

CITY COUNCIL REGULAR MEETING

Tuesday, June 14, 2022 at 5:30 PM

Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043



AGENDA

City Hall will be open to the public.

Citizens can view or listen live by tuning in to the following Zoom.com webinar:
Meeting ID: 835 5018 8716 • Passcode 244001 • or dial 1-346-248-7799

CALL TO ORDER

INVOCATION

PLEDGES 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 for the May 10, 2022, and May 24, 2022 Regular Council Meetings (S. King)
2. Consider approval or other action regarding an accounts payable report for payments made during May 2022. (R.Sosol)
3. Consider approval or other action regarding the financial report for May 2022. (M. Leamons)
4. Consider approval or other action regarding an agreement with Tarleton State University to participate in the Community Service Work Study Program (S. King)
5. Consider approval or other action on a Resolution approving Amendment #1 to the City's Advanced Funding Agreement with TxDOT for a sidewalk grant project. (M. Leamons)
6. Consider approval or other action regarding a resolution amending banking signatories for accounts held at First Financial Bank (M. Leamons)
7. Consider approval or other action on a resolution to designate City Secretary Staci King as the primary contact for the investment accounts with TexPool. (M. Leamons)

STAFF REPORTS

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

- 9. Police Chief Report**
- Police Activity Report
- 10. Building/Planning/Code Enforcement Report**
- Update on progress of city projects
- 11. CVB Director Report**
- Update on upcoming projects
- 12. City Administrator Report**
- 13. City Secretary Report**

MAYOR AND COUNCIL MEMBER REPORTS

PUBLIC HEARINGS

14. BOARD OF ADJUSTMENT

Public hearing regarding a request from Mark Pitts, owner, for variance requests from the minimum setback requirements in order to construct a residential structure at 401 Austin Road, being Lots Pt of 1-6, Block 19, SubdR0100, Abst A41, Railroad Addition, zoned Single-Family Residential District (R-1)

- 15.** Public hearing regarding proposed amendments to the City of Glen Rose Code of Ordinances, Section 10.02.034 *Subdivision Ordinance; General Requirements*

- 16.** Public hearing regarding proposed amendments to the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A, *Zoning Ordinance; Schedule of Uses* to allow for the sale of alcohol in various zoning districts and other amendments to allowable uses in Restricted Commercial District (B-1), General Commercial District (B-2), and Central Business District (B-3)

INDIVIDUAL ITEMS FOR CONSIDERATION

- 17.** Discussion, consideration, and possible action regarding a request from Mark Pitts, owner, for a variance request from the 25-foot side yard and 25-foot rear yard setback requirements in order to construct a residence at 401 Austin Road, being Lot (Pt of) 1-6, Block 19, Subd R0100, Abst. A41, Railroad.
- 18.** Discussion, consideration, and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Section 10.02.034 *Subdivision Ordinance; General Procedures; General Requirements*
- 19.** Discussion, consideration and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A, *Zoning Ordinance; Schedule of Uses* to allow for the sale of alcohol in various zoning districts and other amendments to allowable uses in Restricted Commercial District (B-1), General Commercial District (B-2), and Central Business District (B-3)
- 20.** Discussion, consideration, and possible action regarding appointing members to the Historic Preservation Commission
- 21.** Discussion, consideration, and possible action on a request to vacate and sell a portion of the 50' street easement offered for dedication as part of the WB Pruitt Addition, Blocks 1 and 2 in accordance with state law

- [22.](#) Discussion, consideration, and possible action on a request to vacate a sanitary sewer easement located in Block 1, Lots 1-4 of the WB Pruitt Addition
- [23.](#) Discussion, consideration, and possible action regarding a resolution adopting the Glen Rose Historic Farmers Market Vendor Application and Rules and Regulations
- [24.](#) Discussion, consideration, and possible action on proposed City Logo. (D.Conrad)
- [25.](#) Discussion concerning Rock Ridge Estate Subdivision matters

EXECUTIVE SESSION

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

- [26.](#) **Section 551.071 Consultation with Attorney** – Pending Litigation
- [27.](#) **Section 551.071 Consultation with Attorney** – Contemplated Litigation
- [28.](#) **Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Attorney

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

- [29.](#) Discussion, consideration, and possible action regarding item discussed in Executive Session: Pending Litigation
- [30.](#) Discussion, consideration, and possible action regarding item discussed in Executive Session: Contemplated Litigation
- [31.](#) Discussion, consideration, and possible action regarding item discussed in Executive Session: Personnel - 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 at or before 5:30 p.m. on Friday, June 10, 2022 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.

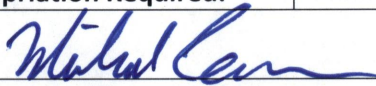


STACI L. KING
City Secretary

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



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Consider approval or other action regarding the minutes for the May 10, 2022, and May 24, 2022 Regular Council Meetings (S. King)		
PREPARED BY:	City Secretary Staci King	DATE SUBMITTED:	06/03/2022
EXHIBITS:	Minutes – May 10, 2022 Minutes – May 24, 2022		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Approve as presented.		

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, May 10, 2022 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, May 10, 2022 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

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: 830 3579 2211 • Passcode 748684 • or dial 1-346-248-7799

CALL TO ORDER

Invocation, Pledge of Allegiance, Roll Call

Mayor Douglas called the meeting to order at 5:30 p.m.

Invocation - led by Michael Leamons

Pledge of allegiance - led by Mayor Douglas

Texas Pledge of Allegiance - led by Mayor Douglas

Roll Call

Council Present

Mayor Julia Douglas
Mayor Pro Tem Chip Joslin
Councilmember Demetra Conrad
Councilmember Kelly Harris
Councilmember George Freas
Councilmember TJ Walker

Staff Present

City Administrator Michael Leamons
Deputy City Secretary Rosario Sosol
Chief of Police Buck Martin
Public Works Director Jim Holder
Building Official Kyle Reeves

ANNOUNCEMENTS/PRESENTATIONS

1. Mayor to present Certificates of unopposed Council and to administer Oath of Office to Councilmembers George A. Freas, Kelly K Harris and TJ Walker.

Mayor Douglas administered the Oath of Office and presented certificates of unopposed Council to Councilmembers George A. Freas, Kelly K. Harris and TJ Walker.

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

There were no citizen 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.)*

2. Consider approval or other action regarding the minutes of the Regular City Council Meeting held on April 12, 2022 and Special City Council Meeting held on April 26, 2022 (R.Sosol)
3. Consider approval or other action regarding an accounts payable report for payments made during April 2022. (R.Sosol)
4. Consider approval or other action regarding the financial report for April 2022. (M. Leamons)
5. Consider approval or other action regarding resolution denying Texas New Mexico Power Company's requested rate change and authorizing intervention through the Alliance of Texas-New Mexico Power Municipalities.
6. Consider approval or other action regarding the appointment of Staci L. King as City Secretary effective May 23, 2022.
7. Consider approval or other action regarding an Ordinance vacating a fifteen-foot-wide utility easement in Phase I of Rock Ridge Estates.

Mayor Pro Tem Joslin requested item number three and seven to be pulled from Consent Agenda to be discussed separately.

Motion made by Councilmember Harris, Seconded by Mayor Pro Tem Joslin to approve Consent Agenda items number one, two, four, five and six.

Voting Yea: Councilmember Conrad, Councilmember Freas, Councilmember Walker

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Freas to approve Consent Agenda item number three.

Voting Yea: Councilmember Harris, Councilmember Conrad, Councilmember Walker.

Motion made by Councilmember Freas, Seconded by Councilmember Conrad to table Consent Agenda item number seven until the first Regular Meeting in June.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Walker.

STAFF REPORTS

8. **Public Works Director Report**
- Update on progress of city projects
9. **Police Chief Report**
- Police Activity Report
10. **Building/Planning/Code Enforcement Report**
- Update on progress of city projects

- 11. **CVB Director Report**
- Update on upcoming projects
- 12. **City Administrator Report**
- 13. **City Secretary Report**

MAYOR AND COUNCIL MEMBER REPORTS

There were no Mayor or Councilmembers reports.

PUBLIC HEARING

- 14. Public Hearing regarding a request to rezone:

- 1. Tract: A, Abst: A135-PS, PALUXY SUMMIT, LOT A, COMMON AREA, ACRES 1.522, 0 Well House # 6
- 2. Lot: 00001, Blk: 00001, Tract: 1, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 1, ACRES 1.502, 103 Paluxy Summit Blvd
- 3. Lot: 00002, Blk: 00001, Tract: 2, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 2, ACRES 1.501, 105 Paluxy
- 4. Lot: 00003, Blk: 00001, Tract: 3, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 3, Acres 1.5, 107 Paluxy Summit Blvd
- 5. Lot: 00001, Blk: 00002, Tract: 1, Abst: A135-PS, PALUXY SUMMIT, BLOCK 2, LOT 1, ACRES 8.905, 110 Paluxy

Mayor Douglas opened Public Hearing at 6:00 PM.

No comments were made

Mayor Douglas closed Public Hearing at 6:02 PM.

INDIVIDUAL ITEMS FOR CONSIDERATION

Council member Conrad requested to move up and discuss item twenty-four before item fifteen.

- 15. Discussion, consideration and possible action regarding a request to rezone, Tract: A, Abst: A135-PS, PALUXY SUMMIT, LOT A, COMMON AREA, ACRES 1.522, 0 Well House # 6 From B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential District; Cabin & Condominium configurations allowable).

Motion made by Councilmember Harris, Seconded by Councilmember Freas to approve a request to rezone, Tract: A, Abst: A135-PS, PALUXY SUMMIT, LOT A, COMMON AREA, ACRES 1.522, 0 Well House # 6 From B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential District; Cabin & Condominium configurations allowable).

Voting Yea: Mayor Pro Tem Joslin, Councilmember Conrad, Councilmember Walker.

- 16. Discussion, consideration and possible action regarding a request to rezone, Lot: 00001, Blk: 00001, Tract: 1, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 1, ACRES 1.502, 103 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential District, Cabin & Condominium Configurations allowable).

Motion made by Councilmember Freas, Seconded by Councilmember Conrad to approve a request to rezone, Lot: 00001, BLK: 00001, Tract: 1, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 1, ACRES 1.502, 103 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential District, Cabin & Condominium Configurations allowable).

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Walker.

17. Discussion, consideration and possible action regarding a request to rezone, Blk: 00001, Tract: 2, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 2, ACRES 1.501, 105 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential district; Cabin & Condominium configurations allowable).

Motion made by Councilmember Walker, Seconded by Councilmember Harris a request to rezone, Blk: 00001, Tract: 2, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 2, ACRES 1.501, 105 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential district; Cabin & Condominium configurations allowable).

Voting Yea: Mayor Pro Tem Joslin, Councilmember Conrad, Councilmember Freas.

18. Discussion, consideration and possible action regarding a request to rezone, Lot: 00003, Blk 00001, Tract: 3, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 3, Acres 1.5, 107 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential District, Cabin & Condominium configuration allowable).

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Walker a request to rezone, Lot: 00003, Blk 00001, Tract: 3, Abst: A135-PS, PALUXY SUMMIT, BLOCK 1, LOT 3, Acres 1.5, 107 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single-and Two-to Four-Family Residential District, Cabin & Condominium configuration allowable).

Voting Yea: Councilmember Conrad, Councilmember Harris, Councilmember Freas.

19. Discussion, consideration and possible action regarding a request to rezone, Lot: 00001, Blk: 00002, Tract: 1, Abst: A135-PS, PALUXY SUMMIT, BLOCK 2, LOT 1, ACRES 8.905, 110 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single- and Two-to Four-Family Residential District, Cabin & Condominium configurations allowable).

Motion made by Councilmember Conrad, Seconded by Councilmember Walker, a request to rezone, Lot: 00001, Blk: 00002, Tract: 1, Abst: A135-PS, PALUXY SUMMIT, BLOCK 2, LOT 1, ACRES 8.905, 110 Paluxy Summit Blvd from B-2 (General Commercial District) to R-2M (Single- and Two-to Four-Family Residential District, Cabin & Condominium configurations allowable).

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas.

20. Report from Planning and Zoning Chairperson Pam Streeter regarding tasks being handled by the Planning and Zoning Commission.

Planning and Zoning Chairperson Mrs. Pam Streeter presented to Council a report of tasks being handled by the Planning and Zoning Commission.

Mayor Douglas recessed the regular meeting at 7:02 PM

Mayor Douglas reconvened the regular meeting at 7:10 PM

21. Discussion, consideration, and possible action on an Ordinance vacating and/or abandoning, closing, and sale of a one hundred foot (100') long portion of Elm Street beginning at the west side of Vine Street and running between Block 26 and Block 27 of the Original Town of Glen Rose.

Motion made by Councilmember Freas, Seconded by Mayor Pro Tem Joslin to approve an Ordinance vacating and/or abandoning, closing, and sale of a one hundred foot (100') long portion of Elm Street beginning at the west side of Vine Street and running between Block 26 and Block 27 of the Original Town of Glen Rose.

Voting Yea: Councilmember Conrad, Councilmember Harris, Councilmember Walker.

22. Discussion, consideration, and possible action on cancelation of a lease agreement between the City and GR Vine Properties, LLC on a 0.11-acre portion of Elm Street west of Vine Street Bounded by Block 26 and Block 27, Original Townsite of Glen Rose.

Motion was made by Mayor Pro Tem Joslin, Seconded by Councilmember Harris to approve the cancelation of the lease agreement between the City of Glen Rose and GR Vine Properties, LLC

Voting Yea: Councilmember Freas, Councilmember Conrad, Councilmember Walker.

23. Discussion, consideration, and possible action on an exclusive franchise agreement for the collection, hauling, and disposal of municipal solid waste and construction and demolition waste with Frontier Waste Solutions.

Motion was made by Councilmember Conrad, Seconded by Councilmember Walker to approve the exclusive franchise agreement for the collection, hauling, and disposal of solid waste and construction and demolition waste with Frontier Waste Solutions.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas.

24. Discussion, consideration, and possible action on a resolution amending the City's Personnel Policy with respect to overtime, comp time, tuition reimbursement, incentive pay, non-shift pay, PTO reimbursement, and cross training.

This item was moved up and discussed before item number fifteen.

Motion made by Councilmember Walker, Seconded by Councilmember Freas to approve a resolution amending the City's Personnel Policy with respect to overtime, comp time, tuition reimbursement, incentive pay, non-shift pay, PTO reimbursement, and cross training.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Conrad, Councilmember Harris.

25. Discussion, consideration, and possible action on an ordinance adopting an updated city limits map.

Motion made by Councilmember Freas, Seconded by Councilmember Conrad to approve an ordinance adopting an updated city limits map.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Walker

26. Discussion, consideration, and possible action on an agreement with Gartrell Developers, LP for a utility easement at 115 Heritage Place.

Motion made by Councilmember Harris, Seconded by Councilmember Walker to approve an agreement with Gartrell Developers, LP for a utility easement at 115 Heritage Place.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Conrad, Councilmember Freas

27. Discussion, consideration, and possible action on submitting a nomination to fill the vacancy on the Somervell County Appraisal District Board of Directors.

Motion made by Councilmember Conrad, Seconded by Councilmember Walker to nominate Councilmember George Freas to fill the vacancy on the Somervell County Appraisal District Board of Directors.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Freas

28. Discussion, consideration and possible action on new street parking ordinances for residential streets 22' wide or less

No action was taken on this item.

29. Discussion, consideration, and possible action on adding a fourth stop sign at the intersection of Walnut and Vernon Streets.

No action was taken on this item.

30. Discussion, consideration, and possible action on Appointing Mayor Pro Tem.

Motion made by Councilmember Freas, Seconded by Councilmember Walker to reappoint Councilmember Joslin as Mayor Pro Tem.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Conrad, Councilmember Harris

31. Discussion, consideration, and possible action on proposed City Logo. (D.Conrad)

Motion made by Councilmember Conrad, Seconded by Mayor Pro Tem Joslin to authorize Councilmember Conrad to proceed with the negotiations with Kindan Creative to create a new logo for the City.

Voting Yea: Councilmember Harris, Councilmember Walker.

Voting Nay: Councilmember Freas.

32. Discussion, consideration, and possible action on entering into a lease agreement for the City's Impoundment Yard with Glen Rose Wreckers, LLC.

Motion made by Councilmember Conrad, Seconded by Councilmember Freas to approve a lease agreement for the City's Impoundment Yard with Glen Rose Wreckers, LLC.

Voting Yea: Mayor Pro Tem Joslin, Councilmember Harris, Councilmember Walker

33. Discussion, consideration, and possible action on amended Interlocal Agreement with Somervell County on Hotel Occupancy Tax

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Freas to table this item until the next Regular Meeting in June.

Voting Yea: Councilmember Conrad, Councilmember Harris, Councilmember Walker

ADJOURN

With no further business before the Council, Mayor Douglas adjourned the meeting at 8:49 PM

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: DayofWeek, Month DD, 20YY, by HH:MM PM and remained posted for at least two hours after said meeting was convened.

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APPROVED:

Julia Douglas, Mayor

ATTEST:

Rosario Sosol-Lihaut, Deputy City Secretary

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL

REGULAR MEETING

Tuesday, May 24, 2022 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, May 24, 2022 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

CALL TO ORDER

Mayor Pro Tem Joslin called the meeting to order at 5:32 p.m.

Invocation was let by Councilmember Freas. The Pledges of Allegiance were led by Councilmember Conrad.

Roll Call

Council Present

Mayor Pro Tem Chip Joslin
Councilmember Demetra Conrad
Councilmember Kelly Harris
Councilmember George Freas
Councilmember TJ Walker

Staff Present

City Administrator Michael Leamons
City Secretary Staci King
Deputy City Secretary Rosario Sosol
Police Chief Buck Martin
Public Works Director Jim Holder
Building Official Kyle Reeves

Council Absent

Mayor Julia Douglas

CITIZEN/VISITOR COMMENTS

Philip Vasquez addressed the council regarding speeding on Barnard Street.

CONSENT AGENDA

- 1. Consider approval or other action regarding the minutes of the Special City Council Meeting held on April 26, 2022**

MOTION by Councilmember Harris, second by Councilmember Walker, to approve the consent agenda as presented. MOTION CARRIED by unanimous vote.

STAFF REPORTS

No staff reports were presented.

MAYOR AND COUNCIL MEMBER REPORTS

There were no Mayor or Councilmember reports.

ANNOUNCEMENTS/PRESENTATIONS

There were no announcements or presentations.

INDIVIDUAL ITEMS FOR CONSIDERATION

2. **Discussion, consideration, and possible action on amendments to Enprotec/Hibbs and Todd Work Orders 6, 7, and 8 for engineering for the Texas Water Development Board Economically Distressed Area Program Wastewater Projects.**

MOTION by Councilmember Freas, second by Councilmember Harris, to approve the amendments to Work Orders 6, 7, and 8 as presented. MOTION CARRIED by unanimous vote.

3. **Discussion, consideration, and possible action on Peloton Land Solutions proposal for a leadership retreat on developing a Strategic Plan for the City.**

MOTION by Councilmember Conrad, second by Councilmember Walker, to approve a Work Order for Planning and Design Services with Peloton Land Solutions, Inc. MOTION CARRIED by unanimous vote.

MOTION by Councilmember Freas, second by Councilmember Conrad, to approve a Master Service Agreement with Peloton Land Solutions, Inc. MOTION CARRIED by unanimous vote.

4. **Discussion, consideration, and possible action on amended Interlocal Agreement with Somervell County on Hotel Occupancy Tax**

Councilmember Harris recused herself during the discussion of this item.

MOTION by Councilmember Conrad, second by Councilmember Walker, to take no action at this time. MOTION CARRIED by unanimous vote.

5. **Budget Workshop**

City Administrator Leammons presented council with a preliminary budget for FY2022-2023. No action taken.

Mayor Pro Tem Joslin recessed the meeting at 7:06 p.m.; the meeting was called back to order at 7:15 p.m.

Executive Session

6. **Executive Session: Tx Gov't Code 551.074 – Personnel Matters – City Attorney**

Mayor Pro Tem Joslin called the meeting into executive session at 7:17 p.m.

Action on Executive Session

7. **Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters – City Attorney**

Mayor Pro Tem Joslin called the meeting into regular session at 9:06 p.m. No action was taken.

ADJOURN

The meeting was adjourned at 9:07 p.m.



APPROVED:

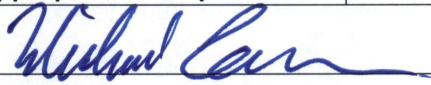
Julia Douglas, Mayor

ATTEST:

Staci King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Consider approval or other action regarding an accounts payable report for payments made during May 2022. (R.Sosol)		
PREPARED BY:	Deputy City Secretary Sosol	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Accounts Payable Report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve or deny as presented.		

City of Glen Rose
Council Report
Check Date: 5/1/2022 to 5/31/2022

6/2/2022 12:02: Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 3/27/2022	\$1,928.41
	5/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 3/27/2022	\$3,909.15
	5/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 4/10/2022	\$1,864.60
	5/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 4/10/2022	\$3,779.83
	5/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 4/24/2022	\$1,894.88
	5/2/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 4/24/2022	\$3,841.22
	5/6/2022	HSA Bank	10-2024	Health Ins W/H	HSA City 3/27/2022	\$895.02
	5/6/2022	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 3/27/2022	\$291.98
	5/6/2022	HSA Bank	10-2024	Health Ins W/H	HSA City 4/10/2022	\$895.02
	5/6/2022	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 4/10/2022	\$291.98
	5/11/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 5/8/2022	\$136.15
	5/13/2022	Office Of Attorney General	10-2020	Child Support W/H	CHSUP 5/8/2022	\$240.00
	5/13/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 5/8/2022	\$1,622.67
	5/13/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 5/8/2022	\$379.51
	5/13/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/8/2022	\$1,970.05
	5/13/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 5/8/2022	\$1,622.67

City of Glen Rose
Council Report
Check Date: 5/1/2022 to 5/31/2022

6/2/2022 12:02:

Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/13/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 5/8/2022	\$379.51
	5/25/2022	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 5/8/2022	\$22.22
	5/25/2022	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 5/22/2022	\$22.22
	5/25/2022	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 5/8/2022	\$56.31
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Specified Health 5/8/2022	\$14.94
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Short Term Disability 5/8/2022	\$22.44
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 5/8/2022	\$5.10
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 5/8/2022	\$75.00
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 5/8/2022	\$5.10
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 5/22/2022	\$75.00
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 5/22/2022	\$5.10
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Short Term Disability 5/22/2022	\$22.44
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Specified Health 5/22/2022	\$14.94
	5/25/2022	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 5/22/2022	\$56.31
	5/25/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 5/22/2022	\$5.10

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/25/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 5/8/2022	\$3,161.38
	5/25/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 5/8/2022	\$165.64
	5/25/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 5/22/2022	\$165.64
	5/25/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 5/22/2022	\$3,161.31
	5/25/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 5/22/2022	\$136.15
	5/27/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 5/22/2022	\$1,626.14
	5/27/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 5/22/2022	\$380.31
	5/27/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 5/22/2022	\$380.31
	5/27/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 5/22/2022	\$1,626.14
	5/27/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/22/2022	\$1,963.98
	5/27/2022	Office Of Attorney General	10-2020	Child Support W/H	CHSUP 5/22/2022	\$240.00
	5/31/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 5/8/2022	\$43.00
	5/31/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 5/22/2022	\$71.13
	5/31/2022	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 5/22/2022	\$85.48
	5/31/2022	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 5/22/2022	\$161.87
	5/31/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 5/22/2022	\$37.92
	5/31/2022	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 5/8/2022	\$78.21

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	5/31/2022	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 5/8/2022	\$102.31
	5/31/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 5/8/2022	\$71.13
Total						\$40,002.92
Streets & Parks						
	5/4/2022	Atmos Energy	10-40-5405	Gas	Acct #3024900571 3/26/22-4/27/22	\$47.57
	5/4/2022	AT&T Mobility	10-40-5401	Telephone	Maintenance barn 254-396-0349 3/20/22-4/19/22	\$45.28
	5/4/2022	Higginbotham Building Center - Glen Rose	10-40-5655	Concrete	Inv #58323/F Concrete for valve boxes (Longhorn Dr)	\$39.92
	5/4/2022	Higginbotham Building Center - Glen Rose	10-40-5655	Concrete	Inv #58431/F Concrete for "No Parking" (3B Lakeview)	\$53.88
	5/4/2022	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	Inv #584786/F 2 Tape measures, Rebar (Van Zandt manholes)	\$29.69
	5/4/2022	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	Inv #58725/F Pump sprayer for cleaning restrooms	\$42.74
	5/4/2022	Smith Supply, Inc.	10-40-5604	Repair & Maint - Struct	Replacement sprinkler heads (City Hall)	\$4.79
	5/4/2022	TXU Energy	10-40-5403	Electric	Electrical service 03/09/22-04/17/22	\$553.30
	5/4/2022	TXU Energy	10-40-5421	Street Lighting	Electrical service 03/09/22-04/17/22	\$2,400.77
	5/6/2022	Fuelman	10-40-5608	Gas/Oil/Lube	PW Gas	\$100.70
	5/10/2022	Frontier Waste Gr-Transfer	10-40-5804	Service Fees	Fees @ Transfer Station	\$542.00

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	5/10/2022	Glen Rose Auto Parts	10-40-5608	Gas/Oil/Lube	2 Cycle Gas Mix	\$23.95
	5/10/2022	Glen Rose Auto Parts	10-40-5608	Gas/Oil/Lube	Bar and chain lube for saws	\$18.95
	5/10/2022	Glen Rose Auto Parts	10-40-5100	Supplies	Chainsaw blades	\$53.85
	5/10/2022	Lowe's	10-40-5859	Street Signs	10 ft x 2 5/8 sign posts galvanized	\$854.40
	5/10/2022	Texas Bit	10-40-5156	Asphalt	4 tons "Type D" Hotmix asphalt	\$320.00
	5/11/2022	Citibank	10-40-5175	Herbicides & Insecticides	Grass and weed killer concentrate	\$184.99
	5/11/2022	Citibank	10-40-5100	Supplies	Cleaning supplies for Maintenance	\$63.49
	5/18/2022	AT&T (Scada)	10-40-5401	Telephone	Phone 254-897-1586 SCADA System 051022	\$16.28
	5/18/2022	United Cooperative Services	10-40-5421	Street Lighting	Electric Cactus Creek 4/5/22- 5/5/22	\$107.17
	5/25/2022	Charter Business	10-40-5401	Telephone	Invoice #0042013051422 05/14/22-06/13/22	\$42.86
	5/25/2022	Riverbend Landscaping	10-40-5804	Service Fees	Mowing/Trimming City properties	\$2,240.00
	5/20/2022	Fuelman	10-40-5608	Gas/Oil/Lube	PW Gasoline	\$97.99
Total						\$7,884.57
Non Departmental						
	5/4/2022	Atmos Energy	10-65-5405	Gas	Acct #3024937327 3/22/22- 4/27/22	\$69.44
	5/4/2022	Kinect Communications, LLC	10-65-5401	Telephone	Portal Desktop 5/1/22 - 5/31/22	\$404.28

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10 - GENERAL FUND						
Non Departmental						
	5/4/2022	TXU Energy	10-65-5403	Electric	Electrical service 03/09/22-04/17/22	\$314.14
	5/10/2022	Brenda L. James	10-65-5226	Cpa	Bank reconciliations/accounts payable	\$325.00
	5/10/2022	Brenda L. James	10-65-5226	Cpa	Bank reconciliations/accounts payable	\$312.50
	5/10/2022	Brenda L. James	10-65-5226	Cpa	Accounts payable/unclaimed property	\$212.50
	5/10/2022	Brenda L. James	10-65-5226	Cpa	Accounts payable	\$137.50
	5/10/2022	Brenda L. James	10-65-5226	Cpa	Payroll training	\$187.50
	5/10/2022	Cave Consulting Partners, Llp	10-65-5228	Website/Email Management	Professional website development	\$150.00
	5/10/2022	Peloton Land Solutions, Inc.	10-65-5230	Comprehensive Plan Consultatn	Invoice # 22-8881.02	\$10,045.30
	5/10/2022	Xerox Corporation	10-65-5217	Postage, Copier Lease	CH Copier lease	\$304.97
	5/18/2022	BizProtect	10-65-5224	It Support	IT Service call for CH 1.00 hr 4/7/22	\$105.00
	5/18/2022	BizProtect	10-65-5224	It Support	IT Service call for PD 0.50 hr 4/8/22	\$52.50
	5/18/2022	Pitney Bowes Bank Inc Purchase Power	10-65-5106	Postage	Postage Acct #1 Admin	\$157.15
	5/18/2022	Pitney Bowes Bank Inc Purchase Power	10-65-5217	Postage, Copier Lease	Finance charges	\$5.00
	5/25/2022	Brenda Lozano De Reza	10-65-5225	Janitorial Services	Cleaning services Town Hall 5/1/22-5/30/22	\$650.00
	5/25/2022	Windstream	10-65-5401	Telephone	Inv #05162022 05/13/22-06/12/22	\$250.18

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10 - GENERAL FUND						
Non Departmental						
	5/25/2022	Windstream	10-65-5402	Internet	Inv #05162022 05/13/22-06/12/22	\$250.18
	5/25/2022	Windstream	10-65-5401	Telephone	Monthly phone, fax & long distance City Hall	\$59.68
Total						\$13,992.82
Legislative						
	5/4/2022	AT&T Mobility	10-05-5145	Exp Mayor & Council	Mayor 256-396-3341 03/20/22-04/19/22	\$43.12
	5/10/2022	Taylor, Olson, Adkins, Sralla& Elam, L.L.P.	10-05-5201	Attorney	Professional services (Lawyer)	\$10,174.60
	5/11/2022	Citibank	10-05-5502	Mayor & Council Travel	Lodging for mayor during training	\$195.31
	5/11/2022	Citibank	10-05-5503	Mayor & Council Training	TML Conference registrations - Kelly, TJ, Julia, Chip Joslin, George Freas	\$1,125.00
Total						\$11,538.03
Code Enforcement						
	5/4/2022	AT&T Mobility	10-50-5401	Telephone	Code enforcement 254-396-9952 3/20/22-4/19/22	\$43.12
	5/6/2022	Fuelman	10-50-5608	Gas/Oil/Lube	CE Gas	\$57.99
	5/11/2022	Citibank	10-50-5801	Miscellaneous Exp	Vehicle car wash	\$11.00
	5/18/2022	Pitney Bowes Bank Inc	10-50-5106	Postage	Postage Acct #4 CE	\$568.42
	5/20/2022	Fuelman	10-50-5608	Gas/Oil/Lube	CE Gasoline	\$107.20

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10 - GENERAL FUND						
Code Enforcement						
Total						\$787.73
Animal Control						
	5/4/2022	AT&T Mobility	10-55-5401	Telephone	AC 254-396-2868 & 254-396-9113 3/20/22-4/19/22	\$86.24
	5/4/2022	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	Inv #58103/F 3 filters 040622	\$40.57
	5/4/2022	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	Inv #58249/F Broom, trash can 041122	\$49.48
	5/4/2022	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	Inv #58420/F Cable ties, 2 hoses 041922	\$53.12
	5/4/2022	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	Inv #58465/F Wireless chime 042022	\$16.31
	5/4/2022	TXU Energy	10-55-5403	Electric	Electrical service 03/09/22-04/17/22	\$293.85
	5/6/2022	Fuelman	10-55-5608	Gas/Oil/Lube	AC Gas	\$101.54
	5/10/2022	Dinosaur Valley Pest Service	10-55-5203	Contract Labor	Pest services for AC facilities	\$65.00
	5/10/2022	KB Embroidery	10-55-5108	Uniforms	Uniform shirts/ embroidered logo	\$144.00
	5/11/2022	Citibank	10-55-5108	Uniforms	Uniforms from Boot Barn	\$371.65
	5/11/2022	Citibank	10-55-5803	Software	Shelter animal program Sheltermanager.com 12 months hosting	\$350.00
	5/11/2022	Citibank	10-55-5602	Repair & Maint - Equip	Vehicle inspection Kwik Kar	\$7.00
	5/11/2022	Citibank	10-55-5500	Training	Code enforcement officer license, code enforcement test, legislative update for Kyle	\$225.00

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10 - GENERAL FUND						
Animal Control						
	5/11/2022	Citibank	10-55-5602	Repair & Maint - Equip	Vehicle tags	\$8.50
	5/25/2022	Nextlink Broadband	10-55-5402	Internet	Inv #B125102766-52 5/19/22-6/18/22	\$110.83
	5/25/2022	Riverbend Landscaping	10-55-5203	Contract Labor	Inv #523222 Mow & weedeat, spray parking lot with Roundup	\$260.00
	5/20/2022	Fuelman	10-55-5608	Gas/Oil/Lube	AC Gasoline	\$113.86
Total						\$2,296.95
Administration						
	5/4/2022	AT&T Mobility	10-60-5401	Telephone	City Secretary & Front Desk 254-396-0579 & 254-396-5376 3/20/22-4/19/22	\$62.89
	5/4/2022	AT&T Mobility	10-60-5401	Telephone	City Admin 254-396-2467 3/20/22-4/19/22	\$43.12
	5/4/2022	Civicplus	10-60-5803	Software	Municode Munidocs Renewal	\$350.00
	5/4/2022	Higginbotham Building Center - Glen Rose	10-60-5602	Repair & Maint - Equip	Inv #58267/F Screws in AC box in chamber 041222	\$4.20
	5/4/2022	TXU Energy	10-60-5406	CVB/Oakdale Electric	Electrical service 03/09/22-04/17/22	\$5,044.61
	5/10/2022	Glen Rose Reporter	10-60-5210	Legal Notices & Advertising	Legal Notice "No Parking Zone" ordinance	\$67.00
	5/11/2022	Citibank	10-60-5401	Telephone	Apple.com Data	\$0.99
	5/11/2022	Citibank	10-60-5801	Miscellaneous Exp	City Secretary phone case, charger, screen protector	\$58.90
	5/11/2022	Citibank	10-60-5803	Software	Adobe software City Secretary	\$16.23

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10 - GENERAL FUND						
Administration						
	5/11/2022	Citibank	10-60-5500	Training	Records management seminar Rosario	\$285.00
	5/11/2022	Citibank	10-60-5218	Legal Updates	Filings for ordinance, warranty deed at county	\$86.24
	5/11/2022	Citibank	10-60-5500	Training	NEC 2020 code changes update	\$12.00
Total						\$6,031.18
Law Enforcement						
	5/4/2022	AT&T Mobility	10-90-5401	Telephone	Law enforcement 4 lines 3/20/22- 4/19/22	\$148.74
	5/4/2022	Spinks & Green Auto Supply	10-90-5602	Repair & Maint - Equip	Replaced bulb in 3rd brake light in 2009 Ford	\$33.98
	5/4/2022	TXU Energy	10-90-5403	Electric	Electrical service 03/09/22- 04/17/22	\$108.16
	5/6/2022	Fuelman	10-90-5608	Gas/Oil/Lube	LE Gas	\$206.12
	5/11/2022	Citibank	10-90-5501	Travel	Trip to Arlington to program hand -held radio	\$20.76
	5/11/2022	Citibank	10-90-5600	Vehicle Repair	State registration for 2019 Ford Exp	\$8.50
	5/18/2022	Thin Blue Line Outfitters	10-90-5603	Equipment	Body cam, chest/belt clip, cradle station, holders, portable radio holders	\$1,735.75
	5/25/2022	Blue Cross Blue Shield	10-90-5005	Health Insurance	Health Ins-Employer	\$782.82
	5/25/2022	Evident, Inc.	10-90-5801	Miscellaneous Exp	DNA-PRO Buccal swab collection kits & quick lift patrol latent print kit	\$78.50

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Law Enforcement						
	5/25/2022	Brenda Lozano De Reza	10-90-5225	Janitorial Services	Cleaning services Chief of Police office 5/1/22-5/30/22	\$250.00
	5/25/2022	M-Pak, Inc	10-90-5603	Equipment	Bullet Proof Vest for Officer Ramirez	\$935.80
	5/25/2022	Texas Police Chiefs Association	10-90-5804	Service Fees	Annual membership 5/22/22-5/22/23	\$222.00
	5/20/2022	Fuelman	10-90-5608	Gas/Oil/Lube	PD Gasoline	\$164.28
Total						\$4,695.41
Municipal Court						
	5/18/2022	Pitney Bowes Bank Inc Purchase Power	10-80-5106	Postage	Postage Acct #3 Court	\$260.30
	5/25/2022	Clayton Bryant	10-80-5201	Attorney Fees	Prosecutor services 05/24/22	\$500.00
	5/25/2022	Mickey Garrett	10-80-5203	Contract Labor	Judge's salary for the month of May, 2022	\$500.00
Total						\$1,260.30

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 3/27/2022	\$622.22
	5/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 3/27/2022	\$1,261.33
	5/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 4/10/2022	\$645.16
	5/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 4/10/2022	\$1,307.83
	5/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 4/24/2022	\$616.47
	5/2/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 4/24/2022	\$1,249.66
	5/6/2022	HSA Bank	20-2024	Health Ins W/H	HSA City 3/27/2022	\$471.39
	5/6/2022	HSA Bank	20-2024	Health Ins W/H	HSA Employee 2 3/27/2022	\$20.00
	5/6/2022	HSA Bank	20-2024	Health Ins W/H	HSA City 4/10/2022	\$471.39
	5/6/2022	HSA Bank	20-2024	Health Ins W/H	HSA Employee 2 4/10/2022	\$20.00
	5/13/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 5/8/2022	\$554.91
	5/13/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 5/8/2022	\$129.78
	5/13/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/8/2022	\$735.21
	5/13/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 5/8/2022	\$554.91
	5/13/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 5/8/2022	\$129.78
	5/25/2022	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 5/8/2022	\$18.68

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20 - UTILITY FUND						
Non-Departmental						
	5/25/2022	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 5/22/2022	\$18.68
	5/25/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 5/8/2022	\$4.74
	5/25/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre- Tax 5/8/2022	\$28.14
	5/25/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre- Tax 5/22/2022	\$28.14
	5/25/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 5/22/2022	\$4.74
	5/25/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 5/8/2022	\$1,132.84
	5/25/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 5/8/2022	\$41.41
	5/25/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 5/22/2022	\$41.41
	5/25/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 5/22/2022	\$1,132.80
	5/25/2022	Edith Ratliff	20-2003	Meter Refunds Payable	Refunds	\$42.28
	5/25/2022	Rey Mar Construction	20-2003	Meter Refunds Payable	Refunds	\$1,483.20
	5/25/2022	Katy Peterson	20-2003	Meter Refunds Payable	Refunds	\$67.89
	5/25/2022	Chalk Mountain Prop. Mng. Llc	20-2003	Meter Refunds Payable	Refunds	\$51.53
	5/25/2022	GARTRELL RENTAL PROP	20-2003	Meter Refunds Payable	Refunds	\$28.28
	5/25/2022	Carol Mccoy	20-2003	Meter Refunds Payable	Refunds	\$20.74
	5/25/2022	Meda Rogers	20-2003	Meter Refunds Payable	Refunds	\$101.54
	5/25/2022	Kent Hamm	20-2003	Meter Refunds Payable	Refunds	\$96.14

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/25/2022	Wade Redwine	20-2003	Meter Refunds Payable	Refunds	\$91.07
	5/25/2022	Yukon Brooke Properties, LLC	20-2003	Meter Refunds Payable	Refunds	\$195.72
	5/25/2022	Timothy Arterberry	20-2003	Meter Refunds Payable	Refunds	\$89.16
	5/25/2022	Stephen Carrie Williams	20-2003	Meter Refunds Payable	Refunds	\$112.40
	5/25/2022	Jennifer Kopczynski	20-2003	Meter Refunds Payable	Refunds	\$85.67
	5/27/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 5/22/2022	\$562.74
	5/27/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 5/22/2022	\$131.61
	5/27/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 5/22/2022	\$131.61
	5/27/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 5/22/2022	\$562.74
	5/27/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 5/22/2022	\$749.28
	5/31/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 5/8/2022	\$15.80
	5/31/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 5/22/2022	\$41.56
	5/31/2022	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 5/22/2022	\$28.69
	5/31/2022	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 5/22/2022	\$152.48
	5/31/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 5/22/2022	\$15.80
	5/31/2022	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 5/8/2022	\$24.09
	5/31/2022	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 5/8/2022	\$28.70

City of Glen Rose
Council Report
Check Date: 5/1/2022 to 5/31/2022

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	5/31/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 5/8/2022	\$41.56
Total						\$16,193.90
Water						
	5/4/2022	Atmos Energy	20-10-5405	Gas	Acct #3024900571 3/26/22-4/27/22	\$47.57
	5/4/2022	AT&T Mobility	20-10-5401	Telephone	PW Director 254-396-5626 3/20/22-4/19/22	\$43.12
	5/4/2022	Curro Enviromental	20-10-5238	Lab Fees	Well 4 - Water Quality parameters sampling - Quarterly sample	\$2,322.82
	5/4/2022	Higginbotham Building Center - Glen Rose	20-10-5120	Tools	Inv #58527/F Hang-uo brackets Water Dept P/U	\$14.84
	5/4/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 3 - Water usage 03/25/22-4/25/22	\$1,051.75
	5/4/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 4 - Water usage 3/25/22-4/25/22	\$3,088.75
	5/4/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 5 - Water usage 3/25/22-4/25/22	\$1,606.50
	5/4/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 6 - Water usage 3/25/22-4/25/22	\$661.50
	5/4/2022	Spinks & Green Auto Supply	20-10-5600	Vehicle Repair	State inspection 2018 Chev	\$7.00
	5/4/2022	Spinks & Green Auto Supply	20-10-5600	Vehicle Repair	State inspection 20 ft. trailer	\$7.00
	5/4/2022	TXU Energy	20-10-5400	Utilities (Elec)	Electrical service 03/09/22-04/17/22	\$1,676.81
	5/6/2022	Fuelman	20-10-5608	Gas/Oil/Lube	WD Gas	\$192.01

City of Glen Rose
Council Report
Check Date: 5/1/2022 to 5/31/2022

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	5/10/2022	Glen Rose Auto Parts	20-10-5600	Vehicle Repair	Oil filter/Air filter for Chev/pick up	\$52.98
	5/11/2022	Citibank	20-10-5601	System Repair	2"x2" tapping saddle	\$254.82
	5/11/2022	Citibank	20-10-5600	Vehicle Repair	Tags for fleet truck, utility trailer	\$17.00
	5/11/2022	Citibank	20-10-5605	Repair & Maint - Tank	Credit from Industrial Safety Products	(\$295.00)
	5/18/2022	AT&T (Scada)	20-10-5401	Telephone	Phone 254-897-1586 SCADA System 051022	\$16.28
	5/25/2022	Charter Business	20-10-5401	Telephone	Invoice #0042013051422 05/14/22-06/13/22	\$42.87
	5/20/2022	Fuelman	20-10-5608	Gas/Oil/Lube	Water Gasoline	\$301.32
Total						\$11,109.94
Sewer						
	5/4/2022	Atmos Energy	20-20-5405	Gas	Acct #3024900571 3/26/22-4/27/22	\$47.57
	5/4/2022	Smith Supply, Inc.	20-20-5601	System Repair	Pipe for Summit Edge lift station	\$85.62
	5/4/2022	Smith Supply, Inc.	20-20-5601	System Repair	4" brass sewer cap (East Street)	\$20.75
	5/4/2022	Smith Supply, Inc.	20-20-5601	System Repair	4" SDR 35 (Easy Street sewer tap)	\$18.76
	5/4/2022	Smith Supply, Inc.	20-20-5601	System Repair	4" SDR 35 fittings (Easy Street sewer tap)	\$81.47
	5/4/2022	TXU Energy	20-20-5400	Utilities (Elec)	Electrical service 03/09/22-04/17/22	\$1,001.70
	5/6/2022	Fuelman	20-20-5608	Gas/Oil/Lube	SD	\$100.28

City of Glen Rose
Council Report
Check Date: 5/1/2022 to 5/31/2022

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Sewer						
	5/10/2022	Atlas Utility Supply Company	20-20-5601	System Repair	(2) Romac restraint couplings for 8" sewer pipe	\$368.24
	5/11/2022	Rey-Mar Construction	20-20-5738	Grand Lift Station (Edap)	Pay App #9 - TWDB EDAP Grand Ave Lift Station Project	\$32,760.00
	5/11/2022	Rey-Mar Construction	20-20-5738	Grand Lift Station (Edap)	Pay App #10 TWDB EDAP Grand Ave Lift Station Project	\$22,635.00
	5/12/2022	Gartrell Developers, LP	20-20-5601	System Repair	Easement Agreement for Utilities and Access	\$2,300.00
	5/18/2022	AT&T (Scada)	20-20-5401	Telephone	Inv #051022	\$16.28
	5/25/2022	Charter Business	20-20-5401	Telephone	Invoice #0042013051422 05.14.22-06.13.22	\$42.87
	5/25/2022	Windstream	20-20-5401	Telephone	SCADA Public Works	\$25.88
	5/20/2022	Fuelman	20-20-5608	Gas/Oil/Lube	Sewer Gasoline	\$97.30
Total						\$59,601.72
WWTP						
	5/4/2022	AT&T Mobility	20-21-5401	Telephone	WWTP 254-396-1209 & 254-396-5375 3/20/22-4/19/22	\$86.24
	5/4/2022	Charter Business	20-21-5401	Telephone	Internet 1502 Texas Drive WWTP 4/26/22-5/25/22	\$120.61
	5/4/2022	Higginbotham Building Center - Glen Rose	20-21-5604	Repair & Maint - Struct	Inv #58053/F Rain Gauge 040522	\$17.09
	5/4/2022	Higginbotham Building Center - Glen Rose	20-21-5602	Repair & Maint - Equip	Inv #58650/F Edger blades	\$11.88
	5/4/2022	Smith Supply, Inc.	20-21-5100	Supplies	Markers, 3 hose shutoffs	\$60.65
	5/11/2022	Citibank	20-21-5108	Uniforms	TShirts Coy & Lance	\$217.50

City of Glen Rose
Council Report
Check Date: 5/1/2022 to 5/31/2022

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
WWTP						
	5/18/2022	BizProtect	20-21-5601	System Repair	Network switch 8-port Net Gear WWTP	\$69.99
	5/18/2022	BizProtect	20-21-5601	System Repair	Portage router WWTP	\$395.00
	5/18/2022	BizProtect	20-21-5601	System Repair	IT Service calls for WWTP 6.0 hrs 4/5/22-4/27/22	\$630.00
	5/18/2022	United Cooperative Services	20-21-5400	Utilities	Electric 1502 Texas Drive 4/4/22-5/4/22	\$5,640.53
	5/25/2022	Windstream	20-21-5401	Telephone	Phone & SCADA WWTP	\$51.74
	5/20/2022	Fuelman	20-21-5608	Gas/Oil/Lube	WWTP Gasoline	\$88.52
Total						\$7,389.75
Non Departmental						
	5/6/2022	USIO Output Solutions	20-65-5106	Postage	Postage for water bills job # 219647 and late notices job # 219362	\$544.99
	5/10/2022	USIO Output Solutions	20-65-5110	Utility Billing Cards	Water bills job # 219647/Late notice s job # 219362	\$180.90
	5/18/2022	Pitney Bowes Bank Inc Purchase Power	20-65-5106	Postage	Postage Acct #2 & #6 Water & WWTP	\$14.13
Total						\$740.02
Sanitation						
	5/10/2022	Republic Services # 794	20-45-5403	Trash Pickup	Trash Services	\$33,105.39
Total						\$33,105.39

City of Glen Rose
Council Report
5/1/2022 to 5/31/2022

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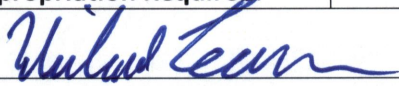
Item 2.

