plant Effluent Water.

Councilmember Conrad presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to approve the Interlocal Cooperation Agreement with the changes as discussed and have the Mayor sign the same.

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

7. Discussion and consideration regarding an easement agreement between the City of Glen Rose and Somervell County for access to the County's Transfer Station.

Mayor Douglas presented the item to Council.

No Action was taken.

Mayor Douglas recessed the meeting for a short break at 8:18 pm.

Mayor Douglas reconvened the meeting at 8:15 pm.

8. Budget Workshop

City Administrator Leamons addressed the Council regarding the proposed budget.

No Action was taken.

MAYOR AND COUNCIL MEMBER REPORTS - None

ANNOUNCEMENTS/PRESENTATIONS - None

ADJOURN

With no further business before the City Council, Mayor Douglas adjourned the meeting at 8:55pm.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, June 08, 2021 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, June 08, 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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Mayor Douglas called the meeting to order at 5:30 pm.

CALL TO ORDER

Invocation – Michael Leamons

Pledge of Allegiance – Led by Mayor Douglas

Roll Call

City Council Present

Mayor Julia Douglas

Mayor Pro-Tem Chip Joslin

Councilmember Demetra Conrad

Councilmember Kelly Harris

Staff Present

City Administrator Leamons

City Secretary Ritchie

Chief of Police Buck Martin

Public Works Director Jim Holder

City Attorney Brady Pendleton

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

Citizen Pamela Street addressed Council asking them to revisit the water rates being charges and repairing the downtown square sidewalks during this budget season.

Citizen Sandra Ramsay addressed Council requesting that the City better educate the public regarding specific use permits and to update the process and procedures for the Planning and Zoning Commission to follow when deliberating on items brought before their board.

There were no additional comments.

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)**

Corrections for the regular May 11th and the May 25th minutes were provided to Council for consideration.

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. Ordinance 2021.06.08A**
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. Resolution 2021-15**
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. Ordinance 2021.06.08B**

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to approve the consent agenda with corrections to the minutes as noted and Resolution 2021-15, Ordinance 2021.06.08A ad 2021.06.08B.

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

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**

Regular Meeting recessed and the Public Hearings were called to order at 5:48 pm.

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.

Citizen Donna Longley rescinded her opposition to the short-term rental.

Citizen Sandra Ramsay spoke in favor of the short term rental.

There were no additional comments.

- 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.**

There were no public comments.

- 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.**

There were no public comments.

- 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.**

There were no public comments.

The Public Hearings closed and the regular meeting reconvened at 5:56 pm.

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.**

City Administrator Leamons presented the item to Council.

Property owners and applicants Mitchell and Kim Ellis addressed Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve the Specific Use Permit for Mitchell and Kim Ellis to operate a short term rental at 1800 Texas Drive.

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

- 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.

Applicants/Owner's Representative Marilyn Phillips presented the item to Council.

Motion made by Councilmember Joslin, Seconded by Councilmember Conrad to approve Ordinance 2021.06.08C rezoning the remainder of the property at 509 Hereford Street to R-1 Single Family Residential Zoning District as presented.

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

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.

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

Owner Oscar Uriostegui addressed Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve the variance a requested for designating the commissary location for their mobile food truck as 1101 NE Big Bend Trail as long as the truck meets the 200 ft distance from another restaurant as required in the City's Code of Ordinances.

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

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.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Harris to approve Ordinance 2021.06.08D amending the Schedule of uses to include Massage Therapy Establishments as presented.

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

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).

City Administrator Leamons presented the item to Council.

Owner Jimmy Gosdin and Engineer Cory Frentress were on hand to answer questions.



P.O. Box 851
Glen Rose, Texas 76043

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

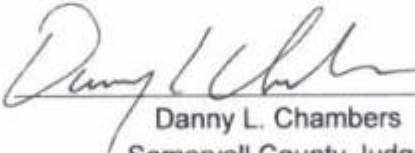
254-897-2322
Fax: 254-897-7314

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

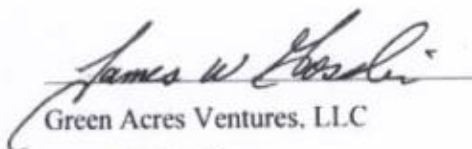
GREEN ACRES VENTURE, LLC
PO BOX 176
RAINBOW, TX 76077
254.897.3649

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.


Green Acres Ventures, LLC
James W Gosdin

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

Tuesday, June 8, 2021

To Whom It May Concern

Green Acres Venture, LLC request the following variances for the Subdivision Squaw Valley Meadows.

1. Request Variance to allow Bull Adams Lane formerly known as County Road 303 to remain as is, thus not bringing it up to the City of Glen Rose standards per Engineered Designs. (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.)
2. Request Variance for the drainage channels, to be allowed to have less than a 5' buffer and instead be installed per Engineered Designs. (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). eHT is in support of approval of this variance.)
3. Request Variance for the lots in which the widths fall under the required minimum of sixty foot (60'), most are in the cul-de-sacs and on curves. All lot widths are written on the Survey Plate. They are as follows Lot#(Feet): 26, 28, 29, 63, 64, 83, 97, 98, 99, 100, 101, 125, 126, 127, 128, 136, 137, 138, 159, 160, 161, 162, 168, 172, 190, 191, 192, 193, 194, 210, 213, 214, 218 (Division 2. District Regulations (d) (1) of Chapter 14 of the City's Code of Ordinances)

Green Acres Ventures, LLC

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to approve the final plat for phase 1 & 2 of the Squaw Creek Meadows subdivision project as presented and including a list of final conditions to be met before the plat is signed and filed with the Somervell County Clerk's Office and acknowledge the variances as listed and the city's bond requirement.

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

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

City Administrator Leamons presented the item to Council.

Jake McAdams with Public Management addressed Council presenting new information on the funding available.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to award the American Rescue Plan of 2021 grant administration services contract to Public Management for \$30,000 and authorize the Mayor to sign the agreement.

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

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

Councilmember Harris recused herself at 6:46 pm due to conflict of interest.

City Secretary Ritchie presented item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Joslin to approve the street closure of Walnut and Elm Street on July 3rd for the 4th of July Celebration from 6am - noon.

Vote was 2/0 to approve. Voting Yea: Councilmember Joslin, Councilmember Conrad

Councilmember Harris returned to the meeting at 6:48 pm.

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

City Secretary Ritchie presented the item to Council.

Council heard from applicant Sue McDonald. There were no other applicants in attendance.

The Council asked City Secretary Ritchie to reach out to the other applicants to have them attend the 1st meeting in July.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to appoint Sue McDonald to the Preservation Board to fill a two year term.

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

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.

City Administrator Leamons stated that this item would be brought back to the Council at a future meeting date.

No Action was taken.

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

City Administrator Leamons presented the item to Council.

After extensive discussion Council directed staff to look into a Contracting Service to provide the Building Official Duties, get cost comparison for those agencies, and to continue to advertise for the position.

No Action was taken.

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

Mayor Douglas and Councilmember Conrad addressed the open CVB Director position. They stated that this item was discussed in the joint meeting between the County and the City on June 7, 2021. They are working on combining the County and City departments into one. Negotiations are still in progress.

No Action was taken.

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

City Administrator Leamons presented the item regarding necessary easement to continue operating Well #4 per TCEQ regulations.

Council stated that negotiations are currently underway to resolve this issue with the County.

No Action was taken.

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.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Harris, Seconded by Councilmember Joslin to authorize staff to begin procurement of Grant Administration and Engineering Service to the TxDOT Transportation Alternative Set Aside sidewalk grant project using the same committee that was in place for the last grant project.

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

28. Budget Workshop

Review of proposed budget.

No Action was taken.

MAYOR AND COUNCIL MEMBER REPORTS

None

ANNOUNCEMENTS/PRESENTATIONS

None

ADJOURN

With no further business Mayor Douglas adjourned the meeting at 7:41pm.

APPROVED:

Julia Douglas, Mayor

ATTEST:

**Stephanie Ritchie, City
Secretary**



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Consider approval or other action regarding an accounts payable report for payments made during June 2021. (R Sosol)		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	06/29/2021
EXHIBITS:	Accounts Payable Report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

7/1/2021 8:06:11 Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	6/1/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 5/9/2021	\$2,086.93
	6/1/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 5/9/2021	\$4,355.70
	6/1/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 5/23/2021	\$1,557.35
	6/1/2021	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 5/23/2021	\$3,250.40
	6/2/2021	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 5/9/2021	\$287.48
	6/2/2021	HSA Bank	10-2024	Health Ins W/H	HSA City 5/9/2021	\$793.80
	6/2/2021	HSA Bank	10-2024	Health Ins W/H	HSA City 5/23/2021	\$793.77
	6/2/2021	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 5/23/2021	\$287.48
	6/11/2021	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 6/6/2021	\$1,352.76
	6/11/2021	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 6/6/2021	\$316.39
	6/11/2021	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 6/6/2021	\$1,352.76
	6/11/2021	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 6/6/2021	\$316.39
	6/11/2021	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 6/6/2021	\$1,918.36
	6/17/2021	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 6/6/2021	\$136.15
	6/22/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 6/6/2021	\$2,917.76
	6/22/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 6/6/2021	\$307.48

City of Glen Rose
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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	6/22/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 6/20/2021	\$2,917.76
	6/22/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 6/20/2021	\$307.48
	6/22/2021	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 6/20/2021	\$136.15
	6/22/2021	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 6/6/2021	\$31.66
	6/22/2021	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 6/6/2021	\$136.96
	6/22/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 6/6/2021	\$34.76
	6/22/2021	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 6/6/2021	\$13.13
	6/22/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 6/6/2021	\$46.02
	6/22/2021	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 6/20/2021	\$45.59
	6/22/2021	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 6/20/2021	\$86.97
	6/22/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 6/20/2021	\$34.76
	6/22/2021	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 6/20/2021	\$78.08
	6/22/2021	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 6/20/2021	\$87.60
	6/30/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 6/6/2021	\$19.05
	6/30/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 6/6/2021	\$73.92
	6/30/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 6/6/2021	\$10.08
	6/30/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 6/6/2021	\$14.77

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	6/30/2021	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 6/20/2021	\$19.05
	6/30/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 6/20/2021	\$73.92
	6/30/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 6/20/2021	\$10.08
	6/30/2021	Aflac	10-2021	Life Ins W/H	AFLAC Life Insurance After Tax 6/20/2021	\$14.77
	6/30/2021	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 6/6/2021	\$22.22
	6/30/2021	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 6/20/2021	\$22.22
Total						\$26,267.96
Streets & Parks						
	6/4/2021	AT&T Mobility	10-40-5401	Telephone	AT&T Mobility Correct	\$49.50
	6/4/2021	Atmos Energy	10-40-5405	Gas	401 Farr Plaza	\$27.56
	6/4/2021	City of Glen Rose	10-40-5404	Water		\$89.19
	6/4/2021	Enprotec/Hibbss/Todd	10-40-5626	Sidewalk	EN2104-144	\$120.00
	6/4/2021	Enprotec/Hibbss/Todd	10-40-5737	Cdbg Grant & Match	EN2104-151	\$2,600.00
	6/4/2021	Miguel Lara	10-40-5604	Repair & Maint - Struct	Repair on downtown flower beds	\$400.00
	6/4/2021	Fuelman	10-40-5608	Gas/Oil/Lube	Invoice # NP60120105	\$77.57
	6/11/2021	Glen Rose Auto Parts	10-40-5608	Gas/Oil/Lube	May charges	\$311.55

City of Glen Rose
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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	6/11/2021	Higginbotham Building Center - Glen Rose	10-40-5604	Repair & Maint - Struct	May charges	\$45.57
	6/11/2021	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	May charges	\$41.27
	6/11/2021	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	May charges	\$14.82
	6/11/2021	Higginbotham Building Center - Glen Rose	10-40-5120	Tools	May charges	\$37.59
	6/11/2021	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	May charges	\$23.16
	6/11/2021	Higginbotham Building Center - Glen Rose	10-40-5655	Concrete	May charges	\$4.19
	6/11/2021	O'Reilly Automotive, Inc.	10-40-5100	Supplies	Customer # 2888622	\$61.13
	6/11/2021	TXU Energy	10-40-5403	Electric	Invoice # 052003193824	\$806.27
	6/11/2021	TXU Energy	10-40-5421	Street Lighting	Invoice # 052003193824	\$2,272.15
	6/17/2021	AT&T (Scada)	10-40-5401	Telephone	Account # 059 286 6651 001	\$19.64
	6/17/2021	Citibank	10-40-5859	Street Signs	May charges	\$175.10
	6/17/2021	United Cooperative Services	10-40-5421	Street Lighting	47704-XXX	\$88.64
	6/18/2021	Fuelman	10-40-5608	Gas/Oil/Lube	Invoice # NP60225470	\$74.01
	6/22/2021	Texas Construction Aggregates	10-40-5721	Road Base	Rock-Rip Rap for Edge of Drainage Area	\$114.75
	6/22/2021	Texas Construction Aggregates	10-40-5721	Road Base	Rock-Rip Rap for Edge of Stone Hollon Drive	\$85.80
	6/22/2021	Texas Construction Aggregates	10-40-5721	Road Base	Rock-Rip Rap for Water Tank Overflow Area Well 2	\$56.80

City of Glen Rose
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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	6/22/2021	U & D Enterprises, Inc	10-40-5120	Tools	Invoice # 14533	\$139.45
	6/22/2021	U & D Enterprises, Inc	10-40-5120	Tools	Invoice # 15477	\$229.92
	6/22/2021	U & D Enterprises, Inc	10-40-5859	Street Signs	Invoice # 14535	\$810.00
	6/22/2021	U & D Enterprises, Inc	10-40-5100	Supplies	Invoice # 14534	\$650.00
	6/22/2021	Charter Business	10-40-5401	Telephone	Invoice # 0042013061421	\$41.19
	6/22/2021	Riverbend Landscaping	10-40-5804	Service Fees	Invoice # 621212	\$2,745.00
	6/22/2021	Enprotec/Hibbss/Todd	10-40-5737	Cdbg Grant & Match	Invoice # EN2105-056	\$6,150.00
	6/22/2021	Key Personnel	10-40-5203	Contract Labor	Invoice # 40440	\$568.32
	6/30/2021	Key Personnel	10-40-5203	Contract Labor	Invoice # 40848	\$737.04
	6/30/2021	Reytech Services, LLC	10-40-5737	Cdbg Grant & Match	Grant Money	\$59,173.83
	6/30/2021	Public Management, Inc	10-40-5737	Cdbg Grant & Match	7219509-3	\$10,000.00
Total						\$88,841.01

Legislative

	6/4/2021	AT&T Mobility	10-05-5145	Exp Mayor & Council		\$47.27
	6/4/2021	Brady Pendleton	10-05-5201	Attorney	Invoice # 00202	\$3,000.00
	6/4/2021	Walmart Community/Capital One	10-05-5145	Exp Mayor & Council	Water for meetings	\$29.76
	6/15/2021	Krueger International, Inc	10-05-5145	Exp Mayor & Council	Quote # 21MAF-535101/C	\$1,152.00

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Legislative						
	6/17/2021	Citibank	10-05-5145	Exp Mayor & Council	May charges	\$159.91
Total						\$4,388.94
Code Enforcement						
	6/4/2021	AT&T Mobility	10-50-5401	Telephone		\$47.27
	6/4/2021	Glen Rose Reporter	10-50-5210	Legal Notices & Advertising	Ad # 00131832	\$88.00
	6/17/2021	Citibank	10-50-5215	Code Replacement	May charges	\$89.80
	6/17/2021	Citibank	10-50-5210	Legal Notices & Advertising	May charges	\$144.00
	6/17/2021	Citibank	10-50-5837	License Renewal	May charges	\$75.00
	6/17/2021	Citibank	10-50-5801	Miscellaneous Exp	May charges	\$15.47
	6/17/2021	Glen Rose Reporter	10-50-5210	Legal Notices & Advertising	Ad # 00131980	\$50.00
Total						\$509.54
Animal Control						
	6/4/2021	AT&T Mobility	10-55-5401	Telephone		\$48.78
	6/4/2021	Walmart Community/Capital One	10-55-5100	Supplies	Animal Control supplies	\$110.15
	6/11/2021	Dinosaur Valley Pest Service	10-55-5604	Repair & Maint - Struct	Invoice # 21121	\$65.00
	6/11/2021	Glen Rose Veterinary Clinic	10-55-5237	Adoption Reimbursement	Animal # F-4241	\$60.00

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Animal Control						
	6/11/2021	Higginbotham Building Center - Glen Rose	10-55-5604	Repair & Maint - Struct	May charges	\$37.36
	6/11/2021	TXU Energy	10-55-5403	Electric	Invoice # 052003193824	\$324.62
	6/11/2021	Coleman Aerobic Septic, Inc	10-55-5804	Service Fees	Permit # 1-107	\$225.00
	6/17/2021	Glen Rose Veterinary Clinic	10-55-5237	Adoption Reimbursement	Animal # D-5790	\$65.00
	6/18/2021	Fuelman	10-55-5608	Gas/Oil/Lube	Invoice # NP60225470	\$63.15
	6/22/2021	Riverbend Landscaping	10-55-5604	Repair & Maint - Struct	Invoice # 621211	\$300.00
	6/22/2021	Nextlink Broadband	10-55-5402	Internet	Invoice # N125102766-44	\$115.87
	6/22/2021	North Texas Tollway Authority	10-55-5501	Travel	ZipCash Account ID	\$17.40
	6/22/2021	Glen Rose Veterinary Clinic	10-55-5237	Adoption Reimbursement	Animal F-4258	\$5.00
Total						\$1,437.33
Administration						
	6/4/2021	AT&T Mobility	10-60-5401	Telephone	AT&T Mobility Correct	\$47.27
	6/4/2021	AT&T Mobility	10-60-5401	Telephone	AT&T Mobility Correct	\$47.27
	6/4/2021	Glen Rose Reporter	10-60-5210	Legal Notices & Advertising	Ad # 00131827	\$72.00
	6/4/2021	Rowena West	10-60-5604	Repair & Maint - Struct	Blinds for office	\$58.47
	6/4/2021	RLI	10-60-5800	Dues	Bond # LSM 1262922	\$175.00
	6/11/2021	TXU Energy	10-60-5406	Oakdale Electric	Invoice # 052003193824	\$6,239.31

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Administration						
	6/15/2021	Krueger International, Inc	10-60-5109	Office Supplies	Quote # 21MAF-535101/C	\$152.00
	6/15/2021	Krueger International, Inc	10-60-5602	Repair & Maint - Equip	Quote # 21MAF-535101/C	\$1,000.00
	6/17/2021	Citibank	10-60-5401	Telephone	May charges	\$0.99
	6/17/2021	Citibank	10-60-5803	Software	May charges	\$15.93
	6/17/2021	Citibank	10-60-5109	Office Supplies	May charges	\$99.16
	6/17/2021	Citibank	10-60-5500	Training	May charges	\$50.00
	6/17/2021	Franklin Legal Publishing	10-60-5218	Legal Updates	Invoice # 2007638	\$4,158.00
	6/17/2021	Municode Code Corporation	10-60-5803	Software	Invoice # 00358900	\$2,200.00
	6/17/2021	Municode Code Corporation	10-60-5803	Software	Invoice # 00360077	\$2,400.00
Total						\$16,715.40
Law Enforcement						
	6/4/2021	AT&T Mobility	10-90-5401	Telephone	AT&T Mobility Correct	\$85.52
	6/4/2021	City of Glen Rose	10-90-5404	Water	Water Bills	\$52.35
	6/4/2021	Fuelman	10-90-5608	Gas/Oil/Lube	Invoice # NP60120105	\$70.19
	6/11/2021	TXU Energy	10-90-5403	Electric	Invoice # 052003193824	\$78.87
	6/17/2021	Brenda Lozano De Reza	10-90-5225	Janitorial Services	Janitorial services for the month of June	\$100.00
	6/18/2021	Fuelman	10-90-5608	Gas/Oil/Lube	Invoice # NP60225470	\$35.04

City of Glen Rose
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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Law Enforcement						
Total						\$421.97
Non Departmental						
	6/4/2021	Atmos Energy	10-65-5405	Gas	Account # 3024937327	\$57.68
	6/4/2021	City of Glen Rose	10-65-5404	Water		\$252.06
	6/4/2021	Kinect Communications, LLC	10-65-5401	Telephone	Bill # 2251	\$503.13
	6/4/2021	Staples Credit Plan	10-65-5109	Office Supplies	May charges	\$605.61
	6/11/2021	TXU Energy	10-65-5403	Electric	Invoice # 052003193824	\$338.29
	6/11/2021	Xerox Corporation	10-65-5217	Postage, Copier Lease	Invoice # 013519781	\$304.97
	6/11/2021	Enprotec/Hibbss/Todd	10-65-5202	Engineering	Invoice # EN2106-006	\$350.00
	6/11/2021	Pitney Bowes Global Financial	10-65-5217	Postage, Copier Lease	Invoice # 3313564140	\$456.15
	6/11/2021	Somervell Central Appraisal District	10-65-5805	Qrt S.C.A.D.	Invoice # CGR-2021-03	\$4,643.82
	6/17/2021	Charter Business	10-65-5401	Telephone	Invoice # 00298553060621	\$482.33
	6/17/2021	Charter Business	10-65-5402	Internet	Invoice # 00298553060621	\$522.34
	6/17/2021	Citibank	10-65-5217	Postage, Copier Lease	May charges	\$26.35
	6/17/2021	Citibank	10-65-5227	Background Test	May charges	\$15.46
	6/17/2021	Brenda Lozano De Reza	10-65-5225	Janitorial Services	Janitorial services for the month of June	\$600.00
	6/17/2021	Purchase Power	10-65-5217	Postage, Copier Lease	8000-9000-0058-3215	\$751.13

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non Departmental						
	6/17/2021	Somervell County Fire Department	10-65-5832	Fire Department Contribution	20-21 contribution	\$2,500.00
	6/22/2021	Windstream	10-65-5401	Telephone	Account # 126635325	\$61.33
Total						\$12,470.65
Municipal Court						
	6/11/2021	TCCA Certification program c/o Pat Riffel	10-80-5500	Training	Certification Exam	\$75.00
	6/17/2021	Mickey Garrett	10-80-5203	Contract Labor	Judge services for the month of June	\$500.00
Total						\$575.00

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	6/1/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 5/9/2021	\$1,164.06
	6/1/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 5/9/2021	\$2,429.57
	6/1/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 5/23/2021	\$611.47
	6/1/2021	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 5/23/2021	\$1,276.22
	6/1/2021	Darlene Briley	20-2003	Meter Refunds Payable	Refunds	\$102.05
	6/2/2021	HSA Bank	20-2024	Health Ins W/H	HSA City 5/9/2021	\$474.26
	6/2/2021	HSA Bank	20-2024	Health Ins W/H	HSA City 5/23/2021	\$474.22
	6/8/2021	Caitlyn Pyle	20-2003	Meter Refunds Payable	Refunds	\$201.95
	6/11/2021	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 6/6/2021	\$557.35
	6/11/2021	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 6/6/2021	\$130.36
	6/11/2021	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 6/6/2021	\$557.35
	6/11/2021	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 6/6/2021	\$130.36
	6/11/2021	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 6/6/2021	\$758.43
	6/16/2021	HSA Bank	20-2024	Health Ins W/H	Ted Williams May contributions	\$40.00
	6/22/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 6/6/2021	\$1,108.88
	6/22/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 6/6/2021	\$29.44

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	6/22/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 6/20/2021	\$1,108.88
	6/22/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 6/20/2021	\$29.44
	6/22/2021	Chalk Mountain Prop. Mng. Llc	20-2003	Meter Refunds Payable	Refunds	\$85.67
	6/22/2021	Rosa Bronstad	20-2003	Meter Refunds Payable	Refunds	\$6.14
	6/22/2021	P D Hoskins	20-2003	Meter Refunds Payable	Refunds	\$15.67
	6/22/2021	Chris Bryant	20-2003	Meter Refunds Payable	Refunds	\$75.07
	6/22/2021	Preston Fisher	20-2003	Meter Refunds Payable	Refunds	\$62.49
	6/22/2021	Wesley Ross	20-2003	Meter Refunds Payable	Refunds	\$93.59
	6/22/2021	Molly Condry	20-2003	Meter Refunds Payable	Refunds	\$134.00
	6/22/2021	Pam Martin	20-2003	Meter Refunds Payable	Refunds	\$91.07
	6/22/2021	David Sumners	20-2003	Meter Refunds Payable	Refunds	\$101.54
	6/22/2021	Sarah Dupuis	20-2003	Meter Refunds Payable	Refunds	\$91.07
	6/22/2021	Stacy Sandoval	20-2003	Meter Refunds Payable	Refunds	\$67.89
	6/22/2021	Phillip G Tinsley	20-2003	Meter Refunds Payable	Refunds	\$87.25
	6/22/2021	John Weever	20-2003	Meter Refunds Payable	Refunds	\$101.54
	6/22/2021	Taylor Moody	20-2003	Meter Refunds Payable	Refunds	\$80.60
	6/22/2021	Whitney Christian	20-2003	Meter Refunds Payable	Refunds	\$101.54
	6/22/2021	Truett Kimbrough	20-2003	Meter Refunds Payable	Refunds	\$91.07

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	6/22/2021	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 6/6/2021	\$31.08
	6/22/2021	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 6/6/2021	\$166.63
	6/22/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 6/6/2021	\$15.80
	6/22/2021	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 6/6/2021	\$28.70
	6/22/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 6/6/2021	\$41.56
	6/22/2021	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 6/20/2021	\$31.07
	6/22/2021	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 6/20/2021	\$166.58
	6/22/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 6/20/2021	\$15.80
	6/22/2021	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 6/20/2021	\$28.69
	6/22/2021	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 6/20/2021	\$41.56
	6/30/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 6/6/2021	\$25.92
	6/30/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 6/20/2021	\$25.92
	6/30/2021	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 6/6/2021	\$18.68
	6/30/2021	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 6/20/2021	\$18.68
Total						\$13,127.16
Non Departmental						
	6/3/2021	USIO Output Solutions	20-65-5106	Postage	Invoice # 0013067	\$516.31

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non Departmental						
	6/4/2021	Brenda L. James	20-65-5226	Cpa	Invoice # 1029	\$312.50
	6/4/2021	USIO Output Solutions	20-65-5110	Utility Billing Cards	Invoice # 27669	\$182.12
	6/30/2021	USIO Output Solutions	20-65-5110	Utility Billing Cards	Invoice # 27762	\$182.96
	6/30/2021	USIO Output Solutions	20-65-5106	Postage	Invoice # 0013148	\$526.64
Total						\$1,720.53
Water						
	6/4/2021	Atlas Utility Supply Company	20-10-5652	Meters	Invoice # 016609	\$2,974.00
	6/4/2021	AT&T Mobility	20-10-5401	Telephone	AT&T Mobility Correct	\$47.27
	6/4/2021	AT&T Mobility	20-10-5401	Telephone		\$47.27
	6/4/2021	Atmos Energy	20-10-5405	Gas	401 Farr Plaza	\$27.56
	6/4/2021	Enprotec/Hibbss/Todd	20-10-5740	Water Main Rumph To Gibbs	EN2104-146	\$1,625.00
	6/4/2021	Enprotec/Hibbss/Todd	20-10-5739	New Lines East Of Town	EN2104-151	\$6,000.00
	6/4/2021	RDO Equipment Co.	20-10-5602	Repair & Maint - Equip	P6213719	\$515.98
	6/4/2021	RDO Equipment Co.	20-10-5602	Repair & Maint - Equip	P6213819	\$473.48
	6/4/2021	RDO Equipment Co.	20-10-5602	Repair & Maint - Equip	P6220619	\$48.56
	6/4/2021	Spinks & Green Auto Supply	20-10-5600	Vehicle Repair	0078867	\$7.00
	6/4/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 3	\$12.25

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	6/4/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 4	\$3.50
	6/4/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 6	\$7.00
	6/4/2021	Smith Supply, Inc.	20-10-5601	System Repair	May charges	\$52.38
	6/4/2021	Usa Bluebook	20-10-5100	Supplies	611382	\$79.95
	6/4/2021	Fuelman	20-10-5608	Gas/Oil/Lube	Invoice # NP60120105	\$172.44
	6/11/2021	Higginbotham Building Center - Glen Rose	20-10-5604	Repair & Maint - Struct	May charges	\$49.49
	6/11/2021	Higginbotham Building Center - Glen Rose	20-10-5601	System Repair	May charges	\$43.10
	6/11/2021	Lowe's	20-10-5107	Janitorial Supplies	May charges	\$53.12
	6/11/2021	TXU Energy	20-10-5400	Utilities (Elec)	Invoice # 052003193824	\$3,100.48
	6/17/2021	AT&T (Scada)	20-10-5401	Telephone	Account # 059 286 6651 001	\$19.64
	6/17/2021	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	Invoice # 127839-0521	\$22.00
	6/17/2021	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	Invoice # 127968-0621	\$66.00
	6/17/2021	Citibank	20-10-5602	Repair & Maint - Equip	May charges	\$175.00
	6/17/2021	Citibank	20-10-5602	Repair & Maint - Equip	May charges	\$22.77
	6/17/2021	Citibank	20-10-5737	Capital Improvement Well #4	May charges	\$9.44
	6/17/2021	Citibank	20-10-5100	Supplies	May charges	\$20.96
	6/17/2021	Citibank	20-10-5500	Training	May charges	\$461.00

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	6/18/2021	Fuelman	20-10-5608	Gas/Oil/Lube	Invoice # NP60225470	\$169.82
	6/22/2021	Hartwell Enviromental Corporation	20-10-5601	System Repair	Invoice # D21-142	\$2,985.00
	6/22/2021	Peterson Pump & Motor Services	20-10-5601	System Repair	Invoice # 21032601	\$6,750.00
	6/22/2021	Prairielands Groundwater Conservation District	20-10-5807	Prairielands Permit Fees	Invoice # 2021-0781	\$8,710.40
	6/22/2021	Charter Business	20-10-5401	Telephone	Invoice # 0042013061421	\$41.19
	6/30/2021	DPC Industries, Inc	20-10-5160	Process Chemicals	Invoice # 767002707-21	\$1,203.44
	6/30/2021	U & D Enterprises, Inc	20-10-5652	Meters	Delivery Receipt # 14540	\$593.04
Total						\$36,589.53
WWTP						
	6/4/2021	AT&T Mobility	20-21-5401	Telephone	AT&T Mobility Correct	\$94.54
	6/4/2021	DPC Industries, Inc	20-21-5115	Chemical Supplies	Invoice # 767002054-21	\$481.38
	6/4/2021	Polydyne Inc	20-21-5115	Chemical Supplies	Invoice # 1542154	\$2,808.99
	6/4/2021	Fuelman	20-21-5608	Gas/Oil/Lube	Invoice # NP60120105	\$64.79
	6/11/2021	Charter Business	20-21-5401	Telephone	Invoice # 0038961052621	\$115.59
	6/11/2021	Higginbotham Building Center - Glen Rose	20-21-5120	Tools	May charges	\$26.31
	6/17/2021	Citibank	20-21-5108	Uniforms	May charges	\$35.98

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
WWTP						
	6/17/2021	United Cooperative Services	20-21-5400	Utilities	47704-XXX	\$3,453.81
	6/18/2021	Fuelman	20-21-5608	Gas/Oil/Lube	Invoice # NP60225470	\$14.05
	6/22/2021	Allied Electronics Inc.	20-21-5601	System Repair	Invoice # 9014509967	\$762.00
	6/22/2021	Bio Chem Lab, Inc.	20-21-5238	Lab Fees	Invoice # 9367-0521	\$1,248.00
	6/22/2021	DPC Industries, Inc	20-21-5115	Chemical Supplies	Invoice # DE76000693-21	\$108.00
	6/22/2021	Usa Bluebook	20-21-5601	System Repair	Invoice # 618181	\$770.22
	6/22/2021	Usa Bluebook	20-21-5107	Janitorial Supplies	Invoice # 614311	\$53.95
	6/22/2021	Windstream	20-21-5401	Telephone	Account # 126635325	\$52.88
Total						\$10,090.49
Sewer						
	6/4/2021	Atmos Energy	20-20-5405	Gas	401 Farr Plaza	\$27.57
	6/4/2021	Enprotec/Hibbss/Todd	20-20-5738	Grand Lift Station (Edap)	EN2104-145	\$2,400.00
	6/4/2021	Enprotec/Hibbss/Todd	20-20-5700	Capital Improvements	EN2104-147	\$5,700.00
	6/4/2021	Spikes Auto Parts	20-20-5602	Repair & Maint - Equip	05JK2316	\$10.49
	6/4/2021	Smith Supply, Inc.	20-20-5601	System Repair	May charges	\$11.24
	6/4/2021	Smith Supply, Inc.	20-20-5601	System Repair	May charges	\$485.16
	6/4/2021	Fuelman	20-20-5608	Gas/Oil/Lube	Invoice # NP60120105	\$93.71