Fund Totals

10	GENERAL FUND	\$88,489.91
20	UTILITY FUND	\$128,140.72
	Grand Total:	\$216,630.63



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Consider approval or other action regarding the financial report for May 2022. (M. Leamons)		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Discussion Regarding April Financial Report Bonded Indebtedness Sales and Use Tax Cash and Investment Report General Ledger Cash Balance Report Utility Billing Report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Approve as presented.		

DISCUSSION ON THE MONTHLY FINANCIAL REPORTS PERIOD ENDING May 31, 2022

Highlights

The General Fund is in the black for May and for the year. The Utility Fund is in the black for May, but is in the red for the year, though only by 1.6%.

Report on Reserves

As of April 30th, the City held about \$9.8 million in its various accounts, about a \$170,000 increase over last month. \$484,347 of the above total are restricted funds (customer deposit, bond payment, HOT, and dedicated court funds), leaving the City a balance of about \$9.3 million in what, primarily, are reserve funds. If the adopted FY 2021-22 goes according to plan, the amount held in reserve will decrease by \$1,770,000 over the course of the year, leaving the City with about \$6.8 million in, primarily, reserve funds. (Usually the drawdown is less than what is budgeted due to lower than expected operating expenditures and capital projects that carry over into the next budget cycle.) The City's total operating budget for FY 2021-22, less capital expenditures, contingency funds, and dedicated court funds, is \$3,680,065. With roughly \$3.7 million in annual operating costs, the current \$9.3 million in reserves would carry the City for about 30 months and the projected \$6.8 million in reserves at the end of this fiscal year would carry the City for about 20 months.

General Ledger Cash Balance Report

As has been mentioned previously, often there are differences between the bank account balances and the general ledger cash balance reports. The general ledger report carries in its balance checks that were written in the past which have never been deposited. Also, the instant a transaction is entered into the general ledger, it shows up in the general ledger report, but it can take days for both deposits and withdrawals to clear the bank and be reflected in our bank account balances.

The general ledger cash balance for the various funds through May 31st is about \$9.8 million, about a \$140,000 increase from a month ago, and an increase of about \$760,000 from a year ago.

General Ledger Cash Balance Report - Court Fund

The amount in the Court Fund has increased by about \$950 from a month ago.

Cash and Investment Report

As noted above, there was about \$9.8 million in the City's accounts as of April 30th, this is about a \$170,000 increase over last month.

Budget Report - General Fund

For the month, revenues have exceeded expenditures by about \$95,000, and for the year revenues have exceeded expenditures by about \$1,230,000.

Budget Report - Utility Fund

For the month, revenues have exceeded expenditures by about \$43,000 and for the year expenditures have exceeded revenues by about \$25,000.

Sales and Use Tax Report

The State has not posted its sales and use tax figures for June (tax on sales made in April) in time to be included in this packet report. The table provided in last month's packet has been updated to show the funds received during May. The May payment came in at \$153,004.12, about a 12% decrease from last year's payment. For the past 12 months, revenues have increased by about 10% over the previous 12 month period.

**CITY OF GLEN ROSE
BONDED INDEBTEDNESS AS OF MAY 31, 2022**

BOND	MATURES	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
CO/2013 WWTP DESIGN	2022	\$ 370,000	\$ 32,223	\$ 402,223	\$ 35,987
CO/2016 WWTP CONSTRUCTION	2037	\$ 3,520,000	\$ 1,238,912	\$ 4,758,912	\$ 3,751,553

	CO/2013 WWTP DESIGN		CO/2016 WWTP CONSTRUCTION		TOTAL ANNUAL PAYMENT
	PAYMENT	INT. RATE	PAYMENT	INT. RATE	
2020-2021			PAID		
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
	\$ 35,987		\$ 3,751,553		\$ 3,787,540

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

CITY OF GLEN ROSE SALES AND USE TAX REPORT

Report for May Council Packet

	2021	2022	% Change
January	109,714.93	140,720.76	22.03%
February	168,437.23	157,699.38	-6.81%
March	109,932.23	122,481.96	10.25%
April	101,103.73	114,031.95	11.34%
May	171,528.37	153,004.12	-12.11%
	2020	2021	
June	100,858.20	136,631.88	26.18%
July	114,263.74	129,574.66	11.82%
August	125,484.48	168,800.51	25.66%
September	122,785.60	125,589.65	2.23%
October	110,856.26	127,727.12	13.21%
November	130,155.64	148,290.73	12.23%
December	134,172.50	142,862.07	6.08%
TOTAL	1,499,292.91	1,667,414.79	10.08%

Comparison of sales tax revenue for the most recent 12 month period versus that of a year ago. The number reported for April is for sales made in February. There's always a 2 month lag.

CASH AND INVESTMENT REPORT FOR THE CITY OF GLEN ROSE		
May 2022		
TEXPOOL		\$3,657,695.70
BANK		\$3,669,893.14
TEXSTAR		\$2,533,060.23
TOTAL		\$9,860,649.07

TEXPOOL		
UTILITY SYSTEM REVENUE BOND RESERVE	0.30%	\$246,377.24
WATER AND SEWER FUND	0.30%	\$1,793,888.54
GENERAL FUND RESERVE	0.30%	\$1,617,429.92
TOTAL TEXPOOL INVESTMENTS		\$3,657,695.70

TexSTAR		
GENERAL	0.65%	\$2,533,060.23

FFB BANK ACCOUNTS		
OAKDALE ELECTRICITY DEPOSIT CD	0.39%	\$20,041.94
HOTEL OCCUPANCY	0.39%	\$101.19
TXCDBG	0.39%	\$252.38
TWDB 2016 CONSTRUCTION PROJECT	0.39%	\$219,361.42
COURT TECHNOLOGY FUND	0.39%	\$8,199.74
COURT SECURITY	0.39%	\$8,675.04
MUNICIPAL JURY FUND	0.39%	\$125.42
TRUANCY AND PREVENTION FUND	0.39%	\$6,459.69
CUSTOMER DEPOSIT ACCOUNT	0.39%	\$194,366.88
POOL CASH	0.39%	\$3,232,351.38
TOTAL BANK BALANCES		\$3,669,893.14

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

\$246,377.24

\$20,041.94
\$101.19

\$8,199.74
\$8,675.04
\$125.42
\$6,459.69
\$194,366.88
\$484,347.14

CITY OF GLEN ROSE
GENERAL LEDGER CASH BALANCE REPORT BY FUND
May 31, 2022

FUND	CURRENT BALANCE	MONTH AGO BALANCE	YEAR AGO BALANCE
1 GENERAL	\$6,309,904.25	\$6,210,969.28	\$6,136,506.74
2 UTILITY	\$3,465,994.62	\$3,426,081.05	\$2,783,039.28
3 CVB	\$0.00	\$0.00	\$108,954.51
5 COURT*	\$23,834.00	\$22,886.30	\$11,748.68
TOTAL	\$9,799,732.87	\$9,659,936.63	\$9,040,249.21

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

City of Glen Rose
Financial Statement
As of May 31, 2022

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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	183,287.74	210,398.34	(27,110.60)	2,075,233.62	2,524,780.00	82.19%	449,546.38
Interest Income	4,895.67	1,166.66	3,729.01	24,885.12	14,000.00	177.75%	(10,885.12)
Other Revenue Sources	17,804.07	9,583.33	8,220.74	109,001.72	115,000.00	94.78%	5,998.28
Fines, Fees & Forfeitures	8,210.34	9,391.68	(1,181.34)	40,136.65	112,700.00	35.61%	72,563.35
Grants & Donations	0.00	92,507.84	(92,507.84)	1,225.86	1,110,094.00	0.11%	1,108,868.14
Business & Franchise	2,000.00	2,000.00	0.00	16,000.00	24,000.00	66.67%	8,000.00
Transfers In	0.00	12,500.00	(12,500.00)	0.00	150,000.00	0.00%	150,000.00
Revenue Totals	<u>216,197.82</u>	<u>337,547.85</u>	<u>(121,350.03)</u>	<u>2,266,482.97</u>	<u>4,050,574.00</u>	<u>55.95%</u>	<u>1,784,091.03</u>
Expense Summary							
Not Categorized	26,994.95	38,187.56	(11,192.61)	214,313.66	511,108.00	41.93%	296,794.34
Personnel & Payroll	75,248.62	99,599.82	(24,351.20)	735,292.58	1,197,205.00	61.42%	461,912.42
Repairs & Maintenance	1,940.78	66,920.83	(64,980.05)	24,660.95	803,050.00	3.07%	778,389.05
Capital	148.40	100,561.01	(100,412.61)	3,435.02	1,217,582.00	0.28%	1,214,146.98
Fines, Fees & Taxes	3,185.66	5,488.09	(2,302.43)	19,061.87	65,857.00	28.94%	46,795.13
Office & Supplies	716.23	1,704.17	(987.94)	3,053.90	20,450.00	14.93%	17,396.10
Other Expenses	10,045.30	14,644.69	(4,599.39)	18,145.30	110,022.00	16.49%	91,876.70
Dues & Subscriptions	0.00	275.00	(275.00)	761.00	3,300.00	23.06%	2,539.00
Community Programs & Donations	0.00	1,833.33	(1,833.33)	15,000.00	22,000.00	68.18%	7,000.00
Grant Expense	0.00	8,333.33	(8,333.33)	0.00	100,000.00	0.00%	100,000.00
Expense Totals	<u>118,279.94</u>	<u>337,547.83</u>	<u>(219,267.89)</u>	<u>1,033,724.28</u>	<u>4,050,574.00</u>	<u>25.52%</u>	<u>3,016,849.72</u>

City of Glen Rose
Financial Statement
As of May 31, 2022

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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	153,004.12	125,000.00	28,004.12	1,106,818.09	1,500,000.00	73.79%	393,181.91
10-4001 Mixed Drinks Tax	2,223.01	2,166.67	56.34	13,609.56	26,000.00	52.34%	12,390.44
10-4002 Gross Receipts Tax	18,863.60	16,666.67	2,196.93	178,659.74	200,000.00	89.33%	21,340.26
10-4005 Property Taxes	6,081.76	65,148.33	(59,066.57)	727,716.78	781,780.00	93.08%	54,063.22
10-4010 Property Taxes (Delinquent)	3,115.25	1,416.67	1,698.58	48,429.45	17,000.00	284.88%	(31,429.45)
Property & Sales Tax Totals	183,287.74	210,398.34	(27,110.60)	2,075,233.62	2,524,780.00	82.19%	449,546.38
Interest Income							
10-4006 Penalites & Interest	1,702.88	833.33	869.55	17,409.23	10,000.00	174.09%	(7,409.23)
10-4500 Interest Income	3,192.79	333.33	2,859.46	7,475.89	4,000.00	186.90%	(3,475.89)
Interest Income Totals	4,895.67	1,166.66	3,729.01	24,885.12	14,000.00	177.75%	(10,885.12)
Other Revenue Sources							
10-4200 Permits	11,604.60	7,500.00	4,104.60	86,157.06	90,000.00	95.73%	3,842.94
10-4700 Miscellaneous Income	6,199.47	1,250.00	4,949.47	12,844.66	15,000.00	85.63%	2,155.34
10-4703 Vrc Loan Repayment	0.00	833.33	(833.33)	10,000.00	10,000.00	100.00%	0.00
Other Revenue Sources Totals	17,804.07	9,583.33	8,220.74	109,001.72	115,000.00	94.78%	5,998.28
Fines, Fees & Forfeitures							
10-4300 Pound Fees	70.00	41.67	28.33	455.00	500.00	91.00%	45.00
10-4301 Municipal Court Fine Revenue	5,793.88	5,833.33	(39.45)	25,108.62	70,000.00	35.87%	44,891.38
10-4303 Deferred Adjudication	850.00	1,583.33	(733.33)	5,009.24	19,000.00	26.36%	13,990.76
10-4305 Time Payment Reimbursement	45.00	41.67	3.33	339.00	500.00	67.80%	161.00
10-4316 Court Costs	1,081.46	1,375.00	(293.54)	5,028.06	16,500.00	30.47%	11,471.94
10-4318 Warrant Fee-Muni Court	0.00	16.67	(16.67)	732.73	200.00	366.37%	(532.73)
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

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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							
10-4331 Clear The Shelter	0.00	166.67	(166.67)	829.00	2,000.00	41.45%	1,171.00
10-4332 County Res Impound Fee	120.00	83.33	36.67	1,195.00	1,000.00	119.50%	(195.00)
10-4345 Quarantine Fee	0.00	29.17	(29.17)	0.00	350.00	0.00%	350.00
10-4346 Boarding Fee	0.00	16.67	(16.67)	60.00	200.00	30.00%	140.00
10-4347 Adopting Fee	225.00	125.00	100.00	1,205.00	1,500.00	80.33%	295.00
10-4348 Euthanasia Fee	25.00	16.67	8.33	175.00	200.00	87.50%	25.00
Fines, Fees & Forfeitures Totals	8,210.34	9,391.68	(1,181.34)	40,136.65	112,700.00	35.61%	72,563.35
Grants & Donations							
10-4330 Donations	0.00	50.00	(50.00)	565.00	600.00	94.17%	35.00
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	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
10-4715 COVID-19 Relief	0.00	0.00	0.00	660.86	0.00	0.00%	(660.86)
Grants & Donations Totals	0.00	92,507.84	(92,507.84)	1,225.86	1,110,094.00	0.11%	1,108,868.14
Business & Franchise							
10-4704 Glen Rose Wrecker	500.00	500.00	0.00	4,000.00	6,000.00	66.67%	2,000.00
10-4705 Nextlink	1,500.00	1,500.00	0.00	12,000.00	18,000.00	66.67%	6,000.00
Business & Franchise Totals	2,000.00	2,000.00	0.00	16,000.00	24,000.00	66.67%	8,000.00
Transfers In							
10-4710 Transfer in Reserves	0.00	12,500.00	(12,500.00)	0.00	150,000.00	0.00%	150,000.00
Transfers In Totals	0.00	12,500.00	(12,500.00)	0.00	150,000.00	0.00%	150,000.00
Revenue Totals	216,197.82	337,547.85	(121,350.03)	2,266,482.97	4,050,574.00	55.95%	1,784,091.03

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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	8,851.87	11,815.50	(2,963.63)	95,619.31	141,786.00	67.44%	46,166.69
10-40-5001 Overtime Streets & Parks	348.63	637.50	(288.87)	5,093.01	7,650.00	66.58%	2,556.99
10-40-5003 Payroll Taxes Streets/Pks	676.25	979.83	(303.58)	7,480.36	11,758.00	63.62%	4,277.64
10-40-5004 Retirement	1,305.55	1,817.42	(511.87)	14,459.95	21,809.00	66.30%	7,349.05
10-40-5005 Health Insurance	2,121.34	2,800.00	(678.66)	21,383.90	33,600.00	63.64%	12,216.10
10-40-5006 Life & Add Insurance	50.23	76.67	(26.44)	401.86	920.00	43.68%	518.14
10-40-5007 Workers Comp Insurance	0.00	682.75	(682.75)	5,374.06	8,193.00	65.59%	2,818.94
10-40-5008 Twc	0.00	358.50	(358.50)	69.82	4,302.00	1.62%	4,232.18
10-40-5010 Longevity	0.00	183.33	(183.33)	0.00	2,200.00	0.00%	2,200.00
10-40-5013 On Call	0.00	347.58	(347.58)	0.00	4,171.00	0.00%	4,171.00
10-40-5100 Supplies	189.77	266.67	(76.90)	1,379.02	3,200.00	43.09%	1,820.98
10-40-5107 Janitorial Supplies	0.00	150.00	(150.00)	0.00	1,800.00	0.00%	1,800.00
10-40-5108 Uniforms	0.00	201.67	(201.67)	1,292.32	2,420.00	53.40%	1,127.68
10-40-5120 Tools	0.00	208.33	(208.33)	60.82	2,500.00	2.43%	2,439.18
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	320.00	666.67	(346.67)	1,349.92	8,000.00	16.87%	6,650.08
10-40-5175 Herbicides & Insecticides	184.99	333.33	(148.34)	304.99	4,000.00	7.62%	3,695.01
10-40-5203 Contract Labor	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-40-5401 Telephone	104.42	291.67	(187.25)	797.75	3,500.00	22.79%	2,702.25
10-40-5403 Electric	553.30	583.33	(30.03)	5,131.53	7,000.00	73.31%	1,868.47
10-40-5404 Water	0.00	458.33	(458.33)	368.37	5,500.00	6.70%	5,131.63
10-40-5405 Gas	47.57	208.33	(160.76)	780.15	2,500.00	31.21%	1,719.85
10-40-5421 Street Lighting	2,507.94	2,750.00	(242.06)	18,255.82	33,000.00	55.32%	14,744.18
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)	242.08	6,000.00	4.03%	5,757.92
10-40-5602 Repair & Maint - Equip	0.00	583.33	(583.33)	2,446.51	7,000.00	34.95%	4,553.49

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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	4.79	833.33	(828.54)	426.03	10,000.00	4.26%	9,573.97
10-40-5608 Gas/Oil/Lube	241.59	625.00	(383.41)	4,813.91	7,500.00	64.19%	2,686.09
10-40-5611 Vehicle & Equipment Fund	0.00	3,333.33	(3,333.33)	0.00	40,000.00	0.00%	40,000.00
10-40-5621 Rock/Gravel/Stone	0.00	58.33	(58.33)	190.60	700.00	27.23%	509.40
10-40-5626 Sidewalk	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
10-40-5636 Street Paint	0.00	125.00	(125.00)	333.75	1,500.00	22.25%	1,166.25
10-40-5655 Concrete	93.80	125.00	(31.20)	719.93	1,500.00	48.00%	780.07
10-40-5656 Drainage Pipe	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-40-5700 Capital Expenditures	0.00	34,416.67	(34,416.67)	11,000.00	413,000.00	2.66%	402,000.00
10-40-5720 Park Development	0.00	625.00	(625.00)	723.95	7,500.00	9.65%	6,776.05
10-40-5721 Road Base	0.00	125.00	(125.00)	799.88	1,500.00	53.33%	700.12
10-40-5738 Safe Routes School	0.00	93,856.24	(93,856.24)	0.00	1,129,982.00	0.00%	1,129,982.00
10-40-5739 Barnard Street Sidewalk	0.00	5,238.10	(5,238.10)	0.00	70,000.00	0.00%	70,000.00
10-40-5740 Paving	0.00	16,666.67	(16,666.67)	0.00	200,000.00	0.00%	200,000.00
10-40-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-40-5804 Service Fees	2,782.00	2,500.00	282.00	6,633.00	30,000.00	22.11%	23,367.00
10-40-5859 Street Signs	854.40	333.33	521.07	1,473.00	4,000.00	36.83%	2,527.00
Streets & Parks Totals	21,238.44	188,508.40	(167,269.96)	209,405.60	2,272,951.00	9.21%	2,063,545.40

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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	10,649.24	12,370.92	(1,721.68)	91,659.86	148,451.00	61.74%	56,791.14
10-50-5001 Overtime Code Enforcement	117.00	297.50	(180.50)	613.94	3,570.00	17.20%	2,956.06
10-50-5003 Payroll Taxes Code Enf	826.23	992.92	(166.69)	6,592.25	11,915.00	55.33%	5,322.75
10-50-5004 Retirement	1,564.62	1,843.00	(278.38)	12,544.91	22,116.00	56.72%	9,571.09
10-50-5005 Health Insurance	1,708.59	2,100.00	(391.41)	8,711.38	25,200.00	34.57%	16,488.62
10-50-5006 Life & Add Insurance	45.58	62.75	(17.17)	227.92	753.00	30.27%	525.08
10-50-5007 Workers Comp Insurance	0.00	125.50	(125.50)	978.90	1,506.00	65.00%	527.10
10-50-5008 Twc	0.00	363.17	(363.17)	255.27	4,358.00	5.86%	4,102.73
10-50-5013 On Call	260.00	304.17	(44.17)	1,520.00	3,650.00	41.64%	2,130.00
10-50-5106 Postage	568.42	175.00	393.42	1,701.39	2,100.00	81.02%	398.61
10-50-5108 Uniforms	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-50-5120 Instrument & Tools	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-50-5202 Engineering	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-50-5203 Contract Labor	0.00	184.53	(184.53)	1,050.00	1,500.00	70.00%	450.00
10-50-5210 Legal Notices & Advertising	0.00	166.67	(166.67)	827.00	2,000.00	41.35%	1,173.00
10-50-5215 Code Replacement	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-50-5219 Abatements	0.00	833.33	(833.33)	500.00	10,000.00	5.00%	9,500.00
10-50-5247 Mapping	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-50-5401 Telephone	43.12	65.75	(22.63)	407.78	789.00	51.68%	381.22
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)	21.47	2,000.00	1.07%	1,978.53
10-50-5608 Gas/Oil/Lube	165.19	62.50	102.69	522.44	750.00	69.66%	227.56
10-50-5801 Miscellaneous Exp	11.00	166.67	(155.67)	198.00	2,000.00	9.90%	1,802.00
10-50-5803 Software	0.00	250.00	(250.00)	1,800.00	3,000.00	60.00%	1,200.00
10-50-5837 License Renewal	0.00	33.33	(33.33)	0.00	400.00	0.00%	400.00

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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
10-50-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Code Enforcement Totals	15,958.99	21,772.71	(5,813.72)	130,132.51	260,558.00	49.94%	130,425.49

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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	3,073.50	3,019.75	53.75	28,721.17	36,237.00	79.26%	7,515.83
10-55-5001 Overtime Animal Control	104.00	297.50	(193.50)	1,115.81	3,570.00	31.26%	2,454.19
10-55-5003 Payroll Taxes Animal Cont	243.07	277.50	(34.43)	2,282.57	3,330.00	68.55%	1,047.43
10-55-5004 Retirement	450.88	515.08	(64.20)	4,285.18	6,181.00	69.33%	1,895.82
10-55-5005 Health Insurance	700.00	700.00	0.00	5,744.00	8,400.00	68.38%	2,656.00
10-55-5006 Life & Add Insurance	29.43	23.83	5.60	172.65	286.00	60.37%	113.35
10-55-5007 Workers Comp Insurance	0.00	226.75	(226.75)	1,621.51	2,721.00	59.59%	1,099.49
10-55-5008 Twc	0.00	101.42	(101.42)	9.00	1,217.00	0.74%	1,208.00
10-55-5010 Longevity	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-55-5013 On Call	0.00	304.17	(304.17)	0.00	3,650.00	0.00%	3,650.00
10-55-5100 Supplies	159.48	125.00	34.48	1,052.16	1,500.00	70.14%	447.84
10-55-5108 Uniforms	515.65	100.00	415.65	934.09	1,200.00	77.84%	265.91
10-55-5109 Office Supplies	0.00	66.67	(66.67)	121.37	800.00	15.17%	678.63
10-55-5165 Euth. & Medication	0.00	166.67	(166.67)	469.49	2,000.00	23.47%	1,530.51
10-55-5203 Contract Labor	325.00	166.67	158.33	520.00	2,000.00	26.00%	1,480.00
10-55-5224 It Support	0.00	0.00	0.00	352.48	0.00	0.00%	(352.48)
10-55-5236 Employee Rabies Shots	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
10-55-5237 Adoption Reimbursement	0.00	133.33	(133.33)	640.00	1,600.00	40.00%	960.00
10-55-5401 Telephone	86.24	166.67	(80.43)	532.30	2,000.00	26.62%	1,467.70
10-55-5402 Internet	110.83	116.67	(5.84)	886.64	1,400.00	63.33%	513.36
10-55-5403 Electric	293.85	466.67	(172.82)	2,837.66	5,600.00	50.67%	2,762.34
10-55-5500 Training	225.00	125.00	100.00	1,253.00	1,500.00	83.53%	247.00
10-55-5501 Travel	0.00	125.00	(125.00)	301.55	1,500.00	20.10%	1,198.45
10-55-5600 Vehicle Repair	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-55-5602 Repair & Maint - Equip	15.50	166.67	(151.17)	605.30	2,000.00	30.27%	1,394.70
10-55-5603 Equipment	0.00	83.33	(83.33)	324.09	1,000.00	32.41%	675.91

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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	0.00	333.33	(333.33)	400.00	4,000.00	10.00%	3,600.00
10-55-5608 Gas/Oil/Lube	215.40	333.33	(117.93)	1,837.14	4,000.00	45.93%	2,162.86
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)	15.99	600.00	2.67%	584.01
10-55-5803 Software	350.00	37.50	312.50	350.00	450.00	77.78%	100.00
10-55-5804 Service Fees	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-55-5839 Rabies Test Fees	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5870 Office Equip/Furn	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Animal Control Totals	<u>6,897.83</u>	<u>8,828.52</u>	<u>(1,930.69)</u>	<u>57,385.15</u>	<u>105,942.00</u>	<u>54.17%</u>	<u>48,556.85</u>

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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	18,159.96	24,543.42	(6,383.46)	194,489.65	294,521.00	66.04%	100,031.35
10-60-5003 Payroll Taxes Admin	1,330.76	1,904.17	(573.41)	14,614.88	22,850.00	63.96%	8,235.12
10-60-5004 Retirement	2,576.88	3,532.25	(955.37)	28,559.27	42,387.00	67.38%	13,827.73
10-60-5005 Health Insurance	2,100.00	2,800.00	(700.00)	20,588.05	33,600.00	61.27%	13,011.95
10-60-5006 Life & Add Insurance	79.72	103.92	(24.20)	751.76	1,247.00	60.29%	495.24
10-60-5007 Workers Comp Insurance	0.00	101.75	(101.75)	766.51	1,221.00	62.78%	454.49
10-60-5008 Twc	0.00	687.17	(687.17)	36.00	8,246.00	0.44%	8,210.00
10-60-5010 Longevity	0.00	341.67	(341.67)	0.00	4,100.00	0.00%	4,100.00
10-60-5108 Uniforms	0.00	62.50	(62.50)	0.00	750.00	0.00%	750.00
10-60-5109 Office Supplies	0.00	166.67	(166.67)	359.35	2,000.00	17.97%	1,640.65
10-60-5202 Engineering	0.00	0.00	0.00	37.00	0.00	0.00%	(37.00)
10-60-5203 Contract Labor	0.00	(5,154.76)	5,154.76	1,610.00	6,000.00	26.83%	4,390.00
10-60-5210 Legal Notices & Advertising	67.00	250.00	(183.00)	1,029.86	3,000.00	34.33%	1,970.14
10-60-5218 Legal Updates	86.24	625.00	(538.76)	146.24	7,500.00	1.95%	7,353.76
10-60-5401 Telephone	107.00	183.33	(76.33)	702.42	2,200.00	31.93%	1,497.58
10-60-5406 CVB/Oakdale Electric	190.10	0.00	190.10	(4,244.02)	0.00	0.00%	4,244.02
10-60-5500 Training	297.00	416.67	(119.67)	2,102.00	5,000.00	42.04%	2,898.00
10-60-5501 Travel	0.00	500.00	(500.00)	1,435.29	6,000.00	23.92%	4,564.71
10-60-5600 Vehicle Repair	0.00	333.33	(333.33)	21.47	4,000.00	0.54%	3,978.53
10-60-5602 Repair & Maint - Equip	4.20	83.33	(79.13)	285.12	1,000.00	28.51%	714.88
10-60-5604 Repair & Maint - Struct	0.00	833.33	(833.33)	582.57	10,000.00	5.83%	9,417.43
10-60-5608 Gas/Oil/Lube	0.00	83.33	(83.33)	99.11	1,000.00	9.91%	900.89
10-60-5800 Dues	0.00	208.33	(208.33)	651.00	2,500.00	26.04%	1,849.00
10-60-5801 Miscellaneous Exp	58.90	166.67	(107.77)	571.44	2,000.00	28.57%	1,428.56
10-60-5803 Software	366.23	1,000.00	(633.77)	566.55	12,000.00	4.72%	11,433.45
10-60-5804 Service Fees	181.66	1,250.00	(1,068.34)	5,007.08	15,000.00	33.38%	9,992.92

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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
Administration Totals	25,605.65	35,188.75	(9,583.10)	270,768.60	490,122.00	55.25%	219,353.40

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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	2,448.57	(2,448.57)	32,139.42	32,140.00	100.00%	0.58
10-65-5041 Employee Appreciation	0.00	291.67	(291.67)	1,611.64	3,500.00	46.05%	1,888.36
10-65-5100 Supplies	0.00	154.17	(154.17)	298.12	1,850.00	16.11%	1,551.88
10-65-5101 Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
10-65-5106 Postage	157.15	454.17	(297.02)	523.61	5,450.00	9.61%	4,926.39
10-65-5107 Janitorial Supplies	0.00	125.00	(125.00)	408.60	1,500.00	27.24%	1,091.40
10-65-5109 Office Supplies	0.00	416.67	(416.67)	3,394.68	5,000.00	67.89%	1,605.32
10-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
10-65-5202 Engineering	0.00	1,250.00	(1,250.00)	14,500.00	15,000.00	96.67%	500.00
10-65-5217 Postage, Copier Lease	309.97	833.33	(523.36)	3,366.54	10,000.00	33.67%	6,633.46
10-65-5223 Accounting Software &	0.00	958.33	(958.33)	1,000.00	11,500.00	8.70%	10,500.00
10-65-5224 It Support	157.50	1,250.00	(1,092.50)	3,604.00	15,000.00	24.03%	11,396.00
10-65-5225 Janitorial Services	650.00	650.00	0.00	5,200.00	7,800.00	66.67%	2,600.00
10-65-5226 Cpa	1,175.00	500.00	675.00	2,350.00	6,000.00	39.17%	3,650.00
10-65-5227 Background Test	0.00	4.17	(4.17)	0.00	50.00	0.00%	50.00
10-65-5228 Website/Email Management	150.00	1,041.67	(891.67)	7,837.00	12,500.00	62.70%	4,663.00
10-65-5230 Comprehensive Plan	10,045.30	14,285.71	(4,240.41)	17,145.30	100,000.00	17.15%	82,854.70
10-65-5235 Drug Testing	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-65-5401 Telephone	714.14	1,125.00	(410.86)	6,802.37	13,500.00	50.39%	6,697.63
10-65-5402 Internet	250.18	600.00	(349.82)	2,898.29	7,200.00	40.25%	4,301.71
10-65-5403 Electric	314.14	500.00	(185.86)	2,336.84	6,000.00	38.95%	3,663.16
10-65-5404 Water	0.00	333.33	(333.33)	4,336.32	4,000.00	108.41%	(336.32)
10-65-5405 Gas	69.44	125.00	(55.56)	870.65	1,500.00	58.04%	629.35
10-65-5420 Commercial Umbrella Country	0.00	142.86	(142.86)	1,000.00	1,000.00	100.00%	0.00
10-65-5740 City Hall Renovation 3300Sqft	0.00	8,333.33	(8,333.33)	0.00	100,000.00	0.00%	100,000.00
10-65-5805 Qrt S.C.A.D.	0.00	1,096.42	(1,096.42)	6,578.18	13,157.00	50.00%	6,578.82

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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
10-65-5810 Text My Gov & Archive Social	0.00	457.33	(457.33)	0.00	5,488.00	0.00%	5,488.00
10-65-5832 Fire Department Contribution	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
10-65-5833 Transit Contribution	0.00	1,250.00	(1,250.00)	15,000.00	15,000.00	100.00%	0.00
10-65-5835 Non Departmental Other	0.00	500.00	(500.00)	614.61	6,000.00	10.24%	5,385.39
10-65-5837 Contingency	0.00	(274.54)	274.54	0.00	3,134.00	0.00%	3,134.00
10-65-5841 Citizens Center	0.00	375.00	(375.00)	0.00	4,500.00	0.00%	4,500.00
10-65-5870 Office Equip/Furn	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
Non Departmental Totals	<u>13,992.82</u>	<u>40,643.85</u>	<u>(26,651.03)</u>	<u>145,316.17</u>	<u>424,769.00</u>	<u>34.21%</u>	<u>279,452.83</u>

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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	2,800.00	3,110.67	(310.67)	24,122.88	36,723.00	65.69%	12,600.12
10-80-5003 Payroll Taxes Court	211.34	237.89	(26.55)	1,823.97	2,809.00	64.93%	985.03
10-80-5004 Retirement	397.32	441.72	(44.40)	3,460.96	5,215.00	66.37%	1,754.04
10-80-5005 Health Insurance	700.00	700.00	0.00	5,672.03	8,400.00	67.52%	2,727.97
10-80-5006 Life & Add Insurance	14.56	16.83	(2.27)	116.48	202.00	57.66%	85.52
10-80-5007 Workers Comp Insurance	0.00	12.71	(12.71)	138.93	139.00	99.95%	0.07
10-80-5008 Twc	0.00	83.75	(83.75)	8.10	1,005.00	0.81%	996.90
10-80-5106 Postage	260.30	83.33	176.97	861.41	1,000.00	86.14%	138.59
10-80-5109 Office Supplies	0.00	20.83	(20.83)	77.74	250.00	31.10%	172.26
10-80-5201 Attorney Fees	500.00	233.33	266.67	1,500.00	2,800.00	53.57%	1,300.00
10-80-5203 Contract Labor	500.00	500.00	0.00	4,000.00	6,000.00	66.67%	2,000.00
10-80-5224 FundView Support	0.00	500.00	(500.00)	0.00	6,000.00	0.00%	6,000.00
10-80-5285 Jail Services	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5500 Training	0.00	166.67	(166.67)	200.00	2,000.00	10.00%	1,800.00
10-80-5501 Travel	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-80-5800 Dues & Subscriptions	0.00	41.67	(41.67)	110.00	500.00	22.00%	390.00
10-80-5801 Miscellaneous Exp	0.00	83.33	(83.33)	28.69	1,000.00	2.87%	971.31
10-80-5806 Jury Service	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5860 Hardware Replacement	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Municipal Court Totals	5,383.52	6,732.74	(1,349.22)	42,121.19	80,043.00	52.62%	37,921.81

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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	9,476.24	10,347.75	(871.51)	65,714.92	124,173.00	52.92%	58,458.08
10-90-5003 Payroll Taxes Law	720.98	791.58	(70.60)	4,985.56	9,499.00	52.49%	4,513.44
10-90-5004 Retirement	1,344.68	1,469.33	(124.65)	9,413.71	17,632.00	53.39%	8,218.29
10-90-5005 Health Insurance	2,182.82	1,400.00	782.82	7,226.83	16,800.00	43.02%	9,573.17
10-90-5006 Life & Add Insurance	27.35	46.75	(19.40)	218.82	561.00	39.01%	342.18
10-90-5007 Workers Comp Insurance	0.00	454.75	(454.75)	3,492.49	5,457.00	64.00%	1,964.51
10-90-5008 Twc	0.00	289.83	(289.83)	12.77	3,478.00	0.37%	3,465.23
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	83.33	(83.33)	622.08	1,000.00	62.21%	377.92
10-90-5106 Postage	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-90-5108 Uniforms	0.00	125.00	(125.00)	1,270.24	1,500.00	84.68%	229.76
10-90-5109 Office Supplies	0.00	70.83	(70.83)	164.95	850.00	19.41%	685.05
10-90-5125 Ammunition	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-90-5225 Janitorial Services	250.00	250.00	0.00	2,000.00	3,000.00	66.67%	1,000.00
10-90-5401 Telephone	148.74	133.33	15.41	703.73	1,600.00	43.98%	896.27
10-90-5403 Electric	108.16	100.00	8.16	972.11	1,200.00	81.01%	227.89
10-90-5404 Water	0.00	104.17	(104.17)	462.72	1,250.00	37.02%	787.28
10-90-5500 Training	0.00	250.00	(250.00)	15.00	3,000.00	0.50%	2,985.00
10-90-5501 Travel	20.76	166.67	(145.91)	50.85	2,000.00	2.54%	1,949.15
10-90-5600 Vehicle Repair	8.50	208.33	(199.83)	179.48	2,500.00	7.18%	2,320.52
10-90-5602 Repair & Maint - Equip	33.98	166.67	(132.69)	33.98	2,000.00	1.70%	1,966.02
10-90-5603 Equipment	2,671.55	1,416.67	1,254.88	16,444.29	17,000.00	96.73%	555.71
10-90-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-90-5608 Gas/Oil/Lube	370.40	375.00	(4.60)	1,455.52	4,500.00	32.34%	3,044.48
10-90-5801 Miscellaneous Exp	78.50	208.33	(129.83)	1,097.07	2,500.00	43.88%	1,402.93
10-90-5803 Software	0.00	41.67	(41.67)	149.99	500.00	30.00%	350.01