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Sewer						
	6/11/2021	Glen Rose Auto Parts	20-20-5600	Vehicle Repair	May charges	\$29.25
	6/11/2021	TXU Energy	20-20-5400	Utilities (Elec)	Invoice # 052003193824	\$1,148.53
	6/17/2021	AT&T (Scada)	20-20-5401	Telephone	Account # 059 286 6651 001	\$19.63
	6/17/2021	Rey-Mar Construction	20-20-5738	Grand Lift Station (Edap)	Application # 2	\$49,699.80
	6/17/2021	Rey-Mar Construction	20-20-5738	Grand Lift Station (Edap)	Application # 3	\$84,195.00
	6/18/2021	Fuelman	20-20-5608	Gas/Oil/Lube	Invoice # NP60225470	\$82.44
	6/22/2021	Charter Business	20-20-5401	Telephone	Invoice # 0042013061421	\$41.20
	6/22/2021	Windstream	20-20-5401	Telephone	Account # 126635325	\$26.42
Total						\$143,970.44
Sanitation						
	6/11/2021	Republic Services # 794	20-45-5403	Trash Pickup	Invoice # 0794-014689657	\$29,323.25
Total						\$29,323.25

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
30 - CVB HOTEL/MOTEL						
Non-Departmental						
	6/1/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employee 5/9/2021	\$71.00
	6/1/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employer 5/9/2021	\$148.20
	6/1/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employee 5/23/2021	\$71.00
	6/1/2021	Texas Municipal Retirement	30-2026	Tmrs W/H	TMRS-Employer 5/23/2021	\$148.20
	6/11/2021	Internal Revenue Service	30-2012	Fica Tax W/H	Fica W/H-Employer 6/6/2021	\$62.89
	6/11/2021	Internal Revenue Service	30-2015	Medicare Tax W/H	Medicare W/H-Employer 6/6/2021	\$14.71
	6/11/2021	Internal Revenue Service	30-2012	Fica Tax W/H	Fica W/H-Employee 6/6/2021	\$62.89
	6/11/2021	Internal Revenue Service	30-2015	Medicare Tax W/H	Medicare W/H-Employee 6/6/2021	\$14.71
	6/11/2021	Internal Revenue Service	30-2018	Fed Tax W/H	FEDERAL WITHHOLDING 6/6/2021	\$87.32
	6/22/2021	Blue Cross Blue Shield	30-2024	Health Ins W/H	Health Ins-Employer 6/6/2021	\$224.65
	6/22/2021	Blue Cross Blue Shield	30-2024	Health Ins W/H	Health Ins-Employer 6/20/2021	\$224.64
	6/22/2021	Mutual Of Omaha	30-2023	Vision Ins W/H	VSNIN 6/6/2021	\$6.99
	6/22/2021	Mutual Of Omaha	30-2021	Life Ins W/H	LIFE 6/6/2021	\$3.16
	6/22/2021	Mutual Of Omaha	30-2024	Health Ins W/H	LTD 6/6/2021	\$3.94
	6/22/2021	Mutual Of Omaha	30-2023	Vision Ins W/H	VSNIN 6/20/2021	\$6.99
	6/22/2021	Mutual Of Omaha	30-2021	Life Ins W/H	LIFE 6/20/2021	\$3.16

City of Glen Rose
Council Report
Check Date: 6/1/2021 to 6/30/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
30 - CVB HOTEL/MOTEL						
Non-Departmental						
	6/22/2021	Mutual Of Omaha	30-2024	Health Ins W/H	LTD 6/20/2021	\$3.93
Total						\$1,158.38
CVB						
	6/3/2021	AT&T Mobility	30-70-5401	Telephone	CVB Cell Phone	\$47.27
	6/3/2021	City of Glen Rose	30-70-5404	Water	Water Consumption	\$71.20
	6/3/2021	95.9 The Ranch	30-70-5210	Advertising	95.9 The Ranch	\$2,196.00
	6/8/2021	Charter Business	30-70-5402	Internet	Invoice # 0038953052621	\$115.59
	6/8/2021	TXU Energy	30-70-5403	Electric	Invoice # 052003193824	\$192.80
	6/14/2021	Joyce Selby	30-70-5000	Wages Cvb	CVB services	\$420.00
	6/15/2021	Citibank	30-70-5210	Advertising	May charges	\$59.77
	6/18/2021	Purchase Power	30-70-5106	Postage	Account # 8000-9000-0058-3215	\$253.87
	6/30/2021	Ascap	30-70-5800	Dues & Subscriptions	Account Terminated. Paid in Full.	\$367.00
Total						\$3,723.50

City of Glen Rose
Council Report
6/1/2021 to 6/30/2021

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Fund Totals

10	GENERAL FUND	\$151,627.80
20	UTILITY FUND	\$234,821.40
30	CVB HOTEL/MOTEL	\$4,881.88
	Grand Total:	\$391,331.08



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Consider approval or other action regarding a financial report for June 2021.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	07/05/2021
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 JUNE 30, 2021

Highlights

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

As of June 30, the City held about \$9.1 million in its various accounts. About a \$30,000 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 June 30th is about \$9.1 million, about a \$48,000 increase over a month ago, and decrease of about \$215,000 over a year ago.

General Ledger Cash Balance Report - Court Fund

For years, we've maintained segregated funds for court security and court technology, with a state-mandated portion of the fees collected through the municipal court going into those funds. Recently, staff learned that a new Local Consolidated Fee went into effect on January 1, 2020, with a \$14 cost added to non-jailable misdemeanor offenses in lieu of the court technology and court security fees that previously had been collected. 35% of that fee goes to Court Security, 35.7143% to Truancy Prevention, 28.5714% to Court Technology, and 0.7143% to Jury Reimbursement. Our court software had been collecting the fee, but we didn't have all the funds set up and the money wasn't being properly allocated. During June our staff worked with our CPA to make the adjustments necessary to create the additional segregated funds and correctly apportion the proceeds from the \$14 consolidated fee; hence, the increase. The money in the above funds can only be spent for specifically approved purposes.

Cash and Investment Report

As noted above, there was about \$9.1 million in the City's accounts as of June 30th. There was an increase of about \$30,000 since last month.

Budget Report - General Fund

For the month, revenues have exceeded expenditures by about \$44,000. For the year, revenues have exceeded expenditures by about \$279,000.

Budget Report - Utility Fund

For the month, expenditures have exceeded revenues by about \$40,000. For the year, revenues have exceeded expenditures by about \$468,000.

Budget Report - CVB Fund

For the month, revenues have exceeded expenditures by about \$29,000. For the year, revenues have exceeded expenditures by about \$138,000.

Sales and Use Tax Report

The State posted its sales and use tax figures for July (tax on sales made in May) in time to be included in this packet report. Revenues for July were up by about 12% over last July. Revenues for the past 12 months are up by about 21% compared to the previous 12 month period.

CITY OF GLEN ROSE
BONDED INDEBTEDNESS AS OF June 30, 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		CO/2016		TOTAL ANNUAL
	WWTP DESIGN		WWTP CONSTRUCTION		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 July 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%
June	100,858.20	136,631.88	26.18%
July	114,263.74	129,574.66	11.82%
	2019	2020	
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	1,220,375.74	1,550,377.51	21.29%

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			
JUNE 2021			
TEXPOOL			\$3,653,525.91
BANK			\$2,927,362.03
TEXSTAR			\$2,530,593.03
TOTAL			\$9,111,480.97
TEXPOOL			
UTILITY SYSTEM REVENUE BOND RESERVE	0.01%		\$246,096.40
WATER AND SEWER FUND	0.01%		\$1,791,843.47
GENERAL FUND RESERVE	0.01%		\$1,615,586.04
TOTAL TEXPOOL INVESTMENTS			\$3,653,525.91
TexSTAR			
GENERAL	0.01%		\$2,530,593.03
FFB BANK ACCOUNTS			
OAKDALE ELECTRICITY DEPOSIT CD	0.15%		\$20,022.45
HOTEL OCCUPANCY	0.01%		\$111,385.10
TXCDBG	0.00%		\$252.38
TWDB 2016 CONSTRUCTION PROJECT	0.00%		\$12,551.87
COURT TECHNOLOGY FUND	0.01%		\$5,963.43
COURT SECURITY	0.01%		\$6,014.81
CUSTOMER DEPOSIT ACCOUNT	0.01%		\$171,464.26
POOL CASH	0.01%		\$2,619,730.18
TOTAL BANK BALANCES			\$2,927,362.03
Investments are in compliance with the Investment Policy for the City of Glen Rose			

CITY OF GLEN ROSE
GENERAL LEDGER CASH BALANCE REPORT BY FUND
June 30, 2021

FUND	CURRENT BALANCE	MONTH AGO BALANCE	YEAR AGO BALANCE
1 GENERAL	\$6,126,163.44	\$6,136,506.74	\$6,366,749.23
2 UTILITY	\$2,838,320.59	\$2,783,039.28	\$2,563,725.52
3 CVB	\$108,201.66	\$108,954.51	\$31,470.63
4 PARKS	\$0.00	\$0.00	\$337,941.25
5 COURT*	\$16,276.98	\$11,748.68	\$3,952.38
TOTAL	\$9,088,962.67	\$9,040,249.21	\$9,303,839.01

*The Court Fund includes amounts dedicated to security, technology, truancy prevention, and jury reimbursement.

City of Glen Rose
Financial Statement
As of June 30, 2021

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10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Property & Sales Tax	147,951.77	221,680.96	(73,729.19)	2,066,284.00	2,455,600.00	84.15%	389,316.00
Interest Income	1,117.92	2,291.67	(1,173.75)	12,547.08	27,500.00	45.63%	14,952.92
Other Revenue Sources	68,827.11	50,773.81	18,053.30	591,228.62	595,000.00	99.37%	3,771.38
Fines, Fees & Forfeitures	7,078.75	7,066.67	12.08	61,574.23	84,800.00	72.61%	23,225.77
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	15,300.00	20,400.00	75.00%	5,100.00
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	(84,526.79)	84,526.79	0.00	0.00	0.00%	0.00
Revenue Totals	<u>226,675.55</u>	<u>475,336.06</u>	<u>(248,660.51)</u>	<u>2,901,537.32</u>	<u>6,388,829.00</u>	<u>45.42%</u>	<u>3,487,291.68</u>
Expense Summary							
Not Categorized	24,203.34	171,451.33	(147,247.99)	652,814.47	2,010,894.00	32.46%	1,358,079.53
Personnel & Payroll	64,035.92	87,044.80	(23,008.88)	754,996.65	1,057,360.00	71.40%	302,363.35
Repairs & Maintenance	79,664.63	64,775.00	14,889.63	584,336.61	777,300.00	75.18%	192,963.39
Capital	272.82	95,981.01	(95,708.19)	3,498.22	1,151,772.00	0.30%	1,148,273.78
Legal & Professional Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
Fines, Fees & Taxes	7,613.82	(2,448.37)	10,062.19	29,478.14	114,176.00	25.82%	84,697.86
Office & Supplies	4,615.93	3,575.60	1,040.33	8,729.20	41,050.00	21.26%	32,320.80
Other Expenses	75.00	60,216.97	(60,141.97)	2,986.96	426,703.00	0.70%	423,716.04
Dues & Subscriptions	175.00	275.00	(100.00)	783.00	3,300.00	23.73%	2,517.00
Community Programs & Donations	2,500.00	1,708.33	791.67	17,500.00	20,500.00	85.37%	3,000.00
Transfers Out	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
Debt Service	0.00	(7,065.03)	7,065.03	725,773.28	725,774.00	100.00%	0.72
Grant Expense	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
Expense Totals	<u>183,156.46</u>	<u>475,336.07</u>	<u>(292,179.61)</u>	<u>2,780,896.53</u>	<u>6,388,829.00</u>	<u>43.53%</u>	<u>3,607,932.47</u>

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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	136,631.88	141,666.67	(5,034.79)	1,172,532.77	1,500,000.00	78.17%	327,467.23
10-4001 Mixed Drinks Tax	2,625.17	2,047.62	577.55	19,553.51	20,000.00	97.77%	446.49
10-4002 Gross Receipts Tax	1,644.61	16,666.67	(15,022.06)	168,576.33	200,000.00	84.29%	31,423.67
10-4005 Property Taxes	6,136.50	60,475.00	(54,338.50)	688,724.64	725,700.00	94.90%	36,975.36
10-4010 Property Taxes (Delinquent)	913.61	825.00	88.61	16,896.75	9,900.00	170.67%	(6,996.75)
Property & Sales Tax Totals	147,951.77	221,680.96	(73,729.19)	2,066,284.00	2,455,600.00	84.15%	389,316.00
Interest Income							
10-4006 Penalites & Interest	1,117.92	625.00	492.92	10,139.87	7,500.00	135.20%	(2,639.87)
10-4500 Interest Income	0.00	1,666.67	(1,666.67)	2,407.21	20,000.00	12.04%	17,592.79
Interest Income Totals	1,117.92	2,291.67	(1,173.75)	12,547.08	27,500.00	45.63%	14,952.92
Other Revenue Sources							
10-4200 Permits	7,993.35	7,023.81	969.54	86,431.77	70,000.00	123.47%	(16,431.77)
10-4700 Miscellaneous Income	672.06	1,250.00	(577.94)	37,946.85	15,000.00	252.98%	(22,946.85)
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	60,161.70	41,666.67	18,495.03	459,350.00	500,000.00	91.87%	40,650.00
Other Revenue Sources Totals	68,827.11	50,773.81	18,053.30	591,228.62	595,000.00	99.37%	3,771.38
Fines, Fees & Forfeitures							
10-4300 Pound Fees	70.00	41.67	28.33	245.00	500.00	49.00%	255.00
10-4301 Municipal Court Fine Revenue	3,800.00	4,785.71	(985.71)	36,278.34	46,000.00	78.87%	9,721.66
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	30.00	41.67	(11.67)	336.00	500.00	67.20%	164.00
10-4306 Judicial Support Fee	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00

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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	10.00	108.33	(98.33)	10.00	1,300.00	0.77%	1,290.00
10-4310 Municipal Arrest Fee	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
10-4311 Municipal Jury Funds	0.20	0.00	0.20	0.20	0.00	0.00%	(0.20)
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	25.00	0.00	25.00	55.00	0.00	0.00%	(55.00)
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	1,898.55	1,416.67	481.88	17,761.74	17,000.00	104.48%	(761.74)
10-4318 Warrant Fee-Muni Court	250.00	16.67	233.33	950.00	200.00	475.00%	(750.00)
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	15.00	133.33	(118.33)	1,402.95	1,600.00	87.68%	197.05
10-4332 County Res Impound Fee	590.00	83.33	506.67	1,615.00	1,000.00	161.50%	(615.00)
10-4345 Quarantine Fee	0.00	29.17	(29.17)	640.00	350.00	182.86%	(290.00)
10-4346 Boarding Fee	50.00	16.67	33.33	65.00	200.00	32.50%	135.00
10-4347 Adopting Fee	315.00	125.00	190.00	2,015.00	1,500.00	134.33%	(515.00)
10-4348 Euthanasia Fee	25.00	8.33	16.67	200.00	100.00	200.00%	(100.00)
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	<u>7,078.75</u>	<u>7,066.67</u>	<u>12.08</u>	<u>61,574.23</u>	<u>84,800.00</u>	<u>72.61%</u>	<u>23,225.77</u>
Grants & Donations							
10-4330 Donations	0.00	50.00	(50.00)	0.00	600.00	0.00%	600.00

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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	4,500.00	6,000.00	75.00%	1,500.00
10-4705 Nextlink	1,200.00	1,200.00	0.00	10,800.00	14,400.00	75.00%	3,600.00
Business & Franchise Totals	1,700.00	1,700.00	0.00	15,300.00	20,400.00	75.00%	5,100.00
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	(84,526.79)	84,526.79	0.00	0.00	0.00%	0.00
Lease & Rent Income Totals	0.00	(84,526.79)	84,526.79	0.00	0.00	0.00%	0.00
Revenue Totals	226,675.55	475,336.06	(248,660.51)	2,901,537.32	6,388,829.00	45.42%	3,487,291.68

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10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	13,559.02	20,475.99	(6,916.97)	188,458.18	245,712.00	76.70%	57,253.82
Not Categorized	6,342.41	10,067.37	(3,724.96)	56,205.63	119,380.00	47.08%	63,174.37
Repairs & Maintenance	79,496.25	63,058.32	16,437.93	581,783.23	756,700.00	76.88%	174,916.77
Capital	257.35	95,389.34	(95,131.99)	2,130.99	1,144,672.00	0.19%	1,142,541.01
Legal & Professional Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
Fines, Fees & Taxes	2,745.00	2,500.00	245.00	12,480.00	30,000.00	41.60%	17,520.00
Streets & Parks Totals	<u>102,400.03</u>	<u>195,657.69</u>	<u>(93,257.66)</u>	<u>841,058.03</u>	<u>2,346,464.00</u>	<u>35.84%</u>	<u>1,505,405.97</u>

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	4,039.80	9,594.95	(5,555.15)	65,429.62	129,018.00	50.71%	63,588.38
Not Categorized	419.07	5,408.13	(4,989.06)	16,605.19	51,019.00	32.55%	34,413.81
Repairs & Maintenance	0.00	104.17	(104.17)	27.25	1,250.00	2.18%	1,222.75
Capital	15.47	166.67	(151.20)	878.52	2,000.00	43.93%	1,121.48
Office & Supplies	0.00	250.00	(250.00)	1,943.95	3,000.00	64.80%	1,056.05
Other Expenses	75.00	33.33	41.67	146.00	400.00	36.50%	254.00
Code Enforcement Totals	<u>4,549.34</u>	<u>15,557.25</u>	<u>(11,007.91)</u>	<u>85,030.53</u>	<u>186,687.00</u>	<u>45.55%</u>	<u>101,656.47</u>

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
Dues & Subscriptions	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	3,935.16	4,679.58	(744.42)	32,804.45	56,155.00	58.42%	23,350.55

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Not Categorized	575.00	2,000.01	(1,425.01)	6,152.38	24,000.00	25.63%	17,847.62
Municipal Court Totals	<u>4,510.16</u>	<u>10,900.42</u>	<u>(6,390.26)</u>	<u>39,772.92</u>	<u>130,805.00</u>	<u>30.41%</u>	<u>91,032.08</u>

10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	7,364.36	8,420.91	(1,056.55)	76,802.24	101,051.00	76.00%	24,248.76
Not Categorized	316.74	1,199.08	(882.34)	6,031.76	14,389.00	41.92%	8,357.24
Repairs & Maintenance	105.23	362.50	(257.27)	1,271.43	4,350.00	29.23%	3,078.57
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	0.00	33.33	(33.33)	15.50	400.00	3.88%	384.50
Law Enforcement Totals	<u>7,786.33</u>	<u>10,307.49</u>	<u>(2,521.16)</u>	<u>84,637.89</u>	<u>123,690.00</u>	<u>68.43%</u>	<u>39,052.11</u>

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
Dues & Subscriptions	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	<u>0.00</u>	<u>1,804.17</u>	<u>(1,804.17)</u>	<u>0.00</u>	<u>21,650.00</u>	<u>0.00%</u>	<u>21,650.00</u>

10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	5,685.17	3,884.74	1,800.43	11,467.59	46,617.00	24.60%	35,149.41
Repairs & Maintenance	0.00	250.00	(250.00)	51.13	3,000.00	1.70%	2,948.87
Dues & Subscriptions	175.00	208.33	(33.33)	673.00	2,500.00	26.92%	1,827.00
Capital	0.00	166.67	(166.67)	157.82	2,000.00	7.89%	1,842.18

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Office & Supplies	4,615.93	2,871.43	1,744.50	5,464.29	32,600.00	16.76%	27,135.71
Fines, Fees & Taxes	0.00	1,250.00	(1,250.00)	140.88	15,000.00	0.94%	14,859.12
Personnel & Payroll	29,170.16	32,490.75	(3,320.59)	299,004.02	389,889.00	76.69%	90,884.98
Administration Totals	<u>39,646.26</u>	<u>41,121.92</u>	<u>(1,475.66)</u>	<u>316,958.73</u>	<u>491,606.00</u>	<u>64.47%</u>	<u>174,647.27</u>

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	4,643.82	(10,144.20)	14,788.02	16,075.98	21,826.00	73.66%	5,750.02
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	5,326.83	137,144.67	(131,817.84)	516,680.99	1,633,450.00	31.63%	1,116,769.01
Community Programs & Donations	2,500.00	1,708.33	791.67	17,500.00	20,500.00	85.37%	3,000.00
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	<u>12,470.65</u>	<u>179,857.17</u>	<u>(167,386.52)</u>	<u>1,296,940.88</u>	<u>2,866,353.00</u>	<u>45.25%</u>	<u>1,569,412.12</u>

10 - GENERAL FUND Legislative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	4,388.94	8,583.61	(4,194.67)	26,823.96	84,789.00	31.64%	57,965.04
Legislative Totals	<u>4,388.94</u>	<u>8,583.61</u>	<u>(4,194.67)</u>	<u>26,823.96</u>	<u>84,789.00</u>	<u>31.64%</u>	<u>57,965.04</u>

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,149.18	2,592.88	(1,443.70)	12,846.97	30,400.00	42.26%	17,553.03
Repairs & Maintenance	63.15	375.01	(311.86)	1,203.57	4,500.00	26.75%	3,296.43
Capital	0.00	50.00	(50.00)	294.26	600.00	49.04%	305.74

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Office & Supplies	0.00	79.17	(79.17)	350.00	950.00	36.84%	600.00
Fines, Fees & Taxes	225.00	66.67	158.33	296.32	800.00	37.04%	503.68
Personnel & Payroll	5,967.42	8,382.62	(2,415.20)	74,682.47	99,535.00	75.03%	24,852.53
Animal Control Totals	<u>7,404.75</u>	<u>11,546.35</u>	<u>(4,141.60)</u>	<u>89,673.59</u>	<u>136,785.00</u>	<u>65.56%</u>	<u>47,111.41</u>
Expense Totals	<u><u>183,156.46</u></u>	<u><u>475,336.07</u></u>	<u><u>(292,179.61)</u></u>	<u><u>2,780,896.53</u></u>	<u><u>6,388,829.00</u></u>	<u><u>43.53%</u></u>	<u><u>3,607,932.47</u></u>

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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	1,388.94	166.67	1,222.27	2,024.80	2,000.00	101.24%	(24.80)
10-05-5201 Attorney	3,000.00	1,666.67	1,333.33	8,000.00	20,000.00	40.00%	12,000.00
10-05-5240 Election Expense	0.00	4,851.19	(4,851.19)	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	0.00	208.33	(208.33)	640.00	2,500.00	25.60%	1,860.00
Legislative Totals	<u>4,388.94</u>	<u>8,583.61</u>	<u>(4,194.67)</u>	<u>26,823.96</u>	<u>84,789.00</u>	<u>31.64%</u>	<u>57,965.04</u>

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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	9,033.98	12,634.83	(3,600.85)	121,170.22	151,618.00	79.92%	30,447.78
10-40-5001 Overtime Streets & Parks	317.17	333.33	(16.16)	5,205.18	4,000.00	130.13%	(1,205.18)
10-40-5003 Payroll Taxes Streets/Pks	691.43	992.08	(300.65)	8,665.81	11,905.00	72.79%	3,239.19
10-40-5004 Retirement	1,366.21	1,929.67	(563.46)	18,503.34	23,156.00	79.91%	4,652.66
10-40-5005 Health Insurance	2,100.00	3,033.33	(933.33)	25,659.68	36,400.00	70.49%	10,740.32
10-40-5006 Life & Add Insurance	50.23	84.42	(34.19)	596.86	1,013.00	58.92%	416.14
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	790.38	266.67	523.71	1,783.48	3,200.00	55.73%	1,416.52
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	406.96	208.33	198.63	973.48	2,500.00	38.94%	1,526.52
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	0.00	666.67	(666.67)	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	1,305.36	625.00	680.36	1,305.36	7,500.00	17.40%	6,194.64
10-40-5400 Utilities	0.00	0.00	0.00	1,499.53	0.00	0.00%	(1,499.53)
10-40-5401 Telephone	110.33	291.67	(181.34)	960.94	3,500.00	27.46%	2,539.06
10-40-5403 Electric	806.27	791.67	14.60	4,777.52	9,500.00	50.29%	4,722.48
10-40-5404 Water	89.19	250.00	(160.81)	3,316.49	3,000.00	110.55%	(316.49)
10-40-5405 Gas	27.56	208.33	(180.77)	703.91	2,500.00	28.16%	1,796.09
10-40-5421 Street Lighting	2,360.79	2,750.00	(389.21)	19,067.85	33,000.00	57.78%	13,932.15
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	0.00	869.04	(869.04)	8,889.80	9,000.00	98.78%	110.20

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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	445.57	833.33	(387.76)	5,448.03	10,000.00	54.48%	4,551.97
10-40-5608 Gas/Oil/Lube	463.13	625.00	(161.87)	3,005.72	7,500.00	40.08%	4,494.28
10-40-5621 Rock/Gravel/Stone	0.00	58.33	(58.33)	693.72	700.00	99.10%	6.28
10-40-5626 Sidewalk	120.00	833.33	(713.33)	3,790.90	10,000.00	37.91%	6,209.10
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	4.19	125.00	(120.81)	890.64	1,500.00	59.38%	609.36
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	257.35	125.00	132.35	257.35	1,500.00	17.16%	1,242.65
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	77,923.83	48,203.25	29,720.58	544,922.98	578,439.00	94.21%	33,516.02
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	2,745.00	2,500.00	245.00	12,480.00	30,000.00	41.60%	17,520.00
10-40-5859 Street Signs	985.10	333.33	651.77	1,551.27	4,000.00	38.78%	2,448.73
Streets & Parks Totals	102,400.03	195,657.69	(93,257.66)	841,058.03	2,346,464.00	35.84%	1,505,405.97

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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	2,720.00	6,270.89	(3,550.89)	43,547.34	87,000.00	50.05%	43,452.66
10-50-5001 Overtime Code Enforcement	0.00	714.29	(714.29)	5,057.85	5,000.00	101.16%	(57.85)
10-50-5003 Payroll Taxes Code Enf	205.54	534.36	(328.82)	3,696.72	7,038.00	52.53%	3,341.28
10-50-5004 Retirement	397.40	924.22	(526.82)	5,865.85	12,880.00	45.54%	7,014.15
10-50-5005 Health Insurance	700.00	800.00	(100.00)	6,300.02	12,600.00	50.00%	6,299.98
10-50-5006 Life & Add Insurance	16.86	41.67	(24.81)	151.74	500.00	30.35%	348.26
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	0.00	41.67	(41.67)	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	0.00	2,817.38	(2,817.38)	14,850.00	19,930.00	74.51%	5,080.00
10-50-5210 Legal Notices & Advertising	282.00	166.67	115.33	718.00	2,000.00	35.90%	1,282.00
10-50-5215 Code Replacement	89.80	83.33	6.47	289.80	1,000.00	28.98%	710.20
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)	476.94	789.00	60.45%	312.06
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	15.47	166.67	(151.20)	878.52	2,000.00	43.93%	1,121.48
10-50-5803 Software	0.00	250.00	(250.00)	1,943.95	3,000.00	64.80%	1,056.05

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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	75.00	33.33	41.67	146.00	400.00	36.50%	254.00
10-50-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Code Enforcement Totals	4,549.34	15,557.25	(11,007.91)	85,030.53	186,687.00	45.55%	101,656.47

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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	4,308.80	4,849.00	(540.20)	50,508.54	58,188.00	86.80%	7,679.46
10-55-5001 Overtime Animal Control	145.98	250.00	(104.02)	723.42	3,000.00	24.11%	2,276.58
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	340.79	420.00	(79.21)	3,899.00	5,040.00	77.36%	1,141.00
10-55-5004 Retirement	457.63	758.17	(300.54)	6,733.82	9,098.00	74.01%	2,364.18
10-55-5005 Health Insurance	700.00	875.00	(175.00)	8,400.02	10,500.00	80.00%	2,099.98
10-55-5006 Life & Add Insurance	14.22	35.83	(21.61)	190.74	430.00	44.36%	239.26
10-55-5007 Workers Comp Insurance	0.00	427.96	(427.96)	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	110.15	125.00	(14.85)	647.52	1,500.00	43.17%	852.48
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	130.00	133.33	(3.33)	925.00	1,600.00	57.81%	675.00
10-55-5401 Telephone	48.78	166.67	(117.89)	710.14	2,000.00	35.51%	1,289.86
10-55-5402 Internet	115.87	116.67	(0.80)	1,002.51	1,400.00	71.61%	397.49
10-55-5403 Electric	324.62	466.67	(142.05)	3,314.23	5,600.00	59.18%	2,285.77
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)	324.08	900.00	36.01%	575.92
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

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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	402.36	333.33	69.03	1,245.17	4,000.00	31.13%	2,754.83
10-55-5608 Gas/Oil/Lube	63.15	291.67	(228.52)	1,203.57	3,500.00	34.39%	2,296.43
10-55-5700 Capital Improvements	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5801 Miscellaneous Exp	0.00	50.00	(50.00)	294.26	600.00	49.04%	305.74
10-55-5803 Software	0.00	37.50	(37.50)	350.00	450.00	77.78%	100.00
10-55-5804 Service Fees	225.00	25.00	200.00	225.00	300.00	75.00%	75.00
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	7,404.75	11,546.35	(4,141.60)	89,673.59	136,785.00	65.56%	47,111.41

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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	21,562.78	23,359.33	(1,796.55)	218,927.19	280,312.00	78.10%	61,384.81
10-60-5003 Payroll Taxes Admin	1,554.57	1,787.00	(232.43)	16,586.53	21,444.00	77.35%	4,857.47
10-60-5004 Retirement	3,150.30	3,475.83	(325.53)	33,520.90	41,710.00	80.37%	8,189.10
10-60-5005 Health Insurance	2,800.00	2,800.00	0.00	27,474.94	33,600.00	81.77%	6,125.06
10-60-5006 Life & Add Insurance	102.51	101.92	0.59	969.95	1,223.00	79.31%	253.05
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	251.16	166.67	84.49	347.03	2,000.00	17.35%	1,652.97
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	72.00	250.00	(178.00)	1,626.00	3,000.00	54.20%	1,374.00
10-60-5218 Legal Updates	4,158.00	625.00	3,533.00	4,508.00	7,500.00	60.11%	2,992.00
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)	780.53	2,367.00	32.98%	1,586.47
10-60-5406 Oakdale Electric	0.01	0.00	0.01	0.02	0.00	0.00%	(0.02)
10-60-5500 Training	50.00	541.67	(491.67)	1,300.66	6,500.00	20.01%	5,199.34
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	1,000.00	83.33	916.67	1,000.00	1,000.00	100.00%	0.00
10-60-5604 Repair & Maint - Struct	58.47	833.33	(774.86)	1,427.62	10,000.00	14.28%	8,572.38
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	175.00	208.33	(33.33)	673.00	2,500.00	26.92%	1,827.00
10-60-5801 Miscellaneous Exp	0.00	166.67	(166.67)	157.82	2,000.00	7.89%	1,842.18
10-60-5803 Software	4,615.93	1,371.43	3,244.50	4,923.20	14,600.00	33.72%	9,676.80
10-60-5804 Service Fees	0.00	1,250.00	(1,250.00)	140.88	15,000.00	0.94%	14,859.12

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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	39,646.26	41,121.92	(1,475.66)	316,958.73	491,606.00	64.47%	174,647.27

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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	0.00	154.17	(154.17)	259.50	1,850.00	14.03%	1,590.50
10-65-5101 Bank Service Charges	0.00	314.29	(314.29)	1,405.64	2,200.00	63.89%	794.36
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	0.00	125.00	(125.00)	464.12	1,500.00	30.94%	1,035.88
10-65-5109 Office Supplies	605.61	416.67	188.94	4,047.54	5,000.00	80.95%	952.46
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)	3,150.00	15,000.00	21.00%	11,850.00
10-65-5217 Postage, Copier Lease	1,538.60	833.33	705.27	8,351.38	10,000.00	83.51%	1,648.62
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	3,900.00	7,200.00	54.17%	3,300.00
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	15.46	4.17	11.29	15.46	50.00	30.92%	34.54
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	1,046.79	1,125.00	(78.21)	8,832.18	13,500.00	65.42%	4,667.82
10-65-5402 Internet	522.34	600.00	(77.66)	4,676.58	7,200.00	64.95%	2,523.42
10-65-5403 Electric	338.29	500.00	(161.71)	2,398.99	6,000.00	39.98%	3,601.01
10-65-5404 Water	252.06	166.67	85.39	2,526.13	2,000.00	126.31%	(526.13)
10-65-5405 Gas	57.68	125.00	(67.32)	930.65	1,500.00	62.04%	569.35
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.	4,643.82	1,763.54	2,880.28	13,931.46	18,576.00	75.00%	4,644.54
10-65-5832 Fire Department Contribution	2,500.00	208.33	2,291.67	2,500.00	2,500.00	100.00%	0.00