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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
10-90-5804 Service Fees	222.00	33.33	188.67	229.00	400.00	57.25%	171.00
10-90-5820 Events	0.00	125.00	(125.00)	187.36	1,500.00	12.49%	1,312.64
10-90-5860 Computer Hardware	0.00	175.00	(175.00)	2,215.55	2,100.00	105.50%	(115.55)
Law Enforcement Totals	17,664.66	19,104.14	(1,439.48)	119,319.02	229,250.00	52.05%	109,930.98

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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	166.67	(166.67)	389.00	2,000.00	19.45%	1,611.00
10-96-5501 Travel Expense	0.00	83.33	(83.33)	651.29	1,000.00	65.13%	348.71
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	8,333.33	(8,333.33)	0.00	100,000.00	0.00%	100,000.00
Preservation Board Totals	0.00	9,095.83	(9,095.83)	1,040.29	109,150.00	0.95%	108,109.71
Expense Totals	118,279.94	337,547.83	(219,267.89)	1,033,724.28	4,050,574.00	25.52%	3,016,849.72

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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	173,492.16	174,650.00	(1,157.84)	1,309,660.07	2,095,800.00	62.49%	786,139.93
Fines, Fees & Forfeitures	7,193.00	2,883.33	4,309.67	36,152.81	34,600.00	104.49%	(1,552.81)
Interest Income	235.63	133.33	102.30	1,643.92	1,600.00	102.75%	(43.92)
Other Revenue Sources	70.00	0.00	70.00	5,659.91	0.00	0.00%	(5,659.91)
Transfers In	0.00	135,000.00	(135,000.00)	0.00	1,620,000.00	0.00%	1,620,000.00
Lease & Rent Income	48,684.00	0.00	48,684.00	266,152.23	0.00	0.00%	(266,152.23)
Grants & Donations	0.00	27,865.58	(27,865.58)	0.00	334,387.00	0.00%	334,387.00
Revenue Totals	<u>229,674.79</u>	<u>340,532.24</u>	<u>(110,857.45)</u>	<u>1,619,268.94</u>	<u>4,086,387.00</u>	<u>39.63%</u>	<u>2,467,118.06</u>
Expense Summary							
Personnel & Payroll	25,964.96	34,916.83	(8,951.87)	239,783.84	419,002.00	57.23%	179,218.16
Not Categorized	55,776.96	119,127.40	(63,350.44)	531,477.37	1,285,815.00	41.33%	754,337.63
Repairs & Maintenance	779.43	163,240.71	(162,461.28)	595,020.57	1,919,960.00	30.99%	1,324,939.43
Lease & Rent Expense	0.00	249.99	(249.99)	0.00	3,000.00	0.00%	3,000.00
Grant Expense	0.00	0.00	0.00	2,025.00	0.00	0.00%	(2,025.00)
Capital	55,395.00	47,410.72	7,984.28	211,390.71	382,500.00	55.27%	171,109.29
Fines, Fees & Taxes	0.00	6,130.00	(6,130.00)	16,091.58	73,560.00	21.88%	57,468.42
Other Expenses	0.00	(30,543.44)	30,543.44	0.00	2,550.00	0.00%	2,550.00
Expense Totals	<u>137,916.35</u>	<u>340,532.21</u>	<u>(202,615.86)</u>	<u>1,595,789.07</u>	<u>4,086,387.00</u>	<u>39.05%</u>	<u>2,490,597.93</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	5,816.03	7,733.25	(1,917.22)	52,126.49	92,799.00	56.17%	40,672.51
20-10-5001 Overtime Water	113.20	255.00	(141.80)	1,351.76	3,060.00	44.18%	1,708.24
20-10-5003 Payroll Taxes Water	448.62	619.00	(170.38)	4,026.55	7,428.00	54.21%	3,401.45
20-10-5004 Retirement	841.35	1,148.17	(306.82)	7,669.36	13,778.00	55.66%	6,108.64
20-10-5005 Health Insurance	1,400.00	1,983.33	(583.33)	11,344.04	23,800.00	47.66%	12,455.96
20-10-5006 Life & Add Insurance	32.35	37.42	(5.07)	258.82	449.00	57.64%	190.18
20-10-5007 Workers Comp Insurance	0.00	255.83	(255.83)	1,820.43	3,070.00	59.30%	1,249.57
20-10-5008 Twc	0.00	226.00	(226.00)	17.08	2,712.00	0.63%	2,694.92
20-10-5010 Longevity	0.00	75.00	(75.00)	0.00	900.00	0.00%	900.00
20-10-5013 On Call	0.00	86.92	(86.92)	0.00	1,043.00	0.00%	1,043.00
20-10-5100 Supplies	0.00	133.33	(133.33)	380.97	1,600.00	23.81%	1,219.03
20-10-5107 Janitorial Supplies	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
20-10-5108 Uniforms	0.00	100.83	(100.83)	147.90	1,210.00	12.22%	1,062.10
20-10-5120 Tools	14.84	83.33	(68.49)	68.03	1,000.00	6.80%	931.97
20-10-5160 Process Chemicals	0.00	583.33	(583.33)	1,348.56	7,000.00	19.27%	5,651.44
20-10-5238 Lab Fees	2,322.82	725.00	1,597.82	5,469.62	8,700.00	62.87%	3,230.38
20-10-5299 Purchased Water	6,408.50	12,583.33	(6,174.83)	119,953.30	151,000.00	79.44%	31,046.70
20-10-5400 Utilities (Elec)	1,676.81	5,000.00	(3,323.19)	11,766.57	60,000.00	19.61%	48,233.43
20-10-5401 Telephone	102.27	416.67	(314.40)	782.48	5,000.00	15.65%	4,217.52
20-10-5405 Gas	47.57	35.72	11.85	780.14	1,500.00	52.01%	719.86
20-10-5500 Training	0.00	156.67	(156.67)	1,075.00	1,880.00	57.18%	805.00
20-10-5501 Travel	0.00	0.00	0.00	107.16	0.00	0.00%	(107.16)
20-10-5505 Safety Program	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-10-5600 Vehicle Repair	83.98	83.33	0.65	300.93	1,000.00	30.09%	699.07
20-10-5601 System Repair	254.82	3,750.00	(3,495.18)	15,906.47	45,000.00	35.35%	29,093.53
20-10-5602 Repair & Maint - Equip	0.00	416.67	(416.67)	278.40	5,000.00	5.57%	4,721.60

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20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5604 Repair & Maint - Struct	0.00	166.67	(166.67)	740.69	2,000.00	37.03%	1,259.31
20-10-5605 Repair & Maint - Tank	(295.00)	29,821.43	(30,116.43)	1,564.44	215,000.00	0.73%	213,435.56
20-10-5608 Gas/Oil/Lube	493.33	416.67	76.66	4,767.16	5,000.00	95.34%	232.84
20-10-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-10-5611 Vehicle & Equipment Fund	0.00	3,333.33	(3,333.33)	0.00	40,000.00	0.00%	40,000.00
20-10-5652 Meters	0.00	1,250.00	(1,250.00)	8,920.00	15,000.00	59.47%	6,080.00
20-10-5700 Capital Improvements	0.00	15,964.29	(15,964.29)	74,171.07	455,500.00	16.28%	381,328.93
20-10-5701 Cdbg	0.00	0.00	0.00	2,025.00	0.00	0.00%	(2,025.00)
20-10-5737 Capital Improvement Well #4	0.00	0.00	0.00	4,587.09	0.00	0.00%	(4,587.09)
20-10-5739 100000 Gallons tank on Bryan	0.00	4,428.57	(4,428.57)	80,915.00	81,000.00	99.90%	85.00
20-10-5741 Generator Quick Wire +	0.00	5,714.28	(5,714.28)	66.32	40,000.00	0.17%	39,933.68
20-10-5743 Tank Replacement at Well # 3	0.00	100,000.00	(100,000.00)	0.00	700,000.00	0.00%	700,000.00
20-10-5801 Miscellaneous Exp	0.00	41.67	(41.67)	311.11	500.00	62.22%	188.89
20-10-5804 Service Fees	0.00	566.67	(566.67)	6,800.00	6,800.00	100.00%	0.00
20-10-5806 Meter Service Fees	0.00	233.33	(233.33)	0.00	2,800.00	0.00%	2,800.00
20-10-5807 Prairielands Permit Fees	0.00	3,900.83	(3,900.83)	0.00	46,810.00	0.00%	46,810.00
20-10-5846 Demurrage	0.00	110.00	(110.00)	204.00	1,320.00	15.45%	1,116.00
20-10-5860 Hardware Replacement	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
20-10-5886 State Fees	0.00	333.33	(333.33)	3,784.12	4,000.00	94.60%	215.88
Water Totals	19,761.49	203,010.86	(183,249.37)	425,836.06	2,057,559.00	20.70%	1,631,722.94

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Financial Statement
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Item 3.

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	3,477.42	5,266.83	(1,789.41)	32,404.19	63,202.00	51.27%	30,797.81
20-20-5001 Overtime Sewer	219.06	170.00	49.06	1,402.76	2,040.00	68.76%	637.24
20-20-5003 Payroll Taxes Sewer	262.98	426.75	(163.77)	2,429.98	5,121.00	47.45%	2,691.02
20-20-5004 Retirement	524.53	791.00	(266.47)	4,855.09	9,492.00	51.15%	4,636.91
20-20-5005 Health Insurance	700.00	1,400.00	(700.00)	5,672.00	16,800.00	33.76%	11,128.00
20-20-5006 Life & Add Insurance	18.64	38.75	(20.11)	149.12	465.00	32.07%	315.88
20-20-5007 Workers Comp Insurance	0.00	217.17	(217.17)	1,555.95	2,606.00	59.71%	1,050.05
20-20-5008 Twc	0.00	157.33	(157.33)	9.00	1,888.00	0.48%	1,879.00
20-20-5010 Longevity	0.00	116.67	(116.67)	0.00	1,400.00	0.00%	1,400.00
20-20-5013 On Call	0.00	173.83	(173.83)	0.00	2,086.00	0.00%	2,086.00
20-20-5100 Supplies	0.00	250.00	(250.00)	13.84	3,000.00	0.46%	2,986.16
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)	30.04	1,200.00	2.50%	1,169.96
20-20-5160 Process Chemicals	0.00	225.00	(225.00)	175.00	2,700.00	6.48%	2,525.00
20-20-5400 Utilities (Elec)	1,001.70	708.33	293.37	6,403.77	8,500.00	75.34%	2,096.23
20-20-5401 Telephone	85.03	125.00	(39.97)	675.58	1,500.00	45.04%	824.42
20-20-5405 Gas	47.57	214.28	(166.71)	780.13	1,500.00	52.01%	719.87
20-20-5500 Training	0.00	128.75	(128.75)	111.00	1,545.00	7.18%	1,434.00
20-20-5600 Vehicle Repair	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
20-20-5601 System Repair	2,874.84	1,458.33	1,416.51	4,692.83	17,500.00	26.82%	12,807.17
20-20-5602 Repair & Maint - Equip	0.00	625.00	(625.00)	251.72	7,500.00	3.36%	7,248.28
20-20-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-20-5608 Gas/Oil/Lube	197.58	375.00	(177.42)	4,138.76	4,500.00	91.97%	361.24
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)	8.38	1,000.00	0.84%	991.62
20-20-5700 Capital Improvements	0.00	21,523.81	(21,523.81)	483,540.01	484,000.00	99.90%	459.99

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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)	55,395.00	42,857.14	12,537.86	130,164.60	300,000.00	43.39%	169,835.40
20-20-5742 Golf Course Lift Station	0.00	(29,761.90)	29,761.90	0.00	0.00	0.00%	0.00
20-20-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
20-20-5804 Service Fees	0.00	54.17	(54.17)	0.00	650.00	0.00%	650.00
Sewer Totals	64,804.35	48,367.06	16,437.29	679,463.75	947,905.00	71.68%	268,441.25

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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	8,189.72	8,323.75	(134.03)	75,006.43	99,885.00	75.09%	24,878.57
20-21-5001 Overtime Wwtp	572.30	510.00	62.30	5,653.42	6,120.00	92.38%	466.58
20-21-5003 Payroll Taxes Wwtp	667.44	733.00	(65.56)	6,144.76	8,796.00	69.86%	2,651.24
20-21-5004 Retirement	1,243.32	1,359.67	(116.35)	11,581.04	16,316.00	70.98%	4,734.96
20-21-5005 Health Insurance	1,400.00	1,400.00	0.00	11,344.05	16,800.00	67.52%	5,455.95
20-21-5006 Life & Add Insurance	38.00	38.75	(0.75)	304.00	465.00	65.38%	161.00
20-21-5007 Workers Comp Insurance	0.00	375.58	(375.58)	2,639.52	4,507.00	58.56%	1,867.48
20-21-5008 Twc	0.00	264.50	(264.50)	18.00	3,174.00	0.57%	3,156.00
20-21-5010 Longevity	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
20-21-5013 On Call	0.00	608.33	(608.33)	0.00	7,300.00	0.00%	7,300.00
20-21-5100 Supplies	60.65	258.33	(197.68)	112.07	3,100.00	3.62%	2,987.93
20-21-5107 Janitorial Supplies	0.00	41.67	(41.67)	433.96	500.00	86.79%	66.04
20-21-5108 Uniforms	217.50	108.33	109.17	535.44	1,300.00	41.19%	764.56
20-21-5109 Office Supplies	0.00	0.00	0.00	803.41	0.00	0.00%	(803.41)
20-21-5115 Chemical Supplies	0.00	2,083.33	(2,083.33)	5,275.36	25,000.00	21.10%	19,724.64
20-21-5120 Tools	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
20-21-5238 Lab Fees	0.00	1,833.33	(1,833.33)	10,299.00	22,000.00	46.81%	11,701.00
20-21-5259 Sludge Removal	0.00	1,350.00	(1,350.00)	0.00	16,200.00	0.00%	16,200.00
20-21-5400 Utilities	5,640.53	3,166.67	2,473.86	37,324.37	38,000.00	98.22%	675.63
20-21-5401 Telephone	258.59	416.67	(158.08)	1,863.77	5,000.00	37.28%	3,136.23
20-21-5500 Training	0.00	86.67	(86.67)	111.00	1,040.00	10.67%	929.00
20-21-5600 Vehicle Repair	0.00	83.33	(83.33)	15.50	1,000.00	1.55%	984.50
20-21-5601 System Repair	1,094.99	1,666.67	(571.68)	7,162.27	20,000.00	35.81%	12,837.73
20-21-5602 Repair & Maint - Equip	11.88	333.33	(321.45)	2,663.18	4,000.00	66.58%	1,336.82
20-21-5604 Repair & Maint - Struct	17.09	500.00	(482.91)	1,020.25	6,000.00	17.00%	4,979.75
20-21-5608 Gas/Oil/Lube	88.52	400.00	(311.48)	767.88	4,800.00	16.00%	4,032.12

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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	12,695.00	(12,695.00)	0.00	152,340.00	0.00%	152,340.00
20-21-5708 Replacement Mower	0.00	1,166.67	(1,166.67)	13,700.00	14,000.00	97.86%	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	575.00	(575.00)	0.00	6,900.00	0.00%	6,900.00
20-21-5886 State Fees	0.00	466.67	(466.67)	5,507.46	5,600.00	98.35%	92.54
WWTP Totals	19,500.53	41,220.25	(21,719.72)	200,286.14	494,643.00	40.49%	294,356.86

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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	33,105.39	25,750.00	7,355.39	224,396.72	309,000.00	72.62%	84,603.28
Sanitation Totals	33,105.39	25,750.00	7,355.39	224,396.72	309,000.00	72.62%	84,603.28

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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	559.12	583.33	(24.21)	3,587.20	7,000.00	51.25%	3,412.80
20-65-5109 Office Supplies	0.00	179.17	(179.17)	0.00	2,150.00	0.00%	2,150.00
20-65-5110 Utility Billing Cards	180.90	216.67	(35.77)	1,634.31	2,600.00	62.86%	965.69
20-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
20-65-5225 Utility Billing System&Support	0.00	540.47	(540.47)	5,750.00	5,700.00	100.88%	(50.00)
20-65-5226 Cpa	0.00	500.00	(500.00)	1,212.50	6,000.00	20.21%	4,787.50
20-65-5229 Bank Services Fee	4.57	14.28	(9.71)	35.99	100.00	35.99%	64.01
20-65-5300 Bond Payment & Fee	0.00	19,890.00	(19,890.00)	41,936.50	238,680.00	17.57%	196,743.50
20-65-5860 Hardware Replacement	0.00	83.33	(83.33)	149.90	1,000.00	14.99%	850.10
20-65-5873 Contingency	0.00	(781.54)	781.54	0.00	2,550.00	0.00%	2,550.00
Non Departmental Totals	744.59	22,184.04	(21,439.45)	65,806.40	277,280.00	23.73%	211,473.60
Expense Totals	137,916.35	340,532.21	(202,615.86)	1,595,789.07	4,086,387.00	39.05%	2,490,597.93

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70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines, Fees & Forfeitures	927.27	1,069.92	(142.65)	4,207.10	12,839.00	32.77%	8,631.90
Interest Income	13.10	0.00	13.10	31.06	0.00	0.00%	(31.06)
Transfers In	0.00	984.92	(984.92)	0.00	11,819.00	0.00%	11,819.00
Revenue Totals	940.37	2,054.84	(1,114.47)	4,238.16	24,658.00	17.19%	20,419.84
Expense Summary							
Not Categorized	0.14	0.00	0.14	1.06	0.00	0.00%	(1.06)
Fines, Fees & Taxes	0.00	2,054.84	(2,054.84)	0.00	24,658.00	0.00%	24,658.00
Expense Totals	0.14	2,054.84	(2,054.70)	1.06	24,658.00	0.00%	24,656.94

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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	328.66	381.17	(52.51)	1,437.43	4,574.00	31.43%	3,136.57
70-4311 Municipal Jury Funds	6.59	7.67	(1.08)	28.76	92.00	31.26%	63.24
70-4312 Municipal Court Technology Fund	266.92	306.08	(39.16)	1,254.06	3,673.00	34.14%	2,418.94
70-4314 Municipal Court Building Security	325.10	375.00	(49.90)	1,486.85	4,500.00	33.04%	3,013.15
Fines, Fees & Forfeitures Totals	<u>927.27</u>	<u>1,069.92</u>	<u>(142.65)</u>	<u>4,207.10</u>	<u>12,839.00</u>	<u>32.77%</u>	<u>8,631.90</u>
Interest Income							
70-4500 Interest Income	<u>13.10</u>	<u>0.00</u>	<u>13.10</u>	<u>31.06</u>	<u>0.00</u>	<u>0.00%</u>	<u>(31.06)</u>
Interest Income Totals	<u>13.10</u>	<u>0.00</u>	<u>13.10</u>	<u>31.06</u>	<u>0.00</u>	<u>0.00%</u>	<u>(31.06)</u>
Transfers In							
70-4710 Transfer In From Court Security	0.00	490.67	(490.67)	0.00	5,888.00	0.00%	5,888.00
70-4900 Transfer in from Court Technology	0.00	488.33	(488.33)	0.00	5,860.00	0.00%	5,860.00
70-4901 Transfer in from Jury Fund	0.00	5.92	(5.92)	0.00	71.00	0.00%	71.00
Transfers In Totals	<u>0.00</u>	<u>984.92</u>	<u>(984.92)</u>	<u>0.00</u>	<u>11,819.00</u>	<u>0.00%</u>	<u>11,819.00</u>
Revenue Totals	<u><u>940.37</u></u>	<u><u>2,054.84</u></u>	<u><u>(1,114.47)</u></u>	<u><u>4,238.16</u></u>	<u><u>24,658.00</u></u>	<u><u>17.19%</u></u>	<u><u>20,419.84</u></u>

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Item 3.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	2,054.84	(2,054.84)	0.00	24,658.00	0.00%	24,658.00
Not Categorized	0.14	0.00	0.14	1.06	0.00	0.00%	(1.06)
Municipal Court Totals	0.14	2,054.84	(2,054.70)	1.06	24,658.00	0.00%	24,656.94
Expense Total	0.14	2,054.84	(2,054.70)	1.06	24,658.00	0.00%	24,656.94

City of Glen Rose
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6/6/2022 8: Item 3.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
70-80-5101 Bank Service Charges	0.14	0.00	0.14	1.06	0.00	0.00%	(1.06)
70-80-5806 Jury Reimbursements &	0.00	13.58	(13.58)	0.00	163.00	0.00%	163.00
70-80-5835 Court Technology Purchases	0.00	865.67	(865.67)	0.00	10,388.00	0.00%	10,388.00
70-80-5836 Court Security	0.00	794.42	(794.42)	0.00	9,533.00	0.00%	9,533.00
70-80-5842 Truancy and Prevention	0.00	381.17	(381.17)	0.00	4,574.00	0.00%	4,574.00
Municipal Court Totals	0.14	2,054.84	(2,054.70)	1.06	24,658.00	0.00%	24,656.94
Expense Totals	0.14	2,054.84	(2,054.70)	1.06	24,658.00	0.00%	24,656.94

Council Report		
Utility Billing Report for Billing Period 5/21/2022 - 6/20/2022		
Utility Bills Disbursed	Count	Amount
First Bill	7	\$555.59
Active	1256	\$89,649.54
Pending Cutoff Service Order	3	\$204.71
Payment Plan	1	\$180.55
Backdated Move In Date	6	\$322.82
Landlord	1	\$48.46
Cutoff Nonpayment	1	\$240.41
Pending Connect	0	\$0.00
Final Bill	7	\$804.38
Pending Disconnect, Pending Cutoff Nonpayment	0	\$0.00
Pending Cutoff Nonpayment	2	\$138.80
Pending Connect, First Bill, Final Bill, First and Final Bill	0	\$0.00
Pending Disconnect, Pending Connect, First Bill, Final Bill, First and Final Bill	0	\$0.00
Pending Disconnect, Cutoff Nonpayment	0	\$0.00
Pending Connect, First Bill	1	\$58.93
Pending Disconnect, Final Bill	0	\$0.00
Pending Disconnect	0	\$0.00
Final Bill, Pending Cutoff Nonpayment	0	\$0.00
Pending Disconnect, Final Bill, Pending Cutoff Nonpayment	0	\$0.00
Pending Disconnect, Pending Connect, First Bill	0	\$0.00
Final Bill, Cutoff Nonpayment	0	\$0.00
Total	1285	\$92,204.19

Council Report		
Utility Billing Report for Billing Period 5/21/2022 - 6/20/2022		
Payments Received	Count	Amount
Cash	16	\$1,449.06
Check	102	\$16,117.07
CreditCard	140	\$18,562.76
Change	10	(\$154.73)
Other	1	\$191.35
Total	269	\$36,165.51
Service Orders Completed	Count	
Connect	3	
General	6	
Disconnect - Move Out	6	
Cutoff - Nonpayment	10	
Reconnect Cutoff	8	
Change Occupant	5	
Total	38	
Service Categories	Count	Amount
Water	1274	\$22,142.98
Sewer	1148	\$36,740.71
Trash	1109	\$31,199.65
Total	0	\$90,083.34



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	6/14/2022		
AGENDA SUBJECT:	Consider approval or other action regarding an agreement with Tarleton State University to participate in the Community Service Work Study Program		
PREPARED BY:	City Secretary Staci King	DATE SUBMITTED:	6/04/2022
EXHIBITS:	1. Community Service Work Study Program Agreement with Agency 2. Intern Descriptions 3. Cost Worksheet		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
This agreement will allow the City of Glen Rose to partner with Tarleton State University to hire student interns at a subsidized rate as part of the federal work study program. Staff respectfully requests approval for two (2) interns: 1. Administrative / Customer Service Intern 2. Social Media / Website / Marketing Intern Fiscal Impact The city will be responsible for 25% of the intern's wage. If council approves the agreement, the cost for the remainder of FY2021-2022 would be approximately \$900 for interns beginning work in August. If we were able to fill the positions in July, the cost would be an additional \$750.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

COMMUNITY SERVICE WORK STUDY PROGRAM AGREEMENT WITH AGENCY

This AGREEMENT is made on _____, 2022 (the "Effective Date"), between TARLETON STATE UNIVERSITY (the "Institution") and THE CITY OF GLEN ROSE, TEXAS, a public organization, a governmental agency, or a private nonprofit organization (the "Agency"). The parties agree as follows:

1. The Institution shall use its best efforts to make eligible students available to the Agency for the performance of specified work assignments upon the conditions provided in this agreement. The Institution shall use its efforts to supply students of proper capability, but the Institution will not be liable for any acts or omissions of the students.
2. The Agency shall provide work to eligible students participating in either the Federal or State Work Study Program in accordance with The Higher Education Act of 1965, as amended, and the regulations governing the Federal Work Study Program, 34 CFR 675, Texas Education Code Chapter 56, Subchapter E, and the regulations governing the Texas College Work Study Program, 19 Texas Administrative Code Chapter 21.
3. For accounting and payment purposes, the Institution shall be the responsible party for paying to the student the compensation for the work performed. The Agency shall pay to the Institution the gross monthly earnings to cover the Agency's share (25%) of the compensation of the students employed under this agreement. The Agency shall further pay the required State and Federal Income Tax and Social Security, if applicable.
4. Neither the Institution nor the Agency will have any obligation to provide either transportation for the students to and from their work assignments or compensation in lieu thereof.
5. The Institution, either on its own initiative or at the request of the Agency upon reasonable notice, may remove students from work on a specified work assignment. Nothing in this agreement limits the right of any student to resign.
6. The Agency may not illegally discriminate against any student on any grounds including race, color, national or ethnic origin, religion, sex, age, disability, veteran status, genetic information, sexual orientation or gender identity and to this end, the Agency shall comply with the law including provisions of the Civil Rights Act of 1964, as amended, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and the regulations promulgated thereunder.
7. The Agency shall provide adequate and responsible direct supervision of the work performed by the student, provide proper working conditions and permit the Institution to inspect the premises if the Institution elects to do so. The Agency shall maintain and make available to the Institution the names of Agency supervisors authorized to sign student time sheets, and to provide the Institution with a record of hours worked daily by each student as attested to by an authorized

official of the Agency. The Agency shall maintain a record of hours worked on a form provided by the Institution and submit the record to the Institution at the end of each pay period.

8. The Agency may not assign any student to perform work which: will result in displacement of employed workers of the Agency or impair its existing contracts for services; will fill positions that are vacant because the Agency's regular employees are on strike; will involve any partisan or nonpartisan political activity associated with a candidate or with a contending group or faction for election for public office; involves lobbying on the Federal or State level; or involves the construction, operation or maintenance of any facility used, or to be used, for sectarian instruction or as a place of religious worship.
9. The Agency shall pay 100% of wages and applicable taxes for time worked should the student: exhaust his/her work study allocation, submit time to be paid past the award term, work beyond forty hours in one work week (in which case the Agency would pay 100% of time worked beyond forty hours, i.e. overtime), or otherwise becomes ineligible to participate in the work study program.
10. The Agency shall follow the procedures and policies of the Institution then in effect as to the following: student eligibility; the recording of hours worked; the changing of job functions or conditions; the termination of students; the changing of wage rates; and the due dates for all forms, records, reports, or information on or about the Community Service Work Study Programs.
11. The Agency shall comply with all applicable laws, ordinances, and regulations.
12. In consideration of the work performed by the students available to it by the Institution, the Agency shall make the monthly payments to the Institution, or upon written demand of the Institution, of the following amounts:
 - a. The amount calculated to equal the Agency's share of the compensation of the students employed under this Agreement
 - b. The amount of the Employer's Contribution under State or Federal Social Security laws, if applicable.
13. The Institution shall provide for the students' Workers Compensation coverage in the amounts as required by law.
14. The Agency shall provide for the students' Unemployment Compensation Insurance in the amounts required by law.
15. The following will be incorporated into this agreement upon memorialization in writing signed by authorized representatives of both parties:
 - 1) a brief description of the work to be performed by the students on specified projects
 - 2) the estimated number of students to be employed

- 3) the recommended hourly rate of pay for each job
 - 4) the estimated number of hours per week utilized for each student
 - 5) estimated duration of the position
 - 6) the total percent of the non-work study share of the student compensation to be paid by the Agency to the Institution in accordance with paragraph 11.
16. This agreement commences on the Effective Date and remains in effect for five years, except that this agreement may be terminated at any time by the Institution or the Agency upon two weeks written notice to the other party.
17. The substantive laws of the State of Texas (and not its conflicts of law principles) govern all matters arising out of or relating to this agreement and all of the transactions it contemplates. Venue for any claim arising out of or relating to this agreement and all of the transactions it contemplates will be in Erath County, Texas.
18. Any notices required or permitted under this agreement will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, (c) on the date sent by facsimile or email transmission with confirmation of transmission and receipt, if sent during the recipient's normal business hours and if not, on the next business day, or (d) on the date of delivery if delivered personally, in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing:
- | | |
|--|--|
| <p>INSTITUTION</p> <p>Tarleton State University</p> <p>Box T-0550</p> <p>Stephenville, Texas 76402</p> | <p>AGENCY</p> <p>The City of Glen Rose, Texas</p> <p>PO Box 1949</p> <p>Glen Rose, Texas 76043</p> |
|--|--|
19. This agreement contains the entire understanding of the parties as to the matters contained in this agreement, and supersedes all other written and oral agreements between the parties as to those matters. The parties may execute other contracts, but those will not alter this agreement unless expressly stated in writing.
20. This agreement is assignable only with the written consent of both parties.
21. The failure of either party at any time to require performance by the other party of any provision of this agreement will in no way affect the right to require such performance at any time thereafter nor will the waiver by either party of a breach of any provision be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
22. Each provision of this agreement is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this agreement remain valid, legal, and enforceable.

The parties have executed on the dates indicated below.

City of Glen Rose, Texas

Tarleton State University

BY: _____

BY: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

ADMINISTRATIVE / CUSTOMER SERVICE INTERN

This position will focus on management of the City's records and documents. This position will also assist in answering phones, emails, greeting customers, providing service to customers when needed.

This will be a valuable experience for any student pursuing a career in business administration or government-related fields.

This position requires a high level of attention to detail.

PRIMARY RESPONSIBILITIES:

- Digital archiving of historical documents using a variety of equipment including desktop scanners, Xerox machines, and large-formatted scanners.
- Assisting department head with any/all projects as needed

OTHER RESPONSIBILITIES

- Assist and respond to customers in a timely, professional, and satisfactory manner, to include processing utility and court payments when needed
- Perform a wide variety of routine administrative duties such as stocking supplies, sorting and sending mail, answering phone calls
- Must be able to proficiently operate standard office equipment

SOCIAL MEDIA / MARKETING INTERN

This position will support the City by creating original digital content across various social media platforms and our website in order to boost Citizen engagement. The ideal candidate is pursuing a degree in marketing or related fields and immersed in social media.

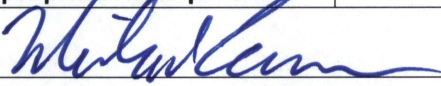
DUTIES/RESPONSIBILITIES

- Create content to promote events, community partnerships, and more
- Assist in increasing followers on popular social media websites
- Maintain a media content calendar
- Collect monthly data and report on social media metrics
- Report on current trends for media and marketing
- Assist with website edits and updates

Week	Intern 1 Hours/Week	Intern 2 Hours/Week				
July 4	25	25				
July 11	25	25				
July 18	25	25				
July 25	25	25				
August 1	25	25				
August 8	25	25				
August 15	25	25				
August 22	25	25				
August 29	25	25				
September 5	25	25				
September 12	25	25				
September 19	25	25				
September 26	25	25				
			Per Intern - \$10/hour	GR 25%	Total Cost - 2 Interns	
July 4 - Aug 12	150	150	\$1,500.00	\$375.00	\$750.00	July 4 - Aug 12
Aug 15 - Sept 30	175	175	\$1,750.00	\$437.50	\$875.00	Aug 15 - Sept 30
July 4 - Sept 30	325	325	\$3,250.00	\$812.50	\$1,625.00	July 4 - Sept 30



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Consider approval or other action on a Resolution approving Amendment #1 to the City's Advanced Funding Agreement with TxDOT for a sidewalk grant project.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	02/06/2022
EXHIBITS:	Resolution approving Amendment #1 to the City's AFA with TxDOT		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	TxDOT made a compelling case for the City to change its sidewalk grant project from local let to state let. The change would relieve the City of having to worry about project letting deadlines and could potentially position the City to receive some extra grant funding should the project go over budget, which is quite likely due to the current inflationary environment. We haven't yet received a final draft of the amendment from TxDOT, but are hoping it will come in before packets go out or before next Tuesday's Council meeting. If the amendment doesn't make it into the packet, we will get it to you as soon as it comes in.		
RECOMMENDED ACTION:	Move to approve as presented.		

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS APPROVING AMENDMENT #1 TO THE CITY'S ADVANCE FUNDING AGREEMENT FOR A TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) PROGRAM PROJECT.**

WHEREAS, the City of Glen Rose (the City) is a Local Government identified as a Type A General Law Municipality;

WHEREAS, previously the City approved and signed an Advance Funding Agreement provided by TxDOT for a Transportation Alternatives Set-Aside (TASA) Program Project which provided for a local let;

WHEREAS, since then, the City has decided that it would be more advantageous to opt for a state let; and,

WHEREAS, TxDOT has prepared Amendment #1 to the City's Advance Funding Agreement and submitted it to the City's governing body, the City Council, for its approval;

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

The City Council, hereby, approves the attached Amendment #1 to its Advance Funding Agreement, identified as Exhibit "A" and authorizes Mayor Douglas to sign said Agreement.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS on the 14th day of June, 2022.

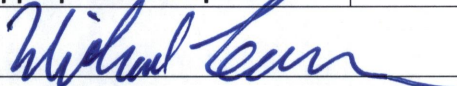
Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Consider approval or other action regarding a resolution amending banking authority for accounts held at First Financial Bank		
PREPARED BY:	City Secretary King	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Resolution designating banking authority for accounts held at First Financial Bank		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	First Financial Bank requires a resolution adopted by Council to authorize city secretary King as a signatory; resolution also removes signatory authority from former city secretary Ritchie.		
RECOMMENDED ACTION:	Move to approve as presented.		

RESOLUTION NO. 2022-__**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS DESIGNATING BANKING AUTHORITY FOR ACCOUNTS HELD AT FIRST FINANCIAL BANK IN GLEN ROSE, TEXAS.**

WHEREAS, on May 11, 2021, the Glen Rose City Council passed Resolution No. 2021-13 designating signatories for bank accounts held at First Financial Bank in Glen Rose, Texas; and

WHEREAS the City Council of the City of Glen Rose, Texas wishes to amend the list of authorized signatories for said bank accounts.

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

1. Stephanie Ritchie is hereby removed as an authorized signatory.
2. Staci King is hereby added as an authorized signatory.

ADOPTED by the City Council of the City of Glen Rose, Texas, this 14th day of June, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on approving a Resolution to designate City Secretary Staci King as the primary contact for the investment accounts with TexPool. (S. King)		
PREPARED BY:	City Secretary King	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Resolution Amending Authorized Representatives from TexPool		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve as presented.		



Resolution Amend Authorized Representatives

Item 7.

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

* Required Fields

1. Resolution

WHEREAS,

City of Glen Rose

Participant Name*

7 8 1 8 4

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Michael Leamons

Name

City Administrator

Title

2 5 4 8 9 7 2 2 7 2

Phone

2 5 4 8 9 7 7 9 8 9

Fax

michael.leamons@glenrosetexas.org

Email

Signature

2. Staci King

Name

City Secretary

Title

2 5 4 8 9 7 2 2 7 2

Phone

2 5 4 8 9 7 7 9 8 9

Fax

staci.king@glenrosetexas.org

Email

Signature

3. Rosario Sosol-Lihaut

Name

Deputy City Secretary

Title

2 5 4 8 9 7 2 2 7 2

Phone

2 5 4 8 9 7 7 9 8 9

Fax

rosario.sosol@glenrosetexas.org

Email

Signature

1. Resolution (continued)

Item 7.

4.
Name Title

Phone Fax Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Staci King
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Rosario Sosol-Lihaut Deputy City Secretary
Name Title
2 5 4 8 9 7 2 2 7 2 2 5 4 8 9 7 7 9 8 9 rosario.sosol@glenrosetexas.org
Phone Fax Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the day of , 2 0.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

City of Glen Rose
Name of Participant*

SIGNED

Signature*
Julia Douglas
Printed Name*
Mayor
Title*

ATTEST

Signature*
Staci King
Printed Name*
City Secretary
Title*

2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

Email: texpool@dstsystems.com

Fax: 866-839-3291



AGENDA ITEM SUMMARY

MEETING DATE: 04/16/2022

STAFF REPRESENTATIVE: Jim Holder, Public Works Director

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

Public Works Director Report

May 2022

Demand- average daily demand was 476,000 Gallons per Day (G.P.D.)

Total Monthly Production – 14,779,000 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.

- **Emergency Back-up Power for Well Sites & Lift Stations**

An emergency on-site generator has been installed, tested, and is currently supplying emergency back-up power for the Public Works maintenance facility. It operates off of natural gas, and is large enough to power the entire facility. Having an alternate source of electricity at the maintenance facility will enable constant, uninterrupted communications with the SCADA system, ensuring a much faster response time when problems arise. Also, three used generators have been purchased from Federal Surplus Properties. One will constantly supply on-site emergency power at Well Site No. 3. Another will supply power at well No. 2, and the other will be mounted on a trailer for use at six of eight different sewer lift stations. Each of the eight existing lift stations are equipped with a quick connect and a transfer switch to allow for a quick, alternate power source. The city already owns a trailered generator capable of powering the remaining two lift stations, as well as, the water well sites. We are planning to equip each water well site with emergency quick connects, and transfer switches. Once the equipment has been purchased and installed, a written plan will be created for city staff to utilize during emergency situations. New emergency preparedness planning requirements for all water utilities in Texas require that the Public Water System complete critical load notifications to each electrical utility provider, retail provider, the Public Utility Commission (PUC), and the County Emergency Management office. This notification identifies the locations of each critical needs facility, and gives a general description, along with emergency contact information. The deadline for this notification was November 1st. Additionally, the Public Water System must submit to TCEQ an Emergency Preparedness Plan (EPP) no later than March 1, 2022, and implement the EPP no later than July 1, 2022, or upon final TCEQ approval. *The Emergency Preparedness Plan has been submitted to the Texas Commission on Environmental Quality for review and possible approval. No later than July 1, 2022, or upon final TCEQ approval, the EPP must be implemented by the water utility.*

- **Standpipe No.5 Paint Project**

Maguire Iron has expressed concerns with the hot weather upon us, and the effect that has on the paint curing process. City staff have concerns about water supply and demand during peak flow times in summer months. Therefore it has been determined that we should postpone the project start date until the fall.

- **Street Crack Sealing**

City staff have begun the process of sealing cracks in the pavement on city streets that are paved with “chip seal”. This is a project that is recommended to be performed during the winter months. We feel like the “chip seal” streets are more vulnerable to failures so this is where we are focused first. The plan is to continue crack sealing when feasible until late spring. Van Zandt, Texas Drive, 312 (from Tres Rios to Paluxy Summit), Rhett Butler Drive, Bluebonnet, and Glenwood Street have been completed. Lakeview, Wren, and Robin Streets have been completed. **Repair and maintenance parts have been purchased for the equipment. Once the required maintenance is performed, the machine will be functional for the next season.**

- **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. The project engineers have had their survey crew surveying the job-site during the first week of August. eHT has provided the preliminary/planning information to Public Management (grant consultant) so they can perform the environmental clearance and grant documentation. City staff met with Chris Hay on Thursday May 5, 2022 to review and discuss the preliminary plans. Once the plans have been reviewed/approved by TxDOT, the final plans will be completed. The water line improvement project will then be advertised for bids.***

- **Valleyview Street Reconstruction Project**

This project is currently in the design phase with Enprotec/Hibbs & Todd.

Chris Hay (eHT) met with city staff for a design review meeting on Thursday May 5th. This project is anticipated to be advertised for bids in June of 2022, and possibly awarded in late June or July of 2022. Construction is estimated to begin in July of 2022 with an estimated completion in September of 2022.

- **Rock Ridge Estates Sub-Division**

City staff continue to monitor and inspect daily, the construction of the proposed infrastructure in the Rock Ridge Estates Sub-division, ensuring that the improvements are installed, or constructed in accordance with the engineered plans and specifications provided by the developer, and reviewed and approved by Enprotec/Hibbs & Todd.

- **Rosewood Addition (Phase II)**

City staff continue to inspect the construction of the proposed infrastructure in the Phase II portion of the Rosewood Addition. This phase is 12 lots and includes drainage improvements, water, sewer, and concrete paving.

MONTHLY OPERATING REPORT

FOR PUBLIC WATER SYSTEMS THAT ARE USING GROUNDWATER SOURCES
OR ARE PURCHASING TREATED WATER FROM ANOTHER PUBLIC WATER SYSTEM

PUBLIC WATER
SYSTEM NAME:

City of Glen Rose

PWS ID No.:

213000

Report for
the Month of:

May 2022

Number of Active Service

Connections this Month:

1307

WATER PRODUCTION						
Pumpage to storage and distribution X 1000 Gals						
Date	From Wells Directly to Distr.	From Wells to Storage Tanks	Purchased Water Directly to Distr.	Purchased Water into Storage	From SWTP or GWUDI Plant	Total Daily Production
1		458		0		458
2		389		0		389
3		320		0		320
4		371		0		371
5		400		0		400
6		524		0		524
7		466		0		466
8		518		2		520
9		491		0		491
10		422		0		422
11		502		0		502
12		550		0		550
13		537		0		537
14		632		0		632
15		636		0		636
16		476		0		476
17		480		0		480
18		494		0		494
19		550		0		550
20		397		0		397
21		441		0		441
22		578		0		578
23		377		0		377
24		385		0		385
25		388		0		388
26		452		0		452
27		438		0		438
28		563		0		563
29		545		0		545
30		482		0		482
31		515		0		515
Total		14,777		2		14,779
Avg		476		.06		476
Max		636		2		636
Min		320		0		320

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:

Sheldon Byler

Date:

6-1-22

Certificate No. and Class:

WG 0019264



AGENDA ITEM SUMMARY

MEETING DATE: 06/14/2022

STAFF REPRESENTATIVE: Buck Martin, Police Chief

ITEM: Police Department Report
- Police Activity Report



City Of Glen Rose

POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043

Phone: (254) 897-2272 Fax: (254) 897-798

Item 9.

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- **05/02/22---1) Paperwork in Office—Updating CPS Reports, Completing Stats for Council**
 - 2) Spoke w/Deputy Mills Ref—18 Wheeler Parked on Stadium Dr.**
 - 3) Spoke w/IT Dept. Ref—Printer Issues**
- **05/03/22---1) Spoke w/County Juvenile Officer Ref—CPS Cases**
 - 2) Spoke w/Complainant Ref—Picking up Belongings @ her Brother's Residence**
 - 3) Spoke w/Animal Control Ref—Dogs Barking on NE 1st St., & Dogs @ Large on Hunter Lane**
 - 4) Made Report on Vehicle Damaged While Parked @ Beck Field During Game**
 - 5) Met w/Owner of Dogs Barking on NE 1st St.**
 - 6) Met w/Owner of Dogs @ Large on Hunter Ln.**
 - 7) Spoke w/Resident on Hereford Ref—Trespassing**
- **05/05/22---1) Paperwork in Office—Updating Cases, Spoke w/DA's Office Ref—Subpoena for Records**
 - 2) Met w/IT @ Office for Printer Issues**
- **05/06/22---1) Paperwork in Office-Updating Reports**
 - 2) Passed out Packets to Council**
 - 3) Spoke w/Animal Control Ref: Dogs on Hunter Ln. & NE 1st St.**
 - 4) Took Burglary of a Building Report @ 616 NE Big Bend Trl.**
 - 5) Spoke w/Complaint Ref: Abandoned Vehicle on Longhorn Dr.**
- **05/07/22---1) Issued Criminal Trespass x 3 Ref: Altercation at Pronto's Convenience Store**
- **05/08/22---1) Paperwork in Office—Continued to Work on Possession of Child Porn Case**
- **05/10/22—1) Paperwork in Office—Worked on Budget**
 - 2) Spoke w/I.T. Department Ref: Sending Encrypted Email**
 - 3) Spoke w/CPS Ref: ATL Subject on Welfare Concern**

- **05/12/22—1) Paperwork in Office—Grand Jury Subpoena**
 2) Trespassed Subject from 101 NE Vine St.
 3) Spoke w/Complainant Ref: Harassment Issue
 4) Spoke w/Animal Control Ref: Dog @ Large on Stadium Dr.
 5) Met w/City Administrator on P.D. Budget

- **05/13/22—1) Spoke w/Complainant Ref: Truck Hitting Wires on Square**
 2) Spoke w/Windstream Ref: Wires Down on Square
 3) Spoke w/City Attorney Ref: Summons Paperwork
 4) Met w/District Judge in Cleburne for Signature on Non-Disclosure Order
 5) Spoke w/Clerk @ Sheriff's Office Ref: City Ordinance Question
 6) Spoke w/CPS Investigator
 7) Spoke w/Subject Involved in Accident on NE Barnard
 8) Welfare Check on Subject on Tom Rumph Road
 9) Spoke w/Subject Ref: Cutting City Lock on Water Turnoff

- **05/14/22—1) Assisted Officer Ramirez w/Runaway Report on Holden St.**
 2) Minor Accident @ US 67 E & 144 N
 3) Assisted Officer Ramirez Ref: Injury to a Child Report
 4) Reckless Driver 67 E

- **05/16/22—1) Met w/CPS @ High School for Forensic Interview w/Child**
 2) Paperwork in Office—Crash Report, Injury to a Child Report
 3) Attempt to Locate Subject on C.R. 321 to serve Summons
 4) Trespassed Subject from Oakdale Park
 5) Met w/Complainant Ref: Harassment Issues

- **05/17/22—1) Met w/County Attorney Ref: Trespassing Issues**
 2) Attended Historical & Preservation Board Meeting
 3) Spoke w/City Attorney Ref: Trespassing Issue

- **05/19/22—1) Spoke w/Complainant Ref: Child Custody Issues**
 2) Paperwork in Office—Invoices, Updating Reports

- **05/20/22—1) Spoke w/Complainant Ref: Harassment**
 2) Passed out Packets to City Council
 3) Issued Warning on Camelot Dr. Ref: FB Trailer Parked on Street
 4) Backed up 802 on Disturbance Call @ 201 SW Barnard St.
 5) Made Copies of Traffic Stops for Municipal Court
 6) School Zones

- 7) Took Assault Report @ Glen Rose Inn & Suites
- 8) Responded to Burglary Alarm on Pecos St. (False)
- 9) Interviewed Suspect @ Jail Ref: Assault @ Glen Rose Inn & Suites

- 05/21/22—1) Attended Community Forum for The Comprehensive Plan @ High School
 - 2) Motorist Assist on Elm/Paluxy Bridge
 - 3) Traffic Detail on Hereford St.
 - 4) Met w/Complaint @ my office Ref: Complaint of Interference of Child Custody

- 05/23/22—1) Paperwork in Office: Update Stats, Update Cases
 - 2) Took Statement on Interference w/Child Custody Case

- 05/24/22—1) Municipal Court @ City Hall
 - 2) Paperwork in Office—Continued Investigating Open Cases

- 05/26/22—1) School Zones
 - 2) Reckless Driver call
 - 3) Assisted Officer Ramirez on DWI w/Child Passenger Arrest
 - 4) Responded to Minor Vehicle Accident @ Parking Lot of Tractor Supply
 - 5) Responded to the Van Zandt St. Area for a Possible Domestic
 - 6) Responded to Tres Rios for a Disturbance

- 05/27/22—1) Paperwork in Office
 - 2) Responded w/Sheriff's Office to Verbal Disturbance on C.R. 312
 - 3) Reckless Driver Call in 67 E Area
 - 4) Responded to Burglary Alarm @ Lakeside Physicians
 - 5) Attended High School Graduation

- 05/28/22—1) Responded to Domestic Disturbance on Austin Rd.
 - 2) Spoke w/Complainant Ref: Child Custody
 - 3) Enforced Parking Violations in Parking Lot @ Grace & Walnut
 - 4) Responded to Sheriff's Office for Found Property
 - 5) Assisted Sheriff's Office w/Funeral Escort
 - 6) Responded to Accident @ 67 & F.M. 205
 - 7) Responded to Horses @ Large on Barnard

- 05/29/22—1) Enforced Parking Violations @ Big Rocks & NE Barnard St.

- 05/30/22—1) Enforced Parking Violations @ Big Rocks & NE Barnard St.

- 2) Report of Assault/Fight by Paluxy River Unable to Locate
- 3) Suspicious Vehicle in Parking Lot of Starry Skye Training Center –UTL

- 05/31/22—1) Paperwork in Office
 - 2) Reckless Driver 67 E
 - 3) Staff Meeting

70 Citations (30–Speeding, 3–Failed to Yield ROW, 5–Parked in Prohibited Area, 2–No Seat Belt, 3–Parked 20ft within of a crosswalk, 1–Defective Equip.-No Tail Lights, 1–Failure to Signal Lane Change, 1–Double Parked, 17–Parked in No Parking Zone @ Big Rocks, 7–Parking in No Parking Zone on Barnard St.)

2 Written Warnings (1–Speeding, 1–Defective Equip. Headlight Out)

Chief Martin #800
06/02/22



f'h

POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043

Phone: (254) 897-2272 Fax: (254) 897-798

P.1

Item 9.

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- 05/03/22---1) Responded to debris left on neighboring property on Hereford Street.
2) Responded to a dog barking complaint on First Street.
3) Responded to a dog at large complaint on Hunter Lane.
- 05/04/22---1) Spoke with Simple Simons owner in ref to Theft of Service.
- 05/05/22---1) Followed up on Dollar General theft.
2) Met w/complainant in reference to Simple Simon Theft of Service. Took Statements.
- 05/06/22--- 1) Assisted Sheriff's Office on Glen Rose Softball team parade escort.
2) Responded to a drug paraphernalia call @ Shoo Fly
3) Responded to a fight @ Pronto's.
4) Responded to an abandoned car at Church of Christ on Gaither.
5) Responded to Alarm @ Tiger Corner
- 05/08/22---1) Agency Assist/ SO@ Big Rocks with language barrier.
2) Minor Accident@ 101 NE Barnanrd
3) Agency Assist SO on a suspicious person Vine Life Church parking area
- 05/12/22--- 1) Responded to a dog at large on Stadium.
- 05/13/22--- 1) Responded to a Suspicious Person @Hammonds who was released from ER
2) Followed up on Simple Simon Theft of Service.
3) Responded to an Oversize Load at the square.
4) Motorist Assist @ Prosperity Bank
- 05/14/22--- 1) Responded to a Runaway Juvenile/ Injury to Child on Holden St.
2) Arrested female subject for Possession of Marijuana.
- 05/16/22-- 1) Worked on reports.
2) Responded to Criminal Trespass @ Oakdale Park.
3) Met w/ CPS and CAC@Glen Rose High School for forensic interview

- 5/17/22--- 1) Report Writing
2) Met w/ Camera guy to set up new body cam.
- 05/18/22---1) Responded to a man camping@Big Rocks area.
2) Followed up Simple Simons Theft of Service.
- 05/20//22--1) Assisted SO @English St Apartments.
2) Responded to a disturbance call on SW Barnard
- 05/26/22-- 1) Responded to reckless driver on BBT.
2) Arrested female subject for DWI w Child Passenger
- 05/27/22---1) Spoke w/ complainant about a possible Terroristic Threat.
2) Responded to a Duty Upon Striking Fixture@ Circle V's.

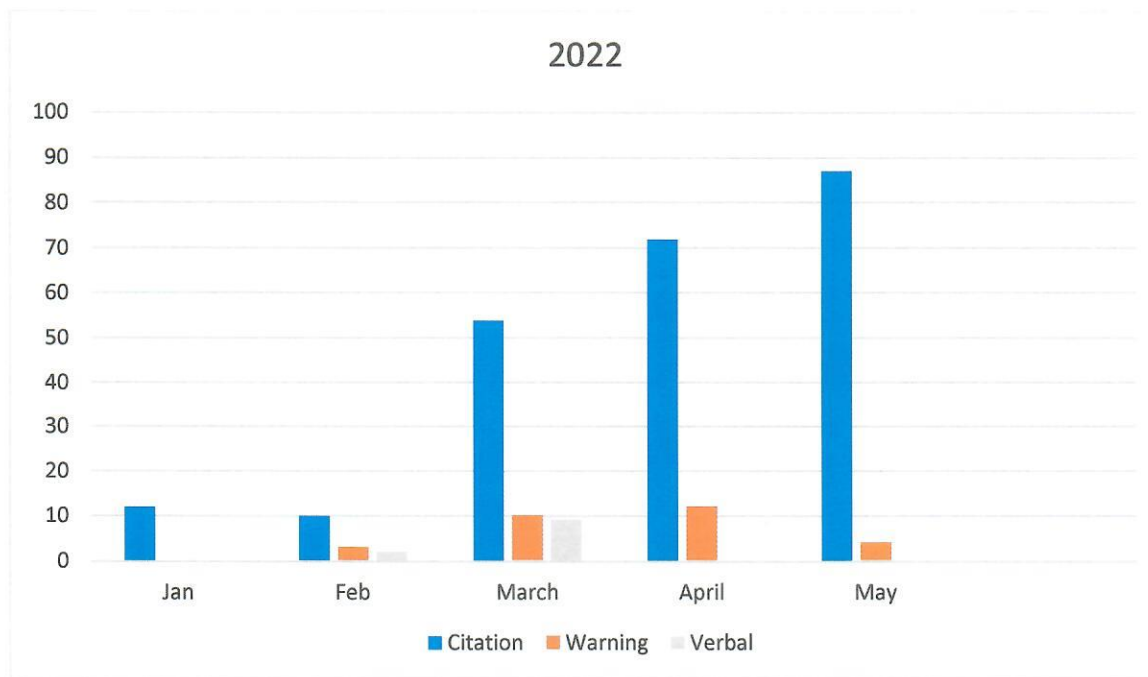
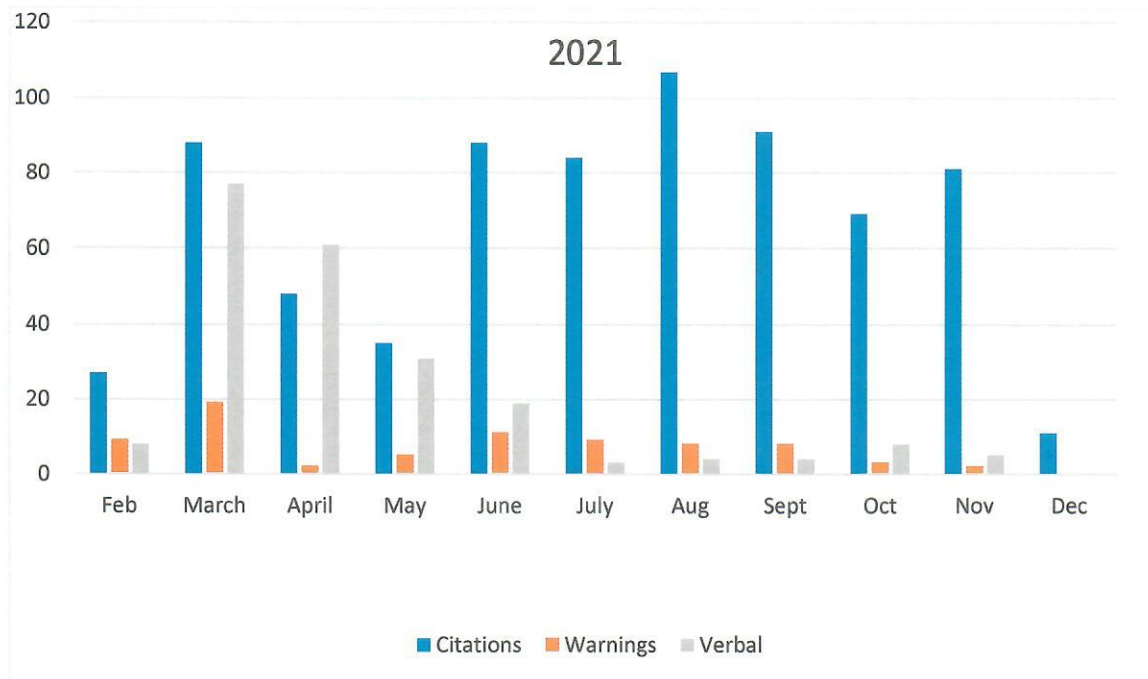
17 Citations (11-Speeding, 2-Expired Registration, 3- Parked in No Parking, 1-Failed to Yield ROW)

2 Written Warnings (!-Speeding, 1- Fail to Stop)

Officer Ramirez #802

05/02/22

Glen Rose Police Department Traffic Contacts Resulting in : Citation, Warning, Verbal



Racial Profiling

Item 9.

Senate Bill 1074, successfully passed during the 77th Texas Legislative Session, became effective September 1, 2001. The bill was designed to address the issue of racial profiling for law enforcement in America. The bill mandates that law enforcement agencies in the State of Texas comply with the provisions as set forth in Articles 2.132, 2.133 and 2.134 of the Texas Code of Criminal Procedures, by adopting a written policy on racial profiling.

Two fundamental rights guaranteed by both the United States and Texas Constitution are equal protection under the law and freedom from unreasonable searches and seizures by government agents. Racial Profiling is an unacceptable patrol tactic and will not be condoned.

The Glen Rose Police Department's policy on racial profiling clearly defines acts that constitute racial profiling, strictly prohibits officers from engaging in such and provides a process by which individuals may file complaints if they believe that have been stopped or searched by a peace officer of the Department based solely on their race, ethnicity or national origin.

The Glen Rose Police Department will accept complaints from any person who believes he or she has been stopped or searched based on racial, ethnic, or national origin profiling. No person shall be discouraged, intimidated or coerced from filing a complaint, nor discriminated against because he or she filed such complaint.

Complaints should be directed to Chief Buck Martin at BUCK.MARTIN@GLENROSETEXAS.ORG or MICHAEL.LEAMONS@GLENROSETEXAS.ORG

Contact Information:

Phone: 254-897-2272 ext. 4

Mailing Address: City of Glen Rose Police Department
Attn: Chief Martin
P.O. Box 1949
Glen Rose, Texas 76043



AGENDA ITEM SUMMARY

MEETING DATE: 06/14/2022

STAFF REPRESENTATIVE: Kyle Reeves, Building Official

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

Animal Control
- Animal Control Activity Report

City of Glen Rose

Permits / Code Compliance / Animal Control

May 2022 Monthly Report

Permit Type	# Issued	Permit Fee's	Valuation
<u>Building</u>			
Accessory Bldg	2.00	\$75.00	\$7,692.00
Addition	2.00	\$60.00	\$0.00
Alteration	2.00	\$3,987.50	\$0.00
Fence	2.00	\$75.00	\$0.00
New Construction	2.00	\$5,133.10	\$500,000.00
Repair	1.00	\$100.00	\$0.00
Total Building	11.00	\$9,430.60	\$507,692.00
<u>Certificate of Occupancy</u>			
Commercial CO	5.00	\$500.00	\$0.00
Total Certificate of Occupancy	5.00	\$500.00	\$0.00
<u>Electrical</u>			
Remodel	1.00	\$190.00	\$1,000.00
New	4.00	\$426.00	\$40,340.30
Total Electrical	5.00	\$616.00	\$41,340.30
<u>Garage Yard Sale</u>			
Garage Yard Sale	6.00	\$30.00	\$0.00
Total Garage Yard Sale	6.00	\$30.00	\$0.00
<u>Mechanical</u>			
New	2.00	\$220.00	\$6,500.00
Repair	1.00	\$80.00	\$11,300.00
Total Mechanical	3.00	\$300.00	\$17,800.00
<u>Plumbing</u>			
Repair-Replace	4.00	\$278.00	\$2,125.00
Remodel	5.00	\$836.00	\$3,400.00
New	4.00	\$621.00	\$0.00
Total Plumbing	13.00	\$1,735.00	\$5,525.00
<u>Planning and Zoning</u>			
Tres Rios	Rezone Request	\$850.00	\$850.00
Total Planning and Zoning	1.00	\$850.00	\$850.00

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Vendor

Christina's Taco Truck	1.00	\$300.00	\$300.00
Lone Star Smoke Shack	1.0	\$300.00	\$300.00

Preservation Board

Certificate of Appropriateness	4.00	\$0.00	\$0.00
Total Preservation Board	4.00	\$0.00	\$0.00

Sign Permit

Permanent Sign	1.00	\$50.00	\$0.00
Temp Business Sign	1.00	\$0.00	\$0.00
Total Sign Permit	2.00	\$50.00	\$0.00

Specific Use Permit

Specific Use Permit	1.00	\$50.00	\$0.00
Total Specific Use Permit	1.00	\$50.00	\$0.00

All Permit Total (2022)	50	\$12,711.60	\$572,357.30
All Permit Total (2021)	31	\$6,947.34	N/A

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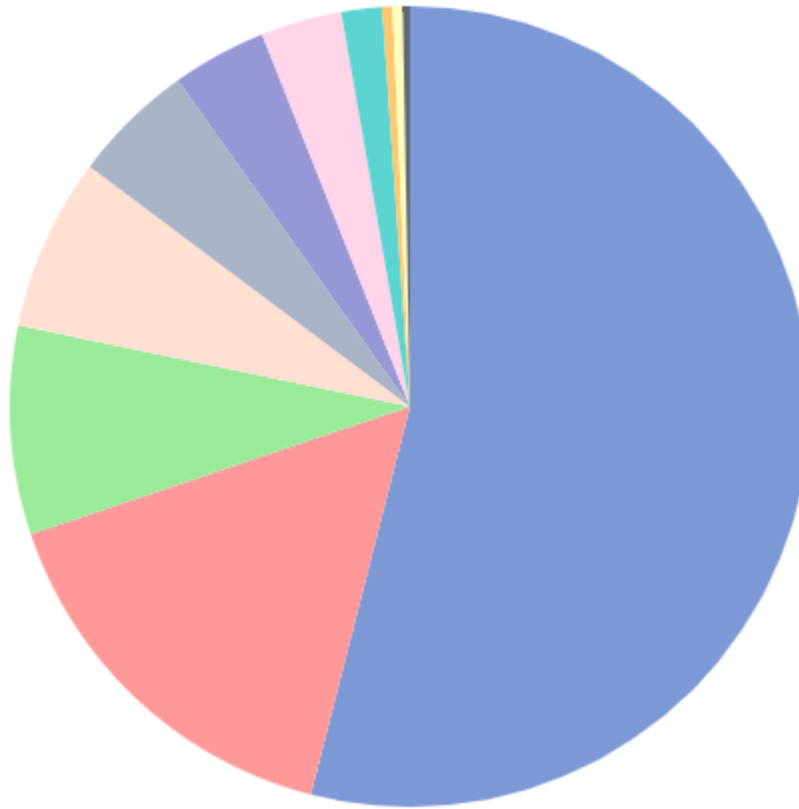
Payments By Permit Type

Payment Date From:

05/01/2022

Payment Date To:

05/31/2022



Payments by Permit Type		
■	Building	6,581 54.0%
■	Plumbing	1,932 15.8%
■	Electrical	1,026 8.4%
■	P&Z	850 7.0%
■	Vendor	600 4.9%
■	Mechanical	466 3.8%
■	Certificate of Occupancy	400 3.3%
■	BOA	200 1.6%
■	Sign Permit	50 0.4%
■	Specific Use Permit	50 0.4%
■	Garage Yard Sale	35 0.3%

Inspections

<u>Inspection Type</u>	<u>2022</u>	<u>2021</u>
Cert of Occupancy Inspection	3	1
Demolition Final Inspection	3	
Driveway Inspection	0	1
Electrical Release	1	
Electrical Rough In	1	1
Final Building Inspection	2	1
Final Electrical Inspection	1	1
Final HVAC Inspection	1	1
Final IBF Inspection	1	
Final Inspection	12	
Final Plumbing Inspection	6	2
Foundation Inspection	2	
Footing	0	1
Framing Inspection	1	1
Gas Line Inspection	2	
Initial Inspection	3	
Insulation Inspection	1	
New Sign - Final Inspection	1	
Plumbing Rough-In	1	1
Plumbing Top Out	4	1
Pool Inspection - Ground/Steel	1	
Re-inspection	1	1
Sub-Standard Monthly	5	
Temp Meter Loop	1	1
Violation Inspection	1	
Violation Inspection - Final	3	
TOTAL	58	15



ANIMAL CONTROL MONTHLY REPORT

May Report **In/Out Summary by Species**

Animals In

Brought In - Cat:	35
Brought In - Dog:	23
Total Animals In:	58

Animals Out

Adopted Dog:	2
Cat Died Failure to Thrive	1
Total Out:	3

Animals Euthanized

Cat:	27
Too young:	1
Medically Contagious	19
Feral	4
Too old	1
Requested	1
Medically untreatable	1
Aggressive Dog	32
Too Old	1
Total Animals Euthanized:	30
Total Animals Out:	76

Animals Reclaimed

Dog:	7
Total Animals Reclaimed:	7

Animals Transferred Out

Cat:	25
Dog:	11
Total Animals Transferred Out:	36

Other Activities

Incoming calls

Glen Rose Citizens	22
Somervell County Citizens	27
Questions about animal traps	10
Questions about wildlife	11
Wanting animals	11
Asking about missing animals	12
Found animals	11
Random questions	25
Total Incoming Calls	129

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Animal Control Officers were authorized to purchase safety lights for the Animal Control truck. The purpose of this vehicle is to pick up and deliver animal traps and to pick up animals on the road and the sides of the road. Staff believed that the request was justified and will provide safety to the officers while performing their duties.



Earl Owen Company
469-892-2424
1235 West Trinity Mills Rd
Carrollton, TX 75006
Phone 469-892-2424
Fax 469-892-2443

Quote
1960809

Shipping address : GLEN ROSE ANIMAL CONTROL
1684 N FM 56

GLEN ROSE
TX
USA
76043-

Shipping Instructions : CUSTWAIT

Customer : 17481
GLEN ROSE ANIMAL CONTROL
1684 N FM 56

GLEN ROSE
TX
USA
76043-

Telephone : 254-897-2272
Fax :

Sales order	Invoice date	Order date	Ship date	Salesperson	Customer purchase order no
1960809		03/10/22	03/10/22	House Salesman	QUOTE

Quantity	Stock Code	Description	Unit price	Gross amount
1	WHER1LPMA	Mini Lightbar, CON3 Super-LED, Magnetic (Amber)	231.250	231.25
1	WHEMC16MA	Mini Lightbar, CON3 Super-LED, Magnetic (Amber)		
		Mini Century Lightbar 16" with Magnet Mt Kit (Amber)	265.000	265.00
		Mini Century Lightbar 16" with Magnet Mt Kit (Amber)		

Update on The City's Animal Control Officers / Code Enforcement Officers

Christi Wilson has taken and PASSED her Code Enforcement Exam. She was also able to bypass the one year in training requirement because she has been employed by the city as an ACO for more than a year. So, she is now a Code Enforcement Officer for the City of Glen Rose.

Justice McRae has taken and PASSED her Zoonosis Control exam and is now a licensed Animal Control Officer for the City of Glen Rose.

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Historic Preservation Commission Meeting

05/04/2022

PRESERVATION COMMISSION MEETING

Wednesday, May 04, 2022 at 3:00 PM
Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043



AGENDA

City Hall will be open to the public.
Citizens can view or listen live by tuning in to the following Zoom.com webinar:
Meeting ID: 845 7760 7369 • Passcode 805848 • or dial 1-346-248-7799

CALL TO ORDER

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

WORKSHOP

1. Review & Revise Farmers Market Rules and Regulations and Application

ADJOURNMENT

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org and said notice was posted on the following date and time: **Friday, April 29, 2022, by 4:30 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.

Jodi Holthe

Jodi Holthe
Building, Planning Code Enforcement Department

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

by _____

****Historic Preservation Board Voted to Approve Farmer's Market Rules and Regulations**

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05/17/2022

PRESERVATION COMMISSION MEETING

Tuesday, May 17, 2022 at 5:30 PM

**Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043**



AGENDA

City Hall will be open to the public.
Citizens can view or listen live by tuning in to the following Zoom.com webinar:
Meeting ID: 815 2329 1456 • Passcode 490246 • or dial 1-346-248-7799

CALL TO ORDER

CONSENT AGENDA

1. Consider approval of minutes from April 19, 2022 Historic Preservation Board Meeting
2. Consider approval of minutes from May 4, 2022 Historic Preservation Special Board Meeting

INDIVIDUAL ITEMS FOR CONSIDERATION

3. Discussion, consideration and possible action regarding the City of Glen Rose Farmers Market Application
4. Discussion, consideration and possible action regarding the City of Glen Rose Farmers Market Rules & Regulations
5. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Venus Vara for 111 SW Barnard
6. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Bryan Barnes for 103 Vernon
7. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Oakdale Park representative, Luci DiGiorgio.
8. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Jennifer Coward for 103 Elm Street
9. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Michael Stephenson.
10. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Troy & Carolyn Daniel

ADJOURNMENT

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

Glen Rose City Preservation Commission Agenda May 17, 2022

Page 1 of 2

****First eight (8) items were APPROVED, last two (2) were NOT APPROVED**

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Item # 9: Mr. Stephenson's application to keep gate on back porch area was denied and he has made an appeal to City Council. It has been submitted to the City Secretary for review and item will be heard at the July 12, 2022 Council Meeting.

Item # 10: Troy & Carolyn Daniels application for the installation of fence that was started without permits or approval from the HPB was denied. They made changes to the design of the fence and was heard again at the May 25, 2022 Meeting.

The Daniel's Proposed fence



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Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

Copy of the DENIAL letter that staff mailed to the Daniel's after meeting.



Code Enforcement Office/Permits & Inspections
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

May 31, 2022

Troy & Carolyn Daniel
6906 Wildgrove Ave
Dallas, TX 75214

Subject: Denial for Fence Install as Submitted for 306 Grace St.

Reference: Preservation Board Meeting on May 17, 2022

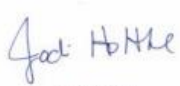
On Tuesday, May 17, 2022, the Preservation Board reviewed and denied your fence request as submitted. The HPB determined that the fence did not match the architecture of your historic home. The Board has suggested you re-submit some additional ideas that would utilize the existing wood posts.

Should you have any questions please feel free to contact our office at (254) 897-2272.

Kyle Reeves
Building Official

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05/25/2022

PRESERVATION COMMISSION MEETING Wednesday, May 25, 2022 at 3:00 PM Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 AGENDA City Hall will be open to the public. Citizens can view or listen live by tuning in to the following Zoom.com webinar: Meeting ID: 830 6954 5048 • Passcode 932871 • or dial 1-346-248-7799 CALL TO ORDER CONSENT AGENDA INDIVIDUAL ITEMS FOR CONSIDERATION 1. Consider approval of Certificate of Appropriateness Application as submitted by Jose R. Torres of La Vita Restaurant 2. Consider approval of Certificate of Appropriateness Application as submitted by Troy & Carolyn Daniel for 306 Grace St. ADJOURNMENT CERTIFICATION I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org and said notice was posted on the following date and time: Friday, May 20, 2022, by 12:00 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.  _____ Jodi Holthe Building, Planning Code Enforcement Department Certification of NOTICE OF MEETING was removed on: _____ at _____ am/pm by _____	
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Glen Rose City Preservation Commission Agenda May 25, 2022

Page 1 of 1

Both Items were APPROVED

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

Copy of the APPROVAL letter that staff mailed to the Daniel's after meeting.



Code Enforcement Office/Permits & Inspections
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

June 1, 2022

Troy & Carolyn Daniel
6906 Wildgrove Ave
Dallas, TX 75214

Subject: Approval for Fence Install as Submitted for 306 Grace St.

Reference: Preservation Board Meeting on May 25, 2022

On Wednesday, May 25, 2022, the Preservation Board reviewed and approved your fence request as follows:

Fence to be 3 ft x 8 ft to fit between existing wood posts in black iron. Wood posts to be painted using hammered black paint (to give the appearance of metal posts), low newels to be added to each post. Metal rolling gate to be install at the driveway. Fence is to be all the same height. Additional pedestrian gate to be installed at fire pit and will be kept locked when not in use. Also, solar lights are approved to be installed on fence posts: two (2) solar lights at front gate, two (2) at driveway gate and two (2) at front property corners. The fence is also approved to encompass the entire property.

Per email received from John K. Huggins of DEC Engineering Excellence the fence meets FEMA qualifications.

Should you have any questions please feel free to contact our office at (254) 897-2272.

Kyle Reeves
Building Official

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

The Daniel's New Fence after guidance from the Historic Preservation Board!

The Board suggested that they utilize the wooden posts, but paint it black with a special paint and then install the rod iron panels in between. The design met the HPB and FEMA standards. The job was permitted.



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Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

Item 10.



Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

Planning and Zoning Commission

05/19/2022 Meeting

PLANNING & ZONING COMMISSION MEETING

Thursday, May 19, 2022 at 5:30 PM
Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043



AGENDA

City Hall will be open to the public.
Citizens can view or listen live by tuning in to the following Zoom.com webinar:
Meeting ID: 884 5037 0466 • Passcode 629291 • or dial 1-346-248-7799

CALL TO ORDER

CONSENT AGENDA

1. Consider approval of minutes from April 21, 2022 P&Z Board Meeting
2. Consider approval of the new Schedule of Uses for recommendation to City Council for B1, B2 and B3

PUBLIC HEARING

INDIVIDUAL ITEMS FOR CONSIDERATION

3. Discussion, consideration, and possible action regarding sections of the proposed Subdivision Regulations

ADJOURNMENT

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: **Monday, May 16, 2022, by 01:30 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.

Jodi Holthe

Jodi Holthe
Building, Planning Code Enforcement Department



Certification of NOTICE OF MEETING was removed on: _____

by _____

Staff was unable to have meeting due to meeting not being posted in newspaper. Staff has now put into place Standard Operating Procedures to ensure that something of this nature does not happen again.

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.

Item 10.

04/21/2022 Meeting



AGENDA ITEM SUMMARY

MEETING DATE: 06/14/2022

STAFF REPRESENTATIVE: Kelly Harris, Somervell County Tourism

ITEM: CVB / Tourism Report



May 2022

1. May 4 – **CVB Group Meeting/Lions Club**
2. May 11 - **CVB Advisory Board Meeting**
3. May 7 - **Honorary PowWow**
4. May 13-15- **Gypsy Hearts Market**
5. May 17 - **TxAVF Meeting – New Braunfels**
6. May 18 - **Lions Club**
7. May 19-20 – **Small Cities Conference – Fredericksburg**
8. May 22 – **Fair Park Wedding Show**

Tiffany is still working on creating the new magazine as well as updating the App and website. There is a community portal on the App that we will be adding the City website, County website and Chamber of Commerce website. I continue to sell Ads for the magazine and app as well as creating content.

I was asked to write an article for Authentic Texas upcoming edition. It is all about Prehistoric Texas and what it is that makes up "Texas Dinosaur Capital".

We are meeting regularly about the End of Summer Event

We have created a holiday weekend to try to attract more people to come and spend their holiday weekend with us. "Glen Rose Night" at the Cleburne Railroaders game on July 3rd parade and fireworks on the 4th.

I continue to work on the HOT Budget for accurate numbers.

Attached you will find the numbers from Pearl on calls, visitors, mail outs and calendar of events. Also you will find information and analytics from Tiffany from Social Media.

May 2022	Pearl			
	CVB Phone	Visitors	Mailouts	
Sun-1	Closed	Closed		
Mon-2	8	10		
Tue-3	7	4		
Wed-4	10	5		
Thurs-5	5	23	20	
Fri-6	7	17		
Sat-7	4	38		
Sun-8	Closed	Closed		
Mon-9	9	8		
Tue-10	5	6		
Wed-11	12	14	19	
Thurs-12	10	15		
Fri-13	13	23		
Sat-14	1	41		
Sun-15	Closed	Closed		
Mon-16	12	20		
Tue-17	10	12		
Wed-18	5	6		
Thur-19	10	7		
Fri-20	19	28	23	
Sat-21	1	20		
Sun-22	Closed	Closed		
Mon-23	10	10		
Tue-24	3	14		
Wed-25	15	28		
Thurs-26	20	43		
Fri-27	20	21		
Sat-28	17	76	55	
Sun-29	Closed	Closed		
Mon-30	Holiday	Holiday		
Tue-31	3	22		Mail Brochures Texas-67 Out of State-50
Total:	236	511	117	

MAY 2021							
	CVB	Visitors	Mailouts				
Sat-1	2	37					
Sun-2	Off	Off					
Mon-3	Off	Off					
Tue-4	8	18					
Wed-5	12	16	49				
Thurs-6	7	20					
Fri-7	17	27					
Sat-8	4	18					
Sun-9	Off	Off					
Mon-10	Off	Off					
Tue-11	7	5					
Wed-12	10	17					
Thurs-13	5	8					
Fri-14	10	6					
Sat-15	15	57	36				
Sun-16	Off	Off					
Mon-17	Off	Off					
Tue-18	6	8					
Wed-19	12	20					
Thurs-20	2	4					
Fri-21	4	2					
Sat-22	3	8					
Sun-23	Off	Off					
Mon-24	Off	Off					
Tue-25	10	17					
Wed-26	25	17	74				
Thurs-27	17	15					
Fri-28	13	8					
Sat-29	29	23					
Sun-30	Off	Off					
Mon-31	Off	Off					
				Mailouts in Texas 74	Mailouts Out of State 8	Total Mailouts 159	
Total:	218	351	159				

Social Media & Web categories	Somervell County Texas	GR CVB	Explore Glen Rose Web
May 3- June 2, 2022			
Action on page	3	6	
Page Views	301	382	6711
Page Likes	26	54	
Post Reach	10,394	17,289	
Post engagements	2,392	2,748	
Page Followers	26	70	
Instagram	657	735	
Top Cities Reached	Glen Rose	Glen Rose	
	Granbury	Fort Worth	
	Fort Worth	Dallas	
	Stephenville	Cleburne	
	Burleson	Houston	
	Cleburne	San Antonio	
		Canada	

GLEN ROSE JULY 4TH CELEBRATIONS

SUNDAY, JULY 3RD

GLEN ROSE NIGHT AT THE CLEBURNE DEPOT—RAILROADERS BASEBALL

- * Book your group tickets for a discount for your group or organization!**
- *"Red Out" the Ballfield ...Show your Glen Rose Tiger/Railroaders Pride!**
- *BOGO, buy one adult regularly priced seat ticket and receive a child berm ticket (12 and under) FREE.**
- *Home Town Hero! Cheerleaders, Tuffy, and more!**

Contact Yvonne at 817-945-8705 | Ext:3382 to book your group or purchase tickets!

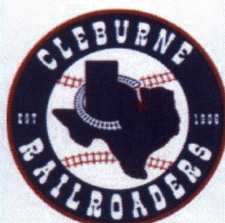
MONDAY, JULY 4TH

9:00 AM—JULY 4TH PARADE (To be in parade, fill out your app at the Glen Rose Somervell County CVB on the square. Line up for parade at 8:00 am, High School Parking Lot)

10:00 AM-12:00 PM Family fun games on the Square (If you or your business, organization would like to set up a booth for family fun games, please contact Pearl at CVB)

DUSK - WHEELER BRANCH RESERVOIR

FIREWORKS!



June Calendar of Events

Dinosaur Valley State Park

June 4, 5, 11, 12, 18, 19, 25, 26,	Track talk	10:00AM & 3:30PM
June 4	Taylor's Site Hike	2:00PM
June 4, 19	Heat hacks Hike	2:00PM
June 5, 25	Snake Safety	11:00AM
June 5, 26	Atlatl	2:00PM
June 10	Night Hike	9:00PM
June 11	Junior Ranger Academy	11:00AM
June 11, 19	Edible Plant Walk	11:00AM 2:00PM
June 12	Dino Site Hike	11:00AM
June 18, 26	Over Look Hike	11:00AM
June 18	Solar System Walk 8:00PM STAR PARTY	9:00PM

Downtown

Shop at our historic downtown square

Oakdale Park

June 24 A guide to the historic architecture of Glen Rose Texas Book signing 2:00PM-4:00PM

Somervell County Expo Center

June 1, 8, 15, 22, 29	Expo Barrel Jackpot	2:00PM-10:00PM
June 3, 4, 5	BRAT Attack	All Day Event
June 14	Terry Berg Memorial	All Day Event
June 17, 18, 19	Destry's Free for All	All Day Event
June 25, 25, 26	World Series of Breakaway	All Day Event
June 29, 30	Ultimate Calf Roping	All Day Event





AGENDA ITEM SUMMARY

MEETING DATE: 06/14/2022

STAFF REPRESENTATIVE: Michael Leamons, City Administrator

ITEM: City Administrator Report

**City Administrator Report
For May 2022**

Item 12.

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

1. Reviewed both May Council agendas with Mayor Douglas and staff. Worked on the packet. Prepared Administrator Report and monthly financial reports.
2. Met with Malinda Brooke of Rainbow Village RV Park regarding her concerns about drainage. Discussed the matter with Public Works Director Holder.
3. Continued to work with Peloton, though the pace has slowed down. Met with Peloton every other week to review Comprehensive Plan activity. Arranged refreshments for, helped with notifications, and attended May 21st Community Forum. After reaching out to Abra Nusser regarding a Council request that she attend a joint P&Z, Historic Preservation, and City Council Meeting, presented her suggestion that she hold a Leadership Retreat and help the City develop a Strategic Plan. After her proposal was approved by Council, made arrangements to have it at Inn on the River and to have a catered lunch, and provided her with contact information for invitations to the event.
4. Staff provided input on the preliminary plans for the ARPA Spanish Oaks and Hereford Street water main projects. Now waiting for final drawings.
5. The results of the once a week versus twice a week trash collection survey were presented to Council and the contract with Frontier was finalized. The final contract documents have been signed and filed.
6. Provided outside Counsel with the recently approved city limits map showing annexations. Made them aware of Poehls group claim of City's inadvertent disannexation. They saw no substance to the claim. Received word on May 27th that plaintiff's were dropping their suit. Received copy of Court's Order of Dismissal on June 3rd.
7. Provided Frontier with a list of commercial customers, their addresses and service requirements. Frontier is going to begin contacting those customers to discuss their service needs under the new contract going into effect in January.
8. When it was discovered Will Vaughn wasn't available and a surveyor recommended by him didn't provide a date for when a survey could be obtained, staff made arrangements for eHT to survey the utility easement in Heritage Estates. Also, collaborated with Stephen LaMure, and eHT is going to provide him with a survey of the Elm Street easement as well.
9. Forwarded Council's resolution on TNMP rate case to Counselor Herrera.
10. Obtained and filed signed copies of the revised Wrecker Yard lease.
11. Provided the State Comptroller's Office with the updated city limits/annexation map and a list of all the City's annexation ordinances and asked them if they would review their files to see if there were any that they did not have. When they indicated that they were missing two of the ordinances, copies of those ordinances were forwarded to them.
12. Worked with staff and Mayor Douglas to put together a preliminary budget proposal for consideration at the May 24th Council meeting.
13. Worked with Public Works Director Holder to put in an order for a new truck. Due to the current inventory situation, if we are able to get a truck, we won't receive it for at least six months.
14. Submitted a list of projects for the HazMAP so that the City is eligible for FEMA funding for these projects should funding become available.