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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	0.00	1,250.00	(1,250.00)	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 Departmental Other	0.00	428.57	(428.57)	1,894.52	3,000.00	63.15%	1,105.48
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	12,470.65	179,857.17	(167,386.52)	1,296,940.88	2,866,353.00	45.25%	1,569,412.12

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10 - GENERAL FUND Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-80-5000 Wages Court	2,472.00	2,678.00	(206.00)	24,684.02	32,136.00	76.81%	7,451.98
10-80-5001 Overtime Court	162.23	0.00	162.23	162.23	0.00	0.00%	(162.23)
10-80-5003 Payroll Taxes Court	201.51	204.75	(3.24)	1,240.12	2,457.00	50.47%	1,216.88
10-80-5004 Retirement	384.86	398.50	(13.64)	2,382.97	4,782.00	49.83%	2,399.03
10-80-5005 Health Insurance	700.00	700.00	0.00	4,025.06	8,400.00	47.92%	4,374.94
10-80-5006 Life & Add Insurance	14.56	15.00	(0.44)	83.72	180.00	46.51%	96.28
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	0.00	233.33	(233.33)	1,000.00	2,800.00	35.71%	1,800.00
10-80-5203 Contract Labor	500.00	500.00	0.00	4,500.00	6,000.00	75.00%	1,500.00
10-80-5224 FundView Support	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
10-80-5225 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	75.00	416.67	(341.67)	350.00	5,000.00	7.00%	4,650.00
10-80-5501 Travel	0.00	166.67	(166.67)	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	4,510.16	10,900.42	(6,390.26)	39,772.92	130,805.00	30.41%	91,032.08

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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	5,431.85	5,884.42	(452.57)	55,239.17	70,613.00	78.23%	15,373.83
10-90-5003 Payroll Taxes Law	411.57	450.08	(38.51)	4,192.04	5,401.00	77.62%	1,208.96
10-90-5004 Retirement	793.59	875.58	(81.99)	8,136.33	10,507.00	77.44%	2,370.67
10-90-5005 Health Insurance	700.00	700.00	0.00	6,300.02	8,400.00	75.00%	2,099.98
10-90-5006 Life & Add Insurance	27.35	27.50	(0.15)	246.17	330.00	74.60%	83.83
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)	900.00	3,000.00	30.00%	2,100.00
10-90-5401 Telephone	85.52	65.75	19.77	683.95	789.00	86.69%	105.05
10-90-5403 Electric	78.87	100.00	(21.13)	816.75	1,200.00	68.06%	383.25
10-90-5404 Water	52.35	50.00	2.35	920.60	600.00	153.43%	(320.60)
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	105.23	187.50	(82.27)	1,271.43	2,250.00	56.51%	978.57
10-90-5801 Miscellaneous Exp	0.00	125.00	(125.00)	(200.00)	1,500.00	(13.33%)	1,700.00

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10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5803 Software	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-90-5804 Service Fees	0.00	33.33	(33.33)	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	<u>7,786.33</u>	<u>10,307.49</u>	<u>(2,521.16)</u>	<u>84,637.89</u>	<u>123,690.00</u>	<u>68.43%</u>	<u>39,052.11</u>

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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	183,156.46	475,336.07	(292,179.61)	2,780,896.53	6,388,829.00	43.53%	3,607,932.47

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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	201,490.27	179,816.67	21,673.60	1,474,093.19	2,157,800.00	68.31%	683,706.81
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	5,936.02	2,537.50	3,398.52	23,440.82	30,450.00	76.98%	7,009.18
Interest Income	0.00	833.33	(833.33)	972.20	10,000.00	9.72%	9,027.80
Other Revenue Sources	0.00	0.00	0.00	22,552.23	0.00	0.00%	(22,552.23)
Lease & Rent Income	0.00	55,029.76	(55,029.76)	220,000.00	567,500.00	38.77%	347,500.00
Revenue Totals	<u>207,426.29</u>	<u>446,479.16</u>	<u>(239,052.87)</u>	<u>2,174,764.98</u>	<u>5,357,750.00</u>	<u>40.59%</u>	<u>3,182,985.02</u>
Expense Summary							
Personnel & Payroll	25,519.97	31,092.42	(5,572.45)	272,369.69	373,109.00	73.00%	100,739.31
Not Categorized	59,190.31	97,021.49	(37,831.18)	542,277.38	1,158,044.00	46.83%	615,766.62
Repairs & Maintenance	11,498.73	161,650.89	(150,152.16)	441,606.68	1,925,723.00	22.93%	1,484,116.32
Lease & Rent Expense	0.00	249.99	(249.99)	0.00	3,000.00	0.00%	3,000.00
Capital	142,294.80	149,509.54	(7,214.74)	412,612.27	1,816,208.00	22.72%	1,403,595.73
Fines, Fees & Taxes	8,710.40	5,378.45	3,331.95	38,366.94	62,970.00	60.93%	24,603.06
Other Expenses	0.00	1,532.33	(1,532.33)	0.00	18,388.00	0.00%	18,388.00
Expense Totals	<u>247,214.21</u>	<u>446,435.11</u>	<u>(199,220.90)</u>	<u>1,707,232.96</u>	<u>5,357,442.00</u>	<u>31.87%</u>	<u>3,650,209.04</u>

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20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Water/Sewer/Trash Income							
20-4100 Miscellaneous Water	0.00	566.67	(566.67)	0.00	6,800.00	0.00%	6,800.00
20-4101 Water Fees	94,296.87	91,666.67	2,630.20	724,461.31	1,100,000.00	65.86%	375,538.69
20-4102 Sewer Fees	66,996.03	52,250.00	14,746.03	471,734.07	627,000.00	75.24%	155,265.93
20-4105 Trash	40,197.37	35,250.00	4,947.37	277,897.81	423,000.00	65.70%	145,102.19
20-4110 Trash Surcharge	0.00	0.00	0.00	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	201,490.27	179,816.67	21,673.60	1,474,093.19	2,157,800.00	68.31%	683,706.81
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	523.76	0.00	523.76	3,600.00	0.00	0.00%	(3,600.00)
20-4341 Tap Fees	4,100.00	541.67	3,558.33	13,995.00	6,500.00	215.31%	(7,495.00)
20-4342 Transfer Fees	0.00	37.50	(37.50)	726.81	450.00	161.51%	(276.81)
20-4343 Penalty Fees	1,312.26	1,958.33	(646.07)	5,119.01	23,500.00	21.78%	18,380.99
Fines, Fees & Forfeitures Totals	5,936.02	2,537.50	3,398.52	23,440.82	30,450.00	76.98%	7,009.18
Interest Income							
20-4500 Interest Income	0.00	833.33	(833.33)	972.20	10,000.00	9.72%	9,027.80
Interest Income Totals	0.00	833.33	(833.33)	972.20	10,000.00	9.72%	9,027.80
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)

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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.	0.00	7,500.00	(7,500.00)	90,000.00	90,000.00	100.00%	0.00
Lease & Rent Income Totals	0.00	55,029.76	(55,029.76)	220,000.00	567,500.00	38.77%	347,500.00
Revenue Totals	207,426.29	446,479.16	(239,052.87)	2,174,764.98	5,357,750.00	40.59%	3,182,985.02

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	10,011.65	11,906.90	(1,895.25)	67,713.17	140,740.00	48.11%	73,026.83
Repairs & Maintenance	78.84	11,016.66	(10,937.82)	668.80	132,200.00	0.51%	131,531.20
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	11,961.69	11,964.34	(2.65)	110,063.70	143,572.00	76.66%	33,508.30
WWTP Totals	<u>22,052.18</u>	<u>35,651.23</u>	<u>(13,599.05)</u>	<u>184,003.13</u>	<u>425,672.00</u>	<u>43.23%</u>	<u>241,668.87</u>

20 - UTILITY FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,720.53	22,793.01	(21,072.48)	68,640.52	273,159.00	25.13%	204,518.48
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	<u>1,720.53</u>	<u>24,408.67</u>	<u>(22,688.14)</u>	<u>68,640.52</u>	<u>292,547.00</u>	<u>23.46%</u>	<u>223,906.48</u>

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	8,710.40	4,740.12	3,970.28	32,809.48	55,310.00	59.32%	22,500.52
Repairs & Maintenance	5,543.74	66,759.24	(61,215.50)	375,501.60	787,023.00	47.71%	411,521.40
Not Categorized	16,335.39	24,842.02	(8,506.63)	154,251.76	294,390.00	52.40%	140,138.24
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Capital	6,000.00	43,130.71	(37,130.71)	13,779.05	668,790.00	2.06%	655,010.95
Personnel & Payroll	8,280.99	11,017.08	(2,736.09)	105,767.68	132,205.00	80.00%	26,437.32
Water Totals	<u>44,870.52</u>	<u>150,572.50</u>	<u>(105,701.98)</u>	<u>682,109.57</u>	<u>1,938,718.00</u>	<u>35.18%</u>	<u>1,256,608.43</u>

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20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	5,277.29	8,111.00	(2,833.71)	56,538.31	97,332.00	58.09%	40,793.69
Not Categorized	1,799.49	4,146.23	(2,346.74)	12,821.78	49,755.00	25.77%	36,933.22
Repairs & Maintenance	5,876.15	83,791.66	(77,915.51)	65,436.28	1,005,500.00	6.51%	940,063.72
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Capital	136,294.80	106,337.16	29,957.64	398,833.22	1,146,918.00	34.77%	748,084.78
Sewer Totals	<u>149,247.73</u>	<u>202,469.38</u>	<u>(53,221.65)</u>	<u>533,629.59</u>	<u>2,300,505.00</u>	<u>23.20%</u>	<u>1,766,875.41</u>

20 - UTILITY FUND Sanitation	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	29,323.25	33,333.33	(4,010.08)	238,850.15	400,000.00	59.71%	161,149.85
Sanitation Totals	<u>29,323.25</u>	<u>33,333.33</u>	<u>(4,010.08)</u>	<u>238,850.15</u>	<u>400,000.00</u>	<u>59.71%</u>	<u>161,149.85</u>
Expense Totals	<u><u>247,214.21</u></u>	<u><u>446,435.11</u></u>	<u><u>(199,220.90)</u></u>	<u><u>1,707,232.96</u></u>	<u><u>5,357,442.00</u></u>	<u><u>31.87%</u></u>	<u><u>3,650,209.04</u></u>

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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	5,499.29	7,360.92	(1,861.63)	69,585.21	88,331.00	78.78%	18,745.79
20-10-5001 Overtime Water	108.27	166.67	(58.40)	3,444.86	2,000.00	172.24%	(1,444.86)
20-10-5003 Payroll Taxes Water	421.81	563.08	(141.27)	5,531.94	6,757.00	81.87%	1,225.06
20-10-5004 Retirement	819.27	1,095.33	(276.06)	10,801.41	13,144.00	82.18%	2,342.59
20-10-5005 Health Insurance	1,400.00	1,283.33	116.67	14,175.87	15,400.00	92.05%	1,224.13
20-10-5006 Life & Add Insurance	32.35	36.67	(4.32)	344.23	440.00	78.23%	95.77
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	100.91	133.33	(32.42)	1,580.66	1,600.00	98.79%	19.34
20-10-5107 Janitorial Supplies	53.12	25.00	28.12	53.12	300.00	17.71%	246.88
20-10-5108 Uniforms	0.00	100.83	(100.83)	809.39	1,210.00	66.89%	400.61
20-10-5120 Tools	0.00	83.33	(83.33)	1,029.28	1,000.00	102.93%	(29.28)
20-10-5160 Process Chemicals	1,203.44	583.33	620.11	3,088.07	7,000.00	44.12%	3,911.93
20-10-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-10-5238 Lab Fees	88.00	1,089.29	(1,001.29)	6,164.03	9,500.00	64.88%	3,335.97
20-10-5299 Purchased Water	22.75	10,000.00	(9,977.25)	88,879.05	120,000.00	74.07%	31,120.95
20-10-5400 Utilities (Elec)	3,100.48	5,000.00	(1,899.52)	17,133.74	60,000.00	28.56%	42,866.26
20-10-5401 Telephone	155.37	416.67	(261.30)	1,264.80	5,000.00	25.30%	3,735.20
20-10-5405 Gas	27.56	416.67	(389.11)	703.92	5,000.00	14.08%	4,296.08
20-10-5500 Training	461.00	156.67	304.33	1,017.00	1,880.00	54.10%	863.00
20-10-5505 Safety Program	0.00	8.33	(8.33)	8.10	100.00	8.10%	91.90
20-10-5600 Vehicle Repair	7.00	70.24	(63.24)	627.00	700.00	89.57%	73.00
20-10-5601 System Repair	9,830.48	4,166.67	5,663.81	29,466.02	50,000.00	58.93%	20,533.98
20-10-5602 Repair & Maint - Equip	1,235.79	333.33	902.46	1,538.31	4,000.00	38.46%	2,461.69
20-10-5604 Repair & Maint - Struct	49.49	166.67	(117.18)	889.27	2,000.00	44.46%	1,110.73

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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	342.26	416.67	(74.41)	3,053.49	5,000.00	61.07%	1,946.51
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	3,567.04	1,250.00	2,317.04	4,467.04	15,000.00	29.78%	10,532.96
20-10-5700 Capital Improvements	0.00	35,333.33	(35,333.33)	10,175.00	424,000.00	2.40%	413,825.00
20-10-5737 Capital Improvement Well #4	9.44	2,817.57	(2,808.13)	24,335.94	19,723.00	123.39%	(4,612.94)
20-10-5739 New Lines East Of Town	6,000.00	43,089.04	(37,089.04)	13,500.00	668,290.00	2.02%	654,790.00
20-10-5740 Water Main Rumph To Gibbs	1,625.00	26,791.67	(25,166.67)	333,160.85	321,500.00	103.63%	(11,660.85)
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	547.62	(547.62)	3,279.00	5,000.00	65.58%	1,721.00
20-10-5807 Prairielands Permit Fees	8,710.40	3,900.83	4,809.57	26,023.20	46,810.00	55.59%	20,786.80
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	44,870.52	150,572.50	(105,701.98)	682,109.57	1,938,718.00	35.18%	1,256,608.43

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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	3,352.17	5,013.25	(1,661.08)	39,212.51	60,159.00	65.18%	20,946.49
20-20-5001 Overtime Sewer	389.11	166.67	222.44	686.68	2,000.00	34.33%	1,313.32
20-20-5003 Payroll Taxes Sewer	270.77	383.50	(112.73)	2,959.56	4,602.00	64.31%	1,642.44
20-20-5004 Retirement	546.60	746.00	(199.40)	5,934.99	8,952.00	66.30%	3,017.01
20-20-5005 Health Insurance	700.00	1,283.33	(583.33)	6,125.87	15,400.00	39.78%	9,274.13
20-20-5006 Life & Add Insurance	18.64	38.00	(19.36)	174.22	456.00	38.21%	281.78
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)	1,148.53	708.33	440.20	7,233.05	8,500.00	85.09%	1,266.95
20-20-5401 Telephone	87.25	125.00	(37.75)	749.84	1,500.00	49.99%	750.16
20-20-5405 Gas	27.57	0.00	27.57	703.95	0.00	0.00%	(703.95)
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	29.25	333.33	(304.08)	262.56	4,000.00	6.56%	3,737.44
20-20-5601 System Repair	496.40	1,458.33	(961.93)	1,434.64	17,500.00	8.20%	16,065.36
20-20-5602 Repair & Maint - Equip	10.49	625.00	(614.51)	763.69	7,500.00	10.18%	6,736.31
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	176.15	375.00	(198.85)	2,945.28	4,500.00	65.45%	1,554.72
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	5,700.00	83,333.33	(77,633.33)	62,491.00	1,000,000.00	6.25%	937,509.00

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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)	136,294.80	80,469.92	55,824.88	218,019.30	965,639.00	22.58%	747,619.70
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	149,247.73	202,469.38	(53,221.65)	533,629.59	2,300,505.00	23.20%	1,766,875.41

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5000 Wages Wwtp	7,873.84	7,923.25	(49.41)	73,486.29	95,079.00	77.29%	21,592.71
20-21-5001 Overtime Wwtp	736.13	166.67	569.46	2,781.66	2,000.00	139.08%	(781.66)
20-21-5003 Payroll Taxes Wwtp	655.80	618.92	36.88	5,953.56	7,427.00	80.16%	1,473.44
20-21-5004 Retirement	1,257.92	1,202.17	55.75	11,514.06	14,426.00	79.81%	2,911.94
20-21-5005 Health Insurance	1,400.00	1,400.00	0.00	12,600.06	16,800.00	75.00%	4,199.94
20-21-5006 Life & Add Insurance	38.00	38.00	0.00	342.00	456.00	75.00%	114.00
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	53.95	41.67	12.28	98.72	500.00	19.74%	401.28
20-21-5108 Uniforms	35.98	108.33	(72.35)	712.68	1,300.00	54.82%	587.32
20-21-5115 Chemical Supplies	3,398.37	2,083.33	1,315.04	7,378.50	25,000.00	29.51%	17,621.50
20-21-5120 Tools	26.31	250.00	(223.69)	174.05	3,000.00	5.80%	2,825.95
20-21-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-21-5238 Lab Fees	1,248.00	1,833.33	(585.33)	10,750.00	22,000.00	48.86%	11,250.00
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	3,453.81	3,166.67	287.14	23,268.74	38,000.00	61.23%	14,731.26
20-21-5401 Telephone	263.01	416.67	(153.66)	2,101.04	5,000.00	42.02%	2,898.96
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	1,532.22	1,000.00	532.22	15,421.15	12,000.00	128.51%	(3,421.15)
20-21-5602 Repair & Maint - Equip	0.00	333.33	(333.33)	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	78.84	400.00	(321.16)	668.80	4,800.00	13.93%	4,131.20

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5609 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	22,052.18	35,651.23	(13,599.05)	184,003.13	425,672.00	43.23%	241,668.87

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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	29,323.25	33,333.33	(4,010.08)	238,850.15	400,000.00	59.71%	161,149.85
Sanitation Totals	29,323.25	33,333.33	(4,010.08)	238,850.15	400,000.00	59.71%	161,149.85

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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	1,042.95	488.10	554.85	4,833.65	5,500.00	87.88%	666.35
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	365.08	416.67	(51.59)	1,223.72	5,000.00	24.47%	3,776.28
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	312.50	500.00	(187.50)	2,650.00	6,000.00	44.17%	3,350.00
20-65-5229 Bank Services Fee	0.00	0.00	0.00	66.40	0.00	0.00%	(66.40)
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	1,720.53	24,408.67	(22,688.14)	68,640.52	292,547.00	23.46%	223,906.48
Expense Totals	247,214.21	446,435.11	(199,220.90)	1,707,232.96	5,357,442.00	31.87%	3,650,209.04

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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	35,684.17	21,333.33	14,350.84	250,997.53	256,000.00	98.05%	5,002.47
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	0.00	0.00	0.00	45.93	0.00	0.00%	(45.93)
Revenue Totals	<u>35,684.17</u>	<u>21,750.00</u>	<u>13,934.17</u>	<u>253,505.21</u>	<u>261,000.00</u>	<u>97.13%</u>	<u>7,494.79</u>
Expense Summary							
Personnel & Payroll	3,377.74	11,914.65	(8,536.91)	78,946.32	153,690.00	51.37%	74,743.68
Not Categorized	2,936.50	8,983.60	(6,047.10)	34,891.47	97,089.00	35.94%	62,197.53
Lease & Rent Expense	0.00	166.67	(166.67)	458.58	2,000.00	22.93%	1,541.42
Dues & Subscriptions	367.00	150.00	217.00	1,076.90	1,800.00	59.83%	723.10
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	<u>6,681.24</u>	<u>21,750.00</u>	<u>(15,068.76)</u>	<u>115,512.62</u>	<u>261,000.00</u>	<u>44.26%</u>	<u>145,487.38</u>

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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	35,684.17	21,333.33	14,350.84	250,997.53	256,000.00	98.05%	5,002.47
Property & Sales Tax Totals	35,684.17	21,333.33	14,350.84	250,997.53	256,000.00	98.05%	5,002.47
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	0.00	0.00	0.00	45.93	0.00	0.00%	(45.93)
Interest Income Totals	0.00	0.00	0.00	45.93	0.00	0.00%	(45.93)
Revenue Totals	35,684.17	21,750.00	13,934.17	253,505.21	261,000.00	97.13%	7,494.79

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30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	3,377.74	11,914.65	(8,536.91)	78,946.32	153,690.00	51.37%	74,743.68
Not Categorized	2,936.50	8,983.60	(6,047.10)	34,891.47	97,089.00	35.94%	62,197.53
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
Dues & Subscriptions	367.00	150.00	217.00	1,076.90	1,800.00	59.83%	723.10
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	<u>6,681.24</u>	<u>21,750.00</u>	<u>(15,068.76)</u>	<u>115,512.62</u>	<u>261,000.00</u>	<u>44.26%</u>	<u>145,487.38</u>
Expense Totals	<u><u>6,681.24</u></u>	<u><u>21,750.00</u></u>	<u><u>(15,068.76)</u></u>	<u><u>115,512.62</u></u>	<u><u>261,000.00</u></u>	<u><u>44.26%</u></u>	<u><u>145,487.38</u></u>

City of Glen Rose
Financial Statement
As of June 30, 2021

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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	2,448.68	7,736.57	(5,287.89)	56,680.18	101,646.00	55.76%	44,965.82
30-70-5003 Payroll Taxes Cvb	155.20	591.87	(436.67)	4,368.57	7,776.00	56.18%	3,407.43
30-70-5004 Retirement	296.40	1,166.54	(870.14)	8,461.47	15,232.00	55.55%	6,770.53
30-70-5005 Health Insurance	463.27	2,100.00	(1,636.73)	8,649.45	25,200.00	34.32%	16,550.55
30-70-5006 Life & Add Insurance	14.19	50.00	(35.81)	251.96	600.00	41.99%	348.04
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	253.87	250.00	3.87	1,366.84	3,000.00	45.56%	1,633.16
30-70-5109 Office Supplies	0.00	83.33	(83.33)	260.92	1,000.00	26.09%	739.08
30-70-5210 Advertising	2,255.77	5,892.86	(3,637.09)	23,658.78	60,000.00	39.43%	36,341.22
30-70-5211 Tourism Promotion	0.00	1,250.00	(1,250.00)	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)	377.95	789.00	47.90%	411.05
30-70-5402 Internet	115.59	100.00	15.59	863.26	1,200.00	71.94%	336.74
30-70-5403 Electric	192.80	250.00	(57.20)	1,456.03	3,000.00	48.53%	1,543.97
30-70-5404 Water	71.20	83.33	(12.13)	613.30	1,000.00	61.33%	386.70
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	367.00	150.00	217.00	1,076.90	1,800.00	59.83%	723.10
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 June 30, 2021

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Item 3.

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	6,681.24	21,750.00	(15,068.76)	115,512.62	261,000.00	44.26%	145,487.38
Expense Totals	6,681.24	21,750.00	(15,068.76)	115,512.62	261,000.00	44.26%	145,487.38

City of Glen Rose
Financial Statement
As of June 30, 2021

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Item 3.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines, Fees & Forfeitures	711.28	0.00	711.28	6,679.11	0.00	0.00%	(6,679.11)
Interest Income	0.00	0.00	0.00	3.20	0.00	0.00%	(3.20)
Revenue Totals	711.28	0.00	711.28	6,682.31	0.00	0.00%	(6,682.31)

City of Glen Rose
Financial Statement
As of June 30, 2021

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Item 3.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
70-4308 Local Truancy Prevention and	226.72	0.00	226.72	2,283.60	0.00	0.00%	(2,283.60)
70-4311 Municipal Jury Funds	4.53	0.00	4.53	45.66	0.00	0.00%	(45.66)
70-4312 Municipal Court Technology Fund	222.90	0.00	222.90	1,987.60	0.00	0.00%	(1,987.60)
70-4314 Municipal Court Building Security	257.13	0.00	257.13	2,362.25	0.00	0.00%	(2,362.25)
Fines, Fees & Forfeitures Totals	711.28	0.00	711.28	6,679.11	0.00	0.00%	(6,679.11)
Interest Income							
70-4500 Interest Income	0.00	0.00	0.00	3.20	0.00	0.00%	(3.20)
Interest Income Totals	0.00	0.00	0.00	3.20	0.00	0.00%	(3.20)
Revenue Totals	711.28	0.00	711.28	6,682.31	0.00	0.00%	(6,682.31)



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Consider approval or other action regarding ordinance amending Section 1.01.001, "Adoption" of Article 1.01, "Code of Ordinances" of Chapter 1, "General Provisions" of the City of Glen Rose's Municipal Code of Ordinances to change the name of the City's Current Codifier.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	06/29/2021
EXHIBITS:	Proposed Ordinance		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

ORDINANCE NO. 2021.07.13A

AN ORDINANCE AMENDING SECTION 1.01.001, "ADOPTION" OF ARTICLE 1.01, "CODE OF ORDINANCES" OF CHAPTER 1, "GENERAL PROVISIONS" OF THE CITY OF GLEN ROSE'S MUNICIPAL CODE OF ORDINANCES TO CHANGE THE NAME OF THE CITY'S CURRENT CODIFIER; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PUBLICATION CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the City Council desires to amend Section 1.01.001. "Adoption" of Article 1.01, "Code of Ordinances" of Chapter 1, "General Provisions" to change the name of the City's Current Codifier; and

WHEREAS, the City Council finds that this ordinance is in the best interests of the citizens of the City of Glen Rose.

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

**SECTION 1.
AMENDMENT**

Section 1.01.001. "Adoption" of Article 1.01, "Code of Ordinances" of Chapter 1, "General Provisions" of the City of Glen Rose's Municipal Code of Ordinances is hereby amended to read as follows:

"Sec 1.01.001 Adoption"

There is hereby adopted the Municipal Code of Ordinances and Zoning Code of Ordinances of the City of Glen Rose, Texas, as compiled, edited and published by Municode."

**SECTION 2.
SEVERABILITY CLAUSE**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the

same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 3.
SAVINGS CLAUSE**

All rights and remedies of the City of Glen Rose, Texas are expressly saved as to any and all violations of the City's Municipal Code of Ordinances which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

**SECTION 4.
PUBLICATION CLAUSE**

The City Secretary of the City of Glen Rose, Texas is hereby directed to publish in the official newspaper of the City of Glen Rose, Texas, the caption of this Ordinance in accordance with Section 52.011 of the Local Government Code.

**SECTION 5.
EFFECTIVE DATE**

This Ordinance shall be in full force and effect from and after its passage and publication as required by law.

PASSED AND APPROVED by the City Council of the City of Glen Rose, Texas, this the 13th day of July 2021.

Julia Douglas,
Mayor

[SEAL]

ATTEST:

Stephanie Ritchie
City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Consider approval or other action regarding Sanitary Control Easement for Well #6.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/29/2021
EXHIBITS:	Proposed Ordinance		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
Recently, the City acquired title to Well #6. Sanitary control easements have been obtained from the surrounding property owners. Now, the City needs to grant itself a sanitary control easement.			
RECOMMENDED ACTION:			
Approve Sanitary Control Easement as presented.			

Texas Commission on Environmental Quality
SANITARY CONTROL EASEMENT
City of Glen Rose Well #6

Item 5.

DATE: _____, 2021

GRANTOR(S): City of Glen Rose
GRANTOR'S ADDRESS: P.O. Box 1949
Glen Rose, TX 76043

GRANTEE: City of Glen Rose
GRANTEE'S ADDRESS: P.O. Box 1949
Glen Rose, TX 76043

SANITARY CONTROL EASEMENT:

Purpose, Restrictions, and Uses of Easement:

1. The purpose of this easement is to protect the water supply of the well described and located below by means of sanitary control.
2. 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 drainfields; 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.
3. 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.
4. 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.

The Grantor's property subject to this Easement is described in the documents recorded as Instrument #20211265 of the Real Property Records of Somervell County, Texas.

PROPERTY SUBJECT TO EASEMENT:

That property as described in Exhibit "A" as well as any City streets within a 150' radius of the water well located at Latitude 32.248144 and Longitude -97.732547 on Lot 5, Block 3, Paluxy Summit Addition to the City of Glen Rose.

TERM:

This easement shall run with the land and shall be binding on all parties and persons claiming under the Grantor(s) for a period of two years from the date that this easement is recorded; after which time, this easement shall be automatically extended until the use of the subject water well as a source of water for public water systems

ceases.

Item 5.

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 easement, either to restrain the violation or to recover damages.

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 easement, which shall remain in full force and effect.

FOR AND IN CONSIDERATION, of the sum of One Dollar (\$1.00) and for other good and valuable consideration paid by the Grantee to the Grantor(s), the receipt of which is hereby acknowledged, the Grantor does hereby grant and convey to Grantee and to its successors and assigns the sanitary control easement described in this easement.

GRANTOR(S) By:

Julia Douglas, Mayor of Glen Rose

ACKNOWLEDGMENT

STATE OF TEXAS §

COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, on the day of _____, 2021, personally appeared _____ known to me to be the person(s) whose name(s) is (are) subscribed to the foregoing instrument and acknowledged to me that executed the same for the purposes and consideration therein expressed.

Notary Public in and for THE
STATE OF TEXAS My
Commission Expires:

Typed or Printed Name of Notary

Item 5.

PLAT NO. G85-200109-1F, PALSUM.CRD CITY OF GR_PALUXY_EASEMENT.DWG

THE SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT A CURRENT TITLE SEARCH MAY DISCLOSE.

PALUXY SUMMIT BLVD.

LOT 2
BLOCK 1

S 55°56'19"E 11.43'
SET 5/8" IRON ROD
S 34°03'41"W 17.61'
SET 5/8" IRON ROD

0.101 ACRE
TRACT

POB

ARC: 66/16' RAD. 150.00'

LOT 1
BLOCK 2

OUTLAW STATION STREET

0.101 ACRE TRACT

A tract of land containing 0.101 acres within Lot 5, Block 3, of Paluxy Summit Addition as depicted on a plat recorded in Plat Cabinet 1, Slide 82 of the Plat Records of Somervell County, Texas, and being more particularly described as follows: All bearings recited herein are based on the Texas Coordinate System, North Central Zone, 1993 Datum and all 5/8 inch iron rods set have a plastic cap stamped "CLEAR FORK RPLS 5649".

Beginning at a 5/8 inch iron rod set for corner in the southeast line of Lot 5, Block 3, of Paluxy Summit Addition and a northwest R.O.W. line of Paluxy Summit Boulevard from which the radius point of Lot 5 bears, North 70 degrees 25 minutes 59 seconds West for a distance of 150.00 feet;

Thence with the southeast line of said Lot 5 and along a curve to the right having a radius of 150.00 feet and an arc length of 66.16 feet, being subtended by a chord of South 32 degrees 12 minutes 07 seconds West for a distance of 65.62 feet to a 5/8 inch iron rod set for corner.

Thence North 58 degrees 47 minutes 04 seconds West for a distance of 63.43 feet to a 5/8 inch iron rod set for corner.

Thence North 34 degrees 03 minutes 41 seconds East for a distance of 82.50 feet to a 5/8 inch iron rod set for corner,

Thence South 55 degrees 56 minutes 19 seconds East for a distance of 11.43 feet to a 5/8 inch iron rod set for corner,

Thence South 34 degrees 03 minutes 41 seconds West for a distance of 17.61 feet to a 5/8 inch iron rod set for corner;

Thence South 60 degrees 21 minutes 51 seconds East for a distance of 49.93 feet to the point of beginning.

LOT 1
BLOCK 3

SOMERVELL COUNTY, TEXAS
MILAM COUNTY SCHOOL LAND SURVEY, ABSTRACT
NO. 136

A Survey of a

0.101 ACRE EASEMENT

**WITHIN LOT 5, BLOCK 3, OF THE PALUXY SUMMIT
ADDITION ACCORDING TO THE PLAT RECORDED IN
CABINET 1, SLIDE 82, PLAT RECORDS OF SOMERVELL
COUNTY TEXAS & VOL. 70, PG 336, REAL PROPERTY
RECORDS, SOMERVELL COUNTY, TEXAS.**

City of Glen Rose



**P.O. BOX 249
GLEN ROSE, TX 76043
254.897.3910**





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Consider approval or other action adopting resolution for an Interlocal Cooperation Agreement for providing and Use of Sewage Plant Effluent Water.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
EXHIBITS:	Proposed Interlocal Agreement		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Approve resolution adopting interlocal agreement for Effluent Water as presented and authorize Mayor to sign.		