15. Explored options for a Historic Preservation Officer. Luis Cossio is willing to take on those duties, but the City's Ordinance will need to be amended to allow a volunteer to fulfill that role. Currently, only a member of the staff can be the Historic Preservation Officer. The state allows either a member of staff or a volunteer to do so.
16. Worked with Building Official Reeves to get a letter to Superintendent Overbo concerning approval of their plans to build a driveway at grade across a portion of the floodplain.
17. Continued to work on the City Attorney situation.
18. Gathered information from the City's Ordinance books and minutes for Historic Preservation Vice Chair Ann Carver to help her understand how the boundaries for the Historic District were developed as she prepares to file an annual report to the Texas Historical Commission.
19. The eHT work orders were signed and forwarded to eHT and TWDB. It is expected the Wastewater Treatment Plant change order work will soon be approved.
20. Continued the uphill battle of trying to come up with a procurement process that would satisfy TxDOT. After meeting with TxDOT, reviewing the matter with Mayor Douglas, and making the Council aware of TxDOT arguments for State let over local let, asked TxDOT to prepare a contract amendment to go with State let. A draft change order has been reviewed and approved and will be coming to the Council for action sometime soon. Under a State let scenario, a local procurement process isn't required.
21. Still working on the Paluxy Summit street light situation. A conduit has been laid, but wire still needs to be pulled. Haven't received a response from TNMP on the possibility of their taking ownership of the one remote light that would be very difficult for the City to provide metered service to.
22. The amendments to the Personnel Policy were approved and a revised policy was distributed to all the city employees.
23. Provided a letter to Developer Bryan Barnes listing what needed to be completed before a letter of acceptance will be issued for Rock Ridge Estates. Notified his engineer that the Council didn't approve the abandonment of the utility easement and that an inquiry was made about connecting the subdivision to Tom Rumph Road. Met with Barnes and various others on the first Friday of June and reviewed the project's status. It appears most of the outstanding items, other than the retaining walls and the TNMP work, will be completed by the middle of the month.
24. The City's application for free cyber vulnerability testing through Cybersecurity and Infrastructure Security Agency was processed and accepted. A vulnerability scan was conducted. The City's server, maintained by BizProtec, passed the test. The City's website and a couple of its apps failed portions of the test. Kerry Hancock of BizProtec is notifying those vendors responsible for services which didn't pass the test..
25. City Secretary King started work on May 23rd. It is a relief to have her on board. Provided answers to questions by Jay Hinton as he prepared an article concerning City Secretary King.
26. Building Official Reeves, Public Works Director Holder and I met with TxDOT to discuss the extension of Hwy 144 across a new bridge over the Paluxy.
27. Worked with staff to forward HOT financial data to Tourism Director Harris so that she can prepare a financial report for the Comptroller regarding last year's funds.
28. Worked with staff to schedule this year's audit.
29. Signed the paperwork necessary to obtain backup internet service from Charter.
30. Submitted updates to our city limits map on google.com. The updates were kicked back due to formatting. With the help of Brian Shirley at 3cGEO, corrected the formatting issue and resubmitted.

31. Met with two contractors to look at City Hall remodel work. Have received one estimate. Waiting on the second estimate.
32. Matthew Taylor started to work in our Utility Department. He is a licensed water system operator.



AGENDA ITEM SUMMARY

MEETING DATE: 06/14/2022

STAFF REPRESENTATIVE: Rosario Sosol, Deputy City Secretary

ITEM: Deputy City Secretary Report

City of Glen Rose
City Secretary's Office
Staff Report for May Activities

City Secretary

1. Attended Regular Council Meeting on 5/24/2022
2. Fundview Training - General Ledger, AP/AR, Utility Billing, Payroll, Employee Administration
3. Evaluation of Records Management process - beginning phase of reorganization

Deputy City Secretary

Deputy City Secretary

1. Attended Regular Council Meetings as active City Secretary on 05-10-2022.
2. Assisted newly elected City Secretary King with Regular Council Meeting on 05-24-2022.
3. Worked on minutes from 05-10-2022 and 05-24-2022 meetings.
4. Processed Payroll for two pay cycles.
5. Submitted monthly payroll reports TMRS and HSA.

Municipal Court Clerk

1. Processed citations, payments and court related paperwork.
2. Have been in touch with Kinect representative to fix issues with Zoom.
3. Answered phone calls, processed utility payments, helped to create new water accounts.

Utility Billing Clerk

1. Answered and redirected phone calls for different departments.
2. Processed water and citations payments.
3. Processed paper work for new water accounts and for closed water accounts.
4. Submitted ACH files for bank drafts water payments.
5. Made courtesy calls to citizens who were on the cut off list for non-payment, this month we had 35 accounts that made it to the list, but only 11 were turned off for nonpayment.



Board of Adjustment AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Board of Adjustment – Public hearing regarding a request from Mark Pitts, owner, for variance requests from the minimum setback requirements in order to construct a residential structure. Lot: PT OF 1 THRU 6, Blk: 00019, Subd: R0100, Abst: A41, RAILROAD, BLOCK 19, LOT PT OF 1 THRU 6, 401 Austin Road, Glen Rose, Texas, zoned R-1 (Single-Family Residential District). 1. <u>Variance request</u> from the 25ft side yard setback (corner lot) in order to construct a residence 8ft from the side property line. 2. <u>Variance request</u> from the 25ft rear yard setback in order to construct a residence 8ft from the rear property line.		
PREPARED BY:	Building Official Reeves	DATE SUBMITTED:	05/23/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

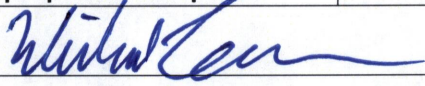


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Public hearing regarding an Ordinance amending Chapter 10 "Subdivision Regulation" of the City's Code of Ordinance regarding requirements for drainage and stormwater, sanitary sewers, water systems, sidewalks, retaining walls, and monuments and lot markers.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/21
EXHIBITS:	Ordinance Amending Chapter 10 "Subdivision Regulation"		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
The Planning and Zoning Commission, with the assistance of the Building Department, has been reviewing the City's Subdivision Ordinance. Attached is an Ordinance amending the City's Subdivision Regulations regarding its requirements for drainage and stormwater, sanitary sewers, water systems, sidewalks, retaining walls, and monuments and lot markers. Most of the changes made by the Ordinance involve incorporating features from the City of Stephenville's Subdivision Ordinance. The proposed changes were reviewed and approved by Public Works Director Holder, Building Official Reeves, and City Administrator Leamons. At the recommendation of Engineer Chris Hay, the Ordinance adopts the <u>iSWM Criteria Manual for Site Development and Construction</u>, Revised January 14, 2015 as developed by the North Central Texas Council of Governments (NCTCOG), except for Section 3.2 <i>Water Quality Protection</i>, to provide technical standards to regulate drainage and stormwater. Rather than revise the whole Subdivision Ordinance at one time, which is a rather massive undertaking, it was decided to make the revisions in piecemeal fashion, addressing areas with the highest impact first. Regarding sidewalks, on low traffic streets it is proposed that a sidewalk only be required on one side of the street to reduce cost. If the Council desires, that could be changed to both sides. The P&Z will be conducting a public hearing and taking final action on the Ordinance on June 13th. The outcome of that meeting will be presented to you on the 14th.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, June 14, 2022		
AGENDA SUBJECT:	Public hearing regarding proposed amendments to the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A, <i>Zoning Ordinance; Schedule of Uses</i> to allow for the sale of alcohol in various zoning districts and other amendments to allowable uses in Restricted Commercial District (B-1), General Commercial District (B-2), and Central Business District (B-3)		
PREPARED BY:	Building/Planning/Code Enforcement Reeves	DATE SUBMITTED:	6/1/22
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	11/18/2021 – Held workshop for Schedule of Uses and Alcoholic Beverages 12/29/2021 – Held workshop for Schedule of Uses and Alcoholic Beverages 02/17/2022 – Held workshop for Schedule of Uses and discussed Alcoholic Beverages 02/25/2022 – Held workshop for Schedule of Uses and P&Z recommendations sent to city attorney 03/09/2022 – Held workshop for Schedule of Uses 03/29/2022 - Held workshop for Schedule of Uses 04/06/2022 - Held workshop for Schedule of Uses 06/13/2022 – P&Z held public meeting and made motion for City Council to Approve		
RECOMMENDED ACTION:			
Move to approve or deny as presented.			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a request from Mark Pitts, owner, for a variance request from the 25-foot side yard and 25-foot rear yard setback requirements in order to construct a residence at 401 Austin Road, being Lot (Pt of) 1-6, Block 19, Subd R0100, Abst. A41, Railroad.		
PREPARED BY:	City Secretary King	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:	Move to approve or deny as presented.		



Board of Adjustment AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Board of Adjustment – Discussion, consideration and possible action regarding a request from Mark Pitts, owner, for variance requests from the minimum setback requirements in order to construct a residential structure. Lot: PT OF 1 THRU 6, Blk: 00019, Subd: R0100, Abst: A41, RAILROAD, BLOCK 19, LOT PT OF 1 THRU 6, 401 Austin Road, Glen Rose, Texas, zoned R-1 (Single-Family Residential District). 1. <u>Variance request</u> from the 25ft side yard setback (corner lot) in order to construct a residence 8ft from the side property line. 2. <u>Variance request</u> from the 25ft rear yard setback in order to construct a residence 8ft from the rear property line.		
PREPARED BY:	Building Official Reeves	DATE SUBMITTED:	05/23/2022
EXHIBITS:	1. Request for BOA Hearing Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map 5. Current Zoning Map. 6. Future Land Use Map 7. R-1 Single-Family Residential District 8. R-1 Area Regulations 9. BOA Determination 10. Exhibit "A"		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	05/13/2022 – Variance Request Application was received 05/23/2022 - Notice of Public Hearing was posted in the local newspaper 05/23/2022 - 13 Property owner letters were sent representing 13 properties. 09 Letters have been confirmed as received 00 Letters unconfirmed as received 01 Letters were returned 00 Favorable response has been returned 00 Opposition response has been returned		
RECOMMENDED ACTION:			
Recommend the Approval or denial of request			

Staff use only

Item 17.

Date Received:

Fee : ~~\$100.00~~ Paid on: 5/13/22

Board of Adjustments (BOA)

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

Request for Board of Adjustment (BOA) Hearing

Address of property: 401 Austin Rd, Glen Rose 76043Applicant's Name: Mark PittsDate: 4/26/22

Property Owner/Applicant Information

Full Name: Mark Pitts

Address: _____

Telephone No: _____

Email: _____

Present zoning at site: R1

I am requesting this hearing for the following reason(s):

☒ Setback variance for ☒ side yard ☒ rear yard ☐ front yard☐ Lot size variance☐ Lot coverage variance☐ Lot frontage width variance☐ Lot depth variance☐ Building height variance☐ Challenging the decision of the ☐ Zoning Administrator ☐ Building Official☐ Other City Official

Explain, in detail, the reason for appearing before the BOA: (Use a separate page if necessary. Attach all photos, maps, drawings, etc).

The lot is triangle in shape with 3 road frontages. The front road has a 25' setback due to it being a main road. If the setback lines are followed for the two side roads of 15' each, it will be impossible to build a home on subject property. With a variance of setback lines to 8' on Bryan and SW 1st St, a home of minimum 1000 square feet will be possible to build.

I hereby certify that all the information provided is true and correct to the best of my knowledge.

Applicant's Signature:

Date: 04/26/2022

4/26/2022 7:11:40 PM GMT

BOA Hearing Request May 2015



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

May 17, 2022

Public hearing, discussion and possible action by the Board of Adjustment at the request of Mark Pitts, owner, for a variance for the items listed below, in order to construct a 1,000 sq ft residence at 401 Austin Road.

RE:

- 1. Variance request from the 25ft side yard setback (corner lot) in order to construct a residence 8ft from the side property line.**
- 2. Variance request from the 25ft rear yard setback in order to construct a residence 8ft from the rear property line.**

Dear Property Owner:

This letter is to inform you of a setback variance request in the area of your property ownership near 401 Austin Road. The purpose of the variance is to allow for the construction of an accessory structure. State law requires the City to notify all property owners (most recent tax rolls) within 200' of the proposed request. The Board of Adjustment will hold a public hearing on June 14, 2022 at 5:30 p.m. in the City Council Chambers of City Hall, 201 NE Vernon Street, Glen Rose, Texas, 76043 to hear public comment on this request for variance. Immediately following the public hearing, the Board of Adjustment will take action to approve or deny the request.

It is important that you submit your opinion in writing to the Building and Planning Office for consideration by the Board. A form is included with this letter which you may mail or return to one of the drop boxes located at City Hall.

Questions regarding the variance request or this letter may be directed to Kyle Reeves, (254)-897-2272, ext:104. Thank you.

Sincerely,

Building and Planning / Code Enforcement

NOTICE OF PUBLIC HEARING



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

Public hearing, discussion and possible action by the Board of Adjustment at the request of Mark Pitts, owner, for a variance for the items listed below, in order to construct a residence at 401 Austin Road.

RE:

1. Variance request from the 25ft side yard setback (corner lot) in order to construct a residence 8ft from the side property line.

2. Variance request from the 25ft rear yard setback in order to construct a residence 8ft from the rear property line.

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 7643.

NAME: _____

ADDRESS: _____

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

Reasons/Comments:

Kyle Reeves,
Building and Planning / Code Enforcement

401 Austin Road

Variance Request



401 Austin Road**200 Ft Radius**

1. (Owner)
MARK PITTS
P O BOX 1518
GLEN ROSE, TX 76043-1518
2. SANDERSON PROPERTIES
PO BOX 1979
GLEN ROSE, TX 76043-1979
3. LORETTA WHITWORTH
PO BOX 478
GLEN ROSE, TX 76043-0478
4. JUDY KAY THOMPSON
P.O. BOX 891
GLEN ROSE, TX 76043
5. RONNIE REYNOLDS
P O BOX 154
GLEN ROSE, TX 76043-0154
6. ANNIE COOK
P.O. BOX 1113
STEPHENVILLE, TX 76401
7. DENVER BRYAN AND CAITLYN GREENE
407 SW 1ST
GLEN ROSE, TX 76043

8. DONALD L SR & JUDY A STREUN
408 FIRST ST
GLEN ROSE, TX 76043

9. LORETTA RIVES RAMSEY
PO BOX 74
GLEN ROSE, TX 76043

10. TYLER SUMMERS
PO BOX 66
GLEN ROSE, TX 76043

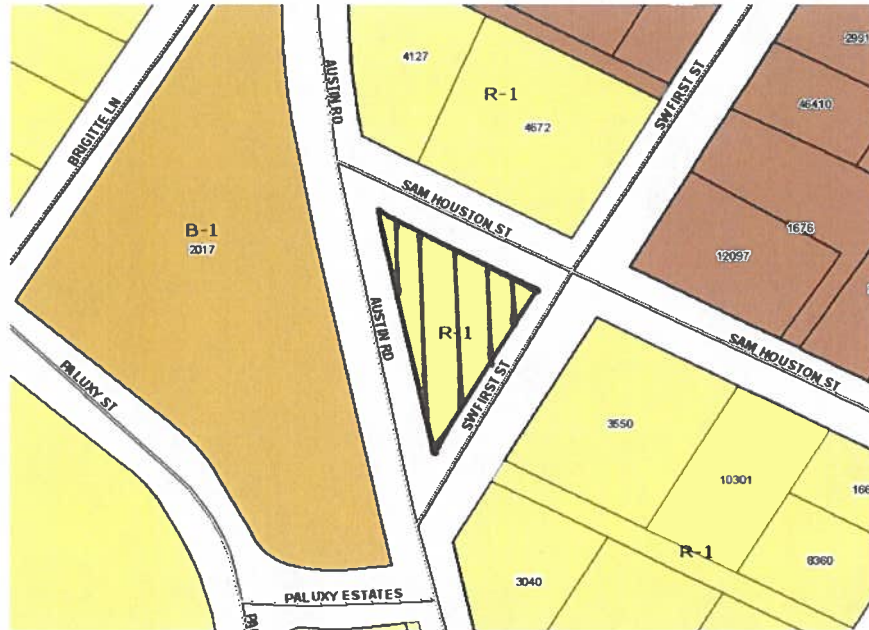
11. REALTY CAPITAL HOLDINGS , LLC
P.O. BOX 2930
GLEN ROSE, TX 76043

12. SHADOWENS PROPERTIES, LLC
2633 56 N
GLEN ROSE, TX 76043

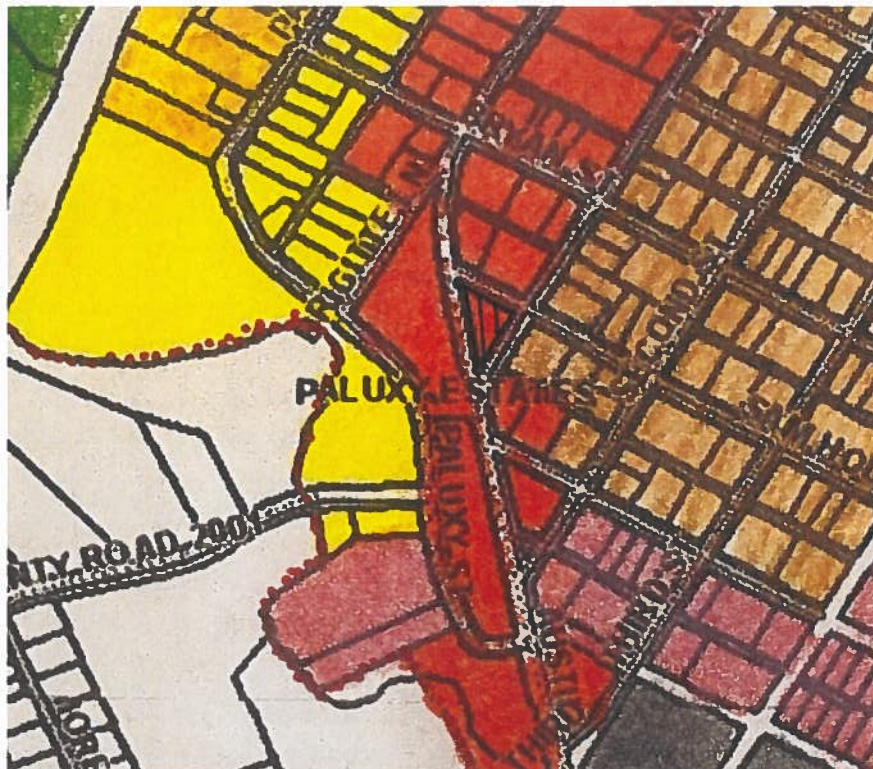
13. ADAN AND ADOLFO DEREZA
PO BOX 2221
GLEN ROSE, TX 76043

401 Austin Road

Current Zoning



Future Zoning



City of Glen Rose • P.O. Box 1949 • Glen Rose, TX 76043
Building Inspections / Permits 254-897-2272 ext. 109

R-1 Single-Family Residential District

1. **Purpose.** The R-1 Single-Family Residential District is established to allow for single-family dwellings.
2. **Permitted uses.** The uses permitted in the R-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
3. **Specific use permit.** In order to allow for certain uses which, because of their nature or unusual character, cannot be unconditionally permitted in this district, yet would or could be an appropriate or compatible use under certain controlled circumstances and locations, the planning and zoning commission shall forward its recommendations of action to the city council, after public hearing thereon. The city council shall hold a public hearing and may authorize and grant the issuance of a specific use permit for those uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
4. **Area, yard, height, lot coverage and building size.** The requirements regulating the minimum lot size, minimum yard sizes (front, side and rear), maximum building height, maximum percentage of lot coverage by buildings and the minimum size of buildings, as pertains to this district, shall conform with the provisions of the schedule of district regulations found in section 14.02.041 and any other applicable regulations as herein provided.
5. **Parking requirements.** Off-street parking space requirements shall be in accordance with the parking schedule found in appendix A of this article and section 14.02.104. Parking for at least 2 motor vehicles shall be provided by an enclosed garage or carport for any single-family dwelling constructed after the date of adoption of this article.
6. **Sales displays prohibited.**
 1. Garage sales shall be permitted in accordance with this Code of Ordinances.
 2. It shall be unlawful for any person to display or allow to be displayed for sale or lease at one time on any lot any motor vehicle; boat or vessel subject to registration under Texas Parks & Wildlife Code chapter 31; or camper shell designed for use on a motor vehicle unless such vehicle is owned by the actual occupant of the premises. However, no person or persons shall be permitted to display more than 2, or combination thereof, of the following: motor vehicles; boats or other similar vessels subject to registration under Texas Parks and Wildlife Code chapter 31; or camper shells per lot at any time.

Glen Rose: A welcoming and unique family-oriented community committed to preserving our natural beauty and historic small-town charm.



City of Glen Rose • P.O. Box 1949 • Glen Rose, TX 76043
Building Inspections / Permits 254-897-2272 ext. 109

R-1 Area Regulations

Schedule of District Regulations

Area Regulations	R-1	R-2	R-2m	R-3	R-4	MH	B-1	B-2	B-3	I	P&R
Minimum lot area (sq. ft.)	6,600	(A)	(A)	(B)	(B)	(C)	3,000	N/A	N/A	N/A	N/A
Minimum lot width (ft.)	60	60	60	60	50	40' 60**	25	25	N/A	N/A	25
Minimum lot depth (ft.)	110	110	110	110	120	75' 100**	120	N/A	N/A	N/A	N/A
Minimum front yard setback (ft.)	25	25	25	25	25	25' 25**	(D)	(D)	N/A	20	(D)
Minimum front yard setback - Major street (ft.)	35	35	35	35	35	25' 25**	(D)	(D)	N/A	N/A	(D)
Minimum side yard setback (ft.)	7	7	7	7	7	6' 6**	(E)	(E)	N/A	(E)	(E)
Minimum side yard setback - Corner lot	25	25	25	25	25	25' 25**	20	20	N/A	20	20
Minimum rear yard setback (ft.)	25	25	25	25	25	20' 25**	(F)	(F)	N/A	(F)	(F)
Maximum height (stories)	2.5	2.5	2.5	2.5	3	1.5	3	8	8	8	2.5
Height of structure (ft.)	35	35	35	35	45	25	45	100	100	100	35
Maximum lot coverage	40%	40%	40%	40%	40%	50%	N/A	N/A	N/A	50%	N/A
Minimum Living Area- Excluding Garage	1,000	800	550	550	550	N/A * 450**	550	N/A	N/A	N/A	N/A

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Board of Adjustments (BOA), City of Glen Rose, Texas

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

BOARD OF ADJUSTMENTS (BOA) DETERMINATION

Purpose of hearing: Public hearing, discussion and possible action by the Board of Adjustment at the request of Mark Pitts, owner, for a variance for the items listed below, in order to construct a 1,000 sq ft residence at 401 Austin Road; Lot: PT OF 1 THRU 6, Blk: 00019, Subd: R0100, Abst: A41, RAILROAD, BLOCK 19, LOT PT OF 1 THRU 6

RE:

1. Variance request from the 25 ft side yard setback (corner lot) in order to construct a residence 8ft from the side property line.
2. Variance request from the 25 ft rear yard setback in order to construct a residence 8ft from the rear property line.

Date and time of public hearing: **Tuesday, June 14, 2022 at 5:30 p.m.**

After considering all information submitted, the Board of Adjustments has made the following determination:

☐ Deny the variance. ☐ Approve the variance.

☐ Approve the variance with the following provisions.

Signature
Position: Chairman, Board of Adjustments

Date

EXHIBIT “A”



Kyle Reeves <buildingofficial@glenrosetexas.org>

401 Austin Road - Variance Request

1 message

Kyle Reeves <buildingofficial@glenrosetexas.org>

Wed, May 11, 2022 at 3:21 PM

To: Michael Leamons <michael.leamons@glenrosetexas.org>, Jim Holder <jim.holder@glenrosetexas.org>, margaret.jasso@txdot.gov, "Underwood, Gregory" <gregory.underwood@tnmp.com>, raymond.bove@atmosenergy.com

Hello,

I am sending this variance request out for review due to the proposed structure encroaching onto certain easements. I have attached the application and other paperwork. I would like any feedback that you may have. If you have any questions, please feel free to contact me.

Thank You



Kyle Reeves
Building Official
City of Glen Rose
O: 254-897-9373
C: 254-396-9952
buildingofficial@glenrosetexas.org



401 Austin Road.pdf
901K



Kyle Reeves <buildingofficial@glenrosetexas.org>

401 Austin Road - Variance Request

6 messages

Kyle Reeves <buildingofficial@glenrosetexas.org>

Wed, May 11, 2022 at 3:21 PM

To: Michael Leamons <michael.leamons@glenrosetexas.org>, Jim Holder <jim.holder@glenrosetexas.org>, margaret.jasso@txdot.gov, "Underwood, Gregory" <gregory.underwood@tnmp.com>, raymond.bove@atmosenergy.com

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buildingofficial@glenrosetexas.org



401 Austin Road.pdf
901K

Margaret Jasso <Margaret.Jasso@txdot.gov>

Wed, May 11, 2022 at 4:13 PM

To: Kyle Reeves <buildingofficial@glenrosetexas.org>, Michael Leamons <michael.leamons@glenrosetexas.org>, Jim Holder <jim.holder@glenrosetexas.org>, "Underwood, Gregory" <gregory.underwood@tnmp.com>,

"raymond.bove@atmosenergy.com" <raymond.bove@atmosenergy.com>, FTW_District Access Permits <FTW_DistrictAccessPermits@txdot.gov>

Item 17.

Cc: Nicholas Steinruck <Nicholas.Steinruck@txdot.gov>, Sarah Horner <Sarah.Horner@txdot.gov>

Hi Kyle!

Do you know what this will be used for? A residential or commercial? Please advise.

Thanks! – Margaret

From: Kyle Reeves <buildingofficial@glenrosetexas.org>

Sent: Wednesday, May 11, 2022 3:22 PM

To: Michael Leamons <michael.leamons@glenrosetexas.org>; Jim Holder <jim.holder@glenrosetexas.org>; Margaret Jasso <Margaret.Jasso@txdot.gov>; Underwood, Gregory <gregory.underwood@tnmp.com>; raymond.bove@atmosenergy.com

Subject: 401 Austin Road - Variance Request

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

Hello,

I am sending this variance request out for review due to the proposed structure encroaching onto certain easements. I have attached the application and other paperwork. I would like any feedback that you may have. If you have any questions, please feel free to contact me.

Thank You





Kyle Reeves

Building Official

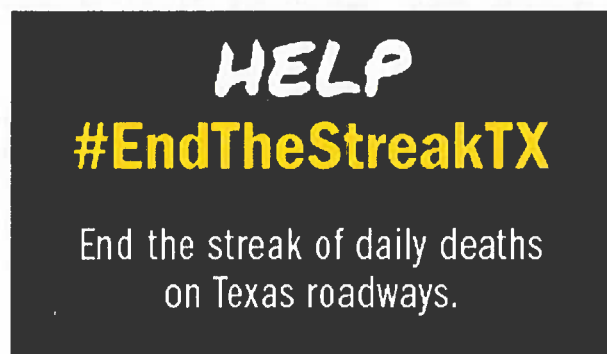
City of Glen Rose

O: 254-897-9373

C: 254-396-9952

buildingofficial@glenrosetexas.org

A Texas Department of Transportation message



Kyle Reeves <buildingofficial@glenrosetexas.org>
To: Margaret Jasso <Margaret.Jasso@txdot.gov>

Wed, May 11, 2022 at 4:32 PM

They are proposing to construct a 1,000 sq ft Single - Family home.

The variance request is to:

- A. Construct the home 8ft off of the property line Bryan St.
- B. Construct the home 8ft off of the property line on SW First St.
- C. Construct the home 25' off of Austin Rd property line.

Kyle Reeves

Building Official

City of Glen Rose

O: 254-897-9373

C: 254-396-9952

buildingofficial@glenrosetexas.org

[Quoted text hidden]

Margaret Jasso <Margaret.Jasso@txdot.gov>
To: Nicholas Steinruck <Nicholas.Steinruck@txdot.gov>

Thu, May 12, 2022 at 7:5

154

Cc: Kyle Reeves <buildingofficial@glenrosetexas.org>, Michael Leamons <michael.leamons@glenrosetexas.org>, Jim Holder <jim.holder@glenrosetexas.org>, "Underwood, Gregory" <gregory.underwood@tnmp.com>, "raymond.bove@atmosenergy.com" <raymond.bove@atmosenergy.com>

Item 17.

Good Morning Nicholas!

Attached is a residential permit review requesting a variance request. Please see email thread for more information.

Respectfully,

Margaret Jasso



Permit Coordinator

2501 SW Loop 820

Fort Worth, TX 76133

Office 817-370-6527

Cell 817-201-0345

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[Quoted text hidden]

401 Austin Road.pdf
901K

Nicholas Steinruck <Nicholas.Steinruck@txdot.gov>

Thu, May 12, 2022 at 8:44 AM

To: Margaret Jasso <Margaret.Jasso@txdot.gov>

Cc: Kyle Reeves <buildingofficial@glenrosetexas.org>, Michael Leamons <michael.leamons@glenrosetexas.org>, Jim Holder <jim.holder@glenrosetexas.org>, "Underwood, Gregory" <gregory.underwood@tnmp.com>, "raymond.bove@atmosenergy.com" <raymond.bove@atmosenergy.com>

Kyle ,

I believe this would be a City of Glen Rose variance due to the setback rules. TxDOT does not have rules on building. I would also suggest that the access to the property be off of one of the side streets and not on to SH 144.

Thank you,

Nicholas Steinruck

Texas Department of Transportation

Driveway permits & Utility Inspections

Erath area office

254-964-7641

Nicholas.steinruck@txdot.gov

[Quoted text hidden]

[Quoted text hidden]

155

Kyle Reeves <buildingofficial@glenrosetexas.org>
To: Nicholas Steinruck <Nicholas.Steinruck@txdot.gov>

Thu, May 12, 2022 at 11:20 AM

Thank you. Yes, they have made an application to the City BOA, I just felt like getting information from you guys would be helpful for the City Council in their approval process. Your comment about the driveway will be put on the agenda.

Thank you so much,

Kyle Reeves
Building Official
City of Glen Rose
O: 254-897-9373
C: 254-396-9952
buildingofficial@glenrosetexas.org

[Quoted text hidden]



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on an Ordinance amending Chapter 10 "Subdivision Regulation" of the City's Code of Ordinance regarding requirements for drainage and stormwater, sanitary sewers, water systems, sidewalks, retaining walls, and monuments and lot markers.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/21
EXHIBITS:	Ordinance Amending Chapter 10 "Subdivision Regulation"		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
The Planning and Zoning Commission, with the assistance of the Building Department, has been reviewing the City's Subdivision Ordinance. Attached is an Ordinance amending the City's Subdivision Regulations regarding its requirements for drainage and stormwater, sanitary sewers, water systems, sidewalks, retaining walls, and monuments and lot markers. Most of the changes made by the Ordinance involve incorporating features from the City of Stephenville's Subdivision Ordinance. The proposed changes were reviewed and approved by Public Works Director Holder, Building Official Reeves, and City Administrator Leamons. At the recommendation of Engineer Chris Hay, the Ordinance adopts the <u>iSWM Criteria Manual for Site Development and Construction</u>, Revised January 14, 2015 as developed by the North Central Texas Council of Governments (NCTCOG), except for Section 3.2 <i>Water Quality Protection</i>, to provide technical standards to regulate drainage and stormwater. Rather than revise the whole Subdivision Ordinance at one time, which is a rather massive undertaking, it was decided to make the revisions in piecemeal fashion, addressing areas with the highest impact first. Regarding sidewalks, on low traffic streets it is proposed that a sidewalk only be required on one side of the street to reduce cost. If the Council desires, that could be changed to both sides. The P&Z will be conducting a public hearing and taking final action on the Ordinance on June 13th. The outcome of that meeting will be presented to you on the 14th.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, AMENDING CHAPTER 10 "SUBDIVISION REGULATION" OF THE CITY'S CODE OF ORDINANCES CONCERNING PROVISIONS RELATED TO SIDEWALKS, RETAINING WALLS, WATER AND WASTEWATER UTILITIES, DRAINAGE AND STORMWATER, AND SURVEY MONUMENTS AND LOT MARKERS; PROVIDING FOR REPEALING, SEVERABILITY AND PROPER NOTICE MEETING AND QUORUM CLAUSES; AND, ESTABLISHING AN EFFECTIVE DATE.

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

WHEREAS, pursuant to §51.001 of the Texas Local Government Code (TLGC), "The governing body of a municipality may adopt, publish, amend, or repeal an ordinance, rule, or police regulation that: (1) is for the good government, peace, or order of the municipality or for the trade and commerce of the municipality; and (2) is necessary or proper for carrying out a power granted by law to the municipality or to an office or department of the municipality";

WHEREAS, Chapter 212 of the Texas Local Government Code (TLGC) authorizes municipalities to regulate the subdivision of land;

WHEREAS, the City has exercised the authority granted under Chapter 212 of the TLGC by adopting a Subdivision Ordinance;

WHEREAS, recently the City has experienced an acceleration in its growth rate and has determined that revisions to the Subdivision Ordinance are needed to help manage growth and ensure that the cost of development is borne by developers, not by taxpayers;

WHEREAS, the City has provided notification and conducted the public hearing required under Chapter 212 of the TLGC concerning the imposition of subdivision regulations; and,

WHEREAS, for the good government, peace, and order of the municipality and to carry out the powers granted to the City under Chapter 212 of the TLGC, the City Council has decided to amend Chapter 10 "Subdivision Regulation" of the City's Code of Ordinances.

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

**SECTION 1 (OF 14)
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 14)
REPEAL AND REPLACE SEC. 10.02.034(b) STORM SEWERS
WITH SEC. 10.02.034(b) DRAINAGE AND STORMWATER**

Repeal and replace Sec. 10.02.034(b) "Storm sewers" with Sec. 10.02.034(b) "Drainage and storm water," to read as follows:

(b) Drainage and storm water.

(1) General.

- (A) Components of the drainage system. Drainage systems, including all conveyances, inlets, conduits, structures, basins, or outlets used to drain storm water, must be designed and constructed to promote the health, safety, and welfare of the property owner and the public.
 - (B) Management of stormwater runoff. Adequate provision must be made for the acceptance, collection, conveyance, detention, and discharge of storm water runoff drainage onto, through and originating within the Subdivision.
 - (C) Criteria Manual. The City of Glen Rose (City) hereby adopts and incorporates herein all of the iSWM Criteria Manual for Site Development and Construction, Revised January 14, 2015 (Criteria Manual), developed by the North Central Texas Council of Governments (NCTCOG), except for Section 3.2 *Water Quality Protection*. The adoption is the same as if set forth fully herein. The Criteria Manual shall be used for all development within the boundary of the City and within its extraterritorial jurisdiction (ETJ). The digital version of the Criteria Manual can be found on the NCTCOG website or ordered from the respective agency for the cost of reproduction.
 - (D) Maintenance responsibility.
 - (i) Detention and retention pond maintenance is the responsibility of the property owner or the Homeowners' or Property Owners' Association.
 - (ii) It is a violation of this Subdivision Ordinance for the pond not to be maintained according to the City's requirements.
 - (iii) It is a violation of this Ordinance for a detention/retention pond or a structural control to be unable to operate for its intended purpose due to lack of maintenance.
 - (E) Discharge of stormwater runoff. Storm water must be discharged in an acceptable form and at a controlled rate so as not to endanger human life or public or private property.
 - (F) Drainage Facilities. Drainage facilities shall be provided and constructed by the Developer in accordance with the requirements within this 6.15 Drainage and Storm Water and the Criteria Manual.
- (2) Planning and construction.
- (A) Plans, profiles, and specifications shall be prepared for storm water improvements to be constructed and shall show the locations, sizes, grades, hydraulic gradients, flow arrows, and other details for the proposed pipe, inlets, channels, manholes, culverts, outlet structures, and other appurtenances.
 - (i) Each sheet of the plans and profiles shall bear the seal and signature of the Professional Engineer licensed in the State of Texas who prepared them.
 - (B) The Developer shall incur the cost of all drainage improvements connected with development of the Subdivision and acceptance of current upstream flows necessary to safely and adequately drain the Subdivision, including any necessary off-site channels or storm sewers and acquisition of any required easements.

- (i) The 100-year storm must be contained within the street Right-of-Way and/or the drainage easement boundaries.
- (ii) Any necessary off-site channel or storm sewers which are required to be within easements must have a separate instrument easement filed in the County Real Property Records and a filed copy shall be submitted to the City before Construction Plans will be approved.

(3) Residential grading and drainage.

(A) Lot to Lot Drainage Standards.

- (i) Surface runoff from residential lots shall cross no more than one additional lot before being directed toward the street or a dedicated drainage system.
- (ii) When the flow reaches the second lot, side lot swales shall be in place to direct the flows to the street or to a dedicated City drainage system within a privately-maintained easement. Easements shall be acquired and/or provided by the Developer.
- (iii) Furthermore, no more than one lot may drain to a second lot before the flow is directed to the street or to a dedicated City drainage system.
- (iv) Where lot to lot drainage occurs, the lot lines shall be aligned and a minimum of a ten (10') feet wide drainage easement shall be provided.

(B) Detailed Standards. See the Criteria Manual for requirements for detailed standards and policies.

(4) Nonresidential grading and drainage.

(A) Lot to Lot Grading and Drainage Standards.

- (i) Grading and drainage plans shall strive to ensure that surface runoff from nonresidential individual lots cross no more than one (1) additional lot before being directed toward a private on site system or a dedicated City drainage system.
- (ii) When the flow reaches the third lot, side lot swales may be utilized to direct the flows to private enclosed systems or to a dedicated City drainage system within a dedicated easement or street Right-of-Way.
- (iii) No runoff may drain to a fourth lot. The flow must be directed to the street system or to a dedicated City drainage system with a dedicated easement.
- (iv) Concentrations of storm water shall not be discharged to City Streets through driveways or flumes in a manner that may inundate paved streets with water or ice but shall be collected into an enclosed system, either private or public, prior to reaching the curb line of the roadway.
- (v) Specific deviations from these guidelines may be addressed on an individual basis.

(B) Detailed Standards. See the Criteria Manual for detailed standards and policies.

(5) Design criteria.

(A) The design of the swales and enclosed systems located within a dedicated drainage easement shall utilize the City's adopted drainage design criteria for channel and pipe systems.

(B) Side yard swales shall have a minimum slope of one (1) percent to ensure adequacy of flow during and after a rain event.

(C) See the Criteria Manual for requirements for detailed standards and policies.

(6) Maintenance.

(A) All grassed swales should be designed and constructed with 3:1 side slopes that will be gentle enough to allow easy mowing.

(B) Mowing and maintenance responsibility shall be the responsibility of the property owner or Homeowners' or Property Owners' Association.

(C) Periodic cleaning of enclosed systems located within public, dedicated drainage easements shall be the responsibility of the City.

(7) Preliminary drainage plan.

(A) Applicability and purpose.

(i) A Preliminary Drainage Plan shall be prepared for all developments in accordance with the requirements set forth in the City's application forms.

(ii) The Preliminary Drainage Plan shall show the watershed affecting the development and how the runoff from the fully-developed watershed will be conveyed to, through, and from the development.

(iii) The Preliminary Drainage Plan must comply with the standards outlined in this Subdivision Ordinance, Criteria Manual, and the Code of Ordinances.

(iv) The Preliminary Drainage Plan is a guide for later detailed drainage design.

(v) The review of the Preliminary Drainage Plan does not constitute final drainage plan approval or authorize a waiver to the Subdivision Regulations.

(vi) The design engineer may also submit a sealed letter of No Adverse Impact with supporting documentation and calculations if the Preliminary Drainage Plan indicates there will be no adverse impact to downstream properties.

(B) Plan required, previous plans, and waivers.

(i) For any property involved in the development process, a Preliminary Drainage Plan shall be provided, at the Developer's expense, for the area proposed for development.

- (ii) For property with a previously accepted Preliminary Drainage Plan, the accepted Preliminary Drainage Plan may be submitted and enforced unless a revised Preliminary Drainage Plan is required by the City due to lot reconfiguration or other conditions created by a new Plat.
 - (iii) The City Administrator may waive the requirement for a Preliminary Drainage Plan if the submitted plat is not anticipated to cause any significant change in runoff characteristics from a previously accepted drainage study or for single residential properties where no drainage problems are anticipated.
 - (iv) If the applicant requests a waiver in writing, a copy of any previous drainage plan prepared for the property shall be provided.
- (C) Submittal.
- (i) The Preliminary Drainage Plan shall be labeled as "Preliminary" or attached to the Preliminary Plat.
 - (ii) The Preliminary Drainage Plan shall be stamped by and dated by the professional engineer.