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS APPROVING AN INTERLOCAL COOPERATION AGREEMENT WITH SOMERVELL COUNTY CONCERNING EFFLUENT WATER FROM THE CITY'S WASTEWATER TREATMENT PLANT.

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

WHEREAS, pursuant to "The Interlocal Cooperation Act," found in Chapter 791 of the Texas Government Code, "a local government may contract or agree with another local government";

WHEREAS, the terms governing interlocal agreements are stated in said Act;

WHEREAS, the City of Glen Rose finds it to be in the best interest of its citizens to enter into an interlocal agreement with Somervell County regarding the effluent water from the City's Wastewater Treatment Plant.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE AS FOLLOWS:

The City Council, hereby, approves the attached interlocal cooperation agreement between the City of Glen Rose and Somervell County concerning the effluent water from the City's Wastewater Treatment Plant.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS on the 13th day of July, 2021.

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

INTERLOCAL COOPERATION AGREEMENT

FOR

PROVIDING AND USE OF

SEWAGE PLANT EFFLUENT WATER

THIS AGREEMENT is made and entered into by and between the COUNTY OF SOMERVELL, a political subdivision of the State of Texas, hereinafter referred to as "County", and the CITY OF GLEN ROSE, a Type A general law city, located in Somervell County, Texas, hereinafter referred to as "City", with both hereinafter collectively referred to as "The Parties". In exchange for City's approval of this Agreement pertaining to Effluent Water, County agrees to approve and grant the Sanitary Control Easement for the City of Glen Rose Well #4 (attached as Exhibit "A").

RECITALS

WHEREAS, City is the owner and operator of a Sewage Treatment Plant located within its City Limits; and

WHEREAS, the treated effluent water from City's Sewage Treatment Plant is currently unused, and would be suitable for irrigation purposes; and

WHEREAS, County is desirous of making use of such treated effluent water for irrigation purposes on County's golf courses; and

WHEREAS, pursuant to Chapter 791 of the Texas Government Code, County and City wish to make provisions setting out the rights and obligations of each of the parties hereto in connection with such an agreement:

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, County and City hereby agree as follows:

1. City agrees to obtain any and all necessary permits through the Texas Natural Resources Conservation Commission, or any other appropriate State or Federal Agency which will allow it to make available to County, at no cost, all of its properly treated effluent water from its sewage treatment plant located on Van Zandt Branch just north of U.S. Highway 67 within the City Limits of Glen Rose.
2. This agreement is for an "on demand" supply of effluent water. County shall have the right to determine how much of the effluent water supply it requires from City at any given time.

There shall be no minimum amount of effluent water required for County to accept under this agreement. Any excess effluent water not required by County will be diverted into Van Zandt Branch as has been done prior to the date of this agreement.

3. City agrees to allow County, its employees or designated agents, access to its sewage treatment facility at such times and places as may be necessary for the initial connection and future maintenance or replacement of any and all transportation systems necessary for County to transport the properly treated effluent water to its golf courses.
4. City agrees and covenants that it will, at all times during the effective period of this agreement, comply with all applicable local, state and/or federal rules, regulations and procedures concerning the proper treatment of the effluent water, and shall indemnify and hold harmless County from any and all loss, costs and damages by reason of its failure to so comply.
5. County agrees and covenants that it will, at all times during the effective period of this agreement, comply all applicable local, state and/or federal rules, regulations and procedures concerning the proper use of the effluent water, and shall indemnify and hold harmless City from any and all loss, costs and damages by reason of its failure to so comply.
6. In the event that County should make any use of the effluent water provided to it by City in a manner that is in violation of any State or Federal law, City shall have the right to immediately cease providing such effluent water to County. At such time as County has remedied the situation or situations which led to the violation, City may resume providing the effluent water to County.
7. In the event that any of the effluent water provided by City to County under this agreement shall not meet the applicable State or Federal standards for effluent water, County shall have the right to refuse to accept such water unless and until such effluent water shall meet such applicable standards. At such time that applicable standards are met, County shall have the right to resume acceptance of such effluent water.
8. The easement, **pertaining to Sanitary Control Easement Agreement for Well #4**, granted by County shall run with the land and shall be binding on all parties and persons claiming under Grantor for a period of five (5) years from the date the easement is recorded, after which time the easement will continue to automatically extend for a like period until the use of the subject water well as a public water system source cease.
9. This agreement for use of effluent water shall also be effective for a period of five (5) years from the date of execution and will continue to automatically extend for a like period until the use of the subject effluent water as a source of water for golf course irrigation ceases. It is expressly agreed that either party may cancel this Agreement by tendering 90 days written notice to the other party for review based on good cause for termination or impossibility of performance. This Agreement will terminate 90 days from the date of receipt of the written notice, or on any date specified in the notice after the 90-day period.

10. This agreement is given in consideration for other Interlocal Agreements.

OFFICIALLY APPROVED AND EXECUTED by City on this the ____ day of _____, 2021.

CITY OF GLEN ROSE

By: _____
Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

OFFICIALLY APPROVED AND EXECUTED by County on this the ____ day of _____, 2021.

COUNTY OF SOMERVELL

By: _____
Danny L. Chambers, County Judge

ATTEST:

Michelle Reynolds, County Clerk

Public Works Director Report

June 2021

Demand- average daily demand was 411,000 Gallons per Day (G.P.D.)

Total Monthly Production – 12,342,000 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**

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 has been completed from the south side of the river to the new lift station site. However, difficulty with unknown bedrock formation, caused the rock bit to stray horizontally and the intended target was missed. The bore can be salvaged with the addition of a new manhole on the north side of the river.

- **Fourth St./Elm St. Drainage Improvements Project (2020 CDBG)**

The project close-out documents have been executed and returned to the Texas Department of Agriculture, and the final pay application for the 2020 CDBG has been 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, including the seeding and re-grading, The retainage will be withheld until the final payment application is approved 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. City Council awarded the project to Dake Construction at the April meeting and the construction documents have since been signed. A pre-construction conference was completed on Friday June 4th. Dake Construction has prepared the foundation for the new tank, complete with field density tests, and proctors, done by Enprotec, Hibbs & Todd. The steel tank is now being installed by a sub-contractor beginning Tuesday, July 6th.

- **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. The executed contract documents have been received and the pre-construction conference was held on July 1st at City Hall. A notice to proceed has been issued dated July 12, 2021. The number of calendar days for substantial completion of the project was set at 120 days. The required final completion date is October 29, 2021.

- **Cleaning Problem Drainage Areas**

Public Works staff have been focused on cleaning silt/debris from drainage ditches, culverts, water ways, etc. in areas of the city that have issues with run-off. Golden Heights, Gibbs Industrial Park, Third Street, and Austin Street are the main focus at this time.

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: June 2021

Number of Active Service
Connections this Month: 1279

Date	WATER PRODUCTION					Total Daily Production
	From Wells Directly to Distr.	From Wells to Storage Tanks	Purchased Water Directly to Distr.	Purchased Water into Storage	From SWTP or GWUDI Plant	
1		305		0		305
2		319		0		319
3		324		0		324
4		288		0		288
5		328		0		328
6		363		0		363
7		224		1250		474
8		294		0		294
9		307		0		307
10		335		0		335
11		303		0		303
12		381		0		381
13		398		0		398
14		315		0		315
15		520		0		520
16		415		0		415
17		336		49		385
18		340		86		426
19		356		105		461
20		536		259		795
21		347		0		347
22		434		0		434
23		663		0		663
24		272		0		272
25		437		0		437
26		552		0		552
27		495		0		495
28		432		0		432
29		385		0		385
30		586		1		587
31						
Total		11590		751		12342
Avg						411
Max						795
Min						272

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: _____

Date: 6-30-21

Certificate No. and Class: _____

wg0015747

**GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT**

- 06/07/21---1) City Council & County Commissioners Meeting
- 06/08/21---1) Code Enforcement Issues on Ross St. x 2
2) Out on Gaither St. ref: Barking Dog Complainant
3) City Council Meeting
- 06/10/21---1) Code Enforcement Issue on Litigation St.
2) Welfare Check on Subject Asleep in Vehicle @ Valero
3) Hurt/Sick Cat @ Best Western Inn & Suites
- 06/11/21---1) Missing 14 yr old @ Big Rocks (Located)
- 06/12/21---1) Responded to DQ for Damage to Building from a Vehicle
2) Responded to Parking Issue on NE Barnard
- 06/14/21---1) Traffic Enforcement on Van Zandt
2) City Council & County Commissioners Meeting
3) Backed up Sheriff's Office ref: Domestic Dispute in progress on C.R. 315
- 06/15/21---1) Backed up Sheriff's Office on Fight in Progress on C.R. 1001 (First Crossing)
- 06/19/21---1) Walk Through @ Big Rocks
2) Arrested Male Subject for Agg. Assault w/Deadly Weapon Warrant out of Euless PD
- 06/22/21---1) Council Meeting
- 06/24/21---1) Staff Meeting
2) Accident @ Gaither & English St.
- 06/25/21---1) Written Warning of Code Enforcement Violations on Ross St.
2) Traffic Control 500 Blk Hereford (MotorHome Stuck on incline by Pronto's)
- 06/29/21---1) Theft of Cell Phone @ Stonglen Apartments
2) Report of Minor w/Alcohol on Heritage Place

88 Citations-(19 of these @ Big Rocks & 13 on Barnard for Parking), 11 Written Warnings, 19 Verbal Warnings

Chief Martin #800

In/Out Summary by Species

Criteria:

Enter from date: 06/01/2021

Enter to date: 06/30/2021

Started June 1, 2021 with 7 Dogs and 18 Cats**Ended** June 30, 2021 with 7 Dogs and 20 Cats**Animals In**

Total Animals Brought In - Cat: 47

Total Animals Brought In - Dog: 15

Total Animals Brought In: 62

Total Animals Returned From Adoption - Cat: 1

Total Animals Returned From Adoption: 1**Total Animals In: 63****Animals Out**

Total Animals Adopted - Cat: 4

Total Animals Adopted - Dog: 2

Total Animals Adopted: 6

Total Animals Euthanised - Cat: 33

Total Animals Euthanised - Dog: 1

Total Animals Euthanised: 34

Total Animals Reclaimed - Cat: 2

Total Animals Reclaimed - Dog: 5

Total Animals Reclaimed: 7

Total Animals Transferred Out - Cat: 8

Total Animals Transferred Out - Dog: 6

Total Animals Transferred Out: 14**Total Animals Out: 61**



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 July, 2021, City Council Meeting.

Monthly Highlights: June, 2021

Preservation Board did not meet during the month of June, 2021

Planning and Zoning Board met twice during the month of June, 2021, to discuss and make recommendations to the City Council regarding an amendment to the Code of Ordinances, a Specific Use Permit application, a zone change request, guidance on preferred zoning designation for the Tres Rios RV Resort, two Final Plat requests and to discuss P&Z processes & procedures, Recreation Zone District, Future Land Use Map and other Planning and Zoning related topics.

Demolition

Residential: One (1) demolition permit was issued.
 Commercial: No demolition permits were issued.

New Construction

Commercial:

- a. One (1) new commercial building permit was issued.

Residential:

- b. One (1) new Single Family residential building permit was issued.

Certificates of Occupancy

- a. Two (2) commercial Certificates of Occupancy applications were received.
- b. Two (2) commercial Certificates of Occupancy were issued.

Statistical information June, 2021

ITEM	THIS PERIOD
Inspections	32
Permits Issued	20
Code Violations	6
Illegal signs removed	0
Fees/Permits Collected	\$5446.05

City Administrator Report June 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. Also City Secretary Ritchie and I covered for Code Enforcement Officer West while she was out for over two weeks on vacation and then handling a family emergency.
3. Created a list of City owned real estate and shared it with the auditor and made the SCAD aware of some corrections needed in their system related to city-owned real estate.
4. Re-enrolled City in federal surplus property program.
5. The TNMP fence at the substation was completed.
6. Updated the proposed General Fund Budget.
7. The plat for the Squaw Valley Meadows Subdivision has been completed except for the bonds and filing. Waiting on Mr. Gosdin, who is waiting on TNMP and contractor pricing.
8. Attended and participated in one P&Z meeting.
9. Continuing to reach out to the Freas family for sanitary control easement for Well #4. Still haven't been able to secure the signed documents.
10. Attended a pre-construction meeting for the Hwy 67 E and Bull Adams Lane sewer line project. Due to material shortages, the project won't begin until the end of July.
11. Worked on improving Building Department forms for SUP's and zone changes..
12. Continued to assist engineers for the Rock Ridge Estates subdivision on Gibbs to help them through the engineering, P&Z, and Council approval process.
13. Explored third party building official service options. After you rejected that option, City Secretary Ritchie updated our TML Building Official listing and added a listing on Indeed.
14. Advanced procurement process for American Rescue Plan funded project.
15. Consulted Chris Hay, PE of eHT Engineering numerous times during the month regarding various projects. Worked with him regarding a change order to the Grand Avenue Lift Station and regarding restoration of TWDB funding once the City has caught up on its project match commitments.
16. Worked with CPA Brenda James to finish clearing the last "due-to due-from" transactions in the General Ledger. Also completed segregating the new municipal court funds. Complied with state law by posting a page on our website listing unclaimed checks.
17. Worked with City Attorney Pendleton on the Zoning Ordinance amendments, particularly the amendment dealing with game halls. Also consulted with him on disannexation, SCWD agreement, and the effluent water interlocal agreement.
18. Provided information to engineers working on the new Dollar General project on Austin Street.
19. Finished closing out the CDBG project.
20. Scheduled a Building Official applicant for an interview. No show.

21. Hired a new utility worker and accepted the resignation of our part-time A/C officer.
22. Made preparations to hand CVB operations over to Somervell County.
23. Looked into various matters related to the Animal Control Department.
24. Worked with Fire Marshal Smith to address issues at two hotels and at one restaurant during the month.
25. Have been tracking activity, or the lack thereof, on Texas' distribution of ARPA funds.
26. As has been reported, we updated our coverage amounts on all the city property. We've been informed TMLIRP has approved an overall 4.9% increase in its rates. Once we get the rerate, we are going to review deductible options. The City currently has a \$1,000 deductible which is lower than the deductible for most municipalities.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding procurement of a citizen notification system.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
EXHIBITS:	Price quotes		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
There are three entities that were reviewed for cost, ease of use, reviews, and functionality. City Secretary Ritchie enlisted the help of John Hague (Intern) to research this in depth. Based on the information that he has collected, he suggests that the City use TextMyGov for the services that were being solicited. John Hague will be at the meeting to present his finding to Council.			
RECOMMENDED ACTION:			
Move to approve or deny staff to procure services from TextMyGov as presented.			

Subscription Cost Breakdown

This quote represents a subscription to TextMyGov with an annual reoccurring charge for a period of two years. The agreement is set to automatically renew on the date of this agreement, after year two. See below for package price and other details.

Terms and conditions can be printed and attached as Exhibit A or view at www.TextMyGov.com/terms

Prepared for:

Glen Rose
1505 NE Big Bend Trail
Glen Rose, TX 76043

Prepared by:

Spencer Frandsen
TextMyGov
P.O. Box 3784
Logan, UT 84323

Package	Package Price	Billing
TextMyGov Package includes: - TextMyGov Web-Based Software - Local Phone Number - Short Code Number (for outgoing messages) - Unlimited Users - Unlimited Departments - Unlimited Support for Every User 50,000 Text Messages Per Year 10 GB Managed online data storage - Additional text messages can be purchased for: (\$750 for 100,000), (\$550 for 50,000), (\$300 for 25,000)	\$2,500.00	Annual
Implementation/Setup Fee	\$1,000.00	One Time
Total (First Year):	\$3,500.00	First Year
Total (Ongoing):	\$2,500.00	Annual

Basic Breakdown:

50,000 msg./yr. for 2,500 members = 20 msg./yr. (\$3,500 initial, then \$2,500/yr.)

Practical Breakdown:

150,000 msg./yr. for 2,500 members = 60 msg./yr. (\$4,250 initial, then \$2,500/yr. + \$750 per need)

Even when purchasing the 100,000 additional messages for \$750, the cost, per month, for the initial year comes out to **\$354.17**, while the cost, per month, for every year thereafter decreases to **\$208.33**, that is, absent the purchase of 100,000 more messages for \$750. With the purchase of 100,000 additional messages after the first year, the monthly fee would be **\$270.83**. Any additional message purchases should be \$750 as it is the most cost effective option and unused messages do not expire. TextMyGov is the only service provider which maintains a method that prevents two-way messaging. Should someone attempt to respond to a city message, a "Failed to deliver" notification would be delivered.



QUOTE

Date

06/23/2021

Company name:	EZ Texting Adam Hovey Mid Market Account Executive 737-214-9282 ahovey@EZTexting.com
Account ID NA	
Name: John Hague	
Phone	
Email: johnharrisonhague@gmail.com	

Description		Total
120,000 text credits per year (average 10,000 credits per month) 1 credit = 1 SMS txt (up to 160 characters) and 3 credits = 1 MMS txt (up to 1600 characters plus an optional image) Additional credits billed at 2.8 cents each 6 Keywords and 3 text-enabled landlines Signup forms, Full delivery reports, and scheduled messages No additional setup/upgrade/downgrade fees Registered landline phone number - waived		\$4785
	Waived	-\$300
	20% off	-\$957
Annual plan discount		
TOTAL: \$3828 annually		

Breakdown:

120,000 msg./yr. for 2,500 members = 48 msg./yr. (\$3,828/yr.)

EZ Texting, assuming membership numbers remain constant, costs **\$319** per month. This costs \$35.17 less, per month, than TextMyGov for the first year, but costs \$110.67 more, per month, than TextMyGov for every year after (excluding occasional \$750 purchases on TextMyGov). Even in years that the \$750 is spent for additional messages, TextMyGov would only cost \$270.83 (\$48.17 per month less than EZ Texting). It is critical to note that EZ Texting limits SMS text messages to 160 characters. For reference, a message of 160 characters: "N Main St closed. Traffic rerouted through W 24th St. Utility payments due tomorrow, August 15. Flash flood warning until 8:00 pm tonight. Thunderstorm warning." EZ Texting does not have a feature which prevents two-way messaging; however, some towns place disclaimers such as "Replies not received" on the bottom of all outgoing messages.

SimpleTexting

Breakdown:

90,000 msg./yr. for 2,500 members = 36 msg./yr. (\$1,305/yr.)

SimpleTexting costs \$108.75 per month on a yearly, 90,000 message plan. This costs \$210.25 less, per month, than EZ Texting, and \$254.42 less, per month of the initial year (\$99.58 less, per month, for every year thereafter assuming no \$750 purchases for extra messages), than TextMyGov. Any additional messages are billed at a rate of \$.02, meaning that for a population of 2,500, it would cost \$50 to send out a message not included in the initial plan. Although SimpleTexting cannot prevent two-way messaging, it does have a feature which, upon reception of a member's reply, automatically responds with a customizable message such as "Replies not received."



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on Final Plat for Rock Ridge Estates.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/30/2021
EXHIBITS:	Final Plat Drawings; Recommendation from the P&Z; PE Chris Hay's Comments and Responses from Subdivision Engineer Schoonover		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
Barron-Stark, the engineers for Rock Ridge Estates provided copies of their proposed Final Plat. PE Chris Hay, Public Works Director Holder, and City Administrator Leamons reviewed the documents and provided feedback to the engineers. That feedback was addressed when the Final Plat was presented to the P&Z at its meeting on June 17, 2021. The P&Z voted to approve the Final Plat subject to PE Chris Hay's concerns being addressed and subject to a variance regarding the City's requirement that the existing street adjoining the subdivision be brought up to current City standards. Representatives from Barron-Stark should be present at the meeting to answer any questions you might have.			
RECOMMENDED ACTION:			
Noting the variance, approve the plat subject to the City Attorney approving arrangements for a bond or letter of credit for the development.			



Rock Ridge Estates Phase I, Glen Rose
 Construction Plan Review- Comment Response Form
 5/26/2021

1. Submit final construction plans meeting the requirements of the subdivision ordinance.
 - a. *A full plan set was submitted to the City on 5/20. After discussions with City staff, it appears the full set was not distributed on to the reviewing party. The full plan set has been included with this transmittal.*

2. The preliminary plat indicates that County Road 311 right-of-way dead ends into the western boundary of the proposed subdivision. The City has indicated that the CR 311 right of way does not extend that far. Please provide documentation showing that the CR 311 right of way is as shown.
 - a. *CR 311 right-of-way has been removed from the preliminary plat, final plat and plan sheets.*

3. Final construction plans need to incorporate provisions to re-direct runoff as indicated in the drainage report. In other words, grading and drainage improvements shall be constructed as part of Phase 1 to ensure the drainage areas indicated on the proposed drainage area map are followed.
 - a. *The plan set includes phase I grading plan, retaining wall plan, drainage area maps, storm drain plan and profile sheet and supporting calculations, all of which communicate how the runoff will be redirected in the interim conditions to produce the outcome illustrated in the previously-submitted ultimate condition drainage area map and report.*

4. Drainage study/construction plans must provide calculations to show that existing infrastructure (ditches, culverts, etc.) have adequate capacity to convey additional runoff from development towards Wheeler Branch. If existing infrastructure cannot convey the additional runoff, improvements must be made to direct runoff to an adequate outfall.
 - a. *Drainage calculations sheet is included in the plan set and covers inlet, pipe and ditch calculations related to the proposed improvements.*

5. Drainage study must show that there are no negative impacts to outfall/drainage structure at Bo Gibbs and Wheeler Branch.
 - a. *As the calculations show, the post-development discharge to the south is less than the pre-development discharge and therefore it can be inferred that all existing downstream drainage structures that function in the existing conditions will continue to function after the development. Discharge to the north follows a clearly defined, unobstructed flow path through established ditches of adequate capacity until reaching Wheeler Branch. The state of the drainage path has been visually confirmed onsite.*
6. Section 10.02.034(a)(10) of the Subdivision Ordinance requires that the developer shall include improvements of adjacent city streets or county roads to city standards in the overall development of the area.
 - a. *After discussions with Michael Leamons (City of Glen Rose), it was communicated that the City does not foresee enforcing this requirement for this project. Mr. Leamons stated that this requirement has not been followed on past projects in the City, and that he does not anticipate this project will require improvements to Bo Gibbs Boulevard. Michael stated that the City is pushing to have this ordinance removed as it is rarely enforced in the City.*



Michael Leamons <michael.leamons@glenrosetexas.org>

Rock Ridge Estates - Drawing Review

1 message

Chris Hay <chris.hay@e-ht.com>

To: Michael Leamons <michael.leamons@glenrosetexas.org>, Jim Holder <jim.holder@glenrosetexas.org>
Thu, Jun 17, 2021 at 12:36 PM

Michael/Jim,

Here are the comments on the Rock Ridge Estate Plans that were submitted and dated as 05/27/2021 for interim review by Charles Stark, P.E.:

1. Sheet C1.1: Note 11 states that the City will pay for all material testing. I don't believe this is typical, and should be paid for by the developer. Please confirm.
2. Plans need to show typical pavement section, including adequate subgrade preparation, accounting for the following requirement in the Subdivision Ordinance:
 - a. Section 10.02.034(a)(11)(E) of the Subdivision Ordinance requires testing of the soil to determine appropriate subgrade preparation for street design. Testing and applicable subgrade treatment, if required, shall be indicated in the plans and specifications.
3. Provide plans for street lighting.
4. Provide structural design for retaining wall.
5. Provide specifications/details for water and sanitary sewer line bedding.
6. Provide signed/sealed drawings prior to construction.
7. This note remains, as technically they would need a variance... Section 10.02.034(a)(10) of the Subdivision Ordinance requires that the developer shall include improvements of adjacent city streets or county roads to city standards in the overall development of the area.

Thanks,

Chris Hay, PE

Associate Vice President

Enprotec / Hibbs & Todd, Inc. (eHT)

T (682) 498-6000 | **F** (682) 498-6293 | **E** chris.hay@e-ht.com

1310 Weatherford Highway, Suite 116 | Granbury, Texas 76048



Michael Leamons <michael.leamons@glenrosetexas.org>

Rock Ridge Estates Ph.I Final Plat

1 message

Will Schoonover <wills@barronstark.com>

To: Michael Leamons <michael.leamons@glenrosetexas.org>

Cc: Jim Holder <jim.holder@glenrosetexas.org>, Rowena West <rowena.west@glenrosetexas.org>

Fri, Jun 18, 2021 at 8:57 AM

Michael,

We have updated the three items on the Ph.I final plat that you had mentioned (West Gibbs street name, spelling of Milam, recording info for 15' utility easement). I have attached the finalized plat here. We will send out a revised set of plans with a comment response form shortly. I am also working on the variance request and we'll get that submitted as soon as possible.

Thank you,



Barron-Stark
Engineers
Together.

WILL W. SCHOONOVER

PROJECT MANAGER

6221 Southwest Blvd, Ste. 100, Fort Worth, TX 76132 wills@barronstark.com

d 817.231.8113 | c 505.412.5975 | f 817.231.8144

[LinkedIn](#) | [Facebook](#) | [Twitter](#) | thebarroncompanies.com

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Item 12.

435-9746 ROCK RIDGE EST FINAL PLAT - PHASE I.pdf

1838K



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 17, 2021, 5:30 pm

Purpose of hearing: Final Plat for Rock Ridge Estates Subdivision, Phase I, located on W Gibbs Blvd, identified as Acres 20.820, Tract D4-1-6, Abst A136, A136 Milam Co Sch Ld.,

Request submitted by: Owners, Horizon Capital Solutions, LLC, and owner's representative, Chuck Stark, PE, RPLS.

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: Larry Wilson Date: June 17, 2021
Position: _____

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

☐ Approve ☐ Disapprove this recommendation.

Staff Representative Signature _____ Approval Date: _____

Comments: _____

EXHIBIT "A"

List of items that approval is contingent upon regarding the Rock Ridge Estates Subdivision, Phase I:

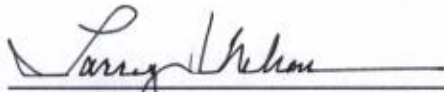
1. Correction on Sheet C1.1: Note 11 "City will pay for all material testing". To be paid by the developer.
2. Correction to Plans showing typical pavement section, including adequate subgrade preparation, accounting for the following requirement in the Subdivision Ordinance:
 - a. Section 10.02.034(a)(11)(E) of the Subdivision Ordinance requires testing of the soil to determine appropriate subgrade preparation for street design. Testing and applicable subgrade treatment, if required, shall be indicated in the plans and specifications.
3. Provide plans for street lighting.
4. Provide structural design for retaining wall.
5. Provide specifications/details for water and sanitary sewer line bedding.
6. Provide signed/sealed drawings prior to construction.
7. Obtain a variance for the following:

Section 10.02.034(a)(10) of the Subdivision Ordinance requires that the developer shall include improvements of adjacent city streets or county roads to city standards in the overall development of the area.

**ADDITIONAL INFORMATION ON RECOMMENDATION TO APPROVE THE ROCK RIDGE
ESTATES SUBDIVISION PLAT, PHASE I**

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 for the following:

1. On not bringing streets 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 arose concerning the Squaw Valley subdivision recently approved. 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)]



Larry Wilson, Planning and Zoning Chairman



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding appointing members to the Preservation Board.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/29/2021
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:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on petition for disannexation of portions of the Squaw Creek Golf Course property annexed into the City in 2008.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/30/2021
EXHIBITS:	Petition for Disannexation; 2007 Annexation Documents; Texas Local Government Code, Sections 43.141 and 43.144; Discussion on Disannexation		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
City Secretary Ritchie was presented with a petition for disannexation signed by property owners with property located in a portion of the Squaw Creek Golf Course property that was annexed into the City in 2008 (see attached). The petition makes appeal to two portions of Texas Local Government Code (TLGC), Section 43.144 (Disannexation of Sparsely Populated Area in General Law Municipality) and Section 43.141 (Disannexation for Failure to Provide Services). According to TML legal staff, the petitioners have no legal grounds for pursuing disannexation under Section 43.141. The City Council, however, may elect to disannex the property under Section 43.144. Copies of the above referenced sections of the TLGC and further discussion on this matter are being provided for your consideration. City Attorney Pendleton has been kept apprised of developments regarding this matter. Should the Council wish to pursue disannexation, the next step would be to draft an ordinance to that effect.			
RECOMMENDED ACTION:			

Discussion on Disannexation

The area under consideration for disannexation was annexed into the City on September 10, 2007. A service plan describing the City's plans to provide municipal services to the area was provided as part of the annexation proceedings. That service plan was valid for 10 years, so it expired in 2017. Under the plan, the area was to be provided municipal services, but the following disclaimer was provided in the next to the last section of the service plan: "Nothing in this plan shall require the city to provide a uniform level of full municipal services to each area of the city, including the annexed area, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service." The City was justified in not providing a full level of services due to the "population density" provision. As of right now, there are no permanent residents in the area that was annexed.

TML General Counsel Scott Houston, who is TML's annexation expert, informed staff that property owners in the area under consideration do not qualify to petition for disannexation under Texas Local Government Code Sec. 43.141. *"DISANNEXATION FOR FAILURE TO PROVIDE SERVICES. A majority of the qualified voters of an annexed area may petition the governing body of the municipality to disannex the area if the municipality fails or refuses to provide services or to cause services to be provided to the area: (1) if the area was annexed under Subchapter C-1, within the period specified by Section 43.056 or by the service plan prepared for the area under that section;"*

Houston stated that based on this portion of the above citation, *"within the period specified by Section 43.056 or by the service plan prepared for the area under that section,"* property owners could not petition for disannexation because the period referred to expired in 2017. Not knowing all the facts, he didn't address another problem with our petitioners in that none of them can be considered "qualified voters" of the "annexed area." No one signing the petition resides in the area.

Additionally, the petition falls short on the procedural side in that the requirements of Sec. 43.141(d) and (f) have not been satisfied.

Please be aware that there are other areas within the City where not all municipal services are provided. There is an area on the west side of town right before you get to the Paluxy River on the north side of Hwy 67 where sewer service, presently, isn't available. Also, sewer service isn't available to City residents on Tom Rumph Road. There may be other areas, but these are two areas that management is familiar with.

Other than sewer and water service (with the former already being provided to the area by Somervell County Water District), the City is prepared to provide all other municipal services to

the area upon request. The sewer main that is being extended into the area is partially the result of discussions with County Judge Chambers to provide sewer service to the area to be available to serve the 18 acres the County is attempting to sell. The thought was that the property could be more densely developed if sewer service were available. Minimum lot size is ½ acre for areas served by a public water utility where septic tanks are required.

A route through the golf course was being considered at one time, but due to the routing along Squaw Creek and the costs and potential heartache that would have been experienced due to digging across the course's greens, PE Chris Hay recommended the line be installed on what is now Bull Adams Lane. The 18 acres could be served through use of a lift station and forced main. City staff have offered to explore the possibility of the City extending sewer service to the 18 acres and to some of the other tracts and to present the matter to the City Council, but the two parties this offer was extended to expressed no interest in pursuing the matter.

As you know, the City is in the process of spending about \$700,000 to extend sewer service to an area across the street from the Squaw Creek Cemetery. The plan, when this project was begun, was to provide service to the 102 acre tract now being developed by Mr. Gosdin, to the tracts being carved off the golf course, and to other tracts in the area that might be interested in annexing into the City to acquire sewer service.

Should the City Council wish to allow the area to disannex, it may do so through Section 43.144 of the TLGC. The petition is irrelevant as far as the process goes regarding such a disannexation.

TEXAS LOCAL GOVERNMENT CODE
SUBCHAPTER G. DISANNEXATION

Sec. 43.141. DISANNEXATION FOR FAILURE TO PROVIDE SERVICES.