SECTION 3 (OF 14)
AMEND SEC. 10.02.034(c) SANITARY SEWER

Amend Sec. 10.02.034(c) "Sanitary sewer" to read as follows:

- (c) Sanitary sewer. Sanitary sewer facilities shall be provided to adequately service the subdivision. All subdivisions shall be connected to the City's wastewater system if the subdivision is within 500' of a City wastewater main deemed by the City to have sufficient capacity to service the subdivision. If City service isn't available, the City may grant a waiver and allow an on-site sewage disposal system. Such Systems shall follow all standards as required by the Texas Commission on Environmental Quality (TCEQ).
- (1) Sewer pipe standards. Sewer pipe shall have a minimum internal diameter of 6 inches. Construction and materials shall conform to the standard specifications of the city and shall be vitrified clay tile, SDR-35, or PVC Schedule 60, or greater.
 - (2) Service to lots. Sewer services for each lot shall be carried to the property line at the center of the lot.
 - (3) Pro rata charges. Should the subdivision or addition abut and use a sewer main of the city, the developer shall pay to the city a pro rata charge as prescribed by the pro rata ordinance of the city for the use of the same (see Article 13.04 of the City's Code of Ordinances).
 - (4) Compliance with plans. The developer shall construct all manholes, cleanouts, and other appurtenances as required on the plans.
 - (5) Lift stations.
 - (i) Should a lift station, either temporary or permanent, be necessary to provide sanitary sewer

service to the subdivision, the developer shall construct the station and all appurtenances at his or her own expense. Once the subdivision has been accepted, the City will become responsible for operating the lift station. Once the subdivisions' maintenance bond has expired, the City will become responsible for maintaining the lift station. If and when the lift station is no longer needed, the installation will remain the property of the city for disposal.

- (ii) Should a grinder pump lift station unit be necessary to provide sewer service to an individual property, the developer or builder shall construct the lift station and all appurtenances at his or her own expense. The lift station shall be owned, operated, and maintained by the property owner.
- (6) Required line extensions. All laterals and sewer mains installed within a subdivision must extend to the borders of the subdivision as required for future extensions of the collection system, regardless of whether such extensions are required for service within the subdivision. If due to physical constraints, it is believed a new subdivision will not be constructed within the foreseeable future beyond the subdivision under consideration, or if due to capacity constraints with the City's system or topographical constraints, an extension is deemed unfeasible, the City Administrator may approve a Minor Subdivision Waiver from this requirement.
- (7) Location requirements. All sewer mains and public lift stations shall be constructed within the street Right-of-Way or easements dedicated to the City.
- (8) Preliminary plan required. When a preliminary plat is submitted, it shall be accompanied by a preliminary plan of the subdivision's wastewater utility requirements shall also be submitted.

SECTION 4 (OF 14)
AMEND SEC. 10.02.034(d) WATER

Amend Sec. 10.02.034(d) "Water" to read as follows:

- (d) Water. Water systems shall have a sufficient number of outlets and shall be of sufficient size to furnish adequate domestic water supply, and to furnish fire protection to all lots.

(1) General.

- (A) Service Requirements. If a subdivision is within 500' of a municipal water line and the City determines that the capacity of said line is adequate to serve the subdivision, said subdivision shall be connected to the City's water system, unless the City authorizes the subdivision to connect to the Somervell County Water District distribution system. If a subdivision is not within 500' of the City or Somervell County Water District system lines, the City may grant a waiver to allow for an alternative method for providing water service to the subdivision. If a water well is used, the City shall require testing of the well in accordance with the Texas Commission on Environmental Quality (TCEQ).
- (B) Construction standards. In the absence of specific standards, all water supply, distribution, pumping, and storage improvements shall be designed in accordance with the most current standards of the American Water Works Association and the most current criteria included in the Texas Administrative Code, Chapter 290. Water pipe shall be a minimum of 6-inch nominal internal diameter. Construction and material shall conform to the standard specifications of the City and shall be PVC Schedule 60, PC 150, AWWA C-900, or greater.

(C) Location requirements. All water mains shall be constructed within the street Right-of-Way or easements dedicated to the City.

(D) Required line extensions.

(i) All water lines installed within a Subdivision must extend to the borders of the Subdivision as required for future extensions of the distribution system, regardless of whether such extensions are required for service within the Subdivision.

(ii) If due to physical constraints, it is believed a new subdivision will not be constructed within the foreseeable future beyond the subdivision under consideration, the City Administrator may approve a Minor Subdivision Waiver for this requirement prior to action on the Construction Plans or prior to action on any Plat.

(E) Water services for each lot shall be stubbed out with an angle stop to the location required as shown on the standard details. A meter box conforming to the requirements of the standard specifications shall be installed over the end of each service.

(F) Valves and fire hydrants shall be located to satisfy the requirements of the public works department, and spacing shall be 500 feet in residential areas and 300 feet in commercial areas.

(G) Should the subdivision or addition abut and use a water main of the city, the developer shall pay to the city a pro rata charge as prescribed by the line extension policy of the city.

(2) Preliminary Utility Plan.

(A) *General.* A Preliminary Utility Plan is regulated as part of Preliminary Plat approval and shall detail both Section 6.13 Water Utility and 6.14 Wastewater Utility requirements.

(B) *Illustrate the Location and Size of Water Utility and Wastewater Utility Mains.* Concurrent with the submission of a Plat, the Developer shall submit a map or plan showing the location and size of Water Utility and Wastewater Utility mains, which will be required to provide adequate service and fire protection to the lots specified in the proposed plat.

SECTION 5 (OF 14)
ADD SEC. 10.02.034(h) SIDEWALKS

Sec. 10.02.034(h) "Sidewalks" shall be added to Chapter 10 "Subdivision Regulation" of the City's Code of Ordinances as follows:

(h) Sidewalks.

(1). Sidewalks required. Sidewalks and Pedestrian ways are required as a part of Subdivision Plat approval to help the City achieve the following:

(A) Promote the mobility, health, safety, and welfare of residents, property owners, and visitors to the City and to implement objectives and strategies of the Comprehensive Plan,

- (B) Improve the safety of walking by providing separation from motorized transportation and improving travel surfaces for pedestrians,
- (C) Improve public welfare by providing an alternate means of access to transportation and social interaction, especially for children, other citizens without personal vehicles, or those with disabilities, and,
- (D) Facilitate walking as a means of physical activity recognized as an important provider of health benefits.

(2) Sidewalk location and design.

- (A) Sidewalks shall be constructed on both sides of Major Arterial and Thoroughfare Streets and on one side of all other streets within the Subdivision.
- (B) Sidewalks shall be constructed along all lots adjoining dedicated streets, along Major Arterial/Thoroughfare Streets where lots do not adjoin the street, across power line easements and in other areas where pedestrian walkways are necessary.
- (C) Routing to clear poles, trees or other obstacles shall be subject to Building Official approval.
- (D) The Plat or Construction Plans shall show the location and engineered design of all proposed sidewalks and shall state at what stage of the project they will be constructed.
- (E) All sidewalks shall conform to Federal Americans with Disabilities Act (ADA) requirements and barrier-free ramps should be provided for access to the street.

(3) Sidewalk general construction.

- (A) Sidewalks shall be constructed by Class "A" concrete and shall have a width of not less than five (5) feet and a minimum thickness of four (4) inches and shall meet the Public Works Construction Standards established by the (NCTCOG).
- (B) Sidewalks along Major Arterial/Thoroughfare Streets shall be no less than six feet (6') in width.
- (C) Sidewalks adjacent to screening and retaining walls shall be five (5') feet in width and shall abut the wall, eliminating the landscape area found along the wall, thereby reducing maintenance.
- (D) Sidewalks shall be constructed one foot (1') from the property line within the street or Major Arterial/Thoroughfare Street Right-of-Way and shall extend along the full street frontage including both sides of corner lots and block ends.
- (E) Water meters, valves, valve boxes and sewer clean-outs shall not be located in a sidewalk or that portion of the driveway approach in the path of a sidewalk.
- (F) Sidewalk construction may be delayed until development of lots, but in locations not adjacent to lots and across bridges and culverts, the sidewalk shall be constructed

with the other improvements to the Subdivision.

- (4) Sidewalks in nonresidential areas. Sidewalks in nonresidential areas shall be a minimum width of five feet (5') or extend from the back of the curb to the building line as required by the City.

SECTION 6 (OF 14)
ADD SEC. 10.02.034(i) RETAINING WALLS

Sec. 10.02.034(i) "Retaining walls" shall be added to Chapter 10 "Subdivision Regulation of the City's Code of Ordinances as follows:

(i) Retaining walls.

- (1) Applicability. This section shall apply for retaining walls under private ownership.
- (2) Location.
 - (A) Retaining walls shall be located and constructed on private property only.
 - (B) Retaining walls shall be located within a private retaining wall easement.
 - (C) If a retaining wall is designed to traverse three or more lots within a Subdivision, the wall shall be located within a private retaining wall easement dedicated to the Homeowners' or Property Owners' Association of the Subdivision. The easement shall be shown on the Final Plat and shall be dedicated to the Homeowners' or Property Owners' Association of the Subdivision to maintain the wall in a safe and orderly condition.
- (3) Maintenance. Retaining walls shall be maintained under private ownership.
- (4) Design. Any retaining wall four (4) feet tall or higher shall be designed by a professional engineer licensed in the State of Texas and plans submitted to the City for review must be signed and sealed by the design engineer.
- (5) Building permit required.
 - (A) Any earth terracing method that supports a structure or vehicle load, or that is over four feet (4') in height (as measured from the bottom of footing to top of wall), shall require a building permit and shall meet the requirements of this section.
 - (B) A retaining wall shall not be constructed in excess of four (4') feet in height.
 - (i) If the wall is to be more than four feet high, the retaining wall system shall be terraced, so as to provide a minimum of four (4) feet of flat ground between the faces of the retaining walls for each four-foot section of retaining wall.
 - (ii) The flat terrace shall be sloped to a maximum of two (2) percent to allow drainage.
 - (C) No building permit, other than for a retaining wall, shall be issued for any lot within a Subdivision until all retaining walls are constructed in accordance with a grading plan for the Subdivision.

- (D) A retaining wall shall be constructed in accordance with the grading plan and shall comply with the requirements of the applicable building code and this ordinance.
- (E) Any change from the approved grading plan or design for a retaining wall within a Subdivision shall not be permitted unless the Applicant has submitted sealed plans for the entire Subdivision showing the proposed changing in grading and the City Administrator has approved the proposed change(s).

SECTION 7 (OF 14)

ADD SEC. 10.02.034(j) SURVEY MONUMENTS AND LOT MARKERS

(j) Survey monuments and lot markers.

(1) Temporary survey reference markers.

- (A) Before the Preliminary Plat is submitted to the City for consideration, a temporary marker and a guard stake with flagging shall be placed by the surveyor on all of the development's perimeter boundary corners which do not have a "found" monument.
 - (i) Perimeter boundary corners includes points of intersection (PI), points of curvature (PC), points of compound curvature (PCC), points of tangency (PT) and any other point along the boundary which is necessary to establish the boundary of the development.
 - (ii) A guard stake with flagging shall be placed on all "found" monuments.
 - (iii) The temporary markers shall be within one foot (1') of the surveyed corner and the guard stake shall be within one foot (1') of the temporary marker or the "found" monument.
- (B) Submission of the Preliminary Plat prepared by the licensed surveyor shall be considered evidence that the temporary markers, guard stakes, and flagging have been set, regardless of whether or not the Final Plat has been sealed and signed.

(2) Permanent survey reference monuments.

- (A) Before the Final Plat is submitted to the City for consideration, a concrete monument six inches (6") in diameter and twenty-four inches (24") long, shall be placed by the surveyor on each of the development's perimeter boundary corners which do not have a "found" monument.
 - (i) An eighteen inch (18") long steel rod, 5/8 inch in diameter and embedded at least twelve inches (12") into the monument, shall be placed at the boundary intersection point on each monument.
 - (ii) These monuments shall be set at such an elevation that they will not be disturbed during construction.
 - (iii) The tops of the monuments shall be at least twelve inches (12") below the finished grade.

(B) In addition to the requisite number of hard copies, Final Plats shall also be prepared and submitted electronically oriented in Texas State Plane grid coordinates (U.S. Survey Foot), North Central Zone (4202), NAD 83, at an elevation datum based on NAVD 88.

(C) Submission of the Final Plat prepared by the licensed surveyor shall be considered evidence that the monuments and benchmarks have been set, regardless of whether or not the Final Plat has been sealed and signed.

(3) Public right-of-way markers.

(A) Public rights-of-way and easements for public streets or approved access easement shall be indicated by monuments placed along their centerlines. Monuments shall be placed at PI, PC, PCC, and PT.

(B) Where concrete streets are constructed, the monuments shall be an "X" cut into the concrete pavement.

(C) Each leg of the "X" shall be at least six inches (6") long and ¼-inch deep.

(D) Where asphalt streets are constructed and in unpaved areas, the monument shall be a 5/8-inch iron bar, eighteen inches (18") long.

(4) Survey benchmarks.

(A) All survey monuments and lot markers shall adhere to the adopted survey benchmark documents.

(B) Each Final Plat is required to have at least one permanent benchmark monument set within its boundary based upon NAVD 88. All portions of the perimeter boundary of the development shall be less than ½ mile from the benchmark, or additional benchmarks shall be set such that all portions of the perimeter boundary of the development are within ½ mile of a benchmark.

(C) Benchmark monuments may be similar to permanent boundary corner monuments set flush with the ground, or may be set on top of visible concrete structures such as headwalls or curb inlets by chiseling a 1-1/2 inch square in the concrete ¼ inch deep. The location and elevation of the Benchmark(s) (based on NAVD 88) shall be noted on the Final Plat.

SECTION 11 (OF 14) SAVINGS/REPEALING CLAUSE

Chapter 10 of the City's Code of Ordinances shall remain in full force and effect, save and except as amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 12 (OF 14) SEVERABILITY CLAUSE

Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional,

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

SECTION 13 (OF 14)
PROPER NOTICE, MEETING, AND QUORUM CLAUSE

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

SECTION 14 (OF 14)
EFFECTIVE DATE

This Ordinance shall take effect immediately from and after its passage.

PASSED AND APPROVED this the 14th day of June, 2022.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Staci King, City Secretary

iSWM Criteria Manual for Site Development and Construction

City

Date here



Overview of the iSWM Program

The iSWM Program for Construction and Development is a cooperative initiative that assists municipalities and counties to achieve their goals of water quality protection, streambank protection, and flood mitigation, while also helping communities meet their construction and post-construction obligations under state stormwater permits.

Development and redevelopment by their nature increase the amount of imperviousness in our surrounding environment. This increased imperviousness translates into loss of natural areas, more sources for pollution in runoff, and heightened flooding risks. To help mitigate these impacts, more than 60 local governments are cooperating to proactively create sound stormwater management guidance for the region through the *integrated* Stormwater Management (iSWM) Program.

The success of the iSWM Program provides persuasive evidence that the quality and quantity issues associated with urban environment are among the top priorities for our member local governments. The focus of iSWM has followed the development of stormwater regulations and rulemaking on site development, but also acknowledges that the impact of linear projects like transportation and other infrastructure has on our communities.

The iSWM Program is comprised of four types of documentation and tools as shown in Figure 1. These are used to complement each other and to support the development process.

The four parts of iSWM are:

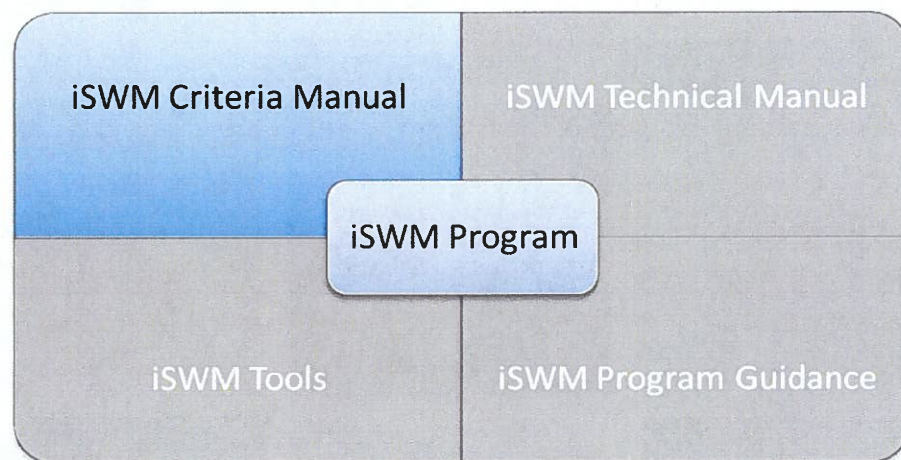


Figure 1: iSWM Program Support Documents and Tools

- **iSWM Criteria Manual** – This document provides a description of the development process, the iSWM focus areas and locally adopted design criteria allowing municipalities a flexible approach to apply at a local level. The Transportation *integrated* Stormwater Management (TriSWM) Appendix is provided for use by cities, counties, and transportation agencies for the planning and design of stormwater management systems associated with the construction of public transportation infrastructure (streets, roads, and highways).
- **iSWM Technical Manual** – This set of document provides technical guidance including equations, descriptions of methods, fact sheets, etc. necessary for design.
- **iSWM Tools** – This includes web-served training guides, examples, design tools, etc. that could be useful during design.
- **iSWM Program Guidance** – This includes reference documents that guide programmatic planning rather than technical design.

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Transportation *integrated* Stormwater Management (TriSWM) Appendix

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1.0 Overview of iSWM Criteria Manual

This Chapter discusses the criteria aspects of iSWM and lays out the framework and specific requirements. Local governments may modify this section to meet any local provisions.

1.1 Introduction

The purpose of this manual is to provide design guidance and a framework for incorporating effective and environmentally sustainable stormwater management into the site development and construction processes and to encourage a greater regional uniformity in developing plans for stormwater management systems that meet the following goals:

- Control runoff within and from the site to minimize flood risk to people and properties;
- Assess discharges from the site to minimize downstream bank and channel erosion; and
- Reduce pollutants in stormwater runoff to protect water quality and assist communities in meeting regulatory requirements.

Following criteria provided in the manual will help to meet sustainable development goals. There are many ways that sustainable development may be achieved while following these criteria. For example, a development that reduces individual lot imperviousness and a development that has high lot density in one area and a large open space in another can both meet sustainable requirements.

Chapter Summary

The iSWM Criteria Manual consists of five chapters:

Chapter 1 – Introduction and Summary

Chapter 2 – *integrated* Development Process

Chapter 3 – *integrated* Design Criteria

Chapter 4 – *integrated* Construction Criteria

Chapter 5 – Additional Local Provisions

Transportation *integrated* Stormwater Management (TriSWM) Appendix¹

1. The Transportation *integrated* Stormwater Management (TriSWM) Appendix is for use by cities, counties, and transportation agencies for the planning and design of stormwater management systems for public infrastructure projects including streets, roads, and highways. When utilized, the TriSWM Appendix is used in place of certain chapters or sections of the iSWM Criteria Manual as indicated in the appendix. Note that the TriSWM Appendix does not apply to local or residential classified streets within residential subdivisions, unless required by the local jurisdiction. Typically, runoff from residential streets is managed as part of the stormwater management system for the entire development and designed in accordance with Chapters 1 through 5 of the iSWM Criteria Manual. However, when a city or county cooperates with a developer in the construction of a collector or arterial street for access, the local government may require use of the TriSWM Appendix for that portion of the project.

Local Provisions:

Note: "Local Provisions" boxes may be used by a local government to add, delete, or modify sections of the criteria and specify the options allowed and/or required by the local government. Additional local information may be found in Chapter 5 (if used).

Applicability

iSWM is applicable under the following conditions for development and redevelopment that will ultimately disturb one or more acres as illustrated below and in Figure 1.1:

Table 1.1 iSWM Applicability	
Applicable for iSWM Site Design:	Applicable for iSWM Construction:
Land disturbing activity of 1 acre or more OR land disturbing activity of less than 1 acre where the activity is part of a common plan of development that is one acre or larger.	Land disturbing activity of 1 acre or more OR land disturbing activity of less than 1 acre where the activity is part of a common plan of development that is one acre or larger.

A common plan of development consists of construction activity that is completed in separate stages, separate phases, or in combination with other construction activities.

Development and redevelopment are not specifically defined in this manual. The applicability is based on land disturbance activities. If an existing site has been cleared and graded, but not developed, within five years of the date of the developer's initial application submittal, the developer must consider the land conditions prior to the clearing and grading to be the existing site conditions.

New development or redevelopment in critical or sensitive areas, or as identified through a watershed study or plan, may be subject to additional performance and/or regulatory criteria as specified by the local government. Furthermore, these sites may need to utilize certain structural controls in order to protect a special resource or address certain water quality or drainage problems identified for a drainage area or watershed.

Site Design below Applicable Criteria

Site developments that do not meet the applicability requirements are not subject to the regulatory water quality or streambank protection requirements. However, it is recommended that these criteria still be used and that temporary controls be provided during construction. Flood mitigation and conveyance criteria still apply. The planning process is also simplified for sites below the applicable criteria to an optional pre-development review before the final submittal of the engineering plans.

Local Provisions:

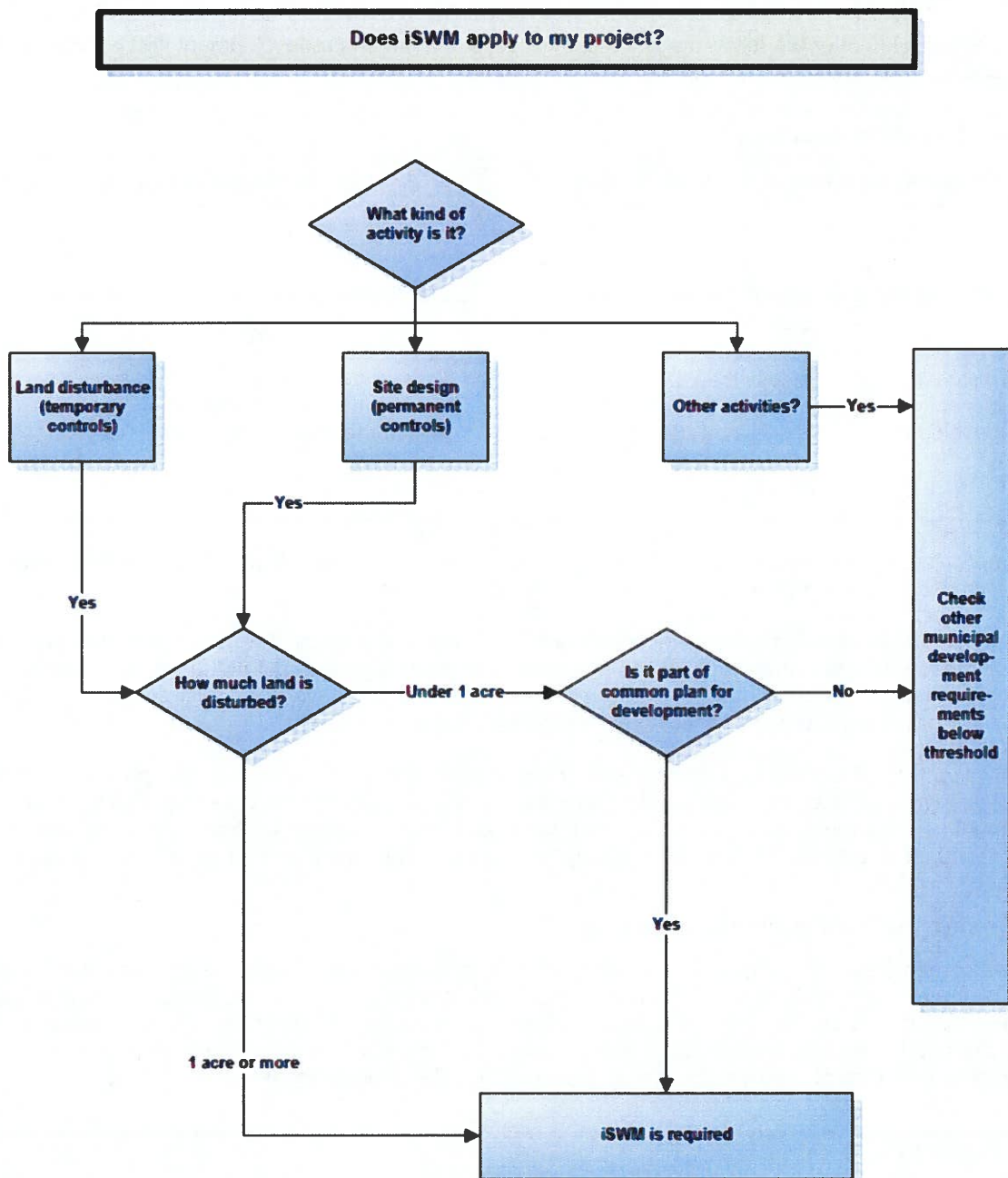


Figure 1.1 iSWM Applicability Flowchart

1.2 *integrated* Development Process

Chapter 2 of this manual presents details for completing the full iSWM development process which consists of five steps. Each of the steps builds on the previous steps to result in Final iSWM Plans and Construction Plans.

Step 1 – Review Local Requirements and Municipality's Processes

Step 2 – Collect Data and Perform Site Analysis

Step 3 – Prepare Concept/Preliminary iSWM Plans

Step 4 – Prepare Final iSWM Plans and iSWM Construction Plan

Step 5 – Prepare Operation and Maintenance Plans

Local Provisions:

1.3 *integrated* Design Criteria

Chapter 3 of this manual presents an *integrated* approach for meeting stormwater runoff quality and quantity management goals by addressing the key adverse impacts of development on stormwater runoff. Its framework consists of three focus areas, each with options in terms of how the focus area is applied.

Design Focus Areas

The stormwater management focus areas and goals are:

- **Water Quality Protection:** Remove pollutants in stormwater runoff to protect water quality
- **Streambank Protection:** Regulate discharge from the site to minimize downstream bank and channel erosion
- **Flood Mitigation and Conveyance:** Control runoff within and from the site to minimize flood risk to people and properties for the conveyance storm as well as the 100-year storm.

Each of the Design Focus Areas must be used in conjunction with the others to address the overall stormwater impacts from a development site. When used as a set, the Design Focus Areas control the entire range of hydrologic events, from the smallest runoff-producing rainfalls up to the 100-year, 24-hour storm.

Local Provisions:

Design Storms

Integrated design is based on the following four (4) storm events.

Table 1.2 Storm Events	
Storm Event Name	Storm Event Description
"Water Quality"	Criteria based on a volume of 1.5 inches of rainfall, not a storm frequency
"Streambank Protection"	1-year, 24-hour storm event
"Conveyance"	25-year, 24-hour storm event
"Flood Mitigation"	100-year, 24-hour storm event

Throughout the manual the storms will be referred to by their storm event names.

Local Provisions:

Design Focus Area Application Options

There are multiple options provided to meet the required criteria for water quality protection, streambank protection, and flood mitigation. These design options are summarized in Table 1.3.

Design criteria for streambank protection and flood mitigation are based on a **downstream assessment**. The purpose of the downstream assessment is to protect downstream properties and channels from increased flooding and erosion potential due to upstream development. A downstream assessment is required to determine the extent of improvements necessary for streambank protection and flood mitigation. Downstream assessments shall be performed for streambank protection, conveyance, and flood mitigation storm events. More information on downstream assessments is provided in Section 3.3.

If a development causes no adverse impacts to existing conditions, then it is possible that little or no mitigation would be required.

Table 1.3 Summary of Options for Design Focus Areas

Design Focus Area	Reference Section	Required Downstream Assessment	Design Options
Water Quality Protection	3.2	no	Option 1: Use <i>integrated</i> Site Design Practices for conserving natural features, reducing impervious cover, and using the natural drainage systems
			Option 2: Treat the Water Quality Protection Volume (WQ _v) by reducing total suspended solids from the development site for runoff resulting from rainfalls of up to 1.5 inches (85 th percentile storm)
			Option 3: Assist in implementing off-site community stormwater pollution prevention programs/activities as designated in an approved stormwater master plan or TPDES Stormwater permit
Streambank Protection	3.4	yes	Option 1: Reinforce/stabilize downstream conditions
			Option 2: Install stormwater controls to maintain or improve existing downstream conditions
			Option 3: Provide on-site controlled release of the 1-year, 24-hour storm event over a period of 24 hours (Streambank Protection Volume, SP _v)
Flood Mitigation and Conveyance	3.5 and 3.6	yes	Flood Mitigation
			Option 1: Provide adequate downstream conveyance systems
			Option 2: Install stormwater controls on-site to maintain or improve existing downstream conditions
			Option 3: In lieu of a downstream assessment, maintain existing on-site runoff conditions
			Conveyance
			Minimize localized site flooding of streets, sidewalks, and properties by a combination of on-site stormwater controls and conveyance systems

Local Provisions:

1.4 *integrated* Construction Criteria

Chapter 4 of this manual presents an *integrated* approach for reducing the impact of stormwater runoff from construction activities on downstream natural resources and properties. The purpose is to provide design criteria for temporary controls during construction that protect water quality by:

- Preventing soil erosion;
- Capturing sediment on-site when preventing erosion is not feasible due to construction activities; and
- Controlling construction materials and wastes to prevent contamination of stormwater.

Temporary controls to protect water quality are known as Best Management Practices (BMPs). The design of the BMPs is to be coordinated with and done at the same time as the Preliminary and Final iSWM Plans. Construction BMPs complement and work with the site grading and drainage infrastructure.

Erosion Control BMPs are designed to minimize the area of land disturbance and to protect disturbed soils from erosion. Protection can be accomplished by diverting stormwater away from the disturbed area or by stabilizing the disturbed soil. Erosion control BMPs are most important on disturbed slopes and channels where the potential for erosion is greatest. The design of erosion control BMPs must be coordinated with related grading, drainage and landscaping elements. (e.g. channel armoring, velocity dissipaters, etc.)

Sediment Control BMPs are temporary structures or devices that capture soil transported by stormwater. The BMPs are designed to function effectively with the site drainage patterns and infrastructure. An effective design ensures that the sediment control BMPs do not divert flow or flood adjacent properties and structures. Some types of permanent drainage structures, such as retention basins, can also be designed to function as a sediment control BMP during construction.

Material and Waste Control BMPs prevent construction materials and wastes from coming into contact with and being transported by stormwater. These BMPs consist of a combination of notes to direct contractor and temporary construction controls.

The iSWM Construction Criteria are the minimum requirements for temporary controls during construction. The state permit and requirements for stormwater discharges associated with construction activities must also be followed. More information on state requirements is provided in Section 4.2.

Local Provisions:

1.5 Transportation *integrated* Stormwater Management (TriSWM) Criteria

The TriSWM Appendix presents an *integrated* approach for reducing the impact of stormwater runoff associated with public linear transportation infrastructure projects. The TriSWM Appendix has been incorporated as an expansion of the iSWM Criteria Manual for Site Development and Construction for use by cities, counties, and transportation agencies (and in some cases private developers) in the planning and design of stormwater management systems for public streets, roads, and highways.

Transportation design, construction and operation practices are unique when contrasted with site/parcel development and require equally unique approaches to stormwater management. New public roadway, street, and highway projects are distinct from private site development and they require some specific strategies to more fully integrate stormwater design. In the larger context, the interrelation between

parcel development and transportation projects represent important challenges and opportunities to truly integrate stormwater management in urban areas and infrastructure.

The process of coordinating more effective stormwater management for new public transportation infrastructure projects, as well as significant expansion projects, starts with a full integration into the project planning and design process. This involves a comprehensive planning approach and a thorough understanding of the physical characteristics and natural resources in proximity to the proposed route.

The information presented in the TriSWM Appendix provides design guidance and a framework for incorporating effective and environmentally sensitive stormwater management into the public street and highway project development process in order to meet the following goals:

- Provide safe driving conditions
- Minimize the upstream and downstream flood risk to people and properties
- Minimize downstream bank and channel erosion
- Reduce pollutants in stormwater runoff to protect water quality.

Note: Stormwater runoff from residential streets should be managed as part of the overall stormwater management system for the entire site. Chapters 1 through 5 of the iSWM Criteria Manual for Site Development and Construction should be used for the planning and design of stormwater management facilities for residential subdivisions and internal residential streets. The TriSWM Appendix does not apply to streets within residential subdivisions, unless required by the local jurisdiction. However, when a city or county cooperates with a developer in the construction of a collector or arterial street for access, the local government may require the use of the TriSWM Appendix for that portion of the project.

Local Provisions:

2.0 integrated Development Process

This Chapter discusses the five-step development process. Local governments will integrate these processes into their current process by the addition of local provisions.

2.1 Planning

A formal *integrated* Stormwater Management Development Process shall be implemented to meet the stormwater management goals and to see that local stormwater guidelines and requirements are implemented. The process shall include the steps, meetings, and documents that must be met by the developer. The five-step process described herein includes the following:

- The iSWM Plans: The iSWM Plans are the documents that summarize the data collected in steps 1 and 2 and are shown on the conceptual/preliminary and final plans that must be submitted to the municipality as part of steps 3, 4, and 5. Each submittal must follow the criteria outlined in Chapters 2 and 3. Submittals shall include information in accordance with the checklists that are included in Chapter 5.
- The iSWM Construction Plan: The iSWM Construction Plan is the document that uses data collected in steps 1 and 2 to protect water quality during construction. It is submitted to the municipality with the Final iSWM Plans in Step 4. An overview of the iSWM construction plan content is covered in Section 2.2. More detailed criteria for the iSWM Construction Plan are outlined in Chapter 4.

The iSWM Plans and iSWM Construction Plan are a subset of the overall development process that occurs throughout the planning and development cycle of a project and then continues after construction is completed via regular inspection and maintenance of the stormwater management system.

In addition to these plans, stormwater master plans are an important tool used to assess and prioritize both existing and potential future stormwater problems and to consider alternative stormwater management solutions. Local governments may have individual watershed plans, or several governments may work cooperatively to develop a unified approach to watershed planning, development controls, permit compliance, multi-objective use of floodplain and other areas, and property protection. Refer to the Local Provisions in Step 1 under Section 2.2 where regional approaches (if any) are identified.

2.2 Steps in the Development Process

This section describes the typical contents and general procedure for preparing iSWM Plans and the iSWM Construction Plan. The level of detail involved in the plans will depend on the project size and the individual site and development characteristics. Figure 2.1 lays out the five-step process. Each of the following steps builds on the previous steps to result in the Final iSWM Site and Construction Plans:

- Step 1 – Review Local Requirements and Municipality's Processes
- Step 2 – Collect Data and Perform Site Analysis
- Step 3 – Prepare Concept/Preliminary iSWM Plans
- Step 4 – Prepare Final iSWM Plans and iSWM Construction Plan
- Step 5 – Prepare Operation and Maintenance Plans

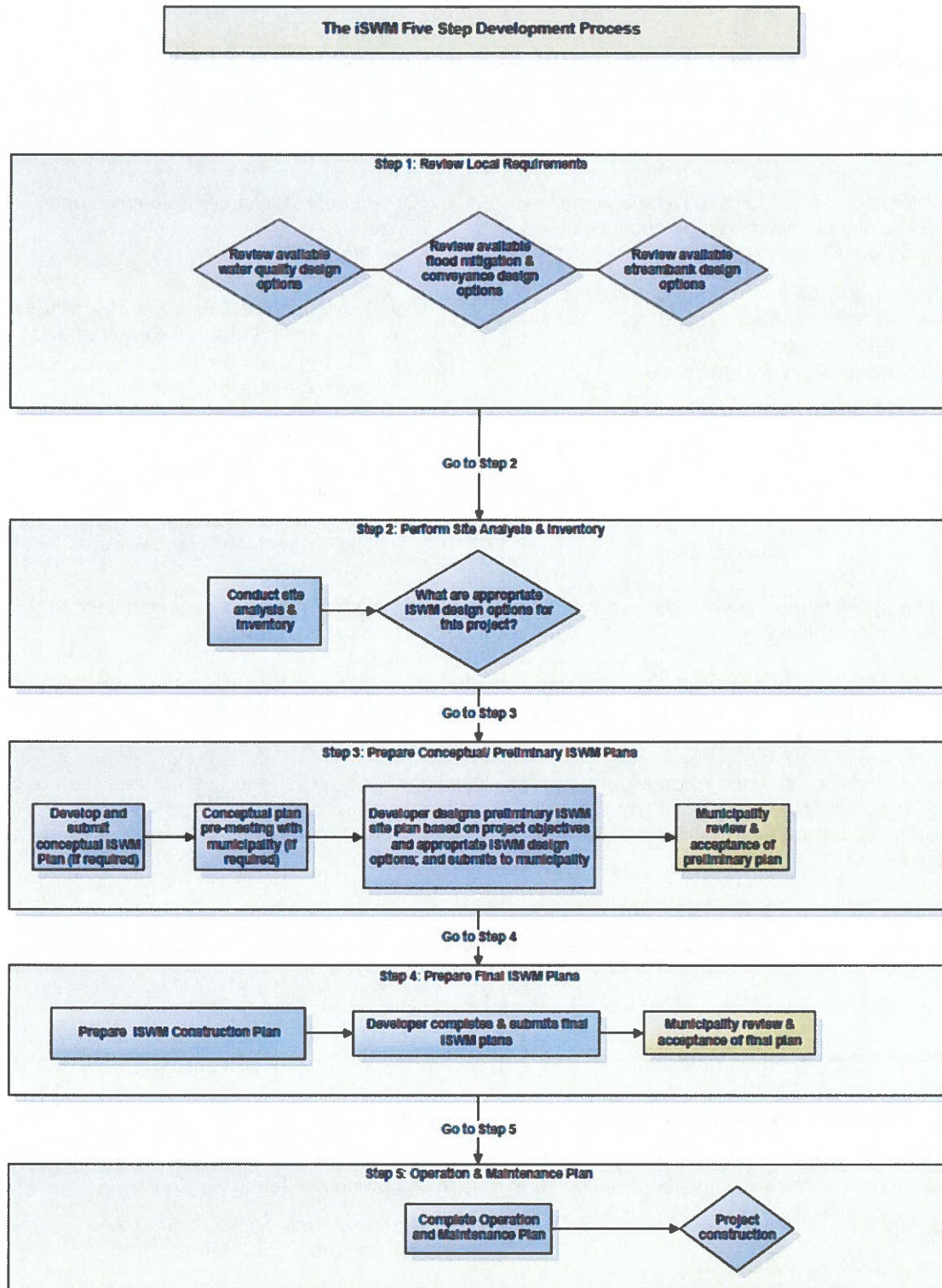


Figure 2.1 iSWM Flowchart

Step 1 – Review Local Requirements and Municipality Processes

The site developer shall become familiar with the local stormwater management, development requirements and design criteria that apply to the site. These requirements include:

- iSWM Criteria Manual for Site Development and Construction (this manual including all local provisions)
- Available online iSWM Program documents
 - iSWM Technical Manual
 - iSWM Tools
 - iSWM Program Guidance
- State and Federal Regulatory Requirements
- Other Local Municipal Ordinances and Criteria
 - Platting Procedures
 - Zoning Requirements
 - Development Codes and Procedures
 - Tree and Landscape Requirements
 - Special Use Permits
 - Drainage Master Plans and Watershed Plans
 - Erosion Control Plans
 - Floodplain Ordinances
 - Grading Plan Requirements
 - Construction/Building Permit Notifications and Requirements

Information regarding the above items can be obtained from this manual or at a pre-submittal (or similar) meeting with the municipality.

A critical part of any project involves the proposed development working closely with various departments within the municipality. Integrating the stormwater practices with other regulatory requirements will promote a sustainable development.

Opportunities for special types of development (e.g., clustering) or special land use opportunities (e.g., conservation easements or tax incentives) must be investigated. In addition, there may be an ability to partner with a local community for the development of greenways or other riparian corridor or open space developments.

All applicable State and Federal regulatory requirements must be met.

Local Provisions:

Step 2 – Collect Data and Perform Site Analysis

Using field and mapping techniques approved by the municipality, the site engineer shall collect and review information on the existing site conditions and map the following site features:

- Topography
- Drainage patterns and basins
- Intermittent and perennial streams on-site and off-site waters that will receive discharges from the proposed development
- Property lines, adjacent areas and easements
- Wetlands and critical habitat areas
- Boundaries of wooded areas and tree

- Soil types and their susceptibility to erosion clusters
- Ground cover and vegetation, particularly unique or sensitive vegetation areas to be protected during development
- Existing development
- Existing stormwater facilities on-site and off-site facilities that will receive discharges from the proposed development
- Floodplain boundaries
- Steep slopes
- Required buffers and setbacks along water bodies
- Proposed stream crossing locations
- Other required protection areas

The site analysis shall be summarized in the conceptual/preliminary iSWM Plans along with any other supporting documents. The data collected and analyzed during this step of the development process shall be used as the starting point for preparing the iSWM Plans and the iSWM Construction Plan.

Local Provisions:

Step 3 –Prepare Conceptual/Preliminary iSWM Plans

Conceptual iSWM Plan

Based on the review of existing conditions and site analysis, the design engineer shall develop and submit a Conceptual iSWM Plan for the project. The Conceptual iSWM Plan allows the design engineer to propose a potential site layout and gives the developer and local review authority a “first look” at the stormwater management system for the proposed development.

The following steps shall be followed in developing the Conceptual iSWM Plan with the help of the Checklist for Conceptual iSWM Plans found in Chapter 5 of this manual:

1. Use *integrated* Site Design Practices (Section 3.2.2) as applicable to develop the site layout, including:
 - Preserving the natural feature conservation areas defined in the site analysis
 - Fitting the development to the terrain and minimizing land disturbance
 - Reducing impervious surface area through various techniques
 - Preserving and utilizing the natural drainage system wherever possible
2. Determine the credits for *integrated* Site Design (Section 3.2.2) and water quality volume reduction (Section 3.2.3) as applicable, to be accounted for in the design of structural and non-structural stormwater controls on the site.
3. Calculate conceptual estimates of the locally required focus area design requirements for water quality protection, streambank protection, and flood mitigation (Sections 3.2, 3.4, 3.5) based on the conceptual plan site layout.
4. Perform screening and conceptual selection of appropriate temporary and permanent structural stormwater controls (Section 3.8 and Section 4.0) and identification of potential site locations.