- (a) A majority of the qualified voters of an annexed area may petition the governing body of the municipality to disannex the area if the municipality fails or refuses to provide services or to cause services to be provided to the area:
- (1) if the area was annexed under Subchapter C-1, within the period specified by Section [43.056](#) or by the service plan prepared for the area under that section; or
 - (2) if the area was annexed under Subchapter C-3, C-4, or C-5, within the period specified by the written agreement under Section [43.0672](#) or the resolution under Section [43.0682](#) or [43.0692](#), as applicable.
- (b) If the governing body fails or refuses to disannex the area within 60 days after the date of the receipt of the petition, any one or more of the signers of the petition may bring a cause of action in a district court of the county in which the area is principally located to request that the area be disannexed. On the filing of an answer by the governing body, and on application of either party, the case shall be advanced and heard without further delay in accordance with the Texas Rules of Civil Procedure. The district court shall enter an order disannexing the area if the court finds that a valid petition was filed with the municipality and that the municipality failed to:
- (1) perform its obligations in accordance with:
 - (A) the service plan under Section [43.056](#);
 - (B) the written agreement entered into under Section [43.0672](#); or
 - (C) the resolution adopted under Section [43.0682](#) or [43.0692](#), as applicable; or
 - (2) perform in good faith.
- (c) If the area is disannexed under this section, it may not be annexed again within 10 years after the date of the disannexation.
- (d) The petition for disannexation must:
- (1) be written;

- (2) request the disannexation;
 - (3) be signed in ink or indelible pencil by the appropriate voters;
 - (4) be signed by each voter as that person's name appears on the most recent official list of registered voters;
 - (5) contain a note made by each voter stating the person's residence address and the precinct number and voter registration number that appear on the person's voter registration certificate;
 - (6) describe the area to be disannexed and have a plat or other likeness of the area attached; and
 - (7) be presented to the secretary of the municipality.
- (e) The signatures to the petition need not be appended to one paper.
- (f) Before the petition is circulated among the voters, notice of the petition must be given by posting a copy of the petition for 10 days in three public places in the annexed area and by publishing a copy of the petition once in a newspaper of general circulation serving the area before the 15th day before the date the petition is first circulated. Proof of the posting and publication must be made by attaching to the petition presented to the secretary:
- (1) the sworn affidavit of any voter who signed the petition, stating the places and dates of the posting; and
 - (2) the sworn affidavit of the publisher of the newspaper in which the notice was published, stating the name of the newspaper and the issue and date of publication.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1999, 76th Leg., ch. 1167, Sec. 14, eff. Sept. 1, 1999. Amended by: Acts 2017, 85th Leg., 1st C.S., Ch. 6 (S.B. 6), Sec. 39, eff. December 1, 2017. Acts 2019, 86th Leg., R.S., Ch. 155 (H.B. 347), Sec. 2.15, eff. May 24, 2019.

Sec. 43.144. DISANNEXATION OF SPARSELY POPULATED AREA IN GENERAL-LAW MUNICIPALITY.

- (a) The mayor and governing body of a general-law municipality by ordinance may discontinue an area as a part of the municipality if:
- (1) the area consists of at least 10 acres contiguous to the municipality; and

(2) the area:

(A) is uninhabited; or

(B) contains fewer than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre.

(b) On adoption of the ordinance, the mayor shall enter in the minutes or records of the governing body an order discontinuing the area. The area ceases to be a part of the municipality on the date of the entry of the order.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 43.148. REFUND OF TAXES AND FEES.

(a) If an area is disannexed, the municipality disannexing the area shall refund to the landowners of the area the amount of money collected by the municipality in property taxes and fees from those landowners during the period that the area was a part of the municipality less the amount of money that the municipality spent for the direct benefit of the area during that period.

(b) A municipality shall proportionately refund the amount under Subsection (a) to the landowners according to a method to be developed by the municipality that identifies each landowner's approximate pro rata payment of the taxes and fees being refunded.

(c) A municipality required to refund money under this section shall refund the money to current landowners in the area not later than the 180th day after the date the area is disannexed. Money that is not refunded within the period prescribed by this subsection accrues interest at the rate of:

(1) six percent each year after the 180th day and until the 210th day after the date the area is disannexed; and

(2) one percent each month after the 210th day after the date the area is disannexed.

Added by Acts 1999, 76th Leg., ch. 1167, Sec. 15, eff. Sept. 1, 1999.

Petition for Disannexation

To the Mayor and City Council of the City of Glen Rose, Texas:

Whereas, the undersigned owners of the hereinafter described tracts of land wish to disannex from the City of Glen Rose, Texas (the "City") in accordance with Local Government Code Sec. 43.144 (Disannexation of Sparsely Populated Area in General Law Municipality) and Local Government Code Sec. 43.141 (Disannexation for Failure to Provide Services).

Whereas, the following described disannexation tracts consist of more than 10 acres; the tracts are contiguous to the City of Glen Rose; and the tracts are all uninhabited and without residents.

Whereas, the described disannexation tracts were annexed into the City in 2007 and the City has failed to provide services within the time prescribed by Local Government Code Section 43.056 (Provision of Services to Annexed Area).

Now, therefore, in accordance with Local Government Code Sec. 43.144 and Sec. 43.141, the undersigned owners hereby petition your honorable governing body to disannex the following described territory from the City and to amend the boundary limits of the City to exclude said territory from the city limits of the City:

Property One: ID R5538; Attached Exhibit A, Lot 1 of the Golf Course Addition, a subdivision in the Milam County Land Survey, Abstract No. 136; 2.32 acres; in the City of Glen Rose, TX; and

Property Two: ID R5539; Attached Exhibit B, Lot 2 of the Golf Course Addition, a subdivision in the Milam County Land Survey, Abstract No. 136; 2.25 acres; in the City of Glen Rose, TX; and

Property Three: ID R5591; Attached Exhibit C, Lot 3 of the Golf Course Addition, a subdivision in the Milam County Land Survey, Abstract No. 136; 2.25 acres; in the City of Glen Rose, TX; and

Property Four: ID R5644; Attached Exhibit D, Lot 4 of the Golf Course Addition, a subdivision in the Milam County Land Survey, Abstract No. 136; 1.60 acres; in the City of Glen Rose, TX; and

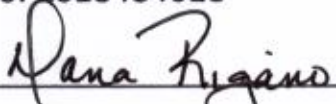
Property Five: ID R0000; Attached Exhibit E, 18.54 acres out of the Golf Course Addition; in the City of Glen Rose TX.

Petitioners

Owners Property One: Joseph & Dana Rigano

Owner Signature: 

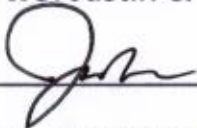
Voter registration No. 1018484018

Owner Signature: 

Voter registration No. 1018484025

Owners Address: 1021 Sunset Trail, Glen Rose TX, 76043

Voting Precinct Number: 1

Owners Property Two: Justin & Torrie PoehlsOwner Signature: 

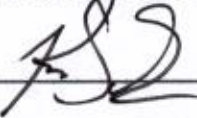
Voter registration No. 2124413958

Owner Signature: 

Voter registration No. 2001110580

Owners Address: 404 SW Barnard, P.O. Box 29, Glen Rose TX, 76043

Voting Precinct Number: 2

Owners Property Three & Four: Kevin & Sandra TaylorOwner Signature: 

Voter registration No. 1018488833

Owner Signature: Sandra Taylor

Voter registration No. 1018488281

Owners Address: 1955 C.R. 301, P.O. Box 5, Glen Rose TX, 76043

Voting Precinct Number: 3

Owner Property Five: Somervell County, Squaw Valley Golf CourseOwner Signature: , Somervell County Judge

Owners Address: P.O Box 851, Glen Rose TX, 76043

**EXHIBIT A**

CTT/586784/103/SK

WARRANTY DEED WITH VENDOR'S LIEN

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER

Date: December 2, 2019

Grantor: Somervell County

Grantor's Mailing Address: P.O. Box 804, Glen Rose, TX 76043

Grantee: Joseph R. Rigano and wife, Dana J. Rigano

Grantee's Mailing Address: 1021 Sunset Trail, Glen Rose, TX 76043

Consideration: TEN DOLLARS (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and the further consideration of the execution and delivery by Grantee of that one certain promissory note of even date herewith in the principal sum of Sixty-One Thousand Six Hundred and No/100th Dollars (\$61,600.00), executed by Grantee, payable to the order of InterBank (Lender), as therein specified, providing for acceleration of maturity and for attorney's fees, the payment of which note is secured by the vendor's lien herein retained, and is additionally secured by a deed of trust of even date herewith to Mark Martin, Trustee.

Lender, at the instance and request of the Grantee, having advanced and paid in cash to the Grantor herein that portion of the purchase price of the herein described property as is evidenced by the hereinabove described Note, the Vendor's Lien, together with the Superior Title to said property, is retained herein for the benefit of said Lender and the same are hereby transferred and assigned to said Lender, its successors and assigns, without recourse against Grantor.

Property (including any improvements):

Lot 1 of THE GOLF ADDITION, a subdivision in the Milam County School Land Survey, Abstract No. 136, in the City of Glen Rose, Somervell County, Texas, according to the plat thereof recorded in 20191683 of the Plat Records of Somervell County, Texas, and being part of a 135.24-acre tract described in a deed from Tom J. Brooks to Somervell County, dated May 28, 1997, recorded in Volume 50, Page 798 of the Real Property Records of Somervell County, Texas.

Reservations from and Exceptions to Conveyance and Warranty:

This conveyance is given and accepted subject to any and all restrictions, mineral reservations, covenants, conditions, rights-of-way, easements of record in said County, and municipal and other governmental zoning laws, regulations and ordinances, if any, affecting the herein described property.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

In addition, the Property is conveyed subject to the following restrictive covenants, which shall be covenants running with the Property, and which shall be binding upon, and shall be for the benefit of, Grantor, Grantee and their respective successors and assigns: **Residential structure to have a minimum of 1600 square feet of living area.**

The Vendor's Lien against and Superior Title to the Property are retained until the above described Note and all interest thereon are fully paid according to its terms, at which time this deed shall become absolute.

Taxes for the current year have been prorated and their payment is assumed by Grantee.

When the context requires, singular nouns and pronouns include the plural.

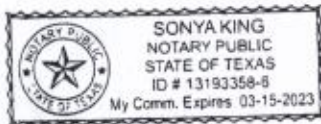
Somervell County

By: *Danny L. Chambers*
 Danny L. Chambers, Judge of Somervell
 County, Texas

STATE OF TEXAS

COUNTY OF Somervell

This instrument was acknowledged before me on the 2nd day of December, 2019 by
 Danny L. Chambers, Judge of Somervell County, Texas on its behalf.



Sonya King
 Notary Public, State of Texas

After Recording, Return to:
 Joseph R. Rigano and Dana J. Rigano
 1021 Sunset Trail
 Glen Rose, TX 76043

FILED AND RECORDED
 OFFICIAL PUBLIC RECORDS



Michelle Reynolds

Michelle Reynolds, County Clerk
 Somervell County Texas

December 03, 2019 10:49:05 AM

KCAMPBELL

FEE \$30.00
 WD

20192033

2 pgs
WD

20192067

WARRANTY DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: December 3, 2019

Grantor: Somervell County

Grantor's Mailing Address (including county): P.O. Box 851, Glen Rose, Somervell County, Texas 76043

Grantee: Justin L. Poehls and wife, Torrie T. Poehls

Grantee's Mailing Address (including county): P.O. Box 29, Glen Rose, Somervell County, Texas 76043

Consideration: TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged.

Property (including any improvements): Lot 2 of the Golf Course Addition, a subdivision in the Milam County School Land Survey, Abstract No. 136, in the City of Glen Rose, Somervell County, Texas, as shown on Plat recorded as Instrument No. 20191683, Official Public Records, Somervell County, Texas.

Reservations from and Exceptions to Conveyance and Warranty:

Any restrictions or conditions relating to zoning ordinances and land use restrictions of the City of Glen Rose, Somervell County, Texas.

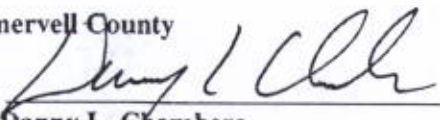
Any and all easements, conditions, restrictions, and reservations, if any, relating to the above described property to the extent and only to the extent the same may still be in force and effect, shown of record in the Office of the County Clerk of Somervell County, Texas.

Any residence built on the property shall have a minimum of 1600 square feet of living area.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

When the context requires, singular nouns and pronouns include the plural.

Somervell County

By: 

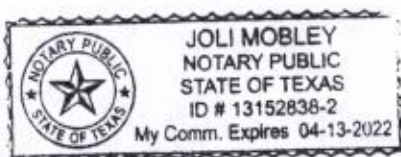
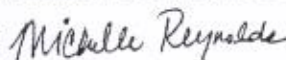
Danny L. Chambers

Its: County Judge

STATE OF TEXAS

COUNTY OF SOMERVELL

This instrument was acknowledged before me on December 3, 2019, by Danny L. Chambers, as County Judge of Somervell County, on behalf of said Somervell County.


Notary Public, State of TexasFILED AND RECORDED
OFFICIAL PUBLIC RECORDSMichelle Reynolds, County Clerk
Somervell County Texas

December 05, 2019 11:48:57 AM

ANN BAKER

FEE: \$30.00

20192067

WD

AFTER RECORDING RETURN TO:
BRAZOS VALLEY TITLE COMPANY
102 SW VERNON STREET
GLEN ROSE, TEXAS 76043

PREPARED IN THE LAW OFFICE OF:
TORRIE T. POEHL
102 SW VERNON STREET
GLEN ROSE, TEXAS 76043

2 pgs
WD

20200782

WARRANTY DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: May 8, 2020

Grantor: Somervell County

Grantor's Mailing Address (including county): P.O. Box 851, Glen Rose, Somervell County, Texas 76043

Grantee: Kevin D. Taylor and wife, Sandra L. Taylor

Grantee's Mailing Address (including county): P.O. Box 5, Glen Rose, Somervell County, Texas 76043

Consideration: TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged.

Property (including any improvements): Lot 3 of the Golf Course Addition, a subdivision in the Milam County School Land Survey, Abstract No. 136, in the City of Glen Rose, Somervell County, Texas, as shown on Plat recorded as Instrument No. 20200542, Official Public Records, Somervell County, Texas.

Reservations from and Exceptions to Conveyance and Warranty:

Any restrictions or conditions relating to zoning ordinances and land use restrictions of the City of Glen Rose, Somervell County, Texas.

Any and all easements, conditions, restrictions, and reservations, if any, relating to the above described property to the extent and only to the extent the same may still be in force and effect, shown of record in the Office of the County Clerk of Somervell County, Texas.

In addition, this property is conveyed subject to the following restrictive covenant, which shall be a covenant running with the property, and which shall be binding upon, and shall be for the benefit of Grantor, Grantee, and their respective successors and assigns: **Any residence built on the property shall have a minimum of 1600 square feet of living area.**

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

When the context requires, singular nouns and pronouns include the plural.

Somervell County

By: *Danny L. Chambers*

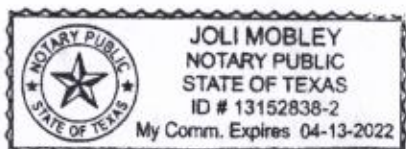
Danny L. Chambers

Its: County Judge

STATE OF TEXAS

COUNTY OF SOMERVELL

This instrument was acknowledged before me on May 8, 2020, by Danny L. Chambers, as County Judge of Somervell County, on behalf of said Somervell County.



J. Mobley
Notary Public, State of Texas

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS*Michelle Reynolds*

Michelle Reynolds, County Clerk

Somervell County Texas

May 08, 2020 01:50:36 PM

FREEKI

FEE: \$30.00

20200782

WD

AFTER RECORDING RETURN TO:
BRAZOS VALLEY TITLE COMPANY
102 SW VERNON STREET
GLEN ROSE, TEXAS 76043

PREPARED IN THE LAW OFFICE OF:
TORRIE T. POEHLS
102 SW VERNON STREET
GLEN ROSE, TEXAS 76043

2 pgs
WD

20211263

EXHIBIT D

Item 14.

WARRANTY DEED

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Date: June 1, 2021

Grantor:

Somervell County
P.O. Box 851
Glen Rose, Somervell County, Texas 76043

Grantee:

Kevin D. Taylor and Sandra L. Taylor, husband and wife
P.O. Box 5
Glen Rose, Somervell County, Texas 76043

Consideration: TEN AND NO/100 DOLLARS (\$10.00), and other good and valuable consideration, the receipt of which is hereby acknowledged.

Property (including any improvements):

Lot 4 of the Golf Course Addition, a subdivision in the Milam County School Land Survey, Abstract No. 136, in the City of Glen Rose, Somervell County, Texas, as shown on Plat recorded as Instrument No. 20201393, Official Public Records, Somervell County, Texas.

Reservations from and Exceptions to Conveyance and Warranty:

Any restrictions or conditions relating to zoning ordinances and land use restrictions of the City of Glen Rose, Somervell County, Texas.

Any and all easements, conditions, restrictions, and reservations, if any, relating to the above described property to the extent and only to the extent the same may still be in force and effect, shown of record in the Office of the County Clerk of Somervell County, Texas.

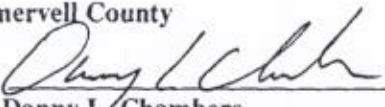
Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and to hold unto Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

In addition, the property is conveyed subject to the following restrictive covenant, which shall be a

covenant running with the property, and which shall be binding upon, and shall be for the benefit of, Grantor, Grantee and their respective successors and assigns: **Any residential structures on the property shall have a minimum of 1600 square feet of living area.**

When the context requires, singular nouns and pronouns include the plural.

Somervell County

By: 

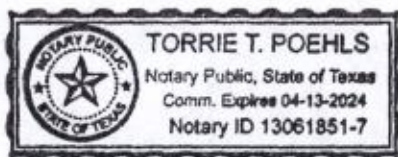
Danny L. Chambers

Its: County Judge

STATE OF TEXAS

COUNTY OF SOMERVELL

This instrument was acknowledged before me on June 1, 2021, by Danny L. Chambers, as County Judge of Somervell County, on behalf of said Somervell County.




Notary Public, State of Texas

AFTER RECORDING RETURN TO:
BRAZOS VALLEY TITLE COMPANY
102 SW VERNON STREET
GLEN ROSE, TEXAS 76043

PREPARED IN THE LAW OFFICE OF:
TORRIE T. POEHLS
102 SW VERNON STREET
GLEN ROSE, TEXAS 76043

**FILED AND RECORDED
OFFICIAL PUBLIC RECORDS**





Michelle Reynolds, County Clerk
Somervell County Texas
June 01, 2021 04:34:05 PM

FREEL

FEE \$30.00
WD

20211263

Exhibit "A"

Field Notes For:

An 18.54-acre tract of land in the Milam County School Land Survey, Abstract No. 136, in the City of Glen Rose, Somervell County, Texas, as surveyed on the ground in August of 2020 by W.L. Vaughn, Registered Professional Land Surveyor No. 1807, being part of the called 135.24-acre tract described in a deed from Tom J. Brookes to Somervell County, dated May 28th, 1997, recorded in Volume 50, Page 798 of the Somervell County Real Property Records and, being more particularly described, referenced to Texas Coordinate System, North Central Zone, 1993 Datum, as follows:

Beginning at the northerly most corner of said 135.24-acre tract, the easterly most corner of a 1.00-acre tract described in a deed to James Collins, et ux, recorded in Instrument No. 20101516 of the Somervell County Official Public Records, a point in the southwesterly line of Farm Road 200, from which, an "A/C," 5/8" iron with an Aluminum Cap marked "Vaughn Surveyor No. 1807," found for reference, bears North 58° 30' 38" East, 0.47 feet;

Thence, South 30° 41' 18" East, along the southwesterly line of Farm Road 200, for a distance of 50.00 feet to an A/C found at the northerly most corner of Lot 1 of The Golf Course Addition, plat recorded in Instrument No. 20192033 of the Somervell County Official Public Records.

Thence, South 58° 29' 38" West, along and beyond the northwesterly line of said Lot 1, for a distance of 873.42 feet to an A/C set for corner;

Thence, South 06° 51' 37" West, for a distance of 492.21 feet to an A/C set for corner;

Thence, South 47° 57' 35" West, for a distance of 187.65 feet to an A/C set for corner;

Thence, South 12° 07' 47" East, for a distance of 99.84 feet to an A/C set for corner;

Thence, South 31° 08' 22" West, for a distance of 121.86 feet to an A/C set for corner;

Thence, South 75° 51' 25" West, for a distance of 287.36 feet to a 5/8" iron set for corner;

Thence, South 80° 02' 33" West, for a distance of 511.58 feet to an A/C set for corner;

Thence, South 57° 35' 45" West, for a distance of 368.28 feet to an A/C set for corner;

Exhibit "A"

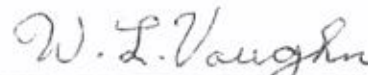
Thence, South 73° 20' 50" West, for a distance of 159.04 feet to an A/C set for corner;

Thence, North 83° 08' 43" West, for a distance of 97.98 feet to a 5/8" iron set for corner;

Thence, North 23° 12' 40" East, for a distance of 434.62 feet to an A/C set in the common line of said Somervell County tract and a tract described in a deed to the Wood Family Trust, recorded in Instrument No. 20100218 of the Somervell County Official Public Records.

Thence, North 58° 28' 28" East, along the common line of said Somervell County and Wood Family Trust tracts, in the general line of fence, for a distance of 1922.03 feet to an A/C found at the southerly most corner of a 3.20-acre tract described in a deed to Kenneth C. Wood, recorded in Volume 122, Page 305 of the Somervell County Real Property Records;

Thence, North 58° 30' 38" East, along the common line of said county and Wood tracts, to and along the common line of said county and Collins tracts, in the general line of fence, for a distance of 578.36 feet to the Place of Beginning and, containing 18.54 acres of land.



W.L. "Will" Vaughn
Registered Professional
Land Surveyor No. 1807

CITY OF GLEN ROSE, TEXAS

ORDINANCE NO. 437

AN ORDINANCE ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF GLEN ROSE, TEXAS, AND EXTENDING THE BOUNDARIES OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN THE CITY LIMITS, AND GRANTING TO SAID TERRITORY AND TO ALL FUTURE INHABITANTS OF SAID PROPERTY ALL OF THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID FUTURE INHABITANTS BY ALL OF THE ACTS AND ORDINANCES OF THE SAID CITY.

WHEREAS, said territory proposed to be annexed is within the city's extraterritorial jurisdiction and is contiguous to the city;

WHEREAS, the city has prepared a service plan for said territory, which is attached as Exhibit "A" to this ordinance;

WHEREAS, the city has published notice of hearings on said annexation and held hearings as required by state law; and

WHEREAS, after hearing arguments for and against the same the governing body has voted to annex said territory into the city under the authority of Section 43.033 of the Local Government Code.

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

Section 1: That the territory hereinafter described is hereby annexed into the city, and that the boundary limits of the city are hereby extended to include said

territory within the city limits and the same shall hereafter be included within the territorial limits of said city, and said land and the future inhabitants thereof shall hereafter be entitled to all rights and privileges of other citizens of the city and shall be bound by the acts and ordinances of said city.

SEE EXHIBIT "B"

Section 2: That the municipal service plan for the herein annexed territory provided for in Exhibit "A" attached hereto is hereby adopted.

Section 3: That the city secretary is hereby directed to file with the county clerk and other appropriate officials and agencies, as required by state and federal law and city annexation procedures, a certified copy of this ordinance.

PASSED by an affirmative vote of the Governing Body of the City of GLEN ROSE on this the 10TH day of SEPT. , 2007.

APPROVED:



PAM MILLER, MAYOR

ATTEST:


CITY SECRETARY

EXHIBIT "A"
CITY OF GLEN ROSE, TEXAS
ANNEXATION SERVICE PLAN

AREA ANNEXED

SEE EXHIBIT "B"

INTRODUCTION

This service plan has been prepared in accordance with V.T.C.A., Local Government Code, Section 43.056. Municipal facilities and services to the annexed area described above will be provided or made available on behalf of the city at the following levels and in accordance with the following schedule:

POLICE PROTECTION

Patrolling, responses to calls, and other police services will be provided on the effective date of the annexation at the same level as provided throughout the city.

FIRE PROTECTION AND FIRE PREVENTION

Fire protection and fire prevention services will be provided on the effective date of the annexation at the same level as provided throughout the city.

EMERGENCY MEDICAL SERVICES

Emergency medical services will be provided on the effective date of the annexation on the same basis and at the same level as provided throughout the city.

SOLID WASTE COLLECTION AND DISPOSAL

Solid waste collection and disposal services will be provided on the effective date of the annexation on the same basis and at the same level as provided throughout the city. However, no obligation exists for the city to provide solid

waste collection services to a person who continues to use the services of a privately owned solid waste management service provider.

OPERATION AND MAINTENANCE OF WATER AND WASTEWATER FACILITIES THAT ARE NOT WITHIN THE SERVICE AREA OF ANOTHER WATER OR WASTEWATER UTILITY

Operation and maintenance of water and wastewater facilities that are not within the service area of another water or wastewater utility will be provided on the effective date of the annexation on the same basis and at the same level as provided throughout the city.

OPERATION AND MAINTENANCE OF ROADS AND STREETS AND DRAINAGE

Operation and maintenance of roads and streets and drainage will be provided on the effective date of the annexation on the same basis and at the same level as provided throughout the city.

STREET LIGHTING

Street lighting will be made available on the effective date of the annexation on the same basis and at the same level as provided throughout the city.

MAINTENANCE OF CITY PARK AND RECREATION FACILITIES

If any city park and recreation facilities are located within the annexed area, they will be maintained on the effective date of the annexation on the same basis and at the same level as similar facilities are maintained throughout the city.

OTHER SERVICES

Other services that may be provided by the city such as planning, code enforcement, animal control, library, park and recreation, court, and general administration will be made available on the effective date of the annexation on the same basis and at the same level as provided throughout the city.

CAPITAL IMPROVEMENTS

Construction of water, sewer, street, and drainage facilities will be done in accordance with the city's extension policy pertaining to these services. No impact fees will be charged to any developer or landowner within the annexed area except in conformity with V.T.C.A., Local Government Code,

Ch. 395. Construction of other capital improvements shall be considered by the city in the future as the needs dictate on the same basis as such capital improvements are considered throughout the city.

UNIFORM LEVEL OF SERVICES MAY NOT BE REQUIRED

Nothing in this plan shall require the city to provide a uniform level of full municipal services to each area of the city, including the annexed area, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

TERM

This service plan shall be valid for a term of ten (10) years. AMENDMENTS

The plan shall not be amended unless public hearings are held in accordance with V.T.C.A.t Local Government Code Section 43.0561.

WALTER MAYNARD
SOMERVELL COUNTY JUDGE

P.O. Box 851
GLEN ROSE, TEXAS 76043

254-897-2322
FAX 254-897-7314

June 1, 2007

Ms. Pam Miller
Mayor, City of Glen Rose
P.O. Box 1949
Glen Rose, TX 76043

Re: Request for annexation of County Property – Squaw Valley Golf Course

Dear Mayor:

Pursuant to action taken by the Commissioners Court of Somervell County in its regularly scheduled meeting on May 14th, 2007, please consider this as the official request from Somervell County to the City of Glen Rose for annexation of County owned property on the eastern side of Texas Hwy. No. 144 North, and on the northern side of U.S. Hwy. No. 67. We have calculated the total of the various tracts to be 469.286 acres.

The tracts purchased by Somervell County for Squaw Valley Golf Course are as follows: (all references are to the Real Records of Somervell County) Vol. 11, Page 90 (200 acres); Vol. 50, Page 798 (135.24 acres, less two tracts of 3.83 acres and 1.13 acres); Vol. 52, Page 600 (1.27 acres); Vol. 52, Page 689 (88.44 acres); Vol. 52, Page 801 (2.87 acres); Vol. 52, Page 807 (34.07 acres); Vol. 52, Page 814 (3.450 acres); and Vol. 57, Page 87 (5.050 acres and 3.856 acres). Copies of the legal descriptions of this property are attached hereto.

Should you require anything further in connection with this matter, please feel free to contact me.

Very truly yours,



Walter Maynard
County Judge

cc: Mr. Zach Cummings, Comm., Pct. 1
Mr. Mike Ford, Comm., Pct. 2

Mr. Lloyd Wirt, Comm., Pct. 3
Mr. James Barnard, Comm., Pct. 4

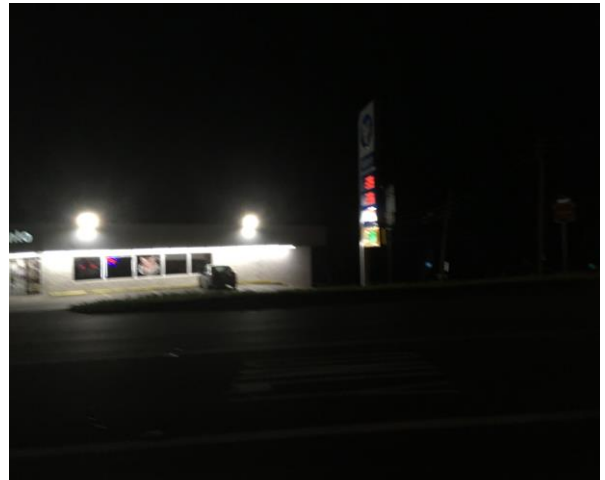


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on pursuing an International Dark Sky Places (IDSP) designation for the City and appointing someone to help with that process.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/30/2021
EXHIBITS:	Photos provided by Mr. Miller on light pollution in Glen Rose		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
Mr. Miller initiated this process last year and had planned on having follow-up meetings with City staff and Council Members, but COVID 19 interrupted his plans. He is wanting to pick-up where he left off last year. Attached are some photos he has provided documenting light pollution within the City. He is in the process of having some light meters installed both in the City and in areas of Somervell County outside the City. Here are the minutes from last year's presentation: "City Administrator Leamons introduced Warren Lewis, Marketing Officer of Fossil Rim. He suggested that Russ Miller be designated to assist the City in pursuing the International Dark Sky Places designation. After discussion by Council they agreed that in order to look into this further there was no action needed. They directed staff to pursue the information at no cost to the City."			
RECOMMENDED ACTION:			

Glen Rose Light Pollution 2020 - 2021

Item 15.



Valero Station Hwy 67

Owner installed very bright LED flat panel lights pointed towards 67 at a 45 degree angle which contribute to sky glow, are not dark sky compliant and have a very blue instead instead of a dark sky friendly warm white 2700 degree color temperature. The light brightness on the ground far exceeds the maximum allowed level and creates dangerous glare to drivers.



7-11 Hwy 67 at 144

New construction. Dark sky compliant except for several parking lot lights that have not yet been adjusted downward following construction.



Quality Inn and Suites Hwy 67

Non dark sky compliant parking lot lights angled out instead of straight down.



Casa Azteca Hwy 67

Parking lot lights very bright and angled out. Not compliant.



Brookshires Hwy 67

Before remodeling compliant with waiver for brighter bulbs.

Wall packs are not compliant.

Brookshires after remodeling and replacement of lighting with compliant LED lighting. Sign (not shown) is also compliant.





Dollar General Hwy 67.

This building has had light issues with the city since the building was built. There was a public outcry over the conventional lighting which was extremely bright and caused glare on 67. In a compromise agreement with the city Dollar General replaced the lighting with different conventional lighting which was somewhat dimmer and better aimed.

Several years ago Dollar General replaced the lighting again, this time with non-compliant super bright LED's and added additional lights. The lighting is now worse than it has ever been.



Lucky Travel Mart on Hwy 67 New non dark sky flat panel LEDs installed by owner.



Sunoco Station Hwy 67

New flat panel super bright, outward facing LED lights were installed in 2020. These lights shine across 67 and into the Expo Center disrupting movies shown on the screen.



Texaco Hwy 67. New non dark sky bright LED lights shining outward to 67.



Glen Rose Inn & Suites Hwy 67 behind Big Cup.



La Quinta Hwy 67

High parking lot lights all replaced with LED at an angle. Also has triple lights in parking lot with bare bulbs.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on adopting a Sanitary Control Ordinance for Well #4.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/30/2021
EXHIBITS:	Sanitary Control Ordinance for Well #4		
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 and discussed again in the June 8th Council Meeting. 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. Although the there has been a resolution regarding easement from the County, we have been unable to obtain the easement from the Freas Family. Staff has been in contact with the family and believed that this was going to be completed during a recent Freas Family visit to Glen Rose. Unfortunately, the Freas family and staff were not able to connect during this time frame.			
RECOMMENDED ACTION:			
Move to adopt the ordinance as presented.			



Michael Leamons <michael.leamons@glenrosetexas.org>

Re: Glen Rose Sanitary Control Ordinance

1 message

David Yager <David.Yager@tceq.texas.gov>

To: Michael Leamons <michael.leamons@glenrosetexas.org>

Wed, May 19, 2021 at 11:10 AM

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



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.