It is extremely important at this stage that stormwater system design is integrated into the overall site design concept in order to best and most cost-effectively reduce the impacts of the development as well as provide for the most cost-effective and environmentally sensitive approach. Using hydrologic calculations, the goal of mimicking pre-development conditions can serve a useful purpose in planning the stormwater management system.

Local Provisions:

Preliminary iSWM Plans

The Preliminary iSWM Plan ensures that requirements and criteria are complied with and opportunities are taken to minimize adverse impacts from the development. This step builds on the data developed in the Conceptual iSWM Plan by refining and providing more detail to the concepts identified. If no Conceptual Plan is submitted, it shall be part of the Preliminary iSWM Plan. The checklist for Preliminary iSWM Plan in Chapter 5 outlines the data that shall be included in the preliminary iSWM Plan.

The Preliminary iSWM Plan shall consist of maps, plan sheets, narrative, and supporting design calculations (hydrologic and hydraulic) for the proposed stormwater management system. The completed Preliminary iSWM Plan shall be submitted to the local review authority for review and comment.

Local Provisions:

Step 4 – Prepare Final iSWM Plans and iSWM Construction Plan

The Final iSWM Plans and iSWM Construction Plan shall be prepared together and submitted to the local review authority for approval prior to any soil disturbance or other construction activities on the development site. The Final iSWM Plans add further detail to the Preliminary iSWM Plan and reflect changes that are requested or required by the local review authority.

The Final iSWM Plans and iSWM Construction Plan, as outlined in the final iSWM Plan checklist in Chapter 5, shall include all of the revised elements of the Preliminary iSWM Plans as well as a landscape plan, operation and maintenance plan, and any permits/waiver requests.

Local Provisions:

Step 5 – Complete Operations and Maintenance Plan

An Operations and Maintenance Plan shall be developed in accordance with this section. The plan shall be included in the Final iSWM Plan. It needs to clearly state which entity has responsibility for operation and maintenance of temporary and permanent stormwater controls and drainage facilities to ensure they function properly from the time they are first installed.

The Operations and Maintenance Plan shall include but is not limited to:

- Responsible party for all tasks in the plan
- Inspection and maintenance requirements
- Maintenance of permanent stormwater controls and drainage facilities during construction
- Cleaning and repair of permanent stormwater controls and drainage facilities before transfer of ownership

- Frequency of inspections for the life of the permanent structures
- Funding source for long-term maintenance
- Description of maintenance tasks and frequency of maintenance
- Access and safety issues
- Maintenance easements
- Reviewed and approved maintenance agreements
- Testing and disposal of sediments
- Life span of structures and replacement as needed

Guidance for development of Operations and Maintenance Plans has been provided with each temporary and permanent Best Management Practice (BMP) included in the *Stormwater Controls Technical Manual* sections.

Local Provisions:

3.0 integrated Design Criteria

This chapter gives details on criteria to meet the three focus areas of water quality, stream bank protection and flood mitigation, as well as information supportive of hydrology and stormwater conveyance.

3.1 Hydrologic Methods

3.1.1 Types of Hydrologic Methods

There are a number of empirical hydrologic methods available to estimate runoff characteristics for a site or drainage sub basin. However, the following methods have been selected to support hydrologic site analysis for the design methods and procedures included in this manual:

- Rational Method
- SCS Unit Hydrograph Method
- Snyder's Unit Hydrograph Method
- USGS & TXDOT Regression Equations
- iSWM Water Quality Protection Volume Calculation
- Water Balance Calculations

Table 3.1 lists the hydrologic methods and the circumstances for their use in various analysis and design applications. Table 3.2 provides some limitations on the use of several methods.

In general:

- The Rational Method is acceptable for small, highly impervious drainage areas, such as parking lots and roadways draining into inlets and gutters.
- The U.S. Geological Survey (USGS) and Texas Department of Transportation (TXDOT) regression equations are acceptable for drainage areas with characteristics within the ranges given for the equations shown in Table 3.2. These equations should not be used when there are significant storage areas within the drainage basin or where other drainage characteristics indicate general regression equations are not appropriate.

Local Provisions:

Table 3.1 Applications of the Recommended Hydrologic Methods

Method	Rational Method	SCS Method	Modified Rational	Snyder's Unit Hydrograph	USGS / TXDOT Equations	iSWM Water Quality Volume Calculation
Water Quality Protection Volume (WQ _v)						✓
Streambank Protection Volume (SP _v)		✓		✓		
Flood Mitigation Discharge (Q _f)		✓		✓	✓	
Storage Facilities		✓	✓	✓		
Outlet Structures		✓		✓		
Gutter Flow and Inlets	✓					
Storm Drain Pipes	✓	✓		✓		
Culverts	✓	✓		✓	✓	
Bridges		✓		✓		
Small Ditches	✓	✓		✓		
Open Channels		✓		✓	✓	
Energy Dissipation		✓		✓		

Table 3.2 Constraints on Using Recommended Hydrologic Methods

Method	Size Limitations ¹	Comments
Rational	0 – 100 acres	Method can be used for estimating peak flows and the design of small site or subdivision storm sewer systems.
Modified Rational ²	0 – 200 acres	Method can be used for estimating runoff volumes for storage design.
Unit Hydrograph (SCS) ³	Any Size	Method can be used for estimating peak flows and hydrographs for all design applications.
Unit Hydrograph (Snyder's) ⁴	1 acre and larger	Method can be used for estimating peak flows and hydrographs for all design applications.
TXDOT Regression Equations	10 to 100 mi ²	Method can be used for estimating peak flows for rural design applications.
USGS Regression Equations	3 – 40 mi ²	Method can be used for estimating peak flows for urban design applications.
iSWM Water Quality Protection Volume Calculation	Limits set for each Structural Control	Method can be used for calculating the Water Quality Protection Volume (WQ _v).

¹ Size limitation refers to the drainage basin for the stormwater management facility (e.g., culvert, inlet).

² Where the Modified Rational Method is used for conceptualizing, the engineer is cautioned that the method could underestimate the storage volume.

³ This refers to SCS routing methodology included in many readily available programs (such as HEC-HMS or HEC-1) that utilize this methodology.

⁴ This refers to the Snyder's methodology included in many readily available programs (such as HEC-HMS or HEC-1) that utilize this methodology.

Local Provisions:

3.1.2 Rainfall Estimation

Rainfall intensities are provided in *Section 5.0 of the Hydrology Technical Manual* for the nine (9) counties within the North Central Texas Council of Governments. The intensities are based on a combination of data from Hydro-35 and USGS. These intensities shall be used for all hydrologic analysis within the applicable county.

Local Provisions:

3.2 Water Quality Protection

3.2.1 Introduction

iSWM requires the use of *integrated* Site Design Practices as the primary means to protect the water quality of our streams, lakes, and rivers from the negative impacts of stormwater runoff from development. The *integrated* Site Design Practices shall be designed as part of the iSWM Plans. In addition to the *integrated* Site Design Practices, required water quality protection can be achieved by two additional options: (1) by treating the water quality protection volume and (2) assisting with off-site pollution prevention activities. These three approaches are described below.

Local Provisions:

3.2.2 Option 1: integrated Site Design Practices and Credits

The *integrated* Site Design Practices are methods of development that reduce the “environmental footprint” of a site. They feature conservation of natural features, reduced imperviousness, and the use of the natural drainage system. In this option, points are awarded for the use of different Site Design Practices. A minimum number of points are needed to meet the iSWM requirements for Water Quality. Additional points can be gained to qualify for development incentives.

List of *integrated* Site Design Practices and Techniques

Twenty *integrated* Site Design Practices are grouped into four categories listed below. Not all practices are applicable to every site.

- **Conservation of Natural Features and Resources**
 1. Preserve Undisturbed Natural Areas
 2. Preserve Riparian Buffers
 3. Avoid Floodplains
 4. Avoid Steep Slopes
 5. Minimize Siting on Porous or Erodible Soils
- **Lower Impact Site Design Techniques**
 6. Fit Design to the Terrain
 7. Locate Development in Less Sensitive Areas
 8. Reduce Limits of Clearing and Grading
 9. Utilize Open Space Development

10. Consider Creative Designs

- **Reduction of Impervious Cover**

- 11. Reduce Roadway Lengths and Widths
- 12. Reduce Building Footprints
- 13. Reduce the Parking Footprint
- 14. Reduce Setbacks and Frontages
- 15. Use Fewer or Alternative Cul-de-Sacs
- 16. Create Parking Lot Stormwater "Islands"

- **Utilization of Natural Features for Stormwater Management**

- 17. Use Buffers and Undisturbed Areas
- 18. Use Natural Drainageways Instead of Storm Sewers
- 19. Use Vegetated Swale Instead of Curb and Gutter
- 20. Drain Rooftop Runoff to Pervious Areas

More detail on each site design practice is provided in the *integrated* Site Design Practice Summary Sheets in [Section 2.2 of the Planning Technical Manual](#).

Local Provisions:

Integration of Site Design Practices into Site Development Process

During the site planning process described in Chapter 2, there are several steps involved in site layout and design, each more clearly defining the location and function of the various components of the stormwater management system. To be most effective and easier to incorporate, *integrated* Site Design Practices should be part of this overall development process as outlined in Table 3.3.

Table 3.3 Integration of Site Design Practices with Site Development Process	
Site Development Phase	Site Design Practice Activity
Site Analysis	- Identify and delineate natural feature conservation areas (natural areas and stream buffers) - Perform site reconnaissance to identify potential areas for and types of credits - Determine stormwater management requirements
Conceptual Plan	- Preserve natural areas and stream buffers during site layout - Reduce impervious surface area through various techniques - Identify locations for use of vegetated channels and groundwater recharge - Look for areas to disconnect impervious surfaces - Document the use of site design practices
Preliminary and Final Plan	- Perform layout and design of credit areas – integrating them into treatment trains - Ensure <i>integrated</i> Focus Areas are satisfied - Ensure appropriate documentation of site design credits according to local requirements
Construction	- Ensure protection of key areas - Ensure correct final construction of areas needed for credits - Inspect and maintain implementation of BMPs during construction
Final Inspection	- Develop maintenance requirements and documents - Ensure long term protection and maintenance - Ensure credit areas are identified on final plan and plat if applicable

Point System

All sites that meet iSWM applicability must provide on-site enhanced water quality protection. Under the *integrated* Site Design Practice option, sites that accumulate a minimum number of points by incorporating *integrated* Site Design Practices are considered to have provided enhanced water quality protection.

The point system is made up of three components:

1. The initial percentage of the site that has been previously disturbed sets the minimum requirement. This is shown in the left-hand column of Table 3.4.
2. A minimum required total of Water Quality Protection (WQP) points is needed to meet the basic water quality criteria. This minimum is shown in the center column of Table 3.4.
3. Optional additional points can be accumulated through additional use of Site Design Practices to be eligible for developer incentives. Each developer incentive attained requires ten (10) additional Site Design Practice points above the minimum required points as shown in the right-hand column of Table 3.4.

As shown in Table 3.4, the initial percentage of site disturbance sets the minimum required points necessary to meet Water Quality Protection criteria. If a developer wishes to go beyond this minimum then the number of additional points required to attain specific development incentives is also given.

Table 3.4 <i>integrated</i> Site Design Point Requirements		
Percentage of Site(by Area) with Natural Features Prior to Proposed Development	Minimum Required Points for Water Quality Protection (WQP)	Additional Points Above WQP for Development Incentives
> 50%	50	10 points each
20 - 50%	30	10 points each
< 20%	20	10 points each

The minimum number of points required to achieve WQP, as shown in the center column of Table 3.4, depends on the proportion of undisturbed natural features that exist on the site before it is developed. It is assumed that disturbing a site that has little previously disturbed area will cause more relative environmental impact than a site that has already incurred significant site disturbance. Therefore, disturbing a “pristine” site carries a higher restoration/preservation requirement.

For the purpose of this evaluation, undisturbed natural features are areas with one or more of the following characteristics:

- Unfilled floodplain
- Stand of trees, forests
- Established vegetation
- Steep sloped terrain
- Creeks, gullies, and other natural stormwater features
- Wetland areas and ponds

The number of points credited for the use of *integrated* Site Design Practices is shown in Table 3.5. To determine the qualifying points for a site, the developer must reference Table 3.5 and follow the guidance for each practice in the *Planning Technical Manual*.

Using the area of the site that is eligible for a practice as a basis, points are given for the percent of that area to which the *integrated* Site Design Practice is applied. For example, if a planned site has four (4) acres of riparian buffer and the developer proposes to preserve two (2) acres, then the site would qualify for 50 percent of the 8 credit points for iSWM Site Design Practice 2 (Preserve Riparian Buffers), because 50 percent of the site design practice was incorporated. The actual points earned for iSWM Site Design Practice 2 would be 4 points ($0.50 \times 8 \text{ pts} = 4 \text{ pts}$). To comply with water quality protection and to apply for site design credits, the developer must submit the completed table and associated documentation or calculations to the review authority.

Table 3.5 Point System for *integrated* Site Design Practices

iSWM Practice No.	Practice	Percent of Eligible Area Using Practice	Maximum Points	Actual Points Earned (% practice used * max. points)
Conservation of Natural Features and Resources				
1	Preserve/Create Undisturbed Natural Areas		8	
2	Preserve or Create Riparian Buffers Where Applicable		8	
3	Avoid Existing Floodplains or Provide Dedicated Natural Drainage Easements		8	
4	Avoid Steep Slopes		3	
5	Minimize Site on Porous or Erodible Soils		3	
Lower Impact Site Design				
6	Fit Design to the Terrain		4	
7	Locate Development in Less Sensitive Areas		4	
8	Reduce Limits of Clearing and Grading		6	
9	Utilize Open Space Development		8	
10	Incorporate Creative Design (e.g. Smart Growth, LEED Design, Form Based Zoning)		8	
Reduction of Impervious Cover				
11	Reduce Roadway Lengths and Widths		4	
12	Reduce Building Footprints		4	
13	Reduce the Parking Footprint		5	
14	Reduce Setbacks and Frontages		4	
15	Use Fewer or Alternative Cul-de-Sacs		3	
16	Create Parking Lot Stormwater "Islands"		5	
Utilization of Natural Features				
17	Use Buffers and Undisturbed Areas		4	
18	Use Natural Drainageways Instead of Storm Sewers		4	
19	Use Vegetated Swale Design		3	
20	Drain Runoff to Pervious Areas		4	
Subtotal – Actual site points earned			100	
Subtract minimum points required (Table 3.4)			-	
Points available for development incentives				
Add 1 point for each 1% reduction of impervious surface			+	
Total Points for Development Incentives				

Local Provisions:

Development Incentives

The developer can use *integrated* Site Design Practice points in excess of the minimum required for water quality protection to qualify for development incentives provided by the municipality. Additional points can be earned for redevelopment sites. Each reduction of one (1) percent imperviousness from existing conditions qualifies for one (1) site design point. The total points available for development incentives shall be calculated per Table 3.5. Each incentive requires ten (10) additional points above the minimum point required to meet water quality criteria, as stated in Table 3.4.

A list of available development incentives includes:

1. Narrower pavement width for minor arterials
2. Use of vegetated swales in lieu of curb and gutter for eligible developments
3. Reduced ROW requirements, i.e. Sidewalk/Utility Easements
4. Increased density in buildable area, floor area ratios, or additional units in buildable area
5. Expedited Plans review and inspection
6. Waiver or reduction of fees
7. Local government public-private partnerships
8. Waiver of maintenance, public maintenance
9. Stormwater user fee credits or discounts
10. Rebates, local grants, reverse auctions
11. Low interest loans, subsidies, tax credits, or financing of special green projects
12. Awards and recognition programs
13. Reductions in other requirements

Local Provisions:

3.2.3 Option 2: Treat the Water Quality Protection Volume

Treat the Water Quality Protection Volume by reducing total suspended solids from the development site for runoff resulting from rainfall of 1.5 inches (85th percentile storm). Stormwater runoff equal to the Water Quality Protection Volume generated from sites must be treated using a variety of on-site structural and nonstructural techniques with the goal of removing a target percentage of the average annual total suspended solids.

A system has been developed by which the Water Quality Protection Volume can be reduced, thus requiring less structural control. This is accomplished through the use of certain reduction methods, where affected areas are deducted from the site area, thereby reducing the amount of runoff to be treated. For more information on the Water Quality Volume Reduction Methods see *Section 1.3 of the Water Quality Technical Manual*.

Water Quality Protection Volume

The Water Quality Protection Volume (WQ_v) is the runoff from the first 1.5 inches of rainfall. Thus, a stormwater management system designed for the WQ_v will treat the runoff from all storm events of 1.5 inches or less, as well as a portion of the runoff for all larger storm events. For methods to determine the WQ_v, see [Section 1.2 of the Water Quality Technical Manual](#).

Local Provisions:

Recommended Stormwater Control Practices

Below is a list of recommended structural stormwater control practices. These structural controls are recommended for use in a wide variety of applications and have differing abilities to remove various kinds of pollutants. It may take more than one control to achieve a certain pollution reduction level. A detailed discussion of each of the controls, as well as design criteria and procedures, can be found in the [Site Development Controls Technical Manual](#). Refer to Table 3.6 for details regarding primary and secondary controls.

- Bioretention
- Enhanced swales (dry, wet, wetland)
- Alum treatment
- Detention
- Filter strips
- Sand filters, filter boxes, etc
- Infiltration wells and trenches
- Ponds
- Porous surfaces
- Proprietary systems
- Green roofs
- Rainwater harvesting
- Wetlands
- Submerged gravel wetlands

Local Provisions:

Using Other or New Structural Stormwater Controls

Innovative technologies will be allowed and encouraged. Any such system will be required to provide sufficient documentation as to its effectiveness and reliability. Communities can allow controls not included in this manual at their discretion. However, these communities shall require third party proof of performance, maintenance, application requirements, and limitations.

More specifically, new structural stormwater control designs will not be accepted for inclusion in the manual until independent performance data shows that the structural control conforms to local and/or State criteria for treatment, conveyance, maintenance, and environmental impact.

Suitability of Stormwater Controls to Meet Stormwater Management Goals

The stormwater control practices recommended in this manual vary in their applicability and ability to meet stormwater management goals:

Primary Controls

Primary Structural Stormwater Controls have the ability to fully address one or more of the Steps in the

integrated Focus Areas if designed appropriately. Structural controls are recommended for use with a wide variety of land uses and development types. These structural controls have a demonstrated ability to effectively treat the Water Quality Volume (WQv) and have been shown to be able to remove 70% to 80% of the annual average total suspended solids (TSS) load in typical post-development urban runoff when designed, constructed, and maintained in accordance with recommended specifications. Several of these structural controls can also be designed to provide primary control for downstream streambank protection (SPv) and flood mitigation. These structural controls are recommended stormwater management facilities for a site wherever feasible and practical.

Secondary Controls

A number of structural controls are recommended only for limited use or for special site or design conditions. Generally, these practices either: (1) do not have the ability on their own to fully address one or more of the Steps in the *integrated* Focus Areas, (2) are intended to address hotspot or specific land use constraints or conditions, and/or (3) may have high or special maintenance requirements that may preclude their use. These types of structural controls are typically used for water quality treatment only. Some of these controls can be used as pretreatment measures or in series with other structural controls to meet pollutant removal goals. Such structural controls are not recommended for residential developments.

Table 3.6 summarizes the stormwater management suitability of the various stormwater controls in addressing the *integrated* Focus Areas. The *Site Development Controls Technical Manual* provides guidance on the use of stormwater controls as well as how to calculate the pollutant removal efficiency for stormwater controls in series. The *Site Development Controls Technical Manual* also provides guidance for choosing the appropriate stormwater control(s) for a site as well as the basic considerations and limitations on the use of a particular stormwater control.

Table 3.6 Suitability of Stormwater Controls to Meet <i>integrated</i> Focus Areas						
Category	<i>integrated</i> Stormwater Controls	TSS/ Sediment Removal Rate	Water Quality Protection	Streambank Protection	On-Site Flood Control	Downstream Flood Control
Bioretention Areas	Bioretention Areas	80%	P	S	S	-

Table 3.6 Suitability of Stormwater Controls to Meet *integrated* Focus Areas

Category	<i>integrated</i> Stormwater Controls	TSS/ Sediment Removal Rate	Water Quality Protection	Streambank Protection	On-Site Flood Control	Downstream Flood Control
Channels	Enhanced Swales	80%	P	S	S	S
	Channels, Grass	50%	S	S	P	S
	Channels, Open	-	-	-	P	S
Chemical Treatment	Alum Treatment System	90%	P	-	-	-
Conveyance System Components	Culverts	-	-	-	P	P
	Energy Dissipation	-	-	P	S	S
	Inlets/Street Gutters	-	-	-	P	-
	Pipe Systems	-	-	P	P	P
Detention	Detention, Dry	65%	S	P	P	P
	Detention, Extended Dry	65%	S	P	P	P
	Detention, Multi-purpose Areas	-	-	P	P	P
	Detention, Underground	-	-	P	P	P
Filtration	Filter Strips	50%	S	-	-	-
	Organic Filters	80%	P	-	-	-
	Planter Boxes	80%	P	-	-	-
	Sand Filters, Surface/Perimeter	80%	P	S	-	-
	Sand Filters, Underground	80%	P	-	-	-
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	40%	S	-	-	-
Infiltration	Downspout Drywell	80%	P	-	-	-
	Infiltration Trenches	80%	P	S	-	-
	Soakage Trenches	80%	P	S	-	-
Ponds	Wet Pond	80%	P	P	P	P
	Wet ED Pond	80%	P	P	P	P
	Micropool ED Pond	80%	P	P	P	P
	Multiple Ponds	80%	P	P	P	P
Porous Surfaces	Green Roof	85%	P	S	-	-
	Modular Porous Paver Systems	²	S	S	-	-
	Porous Concrete	²	S	S	-	-
Proprietary Systems	Proprietary Systems ¹	¹	S/P	S	S	S
Re-Use	Rain Barrels	-	P	-	-	-
Wetlands	Wetlands, Stormwater	80%	P	P	P	P
	Wetlands, Submerged Gravel	80%	P	P	S	-

P = Primary Control: Able to meet design criterion if properly designed, constructed and maintained.

S = Secondary Control: May partially meet design criteria. Designated as a Secondary control due to considerations such as maintenance concerns. For Water Quality Protection, recommended for limited use in approved community-designated areas.

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer

- and should be verified by independent third-party sources and data, if used as a primary control. Third-party sources could include Technology Acceptance Reciprocity Partnership, Technology Assessment Protocol – Ecology, or others.
- ² = Porous surfaces provide water quality benefits by reducing the effective impervious area.

3.2.4 Option 3: Assist with Off-Site Pollution Prevention Programs and Activities

Some communities have implemented pollution prevention programs/activities in certain areas to remove pollutants from the runoff after it has been discharged from the site. This may be especially true in intensely urbanized areas facing site redevelopment where many of the BMP criteria would be difficult to apply. These programs will be identified in the local jurisdiction's approved TPDES stormwater permit and/or in a municipality's approved watershed plan. In lieu of on-site treatment, the developer can request to simply assist with the implementation of these off-site pollution prevention programs/activities.

Developers should contact the municipality to determine if there are any plans to address runoff pollutants within the region of proposed development. If no plans exist, consider proposing regional alternatives that would address pollution prevention.

Local Provisions:

3.3 Acceptable Downstream Conditions

As part of the iSWM Plan development, the downstream impacts of development must be carefully evaluated for the two focus areas of Streambank Protection and Flood Mitigation. The purpose of the downstream assessment is to protect downstream properties from increased flooding and downstream channels from increased erosion potential due to upstream development. The importance of the downstream assessment is particularly evident for larger sites or developments that have the potential to dramatically impact downstream areas. The cumulative effect of smaller sites, however, can be just as dramatic and, as such, following the *integrated* Focus Areas is just as important for the smaller sites as it is for the larger sites.

The assessment shall extend from the outfall of a proposed development to a point downstream where the discharge from a proposed development no longer has a significant impact, in terms of flooding increase or velocity above allowable, on the receiving stream or storm drainage system. The local jurisdiction shall be consulted to obtain records and maps related to the National Flood Insurance Program and the availability of Flood Insurance Studies and Flood Insurance Rate Maps (FIRMs) which will be helpful in this assessment. The assessment shall be a part of the preliminary and final iSWM plans, and must include the following properties:

- Hydrologic analysis of the pre- and post-development on-site conditions
- Drainage path that defines extent of the analysis
- Capacity analysis of all existing constraint points along the drainage path, such as existing floodplain developments, underground storm drainage systems culverts, bridges, tributary confluences, or channels
- Offsite undeveloped areas are considered as "full build-out" for both the pre- and post-development analyses
- Evaluation of peak discharges and velocities for three 24-hour storm events
 - Streambank protection storm
 - Conveyance storm
 - Flood mitigation storm

- Separate analysis for each major outfall from the proposed development

Once the analysis is complete, the designer must answer the following three questions at each determined junction downstream:

- Are the post-development discharges greater than the pre-development discharges?
- Are the post-development velocities greater than the pre-development velocities?
- Are the post-development velocities greater than the velocities allowed for the receiving system?
- Are the post-development flood heights more than 0.1 feet above the pre-development flood heights?

These questions shall be answered for each of the three storm events. The answers to these questions will determine the necessity, type, and size of non-structural and structural controls to be placed on-site or downstream of the proposed development.

Section 2.0 of the Hydrology Technical Manual gives additional guidance on calculating the discharges and velocities, as well as determining the downstream extent of the assessment.

Local Provisions:

3.4 Streambank Protection

The second focus area is in streambank protection. There are three options by which a developer can provide adequate streambank protection downstream of a proposed development. The first step is to perform the required downstream assessment as described in Section 3.3. If it is determined that the proposed project does not exceed acceptable downstream velocities or the downstream conditions are improved to adequately handle the increased velocity, then no additional streambank protection is required. If on-site or downstream improvements are required for streambank protection, easements or right-of-entry agreements will need to be obtained in accordance with Section 3.7. If the downstream assessment shows that the velocities are within acceptable limits, then no streambank protection is required. Acceptable limits for velocity control are contained in Tables 3.10 and 3.11.

Option 1: Reinforce/Stabilize Downstream Conditions

If the increased velocities are greater than the allowable velocity of the downstream receiving system, then the developer must reinforce/stabilize the downstream conveyance system. The proposed modifications must be designed so that the downstream system is protected from the post-development velocities. The developer must provide supporting calculations and/or documentation that the downstream velocities do not exceed the allowable range once the downstream modifications are installed.

Allowable bank protection methods include stone riprap, gabions, and bio-engineered methods. *Sections 3.2 and 4.0 of the Hydraulics Technical Manual* give design guidance for designing stone riprap for open channels, culvert outfall protection, riprap aprons for erosion protection at outfalls, and riprap basins for energy dissipation.

Local Provisions:

Option 2: Install Stormwater Controls to Maintain Existing Downstream Conditions

The developer must use on-site controls to keep downstream post-development discharges at or below allowable velocity limits. The developer must provide supporting calculations and/or documentation that the on-site controls will be designed such that downstream velocities for the three storm events (Streambank Protection, Conveyance, and Flood Mitigation) are within an allowable range once the controls are installed.

Local Provisions:

Option 3: Control the Release of the 1-yr, 24-hour Storm Event

Twenty-four hours of extended detention shall be provided for on-site, post-developed runoff generated by the 1-year, 24-hour rainfall event to protect downstream channels. The required volume for extended detention is referred to as the Streambank Protection Volume (denoted SP_v). The reduction in the frequency and duration of bankfull flows through the controlled release provided by extended detention of the SP_v will reduce the bank scour rate and severity.

To determine the SP_v refer to [Section 3.0 of the Hydrology Technical Manual](#).

Local Provisions:

3.5 Flood Mitigation

3.5.1 Introduction

Flood analysis is based on the design storm events as defined in Section 1.3: for conveyance storm and the flood mitigation storm.

The intent of the flood mitigation criteria is to provide for public safety; minimize on-site and downstream flood impacts from the three storm events; maintain the boundaries of the mapped 100-year floodplain; and protect the physical integrity of the on-site stormwater controls and the downstream stormwater and flood mitigation facilities.

Flood mitigation must be provided for on-site conveyance system, as well as downstream outfalls as described in the following sections.

3.5.2 Flood Mitigation Design Options

There are three options by which a developer may address downstream flood mitigation. These options closely follow the three options for Streambank Protection. When on-site or downstream modifications are required for downstream flood mitigation, easements or right-of-entry agreements will need to be obtained in accordance with Section 3.7.

The developer will provide all supporting calculations and/or documentation to show that the existing downstream conveyance system has capacity (Q_r) to safely pass the full build-out flood mitigation storm discharge.

Option 1: Provide Adequate Downstream Conveyance Systems

When the downstream receiving system does not have adequate capacity, then the developer shall provide modifications to the off-site, downstream conveyance system. If this option is chosen the proposed modifications must be designed to adequately convey the full build-out stormwater peak discharges for the three storm events. The modifications must also extend to the point at which the discharge from the proposed development no longer has a significant impact on the receiving stream or storm drainage system. The developer must provide supporting calculations and/or documentation that the downstream peak discharges and water surface elevations are safely conveyed by the proposed system, without endangering downstream properties, structures, bridges, roadways, or other facilities.

Option 2: Install Stormwater Controls to Maintain Existing Downstream Conditions

When the downstream receiving system does not have adequate capacity, then the developer shall provide stormwater controls to reduce downstream flood impacts. These controls include on-site controls such as detention, regional controls, and, as a last resort, local flood protection such as levees, floodwalls, floodproofing, etc.

The developer must provide supporting calculations and/or documentation that the controls will be designed and constructed so that there is no increase in downstream peak discharges or water surface elevations due to development.

Option 3: In lieu of a Downstream Assessment, Maintain Existing On-Site Runoff Conditions

Lastly with Option 3, on-site controls shall be used to maintain the pre-development peak discharges from the site. The developer must provide supporting calculations and/or documentation that the on-site controls will be designed and constructed to maintain on-site existing conditions.

It is important to note that Option 3 does not require a downstream assessment. It is a detention-based approach to addressing downstream flood mitigation after the application of the *integrated* site design practices.

For many developments however, the results of a downstream assessment may show that significantly less flood mitigation is required than “detaining to pre-development conditions”. This method may also exacerbate downstream flooding problems due to timing of flows. The developer shall confirm that detention does not exacerbate peak flows in downstream reaches.

3.6 Stormwater Conveyance Systems

3.6.1 Introduction

Stormwater system design is an integral component of both site and overall stormwater management design. Good drainage design must strive to maintain compatibility and minimize interference with existing drainage patterns; control flooding of property, structures, and roadways for design flood events; and minimize potential environmental impacts on stormwater runoff.

Stormwater collection systems must be designed to provide adequate surface drainage while at the same time meeting other stormwater management goals such as water quality, streambank protection, habitat protection, and flood mitigation.

Design

Fully developed watershed conditions shall be used for determining runoff for the conveyance storm and the flood mitigation storm.

Local Provisions:

3.6.2 Hydraulic Design Criteria for Streets and Closed Conduits

Introduction

This section is intended to provide criteria and guidance for the design of on-site flood mitigation system components including:

- Street and roadway gutters
- Stormwater inlets
- Parking lot sheet flow
- Storm drain pipe systems

Streets and Stormwater Inlets

Design Frequency

- | | |
|---|---|
| • Streets and roadway gutters: conveyance storm event | • Low points: flood mitigation storm event |
| • Inlets on-grade: conveyance storm event | • Street ROW: flood mitigation storm event |
| • Parking lots: conveyance storm event | • Drainage and Floodplain easements: flood mitigation storm event |
| • Storm drain pipe systems: conveyance storm event | |

Local Provisions:

Design Criteria

Streets and ROW

Depth in the street shall not exceed top of curb or maximum flow spread limits for the conveyance storm. The flood mitigation storm shall be contained within the right-of-ways or easements.

Parking Lots

Parking lots shall be designed for the conveyance storm not to exceed top of curb with maximum ponding at low points of one (1) foot. The flood mitigation storm shall be contained on-site or within dedicated easements.

Flow Spread Limits

Inlets shall be spaced so that the spread of flow in the street for the conveyance storm shall not exceed the guidelines listed below, as measured from the gutter or face of the curb:

Table 3.7 Flow Spread Limits	
Street Classification	Allowable Encroachment
Collectors, Arterial, and Thoroughfares (greater than 2-lanes)	8 feet or one travel lane, both sides for a divided roadway
Residential Streets	curb depth or maximum 6 inches at gutter

Local Provisions:

Storm Drain Pipe Design

Design Frequency

- Pipe Design: conveyance storm event within pipe with hydraulic grade line (HGL) below throat of inlets
- ROW and Easements: flood mitigation storm event must be contained within the ROW or easement

Local Provisions:

Design Criteria

- For ordinary conditions, storm drain pipes shall be sized on the assumption that they will flow full or practically full under the design discharge but will not be placed under pressure head. The Manning Formula is recommended for capacity calculations.
- The maximum hydraulic gradient shall not produce a velocity that exceeds 15 feet per second (fps). Table 3.8 shows the desirable velocities for most storm drainage design. Storm drains shall be designed to have a minimum mean velocity flowing full at 2.5 fps.

Table 3.8 Desirable Velocity in Storm Drains	
Description	Maximum Desirable Velocity
Culverts (All types)	15 fps
Storm Drains (Inlet laterals)	No Limit
Storm Drains (Collectors)	15 fps
Storm Drains (Mains)	12 fps

- The minimum desirable physical slope shall be 0.5% or the slope that will produce a velocity of 2.5 feet per second when the storm sewer is flowing full, whichever is greater.
- If the potential water surface elevation exceeds 1 foot below ground elevation for the design flow, the top of the pipe, or the gutter flow line, whichever is lowest, adjustments are needed in the system to reduce the elevation of the hydraulic grade line.
- Access manholes are required at intermediate points along straight runs of closed conduits. Table 3.9 gives maximum spacing criteria.

Table 3.9 Access Manhole Spacing Criteria (HEC 22, 2001)	
Pipe Size (inches)	Maximum Spacing (feet)
12-24	300
27-36	400
42-54	500
60 and up	1000

Local Provisions:

3.6.3 Hydraulic Design Criteria for Structures

Introduction

This section is intended to provide design criteria and guidance on several on-site flood mitigation system components, including culverts, bridges, vegetated and lined open channels, storage design, outlet structures, and energy dissipation devices for outlet protection.

Open Channels

Design Frequency

- Open channels, including all natural or structural channels, swales, and ditches shall be designed for the flood mitigation storm event
- Channels shall be designed with multiple stages. A low flow channel section containing the streambank protection flows and a high flow section that contains the conveyance and flood mitigation storms will improve stability and better mimic natural channel dimensions.

Local Provisions:

Design Criteria

- Trapezoidal channels shall have a minimum channel bottom width of 6 feet.
- Channels with bottom widths greater than 6 feet shall be designed with a minimum bottom cross slope of 12 to 1 or with compound cross sections.
- Channel side slopes shall be stable throughout the entire length and the side slope shall depend on the channel material. Channel side slopes and roadside ditches with a side slope steeper than 3:1 shall require detailed geotechnical and slope stability analysis to justify slopes steeper than 3:1. However, any slope that is less than 3:1 needs a detailed analysis to prove that it can be done.
- Trapezoidal or parabolic cross sections are preferred over triangular shapes.
- For vegetative channels, design stability shall be determined using low vegetative retardance conditions (Class D). For design capacity, higher vegetative retardance conditions (Class C) shall be used.
- For vegetative channels, flow velocities within the channel shall not exceed the maximum permissible velocities given in Tables 3.10 and 3.11.
- If relocation of a stream channel is unavoidable, the cross-sectional shape, meander, pattern, roughness, sediment transport, and slope shall conform to the existing conditions insofar as practicable. Energy dissipation will be necessary when existing conditions cannot be duplicated.
- Streambank stabilization shall be provided, when appropriate, as a result of any stream disturbance such as encroachment and shall include both upstream and downstream banks as well as the local site.
- HEC-RAS, or similarly capable software approved by the entity with jurisdiction, shall be used to confirm the water surface profiles in open channels.
- The final design of artificial open channels shall be consistent with the velocity limitations for the selected channel lining. Maximum velocity values for selected lining categories are presented in Table 3.10. Seeding and mulch shall only be used when the design value does not exceed the allowable value for bare soil. Velocity limitations for vegetative linings are reported in Table 3.11. Vegetative lining calculations and stone riprap procedures are presented in *Section 3.2 of the Hydraulics Technical Manual*.

For gabions, design velocities range from 10 fps for 6-inch mattresses up to 15 fps for 1-foot mattresses. Some manufacturers indicate that velocities of 20 fps are allowable for basket installations. The design of stable rock riprap lining depends on the intersection of the velocity (local boundary shear) and the size and gradation of the riprap material. More information on calculating acceptable riprap velocity limits is available in [Section 3.2.7 of the Hydraulics Technical Manual](#).

Local Provisions:

Table 3.10 Roughness Coefficients (Manning's n) and Allowable Velocities for Natural Channels

Channel Description	Manning's n	Max. Permissible Channel Velocity (ft/s)
MINOR NATURAL STREAMS		
Fairly regular section		
1. Some grass and weeds, little or no brush	0.030	3 to 6
2. Dense growth of weeds, depth of flow materially greater than weed height	0.035	3 to 6
3. Some weeds, light brush on banks	0.035	3 to 6
4. Some weeds, heavy brush on banks	0.050	3 to 6
5. Some weeds, dense willows on banks	0.060	3 to 6
For trees within channels with branches submerged at high stage, increase above values by	0.010	
Irregular section with pools, slight channel meander, increase above values by	0.010	
Floodplain – Pasture		
1. Short grass	0.030	3 to 6
2. Tall grass	0.035	3 to 6
Floodplain – Cultivated Areas		
1. No crop	0.030	3 to 6
2. Mature row crops	0.035	3 to 6
3. Mature field crops	0.040	3 to 6
Floodplain – Uncleared		
1. Heavy weeds scattered brush	0.050	3 to 6
2. Wooded	0.120	3 to 6
MAJOR NATURAL STREAMS		
Roughness coefficient is usually less than for minor streams of similar description on account of less effective resistance offered by irregular banks or vegetation on banks. Values of "n" for larger streams of mostly regular sections, with no boulders or brush	Range from 0.028 to 0.060	3 to 6
UNLINED VEGETATED CHANNELS		
Clays (Bermuda Grass)	0.035	5 to 6
Sandy and Silty Soils (Bermuda Grass)	0.035	3 to 5
UNLINED NON-VEGETATED CHANNELS		
Sandy Soils	0.030	1.5 to 2.5
Silts	0.030	0.7 to 1.5
Sandy Silts	0.030	2.5 to 3.0
Clays	0.030	3.0 to 5.0
Coarse Gravels	0.030	5.0 to 6.0
Shale	0.030	6.0 to 10.0
Rock	0.025	15
For natural channels with specific vegetation type, refer to Table 3.11 for more detailed velocity control.		

Table 3.11 Maximum Velocities for Vegetative Channel Linings

Vegetation Type	Slope Range (%)¹	Maximum Velocity² (ft/s)
Bermuda grass	0-5	6
Bahia		4
Tall fescue grass mixtures ³	0-10	4
Kentucky bluegrass	0-5	6
Buffalo grass	5-10 >10	5 4
Grass mixture	0-5 ¹ 5-10	4 3
Sericea lespedeza, Weeping lovegrass, Alfalfa	0-5 ⁴	3
Annuals ⁵	0-5	3
Sod		4
Lapped sod		5

¹ Do not use on slopes steeper than 10% except for side-slope in combination channel.
² Use velocities exceeding 5 ft/s only where good stands can be maintained.
³ Mixtures of Tall Fescue, Bahia, and/or Bermuda
⁴ Do not use on slopes steeper than 5% except for side-slope in combination channel.
⁵ Annuals - used on mild slopes or as temporary protection until permanent covers are established.

Source: Manual for Erosion and Sediment Control in Georgia, 1996.

Vegetative Design

- A two-part procedure is required for final design of temporary and vegetative channel linings.
 - Part 1, the design stability component, involves determining channel dimensions for low vegetative retardance conditions, using Class D as defined in Table 3.12.
 - Part 2, the design capacity component, involves determining the depth increase necessary to maintain capacity for higher vegetative retardance conditions, using Class C as defined in Table 3.12.

If temporary lining is to be used during construction, vegetative retardance Class E shall be used for the design stability calculations.

- If the channel slope exceeds 10%, or a combination of channel linings will be used, additional procedures not presented below are required. References include HEC-15 (USDOT, FHWA, 1986) and HEC-14 (USDOT, FHWA, 1983).