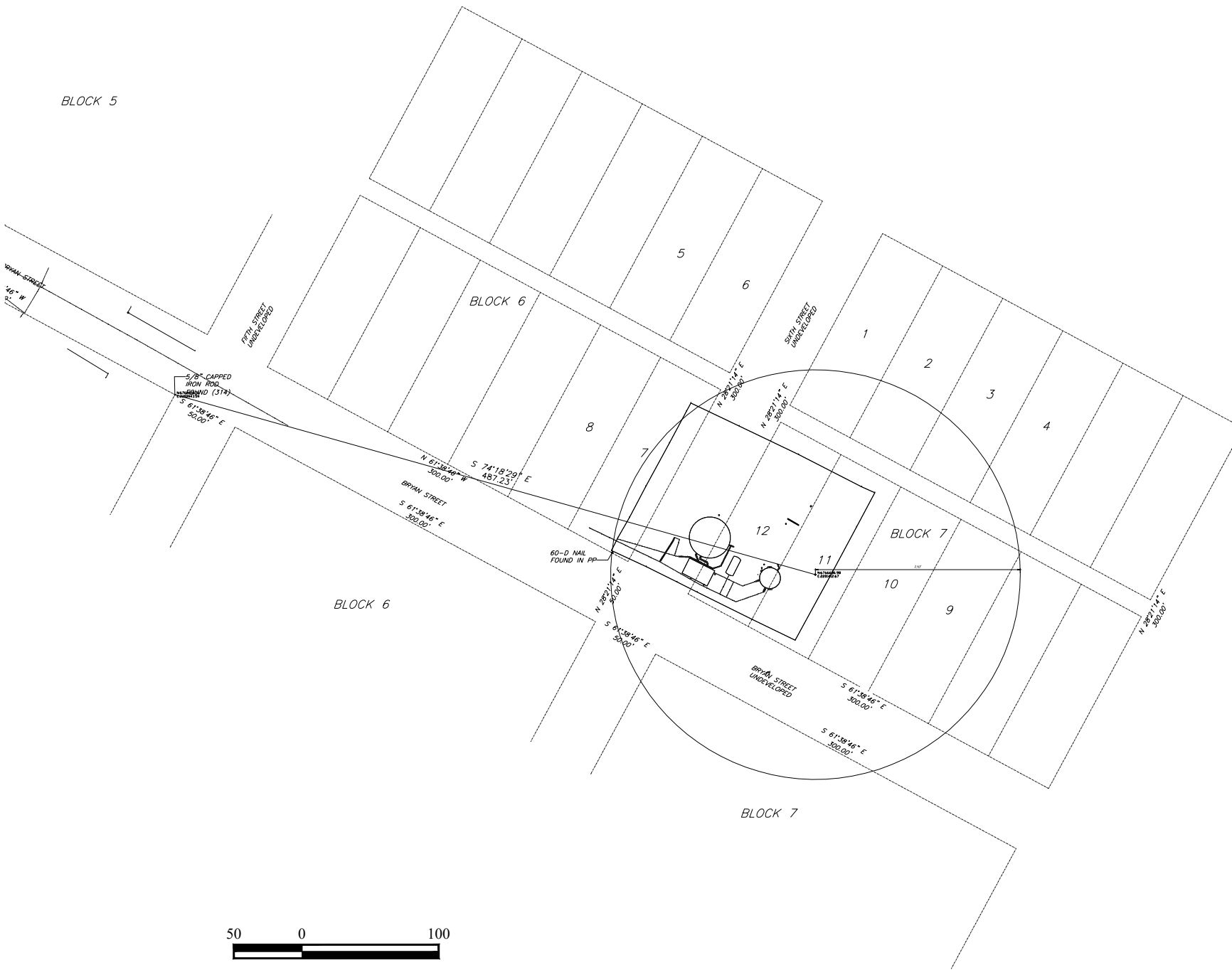
PASSED AND APPROVED this the 13th day of July, 2021.

APPROVED:

Julia Douglas, Mayor

ATTEST:

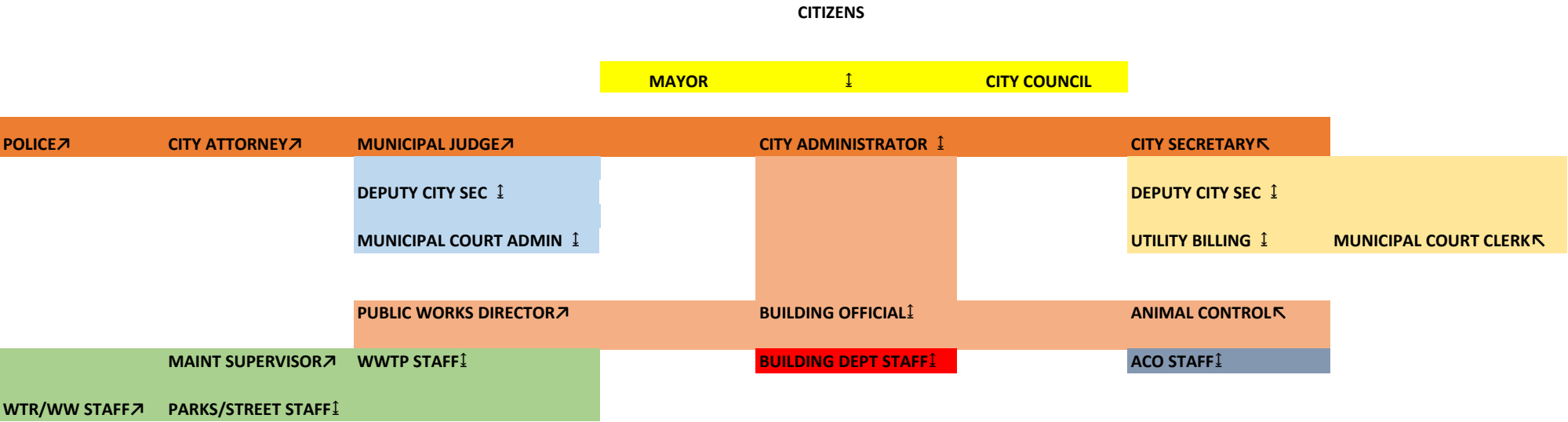
Stephanie Ritchie, City Secretary





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action of new City Organizational Chart, updated job descriptions for City Administrator, City Secretary, and Deputy City Secretary as well as updated ordinance.		
PREPARED BY:	Councilwoman Kelly Harris	DATE SUBMITTED:	07/05/2021
EXHIBITS:	Organizational Chart; Job descriptions and Ordinance corrections		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
This proposal is to update the job descriptions and duties of the mayor, City Administrator, City Secretary and Deputy City Secretary. The job descriptions have been updated for Administrator and Secretary. The Ordinance has updates for all three positions. The Organizational chart has been simplified and reorganized.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			



CITY OF GLEN ROSE, TEXAS

Job Description

JOB TITLE: City Administrator

DEPARTMENT: Administration

REPORTS TO: Mayor and City Council

JOB SUMMARY:

The City Administrator shall be appointed by a majority vote of the Mayor and City Council for an indefinite term. The City Administrator shall serve as the chief administrative officer of the City and shall be responsible for the proper administration of all City affairs. **The City Administrator works for the Mayor and City Council.**

EXAMPLES OF JOB DUTIES:

Supervises and coordinates the day-to-day operations of each department and its personnel. This includes the hiring and dismissal of City employees. **Must create a positive work environment.** The Council has the final decision on the appointment and dismissal of department heads.

Attends various meetings, including city council, planning and zoning commission, and staff meetings, and represents the City at functions with outside organizations, agencies, businesses, and the general public.

Assists the Mayor and Finance Director with preparation of the annual budget.

Plans and executes short- and long-range plans and programs of the City's Comprehensive Plan.

Recommends to the Mayor and City Council from time to time the adoption of such measures as may be deemed necessary or expedient for the health, safety or welfare of the City or for the improvement of public services of the City to achieve greater cost effectiveness or program results.

Assists the City Council in identifying and applying for federal and state grants and loans.

Investigates the affairs of the City or any department or division thereof, including all complaints relating to matters concerning the administration of the government of the City and in regard to public services. **The findings must be reported to the Mayor and City Council.**

Ensures that all laws, ordinances and policies of the City and all franchises, permits and privileges granted by the City are faithfully observed.

Works with outside consultants on City projects.

Maintains positive relationship between the County, Appraisal District, Water District and any other organizations that the city works with.

~~Directly involved in any discussions or negotiations with any governmental entity and/or private entity that affects the City of Glen Rose and its interest.~~

Performs other such duties as may be prescribed by the City Council or dictated by the nature of the position.

Must be available to Mayor and City Council for meetings pertaining to city operations.

WORKING CONDITIONS:

Works mostly indoors in a comfortable environment. Travels to meetings, conferences, seminars, etc. Subject to intermittent times of stress, especially when dealing with locally elected officials and the general public. Subject to frequent calls after hours and is required to attend frequent night meetings.

KNOWLEDGES, SKILLS AND ABILITIES:

Basic knowledge of general management principles.

Ability to establish and maintain effective working relationship with officials in local, State and Federal government and in the private sector.

Ability to select, develop, organize, motivate and effectively utilize City staff.

Working knowledge of local codes, ordinances and State and Federal laws affecting municipalities.

Working knowledge of municipal operations and functions.

Knowledge of municipal budgeting procedures and public financing operations.

Ability to communicate clearly and effectively, both orally and in writing.

Ability to assimilate a variety of facts and draw sound conclusions.

Ability to speak effectively in public.

EDUCATION AND EXPERIENCE:

Bachelor's degree in public administration, business administration or related degree with at least five (5) years of experience in city government with major emphasis in management and fiscal affairs, or five (5) years to eight (8) years minimum experience in performing above tasks in lieu of degree.

LICENSES AND CERTIFICATIONS:

Class C Texas Drivers License
Eligibility to be bonded

PAY GRADE:

Salary negotiated with the City Council

CITY OF GLEN ROSE, TEXAS

Job Description

JOB TITLE: City Secretary

DEPARTMENT: Administration

REPORTS TO: City Administrator

JOB SUMMARY:

The City Secretary serves as a part of the management team of the City of Glen Rose and oversees Deputy City Secretary, Utility Billing, Municipal Court and Personnel. Position is appointed by City Council and performs all functions outlined in LGC §22.073.

SUMMARY OF ESSENTIAL JOB FUNCTIONS:

Provides Administrative support to the City Administrator and City Council.

Prepare all Agenda's for the City Council and Boards and Commissions and post in compliance with the Texas Open Meetings Act.

Attend all meetings of the City Council, and prepares and preserves accurate minutes, records, resolutions, ordinances and actions of the City Council for permanent records.

Serve as administrator of all City elections including publishing notices, notices, preparing candidate packets, and administering early voting procedures.

Enroll, codify annually, and maintain all Ordinances of the City.

Provide assistance and information to citizens in compliance with the Public Information Act.

Supervise and evaluate Deputy City Secretary functions.

Maintain all records of the City in compliance with the Texas State Records Retention Schedule.

Represent the city with integrity during interactions with TxDOT, TCEQ, TWBD, and TDLR and other state and federal agencies.

Maintain positive relationships between County Appraisal District, Water District and any other organization that the city works with.

~~Assist Deputy City Secretary in the function of~~ ~~Serve as City Treasurer and manage functions (with the assistance of the Deputy City Secretary) to include:~~

Assist in preparation of the Annual Budget for submission to City Council for approval.

Gather departmental submissions for the annual budget for the City Administrator.

Prepare required Public Hearing postings for advertisement for City Council budget and tax rate hearings.

~~Insure timely payment of municipal bonds and other debt of the City.~~

Maintain employee insurance.

Assist in the preparation of Request for Proposals/Bid Specifications, etc.

Serve on the Investment Committee and invest all City Funds in a manner compliant with the Texas Public Funds Investment Act

Accomplish Payroll, accrual updates, quarterly and monthly reports for TMRS, TEC, OCA, DPS, etc. with the assistance of the Deputy City Secretary.

Oversee in-house IT, Social Media, Website, and all City Phones (Landline and Cellular).

Performs other such duties as assigned and as necessary to maintain the operation of the City as may be prescribed by the City Council or dictated by the nature of the position.

Serves as back up for Deputy City Secretary and applicable duties.

KNOWLEDGES, SKILLS AND ABILITIES:

4 or more years working knowledge of municipal operations and functions.

Supervisory experience a must.

Ability to communicate clearly and effectively, both orally and in writing.

Ability to assimilate a variety of facts and draw sound conclusions.

EDUCATION AND EXPERIENCE:

High School diploma, some college preferred.

LICENSES AND CERTIFICATIONS:

Maintain Texas Public Funds Investment Training

Eligibility to be bonded

Texas Registered Municipal Clerk certification, or the ability to obtain within a reasonable amount of time

CITY OF GLEN ROSE, TEXAS

Job Description

JOB TITLE: Deputy City Secretary / Municipal Court Administrator

DEPARTMENT: Administration and Municipal Court

REPORTS TO: City Secretary

JOB SUMMARY:

The Deputy City Secretary serves as a part of the management team of the City of Glen Rose and supervises the Utility Billing Clerk and the Municipal Court Clerk /Administrative Assistant. The Deputy City Secretary shall **act as City** ~~assist the City Secretary/Treasurer~~ **and be responsible for the** ~~in the discharge of her duties, particularly with respect to the~~ City's financial management and record keeping and shall be responsible for Municipal Court administrative duties.

SUMMARY OF ESSENTIAL JOB FUNCTIONS:

Supervises and coordinates the day-to-day operations of the Utility Billing Clerk and Municipal Court Clerk / Administrative Assistant.

Ensures the highest level of financial accountability and transparency to the City Council, City management and citizens. Maintains and encourages the highest ethical standards.

Serves as a liaison to the bank depository and oversees all banking relationships.

Performs all functions pertaining to Accounts Payable/Receivable. **Insure timely payment of municipal bonds and other debt of the City.**

General Ledger Reconciliation.

Supply Council with monthly accounts payable, budget and financial reports.

Provide City Administrator and Department Heads with weekly (or bi-weekly) budget reports, depending upon the frequency of check runs.

Responsible for all bank account reconciliation

Provide payment of, and post receipts of Property Taxes, Sales Taxes, Hotel Taxes, Mixed Drink Taxes and Franchise Fees.

Serve as City Treasurer and manage functions (with the assistance of the City Secretary)

Serve on the Investment Committee for Texas Public Funds Investment Act

Assist in payroll, accrual updates, quarterly and monthly reports for TMRS, TEC, OCA, DPS, etc.

Assist the auditor with the annual audit.

Assist the City Administrator in preparing the annual budget.

Performs other such duties as may be prescribed by the City Secretary or dictated by the nature of the position.

Provides services as City Secretary when needed.

KNOWLEDGES, SKILLS AND ABILITIES:

Working knowledge of municipal operations and functions.

Knowledge of municipal budgeting procedures and public financing operations.

Ability to communicate clearly and effectively, both orally and in writing.

Ability to assimilate a variety of facts and draw sound conclusions.

EDUCATION AND EXPERIENCE:

High School diploma or GED

Completion of Municipal Court Clerks Orientation Training

At least 2 years of Municipal Court experience.

At least 2 years of experience with Incode.

LICENSES AND CERTIFICATIONS:

Maintain Texas Public Funds Investment Training

Eligibility to be bonded

PAY RANGE:

Grade 23, \$42,388 to \$57,946

DISCLAIMER:

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

PROPOSED CHANGES 7/2021 - Deputy City Secretary / Court Administrator – Job Description

2

1.03.001 Governing Body Established; Composition; Terms

- a. The city council shall be the governing body of the city.
- b. The city council shall consist of a mayor and 5 councilmembers, all of whom shall be elected at large. The mayor and 2 councilmembers shall be elected in odd-numbered years and 3 councilmembers shall be elected in even-numbered years. The terms of the mayor and councilmembers shall be for 2 years.

(1990 Code, ch. 1, sec. 9; Ordinance 233 adopted 4/10/90; 2007 Code, sec. 30.02)

1.03.002 Powers And Duties Of Mayor

- a. Statutory powers and duties. Pursuant to the laws of the state, the mayor is authorized to exercise the following powers and perform the following duties:
 - 1) Regular powers and duties.
 - A. The mayor is the chief executive officer of the municipality. The mayor shall at all times actively ensure that the laws and ordinances of the municipality are properly carried out (TLGC §22.042(a));
 - B. The mayor shall preside at all meetings of the governing body of the municipality (TLGC §22.037);
 - C. The mayor shall give to the governing body any information and shall recommend to the governing body any measure that relates to improving the finances, police, health, security, cleanliness, comfort, ornament, or good government of the municipality (TLGC §22.042(c));
 - D. The mayor of a municipality serves as the budget officer for the governing body of the municipality, shall prepare each year a (itemized) municipal budget, may require any municipal officer or board to furnish information necessary for the budget officer to properly prepare the budget, shall file the proposed budget with the municipal clerk before the 30th day before the date the governing body of the municipality makes its tax levy for the fiscal year (TLGC §102.001–005));
 - E. The mayor shall inspect the conduct of each subordinate municipal officer and shall cause any negligence, carelessness, or other violation of duty to be prosecuted and punished (TLGC §22.042(b));
 - F. The mayor may call a special meeting on the mayor's own motion and shall call a special meeting on the application of three aldermen. (TLGC §22.038(b));
 - G. The mayor shall sign the ordinances and resolutions that the mayor approves (TLGC §52.003(a));
 - H. If the mayor returns an ordinance or resolution to the governing body with a statement of objections before the fourth day after the date the ordinance or resolution is placed in the secretary's office, the

governing body shall, on the return, reconsider the vote by which the ordinance or resolution was adopted (TLGC §52.003(c));

- I. The mayor is an authorized signatory for minutes of the city council meetings, city-issued checks, and various legal documents that have been approved for execution by the city council (Texas Government Code [TGC] § 1501.155 and multiple other citations);
 - J. The mayor may administer oaths of office (TLGC §22.042(d);
 - K. The mayor may request the state fire marshal to investigate a fire in which property is destroyed (TGC §417.007); and
 - L. The mayor may vote only if there is a tie (TLGC §22.037).
- 2) Emergency duties and powers.
- A. The presiding officer of the governing body of an incorporated city is designated as the emergency management director for the officer's political subdivision. An emergency management director serves as the governor's designated agent in the administration and supervision of duties under this chapter (chapter 418 of the TGC). An emergency management director may exercise the powers granted to the governor under this chapter on an appropriate local scale. An emergency management director may designate a person to serve as emergency management coordinator. The emergency management coordinator shall serve as an assistant to the emergency management director for emergency management purposes (TGC 418.1015(a) through (c));
 - B. The mayor may declare a local state of disaster, may order the evacuation of all or part of the population from a stricken or threatened area under the jurisdiction and authority of the mayor if the mayor considers the action necessary for the preservation of life or other disaster mitigation, response, or recovery, may control ingress to and egress from a disaster area under the jurisdiction and authority of the mayor and control the movement of persons and the occupancy of premises in that area (TGC §418.108(a)(f) and (g));
 - C. In the event of a riot or unlawful assembly or to preserve the peace and good order in the municipality, the mayor may order and enforce the closing of a theater, ballroom, or other place of recreation or entertainment, or a public room or building and may order the arrest of a person who violates a state law or municipal ordinance in the presence of the mayor (TLGC §22.042(e));
 - D. If military aid is immediately and urgently necessary to prevent or suppress violence and it is impractical to secure the aid in time by order of the governor, the mayor may call for such aid (TGC §431.112); and
 - E. The mayor of a type A general-law municipality shall summon as many residents as the mayor considers necessary to serve as a special police force if the mayor considers the force necessary, special police force is subject to the orders of the mayor (TLGC §341.011).

- b. Traditional, implied, and locally grant powers and duties. Although not specifically delineated in state law, the mayor is authorized to perform the following duties and exercise the following powers, whether by tradition, implication, or by exclusive grant of the city council:
- 1) 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;~~ **making sure all items that council and staff are placed on the council meeting agenda;**
 - 2) The mayor is the city's official spokesperson;
 - 3) The mayor may appoint advisory boards and committees to assist the mayor in giving information to the governing body and in recommending to the governing body any measure that relates to improving the finances, police, health, security, cleanliness, comfort, ornament, or good government of the municipality;
 - 4) The mayor is the city's official representative at various ceremonial, civic, and social functions;
 - 5) The mayor may issue official proclamations;
 - 6) The mayor, with the assistance of administrative staff, may host city-sponsored celebrations, receptions, and social events; and
- c. Other powers and duties. The mayor may exercise other powers and perform other duties as may be prescribed by state law or by the governing body of the municipality (TLGC 22.042(a)).

(Ordinance 18.07.09 adopted 7/9/18; Ordinance 2020.04.14A adopted 4/14/20; Ordinance 2021.02.08D adopted 2/8/21)

State law references—Powers and duties of mayor, V.T.C.A., Local Government Code, sec. 22.042.

1.04.001 City Administrator

- a. Position created. The office of city administrator, the ~~chief~~ **the** administrative officer of the city, as created by Ordinance 464 adopted on November 9, 2009, is hereby ratified and confirmed.
- b. Appointment and removal. The city administrator shall be appointed by majority vote of the city council for an indefinite period. The terms of employment may be established through an employment agreement. The city administrator shall be subject to removal at the will of the city council for cause by a majority vote, provided the city administrator is notified of the charges and given an opportunity to respond to them, or for lack of confidence by a 2/3rds vote of the elected aldermen in favor of a resolution declaring said lack of confidence, subject to any employment agreement and/or right of hearing as may be provided in the city's personnel policies.
- c. Absence or disability of city administrator. In the event of absence or disability of the city administrator, the mayor shall perform the duties of city administrator.
- d. Powers and duties. The city administrator shall:
 - 1. Supervise and coordinate the activity of all city departments, including the hiring and firing of department heads and employees, except that those employees identified by ordinance or state law as officers of the city are to be hired and fired by the city council.
 - 2. Facilitate, lead, and/or participate in meetings and/or proceedings **pertaining to staff or issues of the City;**
 - 3. Serve as a liaison between departments, external organizations, the general public and other agencies **as directed by Council;**
 - 4. Assist the mayor in preparing the annual budget presented to city council for approval.
 - 5. Develop and maintain positive working relations with other local governments and state/federal agencies.
 - 6. Research, analyze, and make recommendations for cost effective improvements in city operations. Work with department heads to design, evaluate and administer departmental programs and services.
 - 7. Conduct research into various issues facing the city and make appropriate recommendations to council on a wide range of issues.
 - 8. Lead city staff in the accomplishment of city goals and priorities.
 - 9. Investigate grant opportunities and present findings to the city council. When authorized by the council, prepare grant applications. Manage grant projects which have been funded.
 - 10. Work closely with the **City Council**, city attorney and/or Texas Municipal League legal counsel to limit the city's exposure to liability regarding sensitive operational decisions, ensure the city's ordinances and policies comply with state and federal law and are properly constructed, and protect the city's interests in all contractual matters.
 - 11. Be ~~the~~ **a** primary point of contact for matters related to economic development.
 - 12. Provide for the maintenance of city property and equipment.
 - 13. Oversee the enforcement of city ordinances, policies, and procedures.
 - 14. Perform other such duties as may be prescribed by the mayor and city council or dictated by the nature of the position.
 - 15. **Provide a weekly report to the Council.**

(Ordinance 464 adopted 11/9/09; Ordinance 18.10.08C adopted 10/8/18)

1.04.002 City Secretary

- a. Appointment, term, absence, and removal.
 1. Appointment. The city secretary shall be appointed by majority vote of the city council.
 2. Term. The city secretary shall serve at the pleasure of the city council.
 3. Absence or disability. In the absence or disability of the city secretary, the deputy city secretary shall perform the duties of the office.
 4. Removal. If removed, the city secretary shall be removed in accordance with the provisions of section 22.077 of the Texas Local Government Code (TLGC).
- b. Powers and duties. The city secretary shall exercise the powers and duties of:
 1. The office, pursuant to §22.073 of the TLGC, which is to:
 - A. Engross and enroll all laws, resolutions, and ordinances of the governing body;
 - B. Keep the corporate seal;
 - C. Take charge of, arrange, and maintain the records of the governing body;
 - D. Countersign all commissions issued to municipal officers and all licenses issued by the mayor, and keep a record of those commissions and licenses;
 - E. Prepare all notices required under any regulation or ordinance of the municipality;
 - F. Draw all the warrants on the treasurer, countersign the warrants, and keep, in a record provided for that purpose, an accurate account of the warrants; and
 - G. Serve as the general accountant of the municipality and shall:
 - I. Keep regular accounts of the municipal receipts and disbursements;
 - II. Keep each cause of receipt and disbursement separately and under proper headings;
 - III. Also keep separate accounts with each person, including each officer, who has monetary transactions with the municipality;
 - IV. Credit accounts allowed by proper authority and specify the particular transaction to which each entry applies; and
 - V. Keep records of the accounts and other information covered by this subsection;
 - H. Keep a register of bonds and bills issued by the municipality and all evidence of debt due and payable to the municipality, noting the relevant particulars and facts as they occur;
 - I. Carefully keep all contracts made by the governing body; and
 - J. Perform all other duties required by law, ordinance, resolution, or order of the governing body;
 - K. **Provide a monthly report to Council.**
 2. ~~City treasurer, pursuant to §22.075 of the TLGC (see subsection (c) of this section);~~
 3. Investment officer pursuant to the city's investment policy;
 4. General custodian of election records, election filing authority, and early voting clerk pursuant to §66.001, §143.006, and §83.005, respectively, of the Texas Elections Code;
 5. Municipal court clerk, pursuant to section 7.01.003(a) of this Code of Ordinances (CCO);
 6. Public information coordinator pursuant to §552.012(c) of the Texas Government Code (TGC);
 7. Human resources manager; and
 8. Notary public.
- c. Authority to delegate powers and duties. The city secretary is, hereby, authorized to delegate those powers and duties of the office, as appropriate under the laws of the state and the City's Code of Ordinances and for as long a period of time as deemed advantageous to the city secretary, to the deputy city secretary, the deputy court clerk, and any other positions subordinate to the city secretary which may be created by act of the city council. Any delegation of authority or subsequent changes in delegation of authority shall be documented. The certification and training provisions

of section (d) of this section shall apply to the city secretary's deputies and subordinates in those areas where authority has been delegated to them.

d. Certification and training.

1. City secretary certification. As funds are made available for training, the city secretary is encouraged to obtain certification in accordance with §22.074 of the TLGC.
2. Public investment training. As the city's investment officer and treasurer, the city secretary shall comply with the investment training requirements of §2258.008 of the TGC.
3. Election law training. As the general custodian of election records, election filing authority, and early voting clerk, the city secretary shall obtain training as required by the Texas Secretary of State's Office to keep abreast of changes in election law.
4. Municipal court clerk training. As the municipal court clerk, the city secretary shall obtain training as required to properly discharge the duties of that position .
5. Open records training. As the city's public information coordinator, the city secretary shall obtain open records training in accordance with the provisions of §552.012 of the TGC.
6. Open meetings training. As an appointed public official, the city secretary shall obtain open meetings training in accordance with the requirements of §551.005 of the TGC.

e. Bond and duties of treasurer.

1. The treasurer of the municipality shall execute a bond. The bond must:
 - A. Be in favor of the municipality;
 - B. Be in the form and amount required by the governing body of the municipality;
 - C. Have security approved as sufficient by the governing body; and
 - D. Be conditioned that the treasurer will faithfully discharge the duties of the office.
2. The treasurer shall receive and securely keep all money belonging to the city. The treasurer shall make all payments on the order of the mayor, attested by the city secretary under the seal of the city. The treasurer may not pay an order unless the face of the order shows that the city directed the issuance of the order and shows the purpose for which it is issued.
3. The treasurer shall provide to the city council and mayor a full statement of the receipts and payments. The statement must be presented at the first regular city council meeting at least quarterly and at other times as required by the governing body.
4. The treasurer shall perform other acts and duties as the governing body requires.

f. Accountability. The city secretary shall report to:

1. The governing body regarding the discharge of the statutorily prescribed duties of city secretary, treasurer, general custodian of election records, election filing authority, and early voting clerk;
2. The municipal judge regarding the discharge of the duties of municipal court clerk; and
3. The city administrator regarding all day-to-day activities and regarding the discharge of all the duties of the office not enumerated in subsections (1) or (2) above.

(1990 Code, ch. 7, sec. 7; Ordinance 233 adopted 4/10/90; 2007 Code, sec. 31.02; Ordinance adopting 2017 Code; Ordinance 2020.05.11E adopted 5/11/20)

State law references—Appointment of secretary, V.T.C.A., Local Government Code, sec. 22.071; powers and duties of city secretary, V.T.C.A., Local Government Code, sec. 22.073.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding ordering a Special Local Option Election to be held on the 2nd day of November 2021 for the "Legal Sale of Alcoholic Beverages including Mixed Beverages"; and Special Election to elect two (2) City Councilmembers for two (2) unexpired terms; Designating polling places; ordering notices of election to be given; and authorizing execution of joint election contracts. (S Ritchie)		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
EXHIBITS:	Proposed Interlocal Agreement		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

RESOLUTION NO. 2021-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY GLEN ROSE, TEXAS, ORDERING A SPECIAL LOCAL OPTION ELECTION FOR "THE LEGAL SALE OF ALCOHOLIC BEVERAGES INCLUDING MIXED BEVRAGES" AND A SPECIAL ELECTION TO FILL TWO (2) UNEXPIRED TERMS FOR CITY COUNCIL, TO BE HELD IN THE CITY OF GLEN ROSE ON THE 2ND DAY OF NOVEMBER 2021; DESIGNATING POLLING PLACES; ORDERING NOTICES OF ELECTION TO BE GIVEN; AUTHORIZING EXECUTION OF JOINT ELECTION CONTRACTS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, A Petition for Local Option Election was presented to the City Secretary on February 2, 2021 and the City Secretary has verified that the petition bears the actual signatures of a number of qualified voters of the political subdivision equal to at least 35 percent of the registered voters in the City of Glen Rose who voted in the most recent gubernatorial election for the ballot issue that permits voting for or against "The Legal Sale of all Alcoholic Beverages including Mixed Beverages" ; and

WHEREAS, the Petitions for Local Option Election is presented to the City Council of the City of Glen Rose, Texas to order a special election For/Against "The Legal Sale of Alcoholic Beverages Including Mixed Beverages"; and

WHEREAS, the next regular session of City Council, on or after the 30th day after the date the petition is filed, falls on March 3, 2021; and

WHEREAS, it is the duty of the Mayor of the City of Glen Rose to issue an election order for said election to elect the following officials for the City of Glen Rose:

COUNCILMEMBERS 2 Positions (one-year terms)

WHEREAS, pursuant to Texas Election Code, Section 501.032, City Council shall by this Resolution order a Special City Election to be held on a uniform election day in and throughout the CITY OF GLEN ROSE, TEXAS, said date being the 2th day of November 2021,

WHEREAS, it is the City Council's intent that the election shall be held at City Hall by City Hall staff in accordance with the provisions of the Texas Election Code; and

WHEREAS, it is City Council's intent that the City enter into an interlocal agreement with Somervell County Election Administration for use of the Optical Scan electronic voting system, which have been certified by the Secretary of State in accordance with the Texas Election Code and approved by the United States Department of Justice.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF GLEN ROSE, TEXAS, THAT:

SECTION 1. SPECIAL ELECTION ORDERED. It is hereby ordered that a Special City Election be held in and throughout the CITY OF GLEN ROSE, TEXAS, on the 2nd day of

November 2020, to determine whether "The Legal Sale of all alcoholic beverages including mixed beverages" shall be prohibited or legalized in the City of Glen Rose, Texas; and to fill two (2) unexpired terms for City Council.

SECTION 2: BALLOT. The official ballot to be used in the Election shall be prepared in accordance with Sections 501.035 and 501.109 of the Texas Election Code, as amended. The ballots shall permit the voter to vote "For" or "Against" the proposition and shall be set forth in substantially the following form:

Proposition No. 1

(Proposicion No. 1)

The legal sale of all alcoholic beverages including mixed beverages.
(La venta legal de todas bebidas alcoholicas incluyendo bebidas mixtas.)

- ☐ For (A favor)
- ☐ Against (En contra)

AND

City of Glen Rose
(Ciudad de Glen Rose)

City Councilmember
(Consejo de la Ciudad)

(Vote for None, One or Two)
(Vote por Ninguno, Uno o Dos)

- ☐ Candidate Name
- ☐ Candidate Name
- ☐ Candidate Name
- ☐ Candidate Name

SECTION 3: EARLY VOTING CITY OF GLEN ROSE. Early voting by personal appearance will be conducted for city residents of Glen Rose on October 18 – 22 and October 25 – 29, 2021, at the location as follows:

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

SECTION 4: ELECTION DAY VOTING. Election Day voting will be conducted on November 2, 2021, from 7:00 a.m. to 7:00 p.m. at the location listed below.

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

SECTION 5: That the City Secretary is hereby directed to cause notice of said election to be published at least once, not earlier than the 30th day nor later than the 10th day, before election day as provided in Section 4.003(a) (1) of the Texas Election Code; and shall be posted on the bulletin board used for posting notices of the City Council meetings not later than the 21st day before election day. A copy of the published notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the notice shall make a record at the time of posting stating the date and place of posting in accordance with Texas Election Code Section 4.005.

SECTION 6: That applications for ballot by mail for Glen Rose residents shall be mailed to: Somervell County Elections Administrator, PO Box 1355, Glen Rose, Texas 76043. Applications for early voting ballot by mail must be received no later than the close of business on October 22, 2021.

SECTION 7: That in accordance with Section 123.001 of the Texas Election Code, the Optical Scan Voting Systems approved by the Secretary of State are hereby adopted for the election on November 8, 2016.

SECTION 8: That the Mayor / City Secretary is hereby authorized to execute an Interlocal Election Contract for the conduct of a joint election to be held on November 8, 2016, and to approve any amendments thereto.

SECTION 9: The City Secretary is hereby authorized and instructed to provide and furnish all necessary election notices, preparation of ballot wording and candidate order to the County Election Officer, and necessary submissions to the U.S. Department of Justice under the Federal Voting Rights Act of 1965.

SECTION 10. Section 61.012 of the Code requires that the City must provide at least one accessible voting system in each polling place used in a Texas election on or after January 1, 2006. The City shall use, in Early Voting and Election Day Voting, a voter assist terminal as approved by the Secretary of State, and shall contract with the Somervell County Elections Administrations, respectfully, for the use of said voter assist equipment that Somervell County

uses for their elections, as same may be necessary.

SECTION 11. The preparation of the voting equipment to be used in connection with the special election ordered herein shall conform to the Code to permit the electors to vote for the Local Option and Councilmembers, said ballots shall have printed thereon such provisions, markings, and language as may be required by law. The City shall contract with Somervell County Elections Administrators for the use of said voting equipment for the election ordered by this Resolution, as same may be necessary.

SECTION 12. That should any word, sentence, paragraph, subdivision, clause, phrase, or section of this resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said resolution, which shall remain in full force and effect.

Said Election shall be held in accordance with the Election Code of the State of Texas and only resident, qualified voters of the said City of Glen Rose shall be eligible to vote at said election.

Passed and approved this 13th day of July 2021.

APPROVED

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a Change Order for the Grand Avenue Lift Station Project.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/30/2021
EXHIBITS:	Change Order for Grand Avenue Lift Station Project		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
The boring contractor for this project ran into unforeseen difficulties while boring under the Paluxy River. The contractor hit a seam which diverted the bore to 8' away from the wet well. The matter can be remedied by installing a man hole where the bore ends and running a line between the manhole and the wet well. The contractor proposes to absorb about \$8,000 of the cost by providing the manhole free of charge, but is asking the City to approve the attached \$22,146.67 change order to cover other costs associated with this development. PE Chris Hay of eHT believes the proposal is reasonable. It appears to staff that under the terms of our contract that the circumstances justify a change order. City Attorney Pendleton reviewed the contract and was agreeable with the change order as long as staff felt the proposed remedy provided a viable long term solution.			
RECOMMENDED ACTION:			
Move to approve the change order as submitted.			

CHANGE ORDER NO.: 01

Owner: City of Glen Rose Owner's Project No.: 10434
 Engineer: Enprotec / Hibbs & Todd, Inc. Engineer's Project No.: 5722-19
 Contractor: Rey-Mar Construction Contractor's Project No.:
 Project: TWDB EDAP Grand Avenue Lift Station
 Contract Name: TWDB EDAP Grand Avenue Lift Station
 Date Issued: 06/28/2021 Effective Date of Change Order: 06/28/2021

The Contract is modified as follows upon execution of this Change Order:

Description:

Add 4' dia., 30' deep manhole adjacent to the wet well to properly tie in bore with a gravity line into the wet well, accounting for re-directed bore path.

Attachments:

Contractor proposal

Change in Contract Price		Change in Contract Times [State Contract Times as either a specific date or a number of days]	
Original Contract Price:		Original Contract Times:	
\$ 931,439.00		Substantial Completion:	200
		Ready for final payment:	230
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. [1]:		[Increase] [Decrease] from previously approved Change Orders No.1 to No. [1]:	
\$ 0.00		Substantial Completion:	0
		Ready for final payment:	0
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 931,439.00		Substantial Completion:	200
		Ready for final payment:	230
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ 22,146.00		Substantial Completion:	10
		Ready for final payment:	10
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 953,585.00		Substantial Completion:	210
		Ready for final payment:	240

Recommended by Engineer

By: Cezar S. Ho

Title: Project Manager

Date: 06/28/2021

Authorized by Owner

By: _____

Title: _____

Date: _____

Accepted by Contractor

Approved by Funding Agency (if applicable)

By: _____

Title: _____

Date: _____

Proposal

4' Manhole 30' depth, 30" R&C watertight

Loc.	Description	Qty Unit		
Qty	Description			
0.000	Trench Safety	1.00	week	
1.000	Labor to chip rock, excavate, set manhole, gravity connect	1.00	week	
2.000	Equipment Rental	1.00	week	
3.000	Delivery of Manhole	1.00	Ea	
		Total	\$22,146	

Job: TWDB EDAP Grand Avenue Lift Station Item: 4' Manhole 30' depth, 30" R&C watertight



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding City of Glen Rose, Texas - Employee Longevity Compensation.		
PREPARED BY:	Mayor Pro-Tem, Chip Joslin	DATE SUBMITTED:	07/06/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	(Approx.) \$8,600	
	Amount Budgeted:	\$6,600	
	Appropriation Required:	(Approx.) \$2000	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
In a society that continues to have lesser tenured employees, we need to do a better job of rewarding our employees, especially those who have served much of the entire career with the City of Glen Rose. At one point, our employees annually received \$100 per year served for their entire tenure. For some unexplained reason, it was capped after ten years which actually stops rewarding and potentially becomes a disincentive for the more faithful and tenured employees. We have to right the wrongs of our predecessors and reverse this by removing this ten-year cap. It will show our employees how much we honor their service and further reward them for the many hours of service while only adding a minuscule amount to the budget.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, Consideration and Possible Action regarding City of Glen Rose, Texas – Code of Conduct		
PREPARED BY:	Mayor Pro-Tem, Chip Joslin	DATE SUBMITTED:	07/06/2021
EXHIBITS:	Proposed changes to Code of Conduct		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
This agenda item is presented for revisions to “The Code of Conduct”, labeled as “EXHIBIT A” previously revised and adopted on January 21, 2021. In short, 1st Amendment rights are granted to EVERY Citizen by The Constitution of The United States of America and are clearly violated by the current “Code of Conduct”. We need to strive towards ways that help promote free speech at every turn and on every platform possible. The proposed changes will greatly improve a system that has closed many lines of communication to The Glen Rose City Council and will lessen the opportunity for corruption. Free and open speech makes us all better as a community. As elected officials and “the voice” of our community we can NEVER allow our rights to free speech to be violated by ANY means.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

EXHIBIT "A"

City of Glen Rose Code of Conduct for Elected Officials

Revised and adopted January 11, 2021

The Three Rs of Glen Rose Government Leadership: Roles, Responsibilities, and Respect

The Local Government Code and the Texas Municipal League provide detailed information of the roles and responsibilities of Council Members, the Mayor Pro-Tem, and the Mayor. The City's Code of Conduct provides guidance on ethical issues and questions of right and wrong. Until now, what has not been clearly written down is a Code of Conduct for Glen Rose's elected officials.

This Code of Conduct is designed to describe the manner in which Council Members should treat one another, city staff, constituents, and others they come into contact with while representing the City of Glen Rose.

The contents of this Code of Conduct include:

- Overview of Roles and Responsibilities
- Policies and Protocol Related to Conduct
- Council Conduct with One Another
- Council Conduct with the City Staff
- Council Conduct with the Public
- Council Conduct with Other Public Agencies
- Council Conduct with Boards and Committees
- Council Conduct with the Media
- Sanctions
- Principles of Proper Conduct
- Checklist for Monitoring Conduct
- Glossary of Terms

The constant and consistent theme throughout all of the conduct guidelines is "respect." Council Members experience huge workloads and tremendous stress in making decisions that could impact thousands of lives. Despite these pressures, elected officials are called upon to exhibit appropriate behavior at all times. Demonstrating respect for each individual through words and actions is a touchstone that can help guide Council Members to do the right thing in even the most difficult situations.

Overview of Roles and Responsibilities

Other resources that are helpful in defining roles and responsibilities of elected officials can be found in resources from organizations such as the Texas Municipal League (TML).

Mayor

- Acts as the official head of the City for all ceremonial purposes
- Chairs Council meetings
- Calls for special meetings
- Recognized as a spokesperson for the City
- Selects substitute for City representation when Mayor cannot attend
- Makes judgment calls on proclamations, Special Orders of the Day, etc.
- Recommends subcommittees as appropriate for Council approval
- Leads the Council into an effective, cohesive working team
- Signs documents on behalf of the City
- Serves as the official delegate of the City

Mayor Pro-Tem

- Serves at the pleasure of the Mayor
- Performs the duties of the Mayor if the Mayor is absent or disabled
- Chairs Council meetings at the request of the Mayor
- Represents the City at ceremonial functions at the request of the Mayor

All Council Members

All members of the City Council, including those serving as Mayor Pro-Tem, have equal votes. No Council Member has more power than any other Council Member, and all should be treated with equal respect. The Mayor will cast the tie breaking vote if needed.

All Council Members should:

- Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others
- Prepare in advance of Council meetings and be familiar with issues on the agenda
- Represent the City at ceremonial functions at the request of the Mayor
- Be respectful of other people's time. Stay focused and act efficiently during public meetings
- Serve as a model of leadership and civility to the community
- Inspire public confidence in Glen Rose government

- Provide contact information with the City Secretary in case an emergency or urgent situation arises while the Council Member is out of town
- Demonstrate honesty and integrity in every action and statement
- Participate in scheduled activities to increase team effectiveness and review Council procedures, such as this Code of Conduct

Meeting Chair

The Mayor will chair official meetings of the City Council, unless the Mayor Pro-Tem or another Council Member is designated as Chair of a specific meeting.

- Maintains order, decorum and the fair and equitable treatment of all speakers
- Keeps discussion and questions focused on specific agenda item under consideration
- Makes parliamentary rulings with advice, if requested, from the City Secretary who acts as an advisory parliamentarian. Chair rulings may be overturned if a Council Member makes a motion as an individual and the majority of the Council votes to overrule the Chair.

Policies and Protocol Related to Conduct

Ceremonial Events

Requests for a City representative at ceremonial events will be handled by City staff. The Mayor will serve as the designated City representative. If the Mayor is unavailable, then ~~the City staff~~ Mayor will determine if ~~event organizers~~ he/she would like another representative from the Council. If yes, then the Mayor will recommend which Council Member should be asked to serve as a substitute. Invitations addressed to Council Members at their homes are presumed to be for unofficial, personal consideration.

Correspondence Signatures

Council Members do not need to acknowledge the receipt of correspondence, or copies of correspondence, during Council meetings. City staff will prepare official letters in response to public inquiries and concerns. These letters will carry the signature of the Mayor unless the Mayor requests that they be signed by another Council Member or City staff. ~~If correspondence is addressed only to one Council Member that Council Member should check with staff on the best way to respond to the sender.~~

Endorsement of Candidates

Council Members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention endorsements during Council meetings or other official City meetings.

Legislative Process

The City uses Robert's Rules of Order as a standard for parliamentary procedure for meeting management.

Non-Agenda Items

During a designated period of the agenda, citizens, Council Members, and staff may bring forth issues or questions that are not on the meeting's agenda. Topics should be legislative items requiring action by the Mayor or the Council, study issues for future consideration, and requests for information. Each speaker, citizen, or elected official, will be limited to three minutes.

Public Announcements in Council Meetings

Council Members who want to speak first during the Public portion of the Council meeting should notify the Chair in advance. Otherwise, Council Members will be recognized when the Chair acknowledges them. Council Members, like members of the public who use this portion of the agenda to recognize achievements or promote an event, will be limited to three minutes each and should keep the focus on matters of community-wide interest.

Public Meeting Hearing Protocol

The applicant or appellant shall have the right to speak first. The Chair will determine the length of time allowed for this presentation. Speakers representing either pro or con points of view will be allowed to follow. The Chair will determine how much time will be allowed for each speaker, with 3 to 5 minutes the standard time granted. The applicant or appellant will be allowed to make closing comments. The Chair has the responsibility to run an efficient public meeting and has the discretion to modify the public hearing process in order to make the meeting run smoothly.

Council Members will not express opinions during the public hearing portion of the meeting except to ask pertinent questions of the speaker or staff. "I think" or "I feel" comments by Council Members are not appropriate until after the close of the public hearing. Council Members should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.

Motions

Main motions may be followed by amendments, followed by substitute motions. Any Council Member can call for a point of order. Only Council Members who voted on the prevailing side

may make motions to reconsider. ~~Council Members who desire to make the first motion on issues which they feel strongly about should discuss their intention with the Chair in advance of the Council meeting.~~

Travel Expenses

The policies and procedures related to the reimbursement of travel expenses for official City business by Council Members are outlined in the City Policy. All Council travel in excess of the allowed budget, in which the Council Member expects to officially represent the City and/or be reimbursed by the City for travel costs, must be approved in advance by the council. The travel policy and budget for Council should be reviewed at each annual budget cycle.

Council Conduct with One Another

Councils are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this common goal should be acknowledged even as Council may “agree to disagree” on contentious issues.

In Public Meetings:

- **Practice civility and decorum in discussions and debate**
Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not allow, however, Council Members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. No shouting or physical actions that could be construed as threatening will be tolerated.
- **Honor the role of the Chair in maintaining order**
It is the responsibility of the Chair to keep the command of the Council Members on track during public meetings. Council Members should honor efforts by the Chair to focus discussion on current agenda items. If there is disagreement about the agenda or the Chair’s actions, those objections should be voiced politely and with reason, following the procedures outlined in parliamentary procedure.
- **Avoid personal comments that could offend other Council Members**
If a Council Member is personally offended by the remarks of another Council Member, the offended Council Member should make notes of the actual words used and call for a

“point of personal privilege” that challenges the other Council Member to justify or apologize for the language used. The Chair will maintain control of this discussion.

- **Demonstrate effective problem-solving approaches**

Council Members have a public stage to show how individuals with different points of view can find common ground and seek a compromise that benefits the community as a whole.

In Private Encounters:

- **Continue respectful behavior in private**

The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.

- **Be aware of the insecurity of written notes, voicemail messages, email, and social media.**

Technology allows words written or said without much forethought to be distributed wide and far. Would you feel comfortable to have this note faxed to others? How would you feel if this voicemail message was played on a speaker phone in a full office? What would happen if this e-mail message was forwarded to others? Written notes, voicemail messages, email, etc. should be treated as potentially “public” communication.

- **Even private conversations can have a public presence**

Elected officials are always on display – their actions, mannerisms, and language are monitored by people around them that they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after public meetings noted.

Council Conduct with City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City Staff, who implement and administer the Council’s policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

- **Treat all staff as professionals**

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

- **The City of Glen Rose is a Democracy. Limit contact to specific Open Communication is Always Encouraged Between Council and any City Staff Member**

~~It is always preferred that employees follow the proper chain of command as outlined in the Employee Handbook; however, Council should always have the right to speak to any City staff that they deem necessary. Elected officials should always be available to counsel and find ways to help employees amicably resolve issues. Employees should never feel or be intimidated to express concerns to the City's elected officials. Questions of City staff and/or requests for additional background information should be directed only to the Mayor or City Administrator. The City Administrator should be copied on any request. Requests for follow-up or directions to staff should be made only through the Mayor, or City Administrator when appropriate. When in doubt about what staff contact is appropriate, Council Members should ask the Mayor or City Administrator for direction. Materials supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information.~~

- **Do not disrupt City staff from their job Open Invitation to Staff Meetings**

~~As elected officials, Council Members should not disrupt City staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met. They are always invited to any staff meetings in which they choose to attend in which they feel that they can add value to the situation.~~

- **Never publicly criticize an individual employee/department**

Council should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about staff performance should only be made to the Mayor or City Administrator through private correspondence or conversation.

- **Do not get involved in administrative functions Involvement in Administrative Functions**

~~Council Members must not attempt to influence~~ will be involved in City staff on the making of appointments, awarding of contracts, selecting of consultants, as they deem necessary for the benefit of the City. ~~processing of development applications, or granting of City licenses and permits.~~

- **Check with City staff on correspondence before taking action**

Before sending correspondence, Council Members should check with City staff to see if an official City response has already been sent or is in progress.

- ~~Do not attend meetings with City staff unless requested by staff~~Council Memebers are Encouraged and Welcomed to Attend all Staff Meetings

~~Even if the Council Member does not say anything, the Council Member's presenee implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively~~Having the City's best interest in mind, it is important to open all meetings to Council Members so that they are aware of the goings on within the City.

- ~~Limit requests for staff support~~Council Members Should Have Full Support from Staff

~~Requests for additional staff support—even in high priority or emergency situations—should be made to the Mayor or City Administrator who are responsible for allocating City resources in order to maintain a professional, well-run City government.~~Council Members are basically compensated \$100 monthly and sometimes need information from staff in an expeditious manner. The staff should fully cooperate and assist the Council Member in any way possible. If a Council Member feels that they are not being properly supported by said staff member, they should consult the Mayor for an immediate resolve.

- **Do not solicit political support from staff**

Council Members should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

Council Conduct with the Public

In Public Meetings

Making the public feel welcome is an important part of the democratic process. No signs of

partiality, prejudice, or disrespect should be evident on the part of individual Council Members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- **Be welcoming to speakers and treat them with care and gentleness**

Consider the following individual experience: “I give many public presentations so standing up in front of a group and using a microphone is not new to me. But I found that speaking in front of Council was an entirely different experience. I was incredibly nervous and my voice was shaking. I think the reason was because the issue was so personal to me. The Council was going to take a vote that would affect my family’s daily life and my home. I was feeling a lot of emotion. The way that Council treats people during public hearings can do a lot to make them relax or to push their emotions to a higher level of intensity.”

- **Be fair and equitable in allocating public comment time to individual speakers**

Imagine this were you: “The first thing the Mayor said to me was to be brief because the meeting was running late and the Council was eager to go home. That shouldn’t be my problem. I’m sorry my item was at the end of the agenda and that there were a lot of speakers, but it is critically important to me and I should be allowed to say what I have to say and believe that the Council is listening to me.”

The Chair will determine and announce limits on speakers at the start of the public meeting process. Generally, each speaker will be allocated three minutes with applicants and appellants or their designated representatives allowed more time. If many speakers are anticipated, the Chair may shorten the time limit and/or ask speakers to limit themselves to new information and points of view not already covered by previous speakers. No speaker will be turned away unless he or she exhibits inappropriate behavior. Each speaker may only speak once during the public comment on any agenda item unless the Council requests additional clarification later in the process. After the close of the public comment, no more public testimony will be accepted unless the Chair reopens the public comment for a limited and specific purpose.

- **Give the appearance of active listening**

It is disconcerting to speakers to have Council Members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest. Be aware of facial expressions, especially those that could be interpreted as “smirking,” disbelief, anger, or boredom.

- **Ask for clarification, but avoid debate and argument with the public**

Only the Chair – not individual Council Members – can interrupt a speaker during a presentation. However, a Council Member can ask the Chair for a point of order if the speaker is off topic or exhibiting behavior or language the Council Member finds disturbing.

If speakers become flustered or defensive by Council questions, it is the responsibility of the Chair to calm and focus the speaker and to maintain the order and decorum of the

meeting. Questions by Council Members to members of the public testifying should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker. Council Members' personal opinions or inclinations about upcoming votes should not be revealed until after the public comment is closed.

- **No personal attacks of any kind, under any circumstances**

Council Members should be aware that their body language and tone of voice, as well as the words they use, can appear to be intimidating or aggressive.

- **Follow parliamentary procedure in conducting public meetings**

If appointed by the Mayor and deemed fit, the City Secretary serves ~~can serve~~ as advisory parliamentarian for the City and is available to answer questions or interpret situations according to parliamentary procedures. Final rulings on parliamentary procedure are made by the Chair, and always subject to the appeal of the ~~full~~ Council.

In Unofficial Settings

- **Make no promises on behalf of the Council**

Council Members will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and refer to City staff for further information. It is inappropriate to overtly or implicitly promise Council action, or to promise City staff will do something specific (fix a pothole, remove a library book, plant new flowers in the median, etc.).

- **Make no personal comments about other Council Members**

It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other Council Members, their opinions and actions.

- **Remember that Glen Rose is a small town**

Council Members are constantly being observed by the community. Their behaviors and comments serve as models for proper behavior in the City of Glen Rose. Honesty and respect for the dignity of each individual should be reflected in every work and action taken by Council Members, 24 hours a day, seven days a week. It is a serious and continuous responsibility.

Council Conduct with Other Public Agencies

Be clear about representing the City or personal interests.

If a Council Member appears before another governmental agency or organization to give a statement on an issue, the Council Member must clearly state: 1) if his or her statement reflects personal opinion or is the official stance of the City; 2) whether this is the majority or minority opinion of the Council.

If the Council Member is representing the City, the Council Member must support and advocate the official City position on an issue, not a personal viewpoint.

If the Council Member is representing another organization whose position is different from the City, the Council Member should withdraw from voting on the issue if it significantly impacts or is detrimental to the City's interest. Council Members should be clear about which organizations they represent and inform the Mayor and Council of their involvement.

Correspondence should be clear about representation.

City letterhead may be used when the Council Member is representing the City and the City's official position. A copy of official correspondence should be given to the City Secretary to be filed in the Clerk's Office as part of the permanent public record.

It is best that City letterhead not be used for correspondence of Council Members representing a personal point of view, or a dissenting point of view from an official Council position. However, should Council Members use City letterhead to express a personal opinion, the official City position must be stated clearly so the reader understands the difference between the official City position and the minor viewpoint of the Council Member.

Council Conduct with Boards and Committees

The City has established several Boards and Committees as a means of gathering more community input. Citizens who serve on Boards and Committees become more involved in the government and serve as advisors to the City Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- **If attending a Board or Committee meeting, be careful to only express personal opinions**

Council Members may attend any Board or committee meeting, which are always open to any member of the public. However, they should be sensitive to the way their participation – especially if it is on behalf of an individual, business, or developer – could be viewed as unfairly affecting the process. Any public comments by a Council Member at a Board or Committee meeting should be clearly made as individual opinion and not a representation of the feelings of the entire City Council.

- **Limit contact with Board and Committee members to questions of clarification**

It is inappropriate for Council Members to contact a Board or Committee Member to lobby on behalf of an individual, business, or developer. It is acceptable for Council Members to contact Board or Committee members in order to clarify a position taken by the Board or Commission.

- **Remember that Boards and Committees serve the community, not individual Council Members**

The City Council appoints individuals to serve on Boards and Committees, and it is the responsibility of Boards and Committees to follow policy established by the Council. But Boards and Committees do not report to individual Council Members, nor should Council Members feel they have the power or right to threaten Board and Committee members with removal if they disagree about an issue. Appointment and re-appointment to a Board or Committee should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A Board or Committee appointment should not be used as a political “reward”.

- **Be respectful of diverse opinions**

A primary role of Boards and Committees is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council Members may have a closer working relationship with some individuals serving on Boards and Committees; but must be fair and respectful of all citizens serving on Boards and Committees.

- **Keep political support away from public forums**

Board and Commission members may offer political support to a Council Member, but not in a public forum while conducting official duties. Conversely, Council Members may support Board and Committee members who are running for office, but not in an official forum in their capacity as a Council Member.

- **Inappropriate behavior can lead to removal**

Inappropriate behavior by a Board or Committee member should be noted to the Mayor, and the Mayor should counsel the offending member.

Council Conduct with the Media

Council Members are frequently contacted by the media for background and quotes.

- **The best advice for dealing with the media is to never go “off the record”**
Most members of the media represent the highest levels of journalistic integrity and ethics, and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.
- **The Mayor is the official spokesperson representing the official City position**
The mayor is the designated representative of the Council to present and speak on the official City position. If an individual Council Member is contacted by the media, the Council Member should be clear about whether their comments represent the official City position or a personal viewpoint.
- **Choose words carefully and cautiously**
Comments taken out of context can cause problems. Be especially cautious about humor, sardonic asides, sarcasm, or work play. It is never appropriate to use personal slurs or swear words when talking with the media.

Council Conduct on Social Media

- **Posts related to City business are subject to an Open Records request.**

The City Councilmember making the posts will be responsible for providing copies of them to the City Secretary in the event of a request for information under the Texas Public Information Act. For the best of the City, if the City Secretary has additional data available that was not presented by the City Councilmember he/she has the authorization to make a copy of said post and file accordingly. The Council member making the posts will be responsible for providing copies of them to the City Secretary in the event of a request for information under the Texas Public Information Act, he/she has the authorization to make a copy of said post and file accordingly. City Secretary in the event of a request for information under the Texas Public Information Act.

- **Be careful not to violate the Texas Open Meetings Act.**

A violation could occur if a quorum of Council members were to post comments on the same forum regarding the same city business topic.

- **Do not block other users when discussing City matters.**

Courts have found that an elected official blocking others where a matter within the purview of said official is being discussed in a public forum is a violation of the right to free speech. In the interest of protecting freedom of speech and being transparent, elected

officials should not block others when discussing City matters on public social media platforms. However, if a City Official has his/her own personal social media platform, it is perfectly acceptable to not communicate with anyone and everyone that the Official chooses to or not to communicate with on any matter pursuant the First Amendment to The Constitution of The United States of America. This includes blocking someone that is abusive, ill-informed or not topical to a conversation.

- **Post with caution.**

Relevant provisions in other portions of this Code of Conduct should be observed when making social media posts.

Sanctions

Public Disruption

Members of the public who do not follow proper conduct after a warning in a public meeting may be barred from further testimony at a meeting or removed from the Council Chambers.

Inappropriate Staff Behavior

Council Members should refer to the Mayor or City Administrator any City staff who do not follow proper conduct in their dealings with Council Members, other City staff, or the public. These employees may be disciplined in accordance with standard City procedures for such actions. (Please refer to the section on Council Conduct with City Staff for more details on interaction with Staff.)

Council Members Behavior and Conduct

City Council Members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of the Code of Ethics or Code of Conduct could lead to other sanctions as deemed appropriate by the Council. Council Members should point out to the offending Council Member infractions of the Code of Ethics or Code of Conduct. If the offenses continue, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being challenged, then the matter should be referred to the Mayor Pro-Tem.

It is the responsibility of the Mayor to initiate action if a Council Member's behavior may warrant sanction. If no action is taken by the Mayor, the alleged violation(s) can be brought up with the full Council in a public meeting.

If violation of the Code of Conduct is outside of the observed behaviors by the Mayor or Council Members, the alleged violation should be referred to the Mayor. The Mayor should ask the City Administrator and/or the City Attorney to investigate the allegation and report the findings to the Mayor. It is the Mayor's responsibility to take the next appropriate action. These actions can

include, but are not limited to: discussing and counseling the individual on the violations; recommending sanction to the full Council to consider in a public meeting; or forming a Council ad hoc subcommittee to review the allegation, the investigation, and its findings, as well as to recommend sanction options for Council consideration. Videotaping of the complaint hearing should be used for a Council ad hoc subcommittee.

Principles of Proper Conduct

Proper Conduct IS...

- Keeping promises
- Being dependable
- Building a solid reputation
- Participating and being available
- Demonstrating patience
- Showing empathy
- Holding onto ethical principles under stress
- Listening attentively
- Studying thoroughly
- Keeping integrity intact
- Overcoming discouragement
- Going above and beyond, time and time again
- Modeling a professional manner

Proper Conduct IS NOT...

- Showing antagonism or hostility
- Deliberately lying or misleading
- Speaking recklessly
- Spreading rumors
- Stirring up bad feelings, divisiveness
- Acting in a self-righteous manner

Checklist for Monitoring Conduct

- Will my decision/statement/action violate the trust, rights, or good will of others?
- What are my ~~interior~~ ulterior motives and the spirit behind my actions?

- If I have to justify my conduct in public tomorrow, will I do so with pride or shame?
- How would my conduct be evaluated by people whose integrity and character I respect?
- Even if my conduct is not illegal or unethical, is it done at someone's painful expense? Will it destroy their trust in me? Will it harm their reputation?
- Is my conduct fair? Just? *Morally right?*
- If I were on the receiving end of my conduct, would I approve and agree, or would I take offense?
- Does my conduct give others reason to trust or distrust me?
- Am I willing to take an ethical stand when it is called for? Am I willing to make my ethical beliefs public in a way that makes it clear what I stand for?
-
- Do I exhibit the same conduct in my private life as I do in my public life?
- Can I take legitimate pride in the way I conduct myself and the example I set?
- Do I listen and understand the views of others?
- Do I question and confront different points of view in a constructive manner?
- Do I work to resolve differences and come to a mutual agreement?
- Do I support others and show respect for their ideas?
- Will my conduct cause public embarrassment to someone else?

Glossary of Terms

Attitude – the manner in which one shows one's dispositions, opinions, and feelings

Behavior—external appearance or action; manner of behaving; carriage of oneself

Civility – politeness, consideration, courtesy

Conduct – the way one acts; personal behavior

Courtesy – politeness, ~~connect with~~ kindness

Decorum – suitable; proper; good taste in behavior

Manners – a way of acting; a style, method, or form; the way in which things are done

Point of Order – an interruption of a meeting to question whether rules or bylaws are being broken, such as the speaker has strayed from the motion currently under consideration

Point of Personal – a challenge to a speaker to defend or apologize for comments that a privilege fellow Council Member considers offensive

Propriety – conforming to acceptable standards of behavior

Protocol – the courtesies that are established as proper and correct

Respect – the act of noticing with attention; holding in esteem; courteous regard



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, Consideration and possible approval of standalone Animal Control Department reporting to the City Administrator.		
PREPARED BY:	Councilwoman Kelly Harris	DATE SUBMITTED:	07/05/2021
EXHIBITS:	Job descriptions/salary for Animal Control Director and PT employee; Ordinance corrections for animal control department.		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
This proposal is to create a standalone Animal Control Department. This item includes revised job descriptions for Animal Control employees and a salary range for the Director. Included are also changes in the ordinance to reflect the new department procedures.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

CITY OF GLEN ROSE, TEXAS

Job Description

JOB TITLE: ~~Lead Animal Control Officer~~ **Animal Control Director**

DEPARTMENT: Animal Control

REPORTS TO: ~~Chief of Police~~ **City Administrator**

JOB SUMMARY:

The ~~Lead Animal Control Officer~~ **Director** shall protect residents from and educate the community about stray or vicious animals and related diseases. ~~and serve as the local rabies control authority and will have the~~ **The** ability to establish and maintain effective working relationships; communicate effectively, both verbally and in writing; and maintain appropriate necessary certifications. **Reports to the City Administrator. Creates schedule, programs and daily administration of Animal Control. Responsible for maintaining records and narcotics in Animal Control. The Director is the Lead Officer as well as the Certified Rabies Control Officer. The Director is responsible for the hiring and firing and training of staff. It is up to the Director to create a budget for Animal Control as well as maintain approved budget.** Works 40 **or more** hours per week with a schedule as dictated by the needs of the job. Often involves holidays and weekends. Subject to emergency callouts.

EXAMPLES OF JOB DUTIES:

- ~~Supervises Animal Control Staff. May provide some training to less experienced staff members.~~
- Oversees the maintenance of and maintains animal holding facilities, grounds, vehicle(s), and equipment in accordance with state and local regulations (including painting, cleaning and daily care of the animals).
- Educates the community regarding stray and vicious animals and diseases.
- Serves as the Local Rabies Control Authority.
- Patrols within the city limits for stray, injured, diseased or vicious animals and responds to citizen concerns regarding the same.
- Responds to emergency situations, such as cruelty to animal concerns, animal bites and scratch cases (including quarantine), poisonous or dangerous animals, within the city limits and investigating citizen concerns for the same.
- Removes dead animals, transporting and disposing of properly, including apprehending, lifting and carrying animals.
- Captures, impounds, and handles disposition of animals. Performs euthanasia, using humane methods.
- Maintains up-to-date records and files on animals collected, care and disposition of each animal
- Issues verbal warnings regarding animal violations and enforces state and local laws related to animals. Makes court appearances as required.
- Maintains a neat appearance.
- Other duties as assigned.

WORKING CONDITIONS:

- Works 40 **or more** hours per week with a schedule as dictated by the needs of the job.
- Often involves holidays and weekends.

- Subject to emergency call-outs.

MINIMUM REQUIREMENTS:

- High School Diploma or GED
- Valid Texas Class "C" Driver's License and clear driving record.
- Knowledge of the laws and regulations governing the licensing, quarantine, and impounding of animals; diseases communicable from pets to human; livestock management; and euthanasia procedures.
- Must have Texas Department of Health Certified Animal Control Officer certification or the ability to obtain certifications within 120 days (as required by law).
- Certification in animal euthanasia or the ability to obtain certification within a 6 month period.
- Proficient in use of the internet, email services, google docs/ MS Office software.
- Must have or be willing to obtain a Rabies vaccination.

ABILITIES REQUIRED:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Ability to see and hear; communicate in the English language; carry items weighing up to 80 pounds and lift to a height of 3-5 feet; walk, stand and kneel for extended periods of time; push and pull up to 200 pounds; climb ladders; perform heavy manual labor in conditions of extreme heat and cold, and in the presence of extreme noise, dust, filth, and possible mechanical or chemical hazards as well as traffic hazards; operate equipment including mowers, trimmers, edger's and other lawn equipment; drive in a safe and responsible manner; must have the ability to obtain, and maintain Texas Department of Health Certified Animal Control Officer and euthanasia certification, follow oral and written instructions, and cross-train in other departments as needed; must be able to develop and maintain a positive working relationship with fellow employees and the general public.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed, and are subject to the requirements of the City's Personnel Policy.

Title:	Lead Animal Control Officer
Pay Grade:	Hourly Salary
Management, yes or no?	No Yes
Classification:	Regular, Full-time, non-exempt Exempt
Salaried:	\$30,000 - \$50,000 DOQ

CITY OF GLEN ROSE, TEXAS

Job Description

JOB TITLE: Animal Control Officer - Part-time

DEPARTMENT: Animal Control

REPORTS TO: ~~Chief of Police~~ **Animal Control Director**

JOB SUMMARY:

The Animal Control Officer shall protect residents from and educate the community about stray or vicious animals and related diseases. **This position reports directly to the Animal Control Director.** The ability to establish and maintain effective working relationships; communicate effectively, both verbally and in writing; and maintain appropriate necessary certifications. Works **30** ~~32~~ hours or less per week with a schedule as dictated by the needs of the job. Often involves holidays and weekends. Subject to emergency callouts.

EXAMPLES OF JOB DUTIES:

- Maintains animal holding facilities, grounds, vehicle(s), and equipment in accordance with state and local regulations (including painting, cleaning, and daily care of the animals).
- Educates the community regarding stray and vicious animals and diseases.
- Patrols within the city limits for stray, injured, diseased or vicious animals and responds to citizen concerns regarding the same.
- Responds to emergency situations, such as cruelty to animal concerns, animal bites and scratch cases (including quarantine), poisonous or dangerous animals, within the city limits and investigating citizen concerns for the same.
- Removes dead animals, transporting and disposing of properly, including apprehending, lifting and carrying animals.
- Captures, impounds, and handles disposition of animals. Performs euthanasia, using humane methods.
- Maintains up-to-date records and files on animals collected, care and disposition of each animal.
- Issues verbal warnings regarding animal violations and enforces state and local laws related to animals. Makes court appearances as required.
- Maintains a neat appearance.
- Other duties as assigned.

WORKING CONDITIONS:

- Works **30** ~~32~~ hours per week or less with a schedule as dictated by the needs of the job.
- Often involves holidays and weekends.
- Subject to emergency callouts.

MINIMUM REQUIREMENTS:

- High School Diploma or GED
- Valid Texas Class "C" Driver's License and clear driving record.

- Knowledge of the laws and regulations governing the licensing, quarantine, and impounding of animals; diseases communicable from pets to human; livestock management; and euthanasia procedures.
- Must have Texas Department of Health Certified Animal Control Officer certification or the ability to obtain certifications within 120 days (as required by law).
- Certification in animal euthanasia or the ability to obtain certification within a 6-month period.
- Proficient in use of the internet, email services, google docs/ MS Office software.
- Must have or be willing to obtain a Rabies vaccination.

ABILITIES REQUIRED:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Ability to see and hear; communicate in the English language; carry items weighing up to 80 pounds and lift to a height of 3-5 feet; walk, stand and kneel for extended periods of time; push and pull up to 200 pounds; climb ladders; perform heavy manual labor in conditions of extreme heat and cold, and in the presence of extreme noise, dust, filth, and possible mechanical or chemical hazards as well as traffic hazards; operate equipment including mowers, trimmers, edger's and other lawn equipment; drive in a safe and responsible manner; must have the ability to obtain, and maintain Texas Department of Health Certified Animal Control Officer and euthanasia certification, follow oral and written instructions, and cross-train in other departments as needed; must be able to develop and maintain a positive working relationship with fellow employees and the general public.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed, and are subject to the requirements of the City's Personnel Policy.

Title: Animal Control Officer - Part-time

Pay Grade: Hourly

Management, yes or no? No

Classification: Regular, Part-time, non-exempt

Hourly: \$12 - \$25 per hour DOQ

Changes to City of Glen Rose Code of Ordinances

Animal Control

2.01.002 The purpose of this chapter is to provide for the lawful and humane regulation of animals within the city limits in order to abate nuisances, protect both human and animal health and safety, and provide good stewardship of the city's resources. **These duties are to be carried out by the Animal Control Director. The Animal Control Director will report directly to the City Administrator.**



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Budget Workshop		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	06/29/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

SOMERVELL COUNTY COMMITTEE ON AGING INC.
209 SW BARNARD P.O. BOX 1397
GLEN ROSE, TEXAS 76043

June 18, 2021

The Honorable Mayor Julia Douglas and City Council
 Glen Rose, Texas
 201 NE Vernon
 Glen Rose, TX 76043

RE: Citizen's Center Funding

Thank you for this opportunity to present information for FY 22 funding. The COVID-19 closure has significantly impacted the number of clients we serve. We were closed for Congregate meals (13) months and went to Curbside only. We had no interruptions in our Meals on Wheels service deliveries, including Covid quarantined households.

Breakdown of net Losses from October 1, 2020, to May 31, 2021, as follows:

Service	MOW	Transportation	Curb Meals
Total	-\$48,901	-\$14,627	-\$5,396
City Services	39%% (-\$19,071)	65% (-\$9,507)	65% (-\$3,507)

As you can see compared to last year's request our city service losses have risen by a significant 48% over last year. As a result, we are respectfully asking your kind consideration for a grant in the amount of \$4,500 in lieu of the \$3,000 budgeted. We are launching a marketing campaign to re-brand and bring new participants to the Center. We lost (58) participants during Covid. Unfortunately, (40) have passed, and (18) are in assisted living.

We are at a turning point and have suffered our share of losses during Covid. We are pleased to be of service to the city and seek your cooperation and assistance to help through this transition.

Respectfully Submitted,

Pamela Baker

Pamela Baker, Director

254-897-2139 or 254-897- 4838
 Fax 254-897-3386 E-Mail: pam@grscoa.com



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Mayor and Councilmember Reports		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
Update on P&Z Board			
RECOMMENDED ACTION:			



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

Item 24.

NOTICE OF PUBLIC HEARING ON 505 HEREFORD

June 30, 2021

Public Hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on July 15, 2021 before the Planning and Zoning Commission and on July 27, 2021 before the City Council on a request by owner Yukon Brooke Properties, LLC for a Specific Use Permit to offer short term rental accommodations (like those advertised by Airbnb & VRBO, etc...) in an R-1 Single Family Residential District at 505 Hereford Street [Acres 0.300, Tract 34 (Walker Add, Blk A), Abst A136, A136 Milam Co Sch LD, Tract 34 (Walker Add, Blk A)].

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property at 505 Hereford Street that is the subject of these hearings. Included with this letter is a Property Owner Response Form, the Specific Use Permit application which is under consideration, and a map showing all the properties within 200' of 505 Hereford. If you would like to register your opinion in favor or in opposition to granting the requested Specific Use Permit, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

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

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

Sincerely,

Building, Planning, and Code Compliance Department

Specific Use Permit Application for Short Term Rental

NOTE: *As part of the approval process, this application will be shared with property owners within 200' of your property and members of the Planning & Zoning Commission and City Council. If 20% of the owners of property within 200' of your property object to the issuance of this permit, $\frac{3}{4}$ of the City Council must vote to approve it.*

Address of property: _____

Applicant's Name: _____ Date: _____

Property Owner Information

Full Name: _____

Address: _____

Telephone No: _____ Email: _____

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

Full Name: _____

Address: _____

Telephone No: _____ Email: _____

Present zoning at site: _____

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

Will breakfast or any other meal be served? ☐ Yes ☐ No

What will be rented? ☐ Whole residence ☐ Some rooms ☐ Accessory building

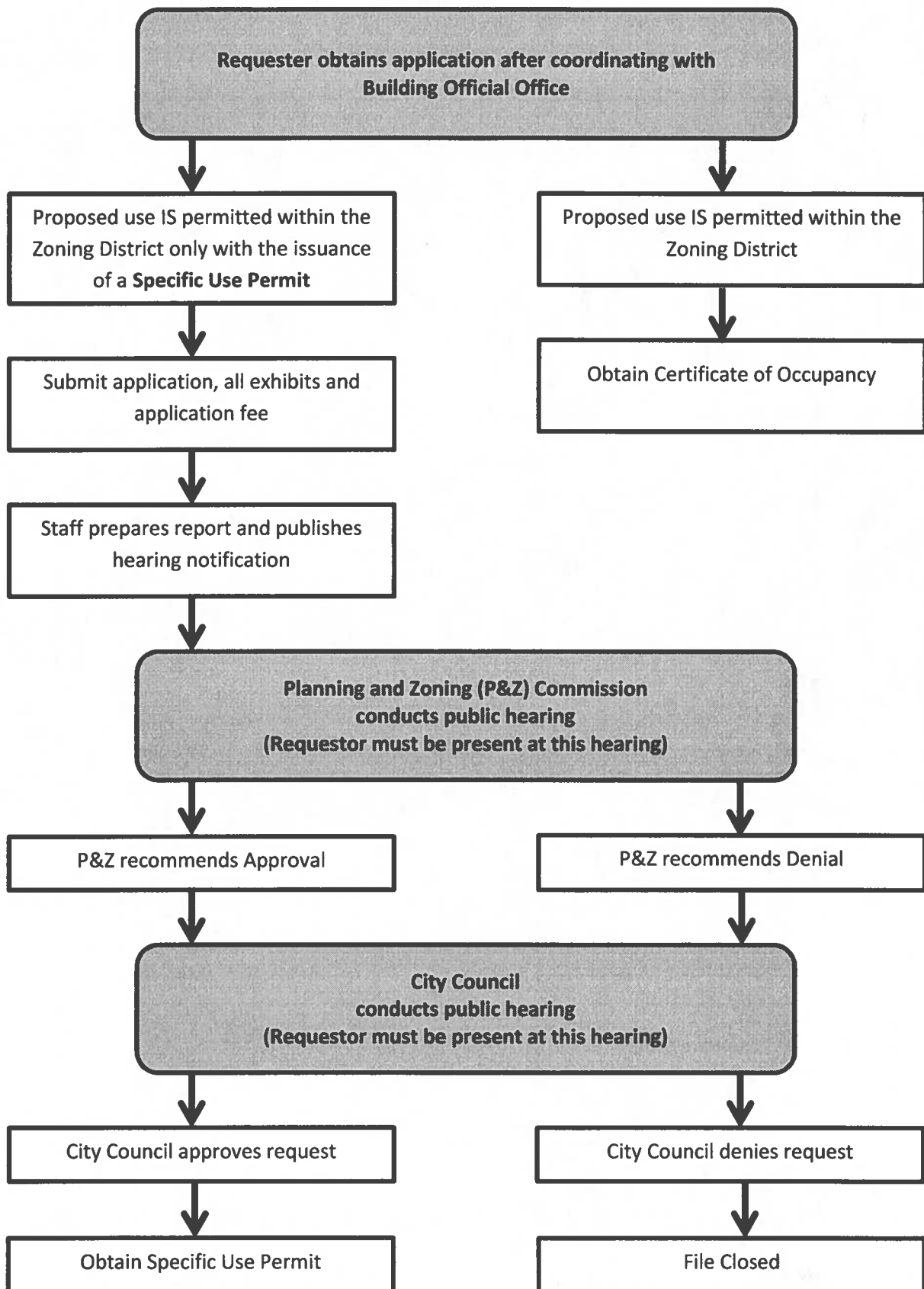
How is the property being marketed? ☐ Airbnb ☐ VRBO ☐ Other _____

What is the vetting process for guests? _____

List any house rules addressing noise, parties, quiet time hours, etc...: _____

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Owner(s) Signature(s):



PROPERTY OWNER RESPONSE FORM

Item 24.



Building, Planning, & Code Compliance Department
P.O. Box 1949
Glen Rose, TX 76043

Phone: (254) 897-2272

Email: code.enforcement@glenrosetexas.org

Return for Property ID#: _____

Re: Specific Use Permit Request to operate Short-Term Rental Accommodations at 505 Hereford Street.

This form may be deposited in one of the drop boxes at City Hall at 210 NE Vernon Street, emailed, or mailed to:

City Hall
Building & Planning Department
PO Box 1949
Glen Rose, TX 76043

NAME: _____

ADDRESS: _____

SIGNATURE: _____

DATE: _____

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

Reasons/Comments:



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Texas Government Code, Section 551.074 - Personnel Matters - City Administrator.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

CITY OF GLEN ROSE, TEXAS**Job Description**

JOB TITLE: City Administrator

DEPARTMENT: Administration

REPORTS TO: Mayor and City Council

JOB SUMMARY:

The City Administrator shall be appointed by a majority vote of the Mayor and City Council for an indefinite term. The City Administrator shall serve as the chief administrative officer of the City and shall be responsible for the proper administration of all City affairs.

EXAMPLES OF JOB DUTIES:

Supervises and coordinates the day-to-day operations of each department and its personnel. This includes the hiring and dismissal of City employees. The Council has the final decision on the appointment and dismissal of department heads.

Attends various meetings, including city council, planning and zoning commission, and staff meetings, and represents the City at functions with outside organizations, agencies, businesses, and the general public.

Assists the Mayor and Finance Director with preparation of the annual budget.

Plans and executes short- and long-range plans and programs of the City's Comprehensive Plan.

Recommends to the Mayor and City Council from time to time the adoption of such measures as may be deemed necessary or expedient for the health, safety or welfare of the City or for the improvement of public services of the City to achieve greater cost effectiveness or program results.

Assists the City Council in identifying and applying for federal and state grants and loans.

Investigates the affairs of the City or any department or division thereof, including all complaints relating to matters concerning the administration of the government of the City and in regard to public services.

Ensures that all laws, ordinances and policies of the City and all franchises, permits and privileges granted by the City are faithfully observed.

Works with outside consultants on City projects.

Directly involved in any discussions or negotiations with any governmental entity and/or private entity that affects the City of Glen Rose and its interest.

Performs other such duties as may be prescribed by the City Council or dictated by the nature of the position.

WORKING CONDITIONS:

Works mostly indoors in a comfortable environment. Travels to meetings, conferences, seminars, etc. Subject to intermittent times of stress, especially when dealing with locally elected officials and the general public. Subject to frequent calls after hours and is required to attend frequent night meetings.

KNOWLEDGES, SKILLS AND ABILITIES:

Basic knowledge of general management principles.

Ability to establish and maintain effective working relationship with officials in local, State and Federal government and in the private sector.

Ability to select, develop, organize, motivate and effectively utilize City staff.

Working knowledge of local codes, ordinances and State and Federal laws affecting municipalities.

Working knowledge of municipal operations and functions.

Knowledge of municipal budgeting procedures and public financing operations.

Ability to communicate clearly and effectively, both orally and in writing.

Ability to assimilate a variety of facts and draw sound conclusions.

Ability to speak effectively in public.

EDUCATION AND EXPERIENCE:

Bachelor's degree in public administration, business administration or related degree with at least five (5) years of experience in city government with major emphasis in management and fiscal affairs, or five (5) years to eight (8) years minimum experience in performing above tasks in lieu of degree.

LICENSES AND CERTIFICATIONS:

Class C Texas Drivers License
Eligibility to be bonded

PAY GRADE:

Salary negotiated with the City Council

City of Glen Rose, Texas
City Administrator Agreement Amendment

THE STATE OF TEXAS

COUNTY OF SOMERVELL

At the September 14, 2020 City Council Meeting, the City Council voted to extend City Administrator Michael Leamons' contract by one year. The contract in place at the time of the vote was executed on September 9, 2019 and was scheduled to end on September 8, 2022. With said one year extension, the contract is, hereby, amended to end on September 8, 2023.

Executed this 14th day of September, 2020.

City of Glen Rose, Texas

By Pamela Miller
Pamela Miller, Mayor

ATTEST: Stephanie Ritchie
Stephanie Ritchie, City Secretary

By Michael W. Leamons
Michael W. Leamons



City of Glen Rose, Texas

City Administrator Agreement

THE STATE OF TEXAS

COUNTY OF SOMERVELL

This City Administrator Agreement (Agreement) is made and entered into effective the 9th day of September, 2019 by and between the City of Glen Rose, Texas, a Type A General Law Municipality (the City) and Michael W. Leamons (the Administrator).

Witnesseth:

Whereas, the City Council of the City (the Council) and the Administrator believe that an employment agreement negotiated between the Council, on behalf of the City, and the Administrator can be mutually beneficial to the City, the Administrator, and the community they serve;

Whereas, the Council and the Administrator believe an employment agreement can enhance the excellence and continuity of the administration of the City for the benefit of its citizens;

Whereas, the Council, on behalf of the City desires to employ the services of the Administrator, as City Administrator of the City, pursuant to the terms, conditions and provisions of the Agreement:

Whereas, the Administrator has agreed to accept employment as the City Administrator, subject to the terms, conditions and provisions of the Agreement.

Now, Therefore, the City and the Administrator, for and in consideration of the terms, conditions and provisions hereinafter established have agreed, and do hereby agree as follows:

Term

1.1 The term of this Agreement shall be for a term of three (3) years beginning on September 9, 2019 and ending on September 8, 2022 provided, however, that the term of this Agreement shall be subject to earlier termination upon an event set forth in Section 7.1 (below) at the pleasure of the Council and by mutual agreement of the parties.

1.2 The City may, by action of the Council, and with the consent and approval of the Administrator, extend the term of this agreement.

Employment

2.1 The Administrator shall faithfully perform the duties of the City Administrator as prescribed in the job description and as may be lawfully assigned by the Council. Further, the Administrator shall comply with state and federal law and all City policies, rules, regulations and ordinances as they exist or may hereinafter be amended, and, all lawful Council directives. All duties assigned to the Administrator by the Council shall be appropriate to and consistent with the professional role and responsibility of the City Administrator position. The Council does hereby employ Administrator as City Administrator to perform the City Administrator Duties in accordance with and pursuant to all applicable laws and authorities and each of the following duties, which shall include, but not be limited to, those listed on the attached Job Description, which are incorporated herein. The Administrator shall perform the City Administrator Duties with reasonable care, diligence, skill and expertise.

2.2 The Administrator shall attend all meetings of the Council, both public and closed, with the exception of those meetings where he is physically unable to attend due to sickness or other excused absence and those closed meetings devoted to consideration of any action or lack of action on this Agreement, or any amendment thereto or the Administrator's evaluation.

2.3 To the extent that it may be permitted to do so by applicable law, the City does hereby agree to defend, hold harmless, and indemnify Administrator from any and all demands, claim, suits, actions, judgements, expenses and attorney's fees incurred in any legal proceedings brought against Administrator in the Administrator's individual or official capacity as an employee and as City Administrator, provided the incident(s) which are the basis of same arose or does arise in the future from an act or omission of Administrator as an employee of the City acting within the course and scope of Administrator's employment with the City; excluding, however, any such demands, claims, suits, actions, judgements, expenses and attorney's fees incurred in any legal proceedings for those claims or any causes of action where it is determined that the Administrator committed official misconduct, or committed a willful or wrongful act or omission, or an act

or omission constituting gross negligence, or acted in bad faith. The provisions of this paragraph shall survive the termination, expiration or other end of this Agreement and/or the Administrator's employment with the City.

2.4 The Administrator acknowledges the proper performance of the City Administrator's Duties require the Administrator to generally observe normal business hours and will also often require the performance of necessary services outside of normal business hours. The Administrator agrees to devote such additional time as is necessary for the full and proper performance of the Administrator's Duties and that additional time off may be taken by Administrator in compensation of afterhours work. The Administrator shall observe the same legal holidays as provided by the City for its other employees.

Benefits

3.1 The Administrator shall be entitled to the same benefits, health insurance, and retirement as the City provides for all of its other employees.

3.2 The City shall pay in advance or reimburse the Administrator for reasonable expenses incurred as a result of his duties as the City Administrator. The City may at its option and upon agreement with the City Administrator provide additional compensation for the use of his private vehicle in the performance of his official duties. Such reimbursements shall be consistent with amounts paid to any other City Employee.

3.3 The Administrator may participate in various civic clubs or professional organizations at the City's expense.

Compensation

4.1 The City shall provide the Administrator with an annual salary in the sum of ninety thousand dollars (\$90,000) annually. This annual salary shall be paid to the Administrator in equal installments on the same schedule as other City employees and shall be paid net of any applicable withholding or deductions required by law. The Administrator shall be provided the same percentage increases in salary as generally provided to all employees in IRR or COLA amounts.

4.2 The Administrator upon execution of this document shall carry forward previously accumulated PTO and shall accumulate PTO at the rate as

ascribed by the personnel policy of the City for all employees. The Administrator shall observe the same legal holidays as provided by the City for its other employees.

4.3 At any time during the term of this agreement, the Council may at its discretion review and adjust the salary of the Administrator, but in no event shall the Administrator be paid less than the salary set forth in Paragraph 4.1 (above) of this agreement, except by mutual agreement of the two parties. Such adjustments, if any, shall be made pursuant to lawful Council resolutions. In such event the parties agree to provide their best efforts and reasonable cooperation to execute a new agreement incorporating the adjusted salary.

Professional Growth

5.1 The City agrees to budget for and to pay for professional dues and subscriptions of the Administrator necessary for continuation and full participation in national, state, regional and local associations and organizations as necessary and desirable for the good of the City through the Administrator's continued professional participation, growth and advancement.

5.2 The City agrees to budget for and to pay for the travel and subsistence expenses of the Administrator for short courses, institutes, and seminars which are necessary and desirable for the good of the City through the Administrator's professional development.

Performance Evaluation

6.1 The Mayor and Council shall review the Administrator's job performance annually upon the expiration of this agreement at a meeting of the Council. The review and evaluation shall be in executive session and shall be provided to the Administrator orally and in writing in accordance with a format agreed to by the parties. The Administrator at his option shall be provided an opportunity to respond to the review/evaluation also in executive session.

6.2 Should the evaluation require new or different performance expectations, the Administrator shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

Termination

7.1 This Agreement, and all parties obligations shall terminate immediately upon any of the following; (a) Mutual agreement between the City Council, contingent upon approval by 2/3rds of the elected Aldermen, and the Administrator in writing and signed by both parties; (b) Death of the Administrator; (c) Termination of the Administrator for good cause; (d) Adoption of a resolution declaring lack of confidence in the Administrator by a vote of 2/3rds of the elected Aldermen; (e) Resignation of the Administrator with two months' notice (unless the notice is waived by the Council) in writing and signed; or, (d) Expiration of the term of this agreement.

7.2 "Good Cause" is defined as follows (a) Any willful, or negligent breach, disregard or habitual neglect of any provision of this Agreement, or any willful, or negligent breach, disregard or habitual neglect of any duty or obligation required to be performed by City Administrator under this Agreement, the ordinances of the City and/or the laws of the United States or State of Texas. (b) Any misconduct of the City Administrator involving an act of criminal illegality (except minor traffic violations), or habitual violations of the traffic laws, whether or not related to the City Administrator's official duties hereunder. (c) Any willful or negligent misapplication or misuse, direct or indirect, by City Administrator of public or other funds or other property, real, personal, or mixed, owned by or entrusted to the City, an agency or corporation thereof, or the City Administrator in his official capacity.

7.3 Should the Council terminate the Administrator's employment for any reason other than good cause or ask for the resignation of the Administrator prior to the expiration date of this agreement, the Administrator shall be paid for unused PTO and for six (6) months of the Administrator's then current salary, unless another amount is mutually agreed to by the City Council and the Administrator in writing and signed by both parties prior to the termination. The agreed amount shall be paid in a lump sum within five business days of notification of such action.

General Provisions

8.1 This Agreement sets forth and establishes the entire understanding between the City and the City Administrator relating to the employment of the Administrator by the City. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The

parties by mutual written signed agreement may amend any provision of this Agreement during its term and such amendments shall be incorporated and made a part of this Agreement.

8.2 This Agreement shall be binding on the City and Administrator as well as their heirs, assigns, executors, personal representatives and successors in interest.

8.3 If any provisions of this Agreements declared by a court of competent jurisdiction hereof to be illegal, unenforceable or void, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof.

8.4 This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas and shall be performable in Somervell County, Texas unless otherwise provided by law.

Executed this 9th day of September, 2019.

City of Glen Rose Texas

By 
Pamela Miller, Mayor
Secretary

ATTEST: 
Stephanie Ritchie, City

By 
Michael W. Leamons



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Texas Government Code, Section 551.074 - Personnel Matters - City Attorney.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

EMPLOYMENT AGREEMENT
PROFESSIONAL SERVICES FOR A CITY ATTORNEY

THE STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF SOMERVELL §

This Agreement for Professional Services for a City Attorney (the "Agreement") is made and entered on this 14th day of July 2020, to establish and set forth the terms of the employment of BRADY PENDLETON as the City Attorney for the City of Glen Rose, Texas. The Agreement is by and between the City of Glen Rose, Texas, (the "City"), and BRADY PENDLETON, an individual (the "City Attorney").

WITNESSETH:

WHEREAS, the City Council, on behalf of the City, desires to employ the services of BRADY PENDLETON as the City Attorney of the City of Glen Rose, Texas, pursuant to the terms, conditions, and provisions of this Agreement; and

WHEREAS, the City Council of the City (the "Council") and BRADY PENDLETON believe that an employment agreement negotiated between the Council, on behalf of the City, and BRADY PENDLETON will be mutually beneficial to the City, the City Attorney, and the community they serve; and

WHEREAS, the Council desires to secure and retain the services of the City Attorney, provide inducements for the City Attorney to accept employment as the City Attorney of the City and remain in such employment, to encourage full work productivity by assuring the City Attorney's morale and peace of mind with respect to future security, and to provide a just means for terminating the services of the City Attorney at such time as the City Attorney may be unable to satisfactorily discharge the duties of office, or when the Council may otherwise desire to terminate the employment of the City Attorney; and

WHEREAS, BRADY PENDLETON has agreed to accept employment as the City Attorney, subject to the terms, conditions, and provisions of this Agreement and as set forth in the Local Government Code and such other laws of the City of Glen Rose, as amended.

NOW, THEREFORE, the City and BRADY PENDLETON, for and in consideration of the terms, conditions, and provisions hereinafter established, have agreed and do hereby agree as follows:

The findings and recitations set out in the preamble to this Agreement are found to be true and correct and are hereby made a part hereof for all purposes.

I. TERM

1.1. TERM. The term of this Agreement shall begin on July 14, 2020 (the "Commencement Date"), and shall be and remain in full force and effect from the Commencement Date until terminated by the City Attorney or the Council as provided in Section V. "Termination" of this Agreement.

II. EMPLOYMENT

- 2.1. DUTIES. The City Council hereby employs the City Attorney to perform the duties and functions specified in the Texas Local Government Code, the City Code, and this Agreement, and as the Council may, from time to time, assign to the City Attorney consistent with the intent of this Agreement. The City Attorney shall perform the City Attorney's duties with reasonable care, diligence, skill, and expertise.
- 2.2. COUNCIL MEETINGS. Except to the extent prohibited by or in material conflict with Applicable Laws and Authorities, the City Attorney, shall attend, and shall be permitted to attend all meetings of the Council, both public and closed, with the exception of those closed meetings devoted to the consideration of any action or lack of action on this Agreement, or any amendment thereto, the City Attorney's evaluation, or for purposes of resolving conflicts between individual Council members.
- 2.3. CRITICISMS, COMPLAINTS, AND SUGGESTIONS. The Council, individually and collectively, shall refer in a timely manner to all substantive criticisms, complaints, and suggestions called to the Council's attention to the City Attorney for study and/or appropriate action, and the City Attorney shall refer the matters) to the appropriate City employee or shall investigate such matters) and inform the Council of the results of such efforts.
- 2.4. INDEMNIFICATION. The City shall defend the City Attorney against any claims or lawsuits filed against him that are related to his official duties. Costs of defense may include attorneys' fees, judgments, costs, and amounts paid to settle such claim or lawsuit. Defense costs the City may pay shall be limited to those claims for which the City has insurance coverage. In the event the City does not have insurance coverage, defense costs shall be in accordance with directives by the disinterested members of City Council. In no event shall the City be responsible for or pay any costs associated with the City Attorney retaining his own attorney or incurring other costs not in accordance with

the provisions of this section unless specifically authorized by City Council.

The City shall not be responsible for any costs attributable to the City Attorney if he is found guilty, by a judge or jury, of negligence, misconduct, malfeasance, or misfeasance in the performance of the public official's or employee's duties.

- 2.5. APPROPRIATION. The Council has appropriated, set aside, and encumbered, and does hereby appropriate, set aside, and encumber, available and otherwise un-appropriated funds of the City in an amount sufficient to fund and pay all financial obligations of the City pursuant to this Agreement.

III. RATES

3.1. RATES.

- **Monthly retainer in the amount of \$1,000.00 to be paid to attorney on or before the 5th day of every month.**
- **Retainer to be billed at \$250.00 per hour. Attorney shall every month expend four hours of his time exclusively to the City. In the event services rendered in any month exceed the monthly retainer of \$1,000.00, those services shall be billed at an additional \$250.00 per hour.**
- **Attorney Billing Exceeding the Monthly Retainer**
 - **15 minutes < \$0.00**
 - **15 minutes > \$250.00 per hour**
 - **All hourly billing will be rounded up to the 15th minute.**
- **Attorney agrees to be available for all meetings by telephone when requested by City Administrator.**

IV. PERFORMANCE EVALUATION

- 4.1. EVALUATION PROCESS. The Council shall review the City Attorney's job performance annually. Performance reviews and evaluations shall be in writing and in accordance with criteria and format developed by the Council. The Council shall provide the City Attorney a reasonable and adequate opportunity to discuss with the Council and/or respond to the City Attorney's evaluation.
- 4.2. CONFIDENTIALITY. Unless the City Attorney expressly requests otherwise in writing, except to the extent prohibited by or in material conflict with Applicable Laws and Authorities, the evaluation of the City Attorney shall at all times be conducted in closed session of the Council and shall be considered confidential to the maximum and full extent permitted by law. Nothing herein shall prohibit the Council or the City Attorney from sharing the content of the City Attorney's evaluation with their respective legal counsel.

- 4.3 MODIFICATION OF EVALUATION PROCESS. In the event the Council determines that the evaluation instrument, format, and/or procedure are to be modified by the Council and such modifications would require new or different performance expectations, then the City Attorney shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

V. TERMINATION

- 5.1.1. This contract shall automatically renew annually unless 1) the parties otherwise mutually agree, 2) The City Council provides Attorney thirty days written notice prior to termination or 3) Attorney provides City thirty days written notice prior to termination. Each party reserves the right to terminate this contract any anytime with thirty days written notice.

VI. GENERAL PROVISIONS

- 6.1. COMPLETE AGREEMENT. This Agreement sets forth and establishes the entire understanding between the City and the City Attorney relating to the employment of the City Attorney by the City. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written signed agreement may amend any provision of this Agreement during the term of this Agreement; such amendments shall be incorporated and made a part of this Agreement.
- 6.2. BINDING EFFECT. This Agreement shall be binding on the City and the City Attorney as well as their heirs, assigns, executors, personal representatives, and successors in interest.
- 6.3. SAVINGS CLAUSE. If any term or provision of this Agreement, as applied to any party or to any circumstance, is declared by a court of competent jurisdiction hereof to be illegal, unenforceable or void in any situation and in any jurisdiction, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or the validity or enforceability of the offending provision in any other situation or in any other jurisdiction. The parties agree that the court or arbitrator making such determination shall have the power to reduce the scope, duration, area or applicability of the term or provision; to delete specific words or phrases; or to replace any illegal, unenforceable or void term or provision with a term or provision that is valid and enforceable and that comes closest to expressing the intention of the invalid or unenforceable term or provision.
- 6.4. CONFLICTS. In the event of any conflict between the terms, conditions, and provisions of this Agreement and the Applicable Laws and Authorities, then, unless otherwise prohibited by law, the terms of this Agreement shall take precedence over the contrary

provisions of the Applicable Laws and Authorities during the term of this Agreement.

- 6.5. **CONTROLLING LAW.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Texas and shall be performable in Somervell County, Texas, unless otherwise provided by law.
- 6.6. **EFFECTIVE DATE.** This Agreement shall be and become in full force and effect as of the date above first written upon the adoption and approval of the Council, and the execution and delivery hereof by the authorized officer of the City and the City Attorney.

IN WITNESS WHEREOF, the City and the Attorney have executed this Agreement effective as of the date first written above.

AGREED AND ACCEPTED this the 14 day of July, 2020

CITY OF GLEN ROSE, TEXAS

ATTEST



Mayor



City Secretary



City Attorney



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	07/13/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters - City Administrator.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	07/05/2021
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

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