Local Provisions:

Table 3.12 Classification of Vegetal Covers as to Degrees of Retardance		
Retardance Class	Cover	Condition
A	Weeping Lovegrass	Excellent stand, tall (average 30")
	Yellow Bluestem Ischaemum	Excellent stand, tall (average 36")
B	Kudzu	Very dense growth, uncut
	Bermuda grass	Good stand, tall (average 12")
	Native grass mixture Little bluestem, bluestem, blue gamma other short and long stem Midwest grasses	Good stand, unmowed
	Weeping lovegrass	Good stand, tall (average 24")
	Laspedeza sericea	Good stand, not woody, tall (average 19")
	Alfalfa	Good stand, uncut (average 11")
	Weeping lovegrass	Good stand, unmowed (average 13")
	Kudzu	Dense growth, uncut
	Blue gamma	Good stand, uncut (average 13")
C	Crabgrass	Fair stand, uncut (10 – 48")
	Bermuda grass	Good stand, mowed (average 6")
	Common lespedeza	Good stand, uncut (average 11")
	Grass-legume mixture: summer (orchard grass redtop, Italian ryegrass, and common lespedeza)	Good stand, uncut (6 – 8 ")
	Centipede grass	Very dense cover (average 6")
	Kentucky bluegrass	Good stand, headed (6 – 12")
D	Bermuda grass	Good stand, cut to 2.5"
	Common lespedeza	Excellent stand, uncut (average 4.5")
	Buffalo grass	Good stand, uncut (3 – 6")
	Grass-legume mixture: fall, spring (orchard grass, redtop, Italian ryegrass, and common lespedeza)	Good stand, uncut (4 – 5")
	Lespedeza serices	After cutting to 2" (very good before cutting)
E	Bermuda grass	Good stand, cut to 1.5"
	Bermuda grass	Burned stubble

Note: Covers classified have been tested in experimental channels. Covers were green and generally uniform.
Source: HEC-15, 1988.

Culverts

Design Frequency

Culverts are cross drainage facilities that transport runoff under roadways or other improved areas.

- Culverts shall be designed for the flood mitigation storm or in accordance with TxDOT requirements, whichever is more stringent. Consideration when designing culverts includes: roadway type, tailwater or depth of flow, structures, and property subject to flooding, emergency access, and road replacement costs.
- The flood mitigation storm shall be routed through all culverts to be sure building structures (e.g., houses, commercial buildings) are not flooded or increased damage does not occur to the highway or adjacent property for this design event.

Local Provisions:

Design Criteria

Velocity Limitations

- The maximum velocity shall be consistent with channel stability requirements at the culvert outlet.
- The maximum allowable velocity for corrugated metal pipe is 15 feet per second. There is no specified maximum allowable velocity for reinforced concrete pipe, but outlet protection shall be provided where discharge velocities will cause erosion conditions.
- To ensure self-cleaning during partial depth flow, a minimum velocity of 2.5 feet per second is required for the streambank protection storm when the culvert is flowing partially full.

Length and Slope

- The maximum slope using concrete pipe is 10% and for CMP is 14% before pipe-restraining methods must be taken.
- Maximum vertical distance from throat of intake to flowline in a drainage structure is 10 feet.
- Drops greater than 4 feet will require additional structural design.

Headwater Limitations

- The *allowable headwater* is the depth of water that can be ponded at the upstream end of the culvert during the design flood, which will be limited by one or more of the following constraints or conditions:
 1. Headwater will be non-damaging to upstream property.
 2. Culvert headwater plus 12 inches of freeboard shall not exceed top of curb or pavement for low point of road over culvert, whichever is lower.
 3. Ponding depth will be no greater than the elevation where flow diverts around the culvert.
 4. Elevations will be established to delineate floodplain zoning.
- The headwater shall be checked for the flood mitigation storm elevation to ensure compliance with flood plain management criteria and the culvert shall be sized to maintain flood-free conditions on major thoroughfares with 12-inch freeboard at the low-point of the road.
- Either the headwater shall be set to produce acceptable velocities or stabilization/energy dissipation shall be provided where these velocities are exceeded.

- In general, the constraint that gives the lowest allowable headwater elevation establishes the criteria for the hydraulic calculations.

Tailwater Considerations

- If the culvert outlet is operating with a free outfall, the critical depth and equivalent hydraulic grade line shall be determined.
- For culverts that discharge to an open channel, the stage-discharge curve for the channel must be determined. See [Section 2.1.4 of the Hydraulics Technical Manual](#) on methods to determine a stage-discharge curve.
- If an upstream culvert outlet is located near a downstream culvert inlet, the headwater elevation of the downstream culvert will establish the design tailwater depth for the upstream culvert.
- If the culvert discharges to a lake, pond, or other major water body, the expected high water elevation of the particular water body will establish the culvert tailwater.

Other Criteria

- In designing debris control structures, the Hydraulic Engineering Circular No. 9 entitled *Debris Control Structures* or other approved reference is required to be used.
- If storage is being assumed or will occur upstream of the culvert, refer to [Section 2.0 of the Hydraulics Technical Manual](#) regarding storage routing as part of the culvert design.
- Reinforced concrete pipe (RCP), pre-cast and cast in place concrete boxes are recommended for use (1) under a roadway, (2) when pipe slopes are less than 1%, or (3) for all flowing streams. RCP and fully coated corrugated metal pipe or high-density polyethylene (HDPE) pipe may also be used in open space areas.
- Culvert skews shall not exceed 45 degrees as measured from a line perpendicular to the roadway centerline without approval.
- The minimum allowable pipe diameter shall be 18 inches.
- Erosion, sediment control, and velocity dissipation shall be designed in accordance with [Section 4.0 of the Hydraulics Technical Manual](#).

Local Provisions:

Bridges

Design Frequency

Bridges are cross drainage facilities with a span of 20 feet or larger.

- Flood mitigation storm for all bridges

Local Provisions:

Design Criteria

- A freeboard of two feet shall be maintained between the computed design water surface and the low chord of all bridges.
- The contraction and expansion of water through the bridge opening creates hydraulic losses. These losses are accounted for through the use of loss coefficients. Table 3.13 gives recommended values for the Contraction (K_c) and Expansion (K_e) Coefficients.

Table 3.13 Recommended Loss Coefficients for Bridges		
Transition Type	Contraction (K_c)	Expansion (K_e)
No losses computed	0.0	0.0
Gradual transition	0.1	0.3
Typical bridge	0.3	0.5
Severe transition	0.6	0.8

Additional design guidance is located in [Section 3.4 of the Hydraulics Technical Manual](#).

Local Provisions:

Detention Structures

Design Frequency

Detention structures shall be designed for the three storms (streambank protection, conveyance, and flood mitigation storms) for the critical storm duration that results in the maximum (or near maximum) peak flow.

Local Provisions:

Design Criteria

- Dry detention basins are sized to temporarily store the volume of runoff required to provide flood protection up to the flood mitigation storm, if required.
- Extended detention dry basins are sized to provide extended detention of the streambank protection volume over 24 hours and can also provide additional storage volume for normal detention (peak flow reduction) of the flood mitigation storm event.
- Routing calculations must be used to demonstrate that the storage volume and outlet structure configuration are adequate. See [Section 2.0 of the Hydraulics Technical Manual](#) for procedures on the design of detention storage.
- Detention Basins shall be designed with an 8 foot wide maintenance access.
- No earthen (grassed) embankment slopes shall exceed 4:1.
- A freeboard of 1 foot will be required for all detention ponds.
- A calculation summary shall be provided on construction plans. For detailed calculations of unit hydrograph studies, a separate report shall be provided to the municipality for review and referenced on the construction plans. Stage-storage-discharge values shall be tabulated and flow calculations for discharge structures shall be shown on the construction plans.
- An emergency spillway shall be provided at the flood mitigation maximum storage elevation with sufficient capacity to convey the flood mitigation storm assuming blockage of the outlet works with six inches of freeboard. Spillway requirements must also meet all appropriate state and Federal criteria.
- A landscape plan shall be provided for all detention ponds.
- All detention basins shall be stabilized against significant erosion and include a maintenance plan.
- Design calculations will be provided for all spillways and outlet structures.
- Maintenance agreements shall be included for all detention structures.
- Storage may be subject to the requirements of the Texas Dam Safety Program (see iSWM Program Guidance) based on the volume, dam height, and level of hazard.
- Earthen embankments 6 feet in height or greater shall be designed per Texas Commission on Environmental Quality guidelines for dam safety (see iSWM Program Guidance).
- Vegetated slopes shall be less than 20 feet in height and shall have side slopes no steeper than 2:1 (horizontal to vertical) although 3:1 is preferred. Riprap-protected slopes shall be no steeper than 2:1. Geotechnical slope stability analysis is recommended for slopes greater than 10 feet in height. Vegetated slopes with a side slope steeper than 2:1 shall require detailed geotechnical and slope stability analysis to justify slopes steeper than 2:1.
- Areas above the normal high water elevations of the detention facility should be sloped toward the basin to allow drainage and to prevent standing water. Careful finish grading is required to avoid creation of upland surface depressions that may retain runoff. The bottom area of storage facilities should be graded toward the outlet to prevent standing water conditions. A low flow or pilot channel across the facility bottom from the inlet to the outlet (often constructed with riprap) is recommended to convey low flows and prevent standing water conditions.

Local Provisions:

Outlet Structures

Extended detention (ED) orifice sizing is required in design applications that provide extended detention for downstream streambank protection or the ED portion of the water quality protection volume. The release rate for both the WQ_v and SP_v shall discharge the ED volume in a period of 24 hours or longer. In both cases an extended detention orifice or reverse slope pipe must be used for the outlet. For a structural control facility providing both WQ_v extended detention and SP_v control (wet ED pond, micropool ED pond, and shallow ED wetland), there will be a need to design two outlet orifices – one for the water quality control outlet and one for the streambank protection drawdown.

Design Frequency

Water quality storm
 Streambank protection storm
 Conveyance storm
 Flood mitigation storm

Local Provisions:

Design Criteria

- Estimate the required storage volumes for water quality protection, streambank protection, conveyance storm, and flood mitigation.
- Design extended detention outlets for each storm event.
- Outlet velocities shall be within the maximum allowable range based on channel material as shown in Tables 3.10 and 3.11.
- Design necessary outlet protection and energy dissipation facilities to avoid erosion problems downstream from outlet devices and emergency spillway(s).
- Perform buoyancy calculations for the outlet structure and footing. Flotation will occur when the weight of the structure is less than or equal to the buoyant force exerted by the water.

Additional design guidance is located in [Section 2.2 of the Hydraulics Technical Manual](#).

Local Provisions:

Energy Dissipation**Design Frequency**

All drainage system outlets, whether for closed conduits, culverts, bridges, open channels, or storage facilities, shall provide energy dissipation to protect the receiving drainage element from erosion.

- Conveyance storm
- Flood mitigation storm

Local Provisions:

Design Criteria

- *Energy dissipaters* are engineered devices such as rip-rap aprons or concrete baffles placed at the outlet of storm water conveyance systems for the purpose of reducing the velocity, energy and turbulence of the discharged flow.
- Erosion problems at culvert, pipe and engineered channel outlets are common. Determination of the flow conditions, scour potential, and channel erosion resistance shall be standard procedure for all designs.
- Energy dissipaters shall be employed whenever the velocity of flows leaving a stormwater

management facility exceeds the erosion velocity of the downstream area channel system.

- Energy dissipater designs will vary based on discharge specifics and tailwater conditions.
- Outlet structures shall provide uniform redistribution or spreading of the flow without excessive separation and turbulence.
- Energy dissipaters are a required component of the iSWM Construction Plan.

Recommended Energy Dissipaters for outlet protection include the following:

- Riprap apron
- Riprap outlet basins
- Baffled outlets
- Grade Control Structures

The reader is referred to *Section 4.0 of the Hydraulics Technical Manual* and the Federal Highway Administration Hydraulic Engineering Circular No. 14 entitled, Hydraulic Design of Energy Dissipaters for Culverts and Channels, for the design procedures of other energy dissipaters.

Additional design guidance is located in *Section 4.0 of the Hydraulics Technical Manual*.

Local Provisions:

3.7 Easements, Plats, and Maintenance Agreements

Easements

Easements are required for all drainage systems that convey stormwater runoff across a development and must include sufficient area for operation and maintenance of the drainage system. Types of easements to be used include:

- Drainage easements - are required for both on-site and off-site public storm drains and for improved channels designed according to current municipality standards.
- Floodplain easements - shall be provided on-site along drainageways that are in a Special Flood Hazard Area as designated on the effective FEMA FIRM maps. No construction shall be allowed within a floodplain easement without the written approval of the municipality.
- Temporary drainage easements are required off-site for temporary channels when future off-site development is anticipated to be enclosed underground or follows an altered alignment. Temporary drainage easements will not be maintained by the municipality and will not terminate until permanent drainage improvements meeting municipality standards are installed and accepted. Temporary drainage easements will require written approval from the municipality.
- Drainage and utility easements can be combined for underground storm drains and channels, subject to adequate easement width as approved by the municipality.
- Drainage easements shall include adequate width for access and maintenance beyond the top of bank for improved channels.
- Retaining walls are not permitted within or adjacent to a drainage easement in a residential area in order to reduce the easement width. Retaining walls adjacent to the channel are allowed in non-residential areas only if the property owner provides an agreement for private maintenance.
- The minimum finished floor elevation for structures adjacent to a Special Flood Hazard Area shall be a minimum of one (1) foot above the fully-developed flood mitigation storm water surface elevation or two (2) feet above the effective FEMA base flood elevation.
- Improved channels shall have drainage easements dedicated to meet the requirements of the width of the channel, the one-foot freeboard, any perimeter fencing, and any underground tie-backs or anchors.
- Easements for detention ponds and permanent control BMPs shall be negotiated between the municipality and the property owner.
- The entire reach or each section of any drainage facility must be readily accessible to maintenance equipment. Additional easement(s) shall be required at the access point(s) and the access points shall be appropriately designed to restrict access by the public (including motorcycles).

Minimum easement width requirements for storm drain pipe are shown in Table 3.14 and shall be as follows:

- The outside face of the proposed storm drain line shall be placed five (5) feet off either edge of the storm drain easement. The proposed centerline of overflow swales shall normally coincide with the centerline of the easement.
- For pipe sizes up to 54", a minimum of five (5) additional feet shall be dedicated when shared with utilities.
- Box culvert minimum easement width shall be determined using Table 3.14 based on an equivalent box culvert width to pipe diameter.
- For parallel storm drain systems with a combined width greater than 8 feet the minimum easement shall be equal to the width of the parallel storm drain system plus twenty (20) additional feet.

- Drainage easements will generally extend at least twenty-five (25) feet past an outfall headwall to provide an area for maintenance operations. Drainage easements along a required outfall channel or ditch shall be provided until the flowline reaches an acceptable outfall. The minimum storm drain shall not be on property line, except where a variance has been granted.

Table 3.14 Closed Conduit Easements	
Pipe Size	Minimum Easement Width Required
39" and under	15 Feet
42" through 54"	20 Feet
60" through 66"	25 Feet
72" through 102"	30 Feet

Local Provisions:

Plats

All platting shall follow established development standards established by the local municipality. Plats shall include pertinent drainage information that will be filed with the plat. Elements to be included on the plat include:

- All public and private drainage easements not recorded by separate instrument
- Easements to be recorded by separate instrument shall be documented on the plat
- All floodplain easements
- Legal disclosure for drainage provisions upon sale or transfer of property
- Documentation of maintenance responsibilities and agreements including transfer of responsibility upon sale of the property

Local Provisions:

Maintenance Agreements and Plans

All drainage improvements and permanent structural controls constructed within a development and any existing or natural drainage systems to remain in use shall require a maintenance agreement and plan that identifies responsible parties, required maintenance activities, and frequency of inspections. Both private and public maintenance responsibility shall be negotiated between the municipality and the owner and documented in the agreement. The maintenance agreement and plan shall be written such that it remains in force upon sale or transfer of the property and must be filed in the real property records of the county in which the property is located. Documentation of required inspections and maintenance activities must be retained on site and made available for review.

Local Provisions:

3.8 Stormwater Control Selection

3.8.1 Control Screening Process

Outlined below is a screening process for structural stormwater controls that can effectively treat the water quality volume, as well as provide water quantity control. This process is intended to assist the site designer and design engineer in the selection of the most appropriate structural controls for a development site and to provide guidance on factors to consider in their location. This information is also contained in the *Site Development Controls Technical Manual*.

The following four criteria shall be evaluated in order to select the appropriate structural control(s) or group of controls for a development:

- Stormwater treatment suitability
- Water quality performance
- Site applicability
- Implementation considerations

In addition, the following factors shall be considered for a given site and any specific design criteria or restrictions need to be evaluated:

- Physiographic factors
- Soils
- Special watershed or stream considerations

Finally, environmental regulations shall be considered as they may influence the location of a structural control on site or may require a permit.

The following steps provide a selection process for comparing and evaluating various structural stormwater controls using a screening matrix and a list of location and permitting factors. These tools are provided to assist the design engineer in selecting the subset of structural controls that will meet the stormwater management and design objectives for a development site or project.

Step 1 Overall Applicability

The following are the details of the various screening categories and individual characteristics used to evaluate the structural controls.

Table 3.15 - Stormwater Management Suitability

The first category in the matrix examines the capability of each structural control option to provide water quality treatment, downstream streambank protection, and flood control. A blank entry means that the structural control cannot or is not typically used to meet an *integrated* Focus Area. This does not necessarily mean that it should be eliminated from consideration, but rather it is a reminder that more than one structural control may be needed at a site (e.g., a bioretention area used in conjunction with dry detention storage).

Ability to treat the Water Quality Volume (WQ_v): This indicates whether a structural control provides treatment of the water quality volume (WQ_v). The presence of "P" or "S" indicates whether the control

is a Primary or Secondary control, respectively, for meeting the TSS reduction goal.

Ability to provide Streambank Protection (SP_v): This indicates whether the structural control can be used to provide the extended detention of the streambank protection volume (SP_v). The presence of a "P" indicates that the structural control can be used to meet SP_v requirements. An "S" indicates that the structural control may be sized to provide streambank protection in certain situations, for instance on small sites.

Ability to provide Flood Control (Q_f): This indicates whether a structural control can be used to meet the flood control criteria. The presence of a "P" indicates that the structural control can be used to provide peak reduction of the flood mitigation storm event.

Table 3.16 - Relative Water Quality Performance

The second category of the matrix provides an overview of the pollutant removal performance for each structural control option when designed, constructed, and maintained according to the criteria and specifications in this manual.

Ability to provide TSS and Sediment Removal: This column indicates the capability of a structural control to remove sediment in runoff. All of the Primary structural controls are presumed to remove 70% to 80% of the average annual TSS load in typical urban post-development runoff (and a proportional removal of other pollutants).

Ability to provide Nutrient Treatment: This column indicates the capability of a structural control to remove the nutrients nitrogen and phosphorus in runoff, which may be of particular concern with certain downstream receiving waters.

Ability to provide Bacteria Removal: This column indicates the capability of a structural control to remove bacteria in runoff. This capability may be of particular concern when meeting regulatory water quality criteria under the Total Maximum Daily Load (TMDL) program.

Ability to accept Hotspot Runoff: This last column indicates the capability of a structural control to treat runoff from designated hotspots. Hotspots are land uses or activities that produce higher concentrations of trace metals, hydrocarbons, or other priority pollutants. Examples of hotspots might include: gas stations, convenience stores, marinas, public works storage areas, garbage transfer facilities, material storage sites, vehicle service and maintenance areas, commercial nurseries, vehicle washing/steam cleaning, landfills, construction sites, industrial sites, industrial rooftops, and auto salvage or recycling facilities. A check mark indicates that the structural control may be used on hotspot site. However, it may have specific design restrictions. Please see the specific design criteria of the structural control for more details in the *Site Development Controls Technical Manual*. Local jurisdictions may have other site uses that they designate as hotspots. Therefore, their criteria should be checked as well.

Table 3.17 - Site Applicability

The third category of the matrix provides an overview of the specific site conditions or criteria that must be met for a particular structural control to be suitable. In some cases, these values are recommended values or limits and can be exceeded or reduced with proper design or depending on specific circumstances. Please see the specific criteria section of the structural control for more details.

Drainage Area: This column indicates the approximate minimum or maximum drainage area considered suitable for the structural control practice. If the drainage area present at a site is slightly greater than the maximum allowable drainage area for a practice, some leeway can be permitted if more than one practice can be installed. The minimum drainage areas indicated for ponds and wetlands should not be considered inflexible limits and may be increased or decreased depending on water availability (baseflow or groundwater), the mechanisms employed to prevent outlet clogging, or design variations used to maintain a permanent pool (e.g., liners).

Space Required (Space Consumed): This comparative index expresses how much space a

structural control typically consumes at a site in terms of the approximate area required as a percentage of the impervious area draining to the control.

Slope: This column evaluates the effect of slope on the structural control practice. Specifically, the slope restrictions refer to how flat the area where the facility is installed must be and/or how steep the contributing drainage area or flow length can be.

Minimum Head: This column provides an estimate of the minimum elevation difference needed at a site (from the inflow to the outflow) to allow for gravity operation within the structural control.

Water Table: This column indicates the minimum depth to the seasonally high water table from the bottom or floor of a structural control.

Table 3.18 - Implementation Considerations

The fourth category in the matrix provides additional considerations for the applicability of each structural control option.

Residential Subdivision Use: This column identifies whether or not a structural control is suitable for typical residential subdivision development (not including high-density or ultra-urban areas).

Ultra-Urban: This column identifies those structural controls appropriate for use in very high-density (ultra-urban) areas, or areas where space is a premium.

Construction Cost: The structural controls are ranked according to their relative construction cost per impervious acre treated, as determined from cost surveys.

Maintenance: This column assesses the relative maintenance effort needed for a structural stormwater control, in terms of three criteria: frequency of scheduled maintenance, chronic maintenance problems (such as clogging), and reported failure rates. It should be noted that **all structural controls** require routine inspection and maintenance.

Local Provisions:

Table 3.15 Stormwater Treatment Suitability					
Category	Integrated Stormwater Controls	Stormwater Treatment Suitability			
		Water Quality Protection	Streambank Protection	On-Site Flood Control	Downstream Flood Control
Bioretention Areas	Bioretention Areas	P	S	S	-
Channels	Enhanced Swales	P	S	S	S
	Channels, Grass	S	S	P	S
	Channels, Open	-	-	P	S
Chemical Treatment	Alum Treatment System	P	-	-	-
Conveyance System Components	Culverts	-	-	P	P
	Energy Dissipation	-	P	S	S
	Inlets/Street Gutters	-	-	P	-
	Pipe Systems	-	P	P	P
Detention	Detention, Dry	S	P	P	P
	Detention, Extended Dry	S	P	P	P
	Detention, Multi-purpose Areas	-	P	P	P
	Detention, Underground	-	P	P	P
Filtration	Filter Strips	S	-	-	-
	Organic Filters	P	-	-	-
	Planter Boxes	P	-	-	-
	Sand Filters, Surface/Perimeter	P	S	-	-
	Sand Filters, Underground	P	-	-	-
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	S	-	-	-
Infiltration	Downspout Drywell	P	-	-	-
	Infiltration Trenches	P	S	-	-
	Soakage Trenches	P	S	-	-
Ponds	Wet Pond	P	P	P	P
	Wet ED Pond	P	P	P	P
	Micropool ED Pond	P	P	P	P
	Multiple Ponds	P	P	P	P
Porous Surfaces	Green Roof	P	S	-	-
	Modular Porous Paver Systems	S	S	-	-
	Porous Concrete	S	S	-	-
Proprietary Systems	Proprietary Systems ¹	S/P	S	S	S
Re-Use	Rain Barrels	P	-	-	-
Wetlands	Wetlands, Stormwater	P	P	P	P
	Wetlands, Submerged Gravel	P	P	S	-

P = Primary Control: Able to meet design criterion if properly designed, constructed and maintained.

S = Secondary Control: May partially meet design criteria. May be a Primary Control but designated as a Secondary due to other considerations. For Water Quality Protection, recommended for limited use in approved community-designated areas.

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Table 3.16 Water Quality Performance

Category	Integrated Stormwater Controls	Water Quality Performance			
		TSS/ Sediment Removal Rate	Nutrient Removal Rate (TP/TN)	Bacteria Removal Rate	Hotspot Application
Bioretention Areas	Bioretention Areas	80%	60%/50%	-	✓
Channels	Enhanced Swales	80%	25%/40%	-	✓
	Channels, Grass	50%	25%/20%	-	
	Channels, Open	-	-	-	
Chemical Treatment	Alum Treatment System	90%	80%/60%	90%	✓
Conveyance System Components	Culverts	-	-	-	
	Energy Dissipation	-	-	-	
	Inlets/Street Gutters	-	-	-	
	Pipe Systems	-	-	-	
Detention	Detention, Dry	65%	50%/30%	70%	✓
	Detention, Extended Dry	65%	50%/30%	70%	✓
	Detention, Multi-purpose Areas	-	-	-	
	Detention, Underground	-	-	-	
Filtration	Filter Strips	50%	20%/20%	-	
	Organic Filters	80%	60%/40%	50%	✓
	Planter Boxes	80%	60%/40%	-	
	Sand Filters, Surface/Perimeter	80%	50%/25%	40%	✓
	Sand Filters, Underground	80%	50%/25%	40%	✓
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	40%	5%/5%	-	
Infiltration	Downspout Drywell	80%	60%/60%	90%	
	Infiltration Trenches	80%	60%/60%	90%	
	Soakage Trenches	80%	60%/60%	90%	
Ponds	Wet Pond	80%	50%/30%	70%	✓
	Wet ED Pond	80%	50%/30%	70%	✓
	Micropool ED Pond	80%	50%/30%	70%	✓
	Multiple Ponds	80%	50%/30%	70%	✓
Porous Surfaces	Green Roof	85%	95%/16%	-	✓
	Modular Porous Paver Systems	2	80%/80%	-	
	Porous Concrete	2	50%/65%	-	
Proprietary Systems	Proprietary Systems ¹	1	1	1	
Re-Use	Rain Barrels	-	-	-	
Wetlands	Wetlands, Stormwater	80%	40%/30%	70%	✓
	Wetlands, Submerged Gravel	80%	40%/30%	70%	✓

✓ = Meets suitability criteria

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.² = Porous surfaces provide water quality benefits by reducing the effective impervious area.**Table 3.17 Site Applicability**

Category	Integrated Stormwater Controls	Site Applicability				
		Drainage Area (acres)	Space Req'd (% of Tributary imp. Area)	Site Slope	Minimum Head Required	Depth to Water Table
Bioretention Areas	Bioretention Areas	5 max ³	5-7%	6% max	5 ft	2 ft
Channels	Enhanced Swales	5 max	10-20%	4% max	1 ft	Below WT
	Channels, Grass					
	Channels, Open					
Chemical Treatment	Alum Treatment System	25 min	None			
Conveyance System Components	Culverts					
	Energy Dissipation					
	Inlets/Street Gutters					
	Pipe Systems					
Detention	Detention, Dry		2-3%	15% across pond	6 to 8 ft	2 ft
	Detention, Extended Dry		2-3%	15% across pond	6 to 8 ft	2 ft
	Detention, Multi-purpose Areas	200 max		1% for Parking Lot; 0.25 in/ft for Rooftop		
	Detention, Underground	200 max				
Filtration	Filter Strips	2 max ³	20-25%	2-6%		
	Organic Filters	10 max ³	2-3%		5 to 8 ft	
	Planter Boxes		6%			
	Sand Filters, Surface/Perimeter	10 max ³ / 2 max ³	2-3%	6% max	5 ft per 2-3 ft	2 ft
	Sand Filters, Underground	5 max	None			
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	1 max ³	None			
Infiltration	Downspout Drywell					
	Infiltration Trenches	5 max	2-3%	6% max	1 ft	4 ft
	Soakage Trenches	5 max	27 ft per 1000 ft ² imp. area	6% max	1 ft	4 ft
Ponds	Wet Pond		2-3%	15% max	6 to 8 ft	2 ft, if hotspot or aquifer
	Wet ED Pond	25 min ³				
	Micropool ED Pond	10 min ³				
	Multiple Ponds	25 min ³				
Porous Surfaces	Green Roof					
	Modular Porous Paver Systems	5 max	Varies			
	Porous Concrete	5 max	Varies			
Proprietary Systems	Proprietary Systems ¹	¹	¹			
Re-Use	Rain Barrels					
Wetlands	Wetlands, Stormwater	25 min	3-5%	8% max	3 to 5 ft (shallow) 6 to 8 ft (pond)	2 ft, if hotspot or aquifer
	Wetlands, Submerged Gravel	5 min			2 to 3 ft	Below WT

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

² = Porous surfaces provide water quality benefits by reducing the effective impervious area.

³ = Drainage area can be larger in some instances

Table 3.18 Implementation Considerations

Category	Integrated Stormwater Controls	Implementation Considerations			
		Residential Subdivision Use	High Density/Ultra Urban	Capital Cost	Maintenance Burden
Bioretention Areas	Bioretention Areas	✓	✓	Moderate	Low
Channels	Enhanced Swales	✓		High	Low
	Channels, Grass	✓		Low	Moderate
	Channels, Open	✓		Low	Low
Chemical Treatment	Alum Treatment System	✓	✓	High	High
Conveyance System Components	Culverts	✓	✓	Low	Low
	Energy Dissipation	✓	✓	Low	Low
	Inlets/Street Gutters	✓	✓	Low	Low
	Pipe Systems	✓	✓	Low	Low
Detention	Detention, Dry	✓		Low	Moderate to High
	Detention, Extended Dry	✓		Low	Moderate to High
	Detention, Multi-purpose Areas	✓	✓	Low	Low
	Detention, Underground		✓	High	Moderate
Filtration	Filter Strips	✓		Low	Moderate
	Organic Filters		✓	High	High
	Planter Boxes		✓	Low	Moderate
	Sand Filters, Surface/Perimeter		✓	High	High
	Sand Filters, Underground		✓	High	High
Hydrodynamic Devices	Gravity (Oil-Grit) Separator		✓	High	High
Infiltration	Downspout Drywell	✓	✓	Low	Moderate
	Infiltration Trenches	✓	✓	High	High
	Soakage Trenches	✓	✓	High	High
Ponds	Wet Pond	✓		Low	Low
	Wet ED Pond	✓		Low	Low
	Micropool ED Pond	✓		Low	Moderate
	Multiple Ponds	✓		Low	Low
Porous Surfaces	Green Roof		✓	High	High
	Modular Porous Paver Systems		✓	Moderate	High
	Porous Concrete		✓	High	High
Proprietary Systems	Proprietary Systems ¹	1	✓	High	High
Re-Use	Rain Barrels	✓	✓	Low	High
Wetlands	Wetlands, Stormwater	✓		Moderate	Moderate
	Wetlands, Submerged Gravel	✓	✓	Moderate	High

✓ = Meets suitability criteria

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Step 2 Specific Criteria

The last three categories in the Structural Control Screening matrix provide an overview of various specific design criteria and specifications, or exclusions for a structural control that may be present due to a site's general physiographic character, soils, or location in a watershed with special water resources considerations.

Table 3.19 - Physiographic Factors

Three key factors to consider are low-relief, high-relief, and karst terrain. In the North Central Texas, low relief (very flat) areas are primarily located east of the Dallas metropolitan area. High relief (steep and hilly) areas are primarily located west of the Fort Worth metropolitan area. Karst and major carbonaceous rock areas are limited to portions of Palo Pinto, Erath, Hood, Johnson, and Somervell counties. Special geotechnical testing requirements may be needed in karst areas. The local reviewing authority should be consulted to determine if a project is subject to terrain constraints.

- Low relief areas need special consideration because many structural controls require a hydraulic head to move stormwater runoff through the facility.
- High relief may limit the use of some structural controls that need flat or gently sloping areas to settle out sediment or to reduce velocities. In other cases, high relief may impact dam heights to the point that a structural control becomes infeasible.
- Karst terrain can limit the use of some structural controls as the infiltration of polluted waters directly into underground streams found in karst areas may be prohibited. In addition, ponding areas may not reliably hold water in karst areas.

Table 3.20 - Soils

The key evaluation factors are based on an initial investigation of the NRCS hydrologic soils groups at the site. Note that more detailed geotechnical tests are usually required for infiltration feasibility and during design to confirm permeability and other factors.

Table 3.21 - Special Watershed or Stream Considerations

The design of structural stormwater controls is fundamentally influenced by the nature of the downstream water body that will be receiving the stormwater discharge. In addition, the designer should consult with the appropriate review authority to determine if their development project is subject to additional structural control criteria as a result of an adopted local watershed plan or special provision.

In some cases, higher pollutant removal or environmental performance is needed to fully protect aquatic resources and/or human health and safety within a particular watershed or receiving water. Therefore, special design criteria for a particular structural control or the exclusion of one or more controls may need to be considered within these watersheds or areas. Examples of important watershed factors to consider include:

High Quality Streams (Streams with a watershed impervious cover less than approximately 15%). These streams may also possess high quality cool water or warm water aquatic resources or endangered species. The design objectives are to maintain habitat quality through the same techniques used for cold-water streams, with the exception that stream warming is not as severe of a design constraint. These streams may also be specially designated by local authorities.

Wellhead Protection: Areas that recharge existing public water supply wells present a unique management challenge. The key design constraint is to prevent possible groundwater contamination by preventing infiltration of hotspot runoff. At the same time, recharge of unpolluted stormwater is encouraged to maintain flow in streams and wells during dry weather.

Reservoir or Drinking Water Protection: Watersheds that deliver surface runoff to a public water supply reservoir or impoundment are a special concern. Depending on the available treatment, a

greater level of pollutant removal may be necessary for the pollutants of concern, such as bacteria pathogens, nutrients, sediment, or metals. One particular management concern for reservoirs is ensuring stormwater hotspots are adequately treated so they do not contaminate drinking water.

Local Provisions:

Table 3.19 Physiographic Factors

Category	Integrated Stormwater Controls	Physiographic Factors		
		Low Relief	High Relief	Karst
Bioretention Areas	Bioretention Areas	Several design variations will likely be limited by low head		Use poly-linear or impermeable membrane to seal bottom
Channels	Enhanced Swales	Generally feasible. However, slope <1% may lead to standing water in dry swales	Often infeasible if slopes are 4% or greater	
	Channels, Grass			
	Channels, Open			
Chemical Treatment	Alum Treatment System			
Conveyance System Components	Culverts			
	Energy Dissipation			
	Inlets/Street Gutters			
	Pipe Systems			
Detention	Detention, Dry		Embankment heights restricted	Require poly or clay liner, Max ponding depth, Geotechnical tests
	Detention, Extended Dry			
	Detention, Multi-purpose Areas			
	Detention, Underground			GENERALLY NOT ALLOWED
Filtration	Filter Strips			
	Organic Filters			
	Planter Boxes			
	Sand Filters, Surface/Perimeter	Several design variations will likely be limited by low head		Use poly-linear or impermeable membrane to seal bottom
	Sand Filters, Underground			
Hydrodynamic Devices	Gravity (Oil-Grit) Separator			
Infiltration	Downspout Drywell	Minimum distance to water table of 4 ft		GENERALLY NOT ALLOWED
	Infiltration Trenches	Minimum distance to water table of 2 ft	Maximum slope of 6%; trenches must have flat bottom	GENERALLY NOT ALLOWED
	Soakage Trenches	Minimum distance to water table of 4 ft	Maximum slope of 6%; trenches must have flat bottom	GENERALLY NOT ALLOWED
Ponds	Wet Pond	Limit maximum normal pool depth to about 4 ft (dugout) Providing pond drain can be problematic	Embankment heights restricted	Require poly or clay liner Max ponding depth Geotechnical tests
	Wet ED Pond			
	Micropool ED Pond			
	Multiple Ponds			
Porous Surfaces	Green Roof			
	Modular Porous Paver Systems			
	Porous Concrete			
Proprietary Systems	Proprietary Systems ¹			
Re-Use	Rain Barrels			
Wetlands	Wetlands, Stormwater		Embankment heights restricted	Require poly-liner Geotechnical tests
	Wetlands, Submerged Gravel			

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Table 3.20 Soils		
Category	integrated Stormwater Controls	Soils
Bioretention Areas	Bioretention Areas	Clay or silty soils may require pretreatment
Channels	Enhanced Swales	
	Channels, Grass	
	Channels, Open	
Chemical Treatment	Alum Treatment System	
Conveyance System Components	Culverts	
	Energy Dissipation	
	Inlets/Street Gutters	
	Pipe Systems	
Detention	Detention, Dry	Underlying soils of hydrologic group "C" or "D" should be adequate to maintain a permanent pool. Most group "A" soils and some group "B" soils will require a pond liner.
	Detention, Extended Dry	
	Detention, Multi-purpose Areas	
	Detention, Underground	
Filtration	Filter Strips	
	Organic Filters	
	Planter Boxes	Type A or B
	Sand Filters, Surface/Perimeter	Clay or silty soils may require pretreatment
	Sand Filters, Underground	
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	
Infiltration	Downspout Drywell	Infiltration rate > 0.5 inch/hr
	Infiltration Trenches	Infiltration rate > 0.5 inch/hr
	Soakage Trenches	Infiltration rate > 0.5 inch/hr
Ponds	Wet Pond	"A" soils may require pond liner "B" soils may require infiltration testing
	Wet ED Pond	
	Micropool ED Pond	
	Multiple Ponds	
Porous Surfaces	Green Roof	
	Modular Porous Paver Systems	Infiltration rate > 0.5 inch/hr
	Porous Concrete	
Proprietary Systems	Proprietary Systems ¹	
Re-Use	Rain Barrels	
Wetlands	Wetlands, Stormwater	"A" soils may require pond liner
	Wetlands, Submerged Gravel	

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Table 3.21 Special Watershed Considerations				
Category	Integrated Stormwater Controls	Special Watershed Considerations		
		High Quality Stream	Aquifer Protection	Reservoir Protection
Bioretention Areas	Bioretention Areas	Evaluate for stream warming	Needs to be designed with no exfiltration (ie. outflow to groundwater)	
Channels	Enhanced Swales		Hotspot runoff must be adequately treated	Hotspot runoff must be adequately treated
	Channels, Grass			
	Channels, Open			
Chemical Treatment	Alum Treatment System			
Conveyance System Components	Culverts			
	Energy Dissipation			
	Inlets/Street Gutters			
	Pipe Systems			
Detention	Detention, Dry			
	Detention, Extended Dry			
	Detention, Multi-purpose Areas			
	Detention, Underground			
Filtration	Filter Strips			
	Organic Filters			
	Planter Boxes			
	Sand Filters, Surface/Perimeter	Evaluate for stream warming	Needs to be designed with no exfiltration (ie. outflow to groundwater)	
	Sand Filters, Underground			
Hydrodynamic Devices	Gravity (Oil-Grit) Separator			
Infiltration	Downspout Drywell			
	Infiltration Trenches		Maintain safe distance from wells and water table. No hotspot runoff	Maintain safe distance from bedrock and water table. Pretreat runoff
	Soakage Trenches			
Ponds	Wet Pond	Evaluate for stream warming	May require liner if "A" soils are present Pretreat hotspots 2 to 4 ft separation distance from water table	
	Wet ED Pond			
	Micropool ED Pond			
	Multiple Ponds			
Porous Surfaces	Green Roof			
	Modular Porous Paver Systems			
	Porous Concrete			
Proprietary Systems	Proprietary Systems ¹			
Re-Use	Rain Barrels			
Wetlands	Wetlands, Stormwater	Evaluate for stream warming	May require liner if "A" soils are present Pretreat hotspots 2 to 4 ft separation distance from water table	
	Wetlands, Submerged Gravel			

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Step 3 Location and Permitting Considerations

In the last step, a site designer assesses the physical and environmental features at the site to determine the optimal location for the selected structural control or group of controls. Table 3.22 provides a condensed summary of current restrictions as they relate to common site features that may be regulated under local, state, or federal law. These restrictions fall into one of three general categories:

- Locating a structural control within an area when expressly prohibited by law
- Locating a structural control within an area that is strongly discouraged, and is only allowed on a case by case basis. Local, state, and/or federal permits shall be obtained, and the applicant will need to supply additional documentation to justify locating the stormwater control within the regulated area.
- Structural stormwater controls must be setback a fixed distance from a site feature.

This checklist is only intended as a general guide to location and permitting requirements as they relate to siting of stormwater structural controls. Consultation with the appropriate regulatory agency is the best strategy.

Local Provisions:

Table 3.22 Location and Permitting Checklist

Site Feature	Location and Permitting Guidance
Jurisdictional Wetland (Waters of the U.S) U.S. Army Corps of Engineers Regulatory Permit	• Jurisdictional wetlands must be delineated prior to siting structural control. • Use of natural wetlands for stormwater quality treatment is contrary to the goals of the Clean Water Act and should be avoided. • Stormwater should be treated prior to discharge into a natural wetland. • Structural controls may also be <i>restricted</i> in local buffer zones. Buffer zones may be utilized as a non-structural filter strip (i.e., accept sheet flow). • Should justify that no practical upland treatment alternatives exist. • Where practical, excess stormwater flows should be conveyed away from jurisdictional wetlands.
Stream Channel (Waters of the U.S) U.S. Army Corps of Engineers Section 404 Permit	• All Waters of the U.S. (streams, ponds, lakes, etc.) should be delineated prior to design. • Use of any Waters of the U.S. for stormwater quality treatment is contrary to the goals of the Clean Water Act and should be avoided. • Stormwater should be treated prior to discharge into Waters of the U.S. • In-stream ponds for stormwater quality treatment are highly discouraged. • Must justify that no practical upland treatment alternatives exist. • Temporary runoff storage preferred over permanent pools. • Implement measures that reduce downstream warming. • Section 401 certification reviews by the Texas Commission on Environmental Quality are required for projects needing a Section 404 Permit.
Water Quality Certification Texas Commission on Environmental Quality (TCEQ)	• TCEQ conducts Section 401 water quality certification reviews of projects requiring a Section 404 permit from the U.S. Army Corps of Engineers for the discharge of dredged or fill material into waters of the U.S., including wetlands. • Specific stream and reservoir buffer requirements. • May be imperviousness limitations • May be specific structural control requirements that may overlap with requirements in this manual. • Mitigation will be required for impacts to existing aquatic and terrestrial habitat.
Impaired Water Bodies Texas Commission on Environmental Quality	• Determine if the project will discharge pollutants of concern into any downstream receiving waters that have been designated as impaired water bodies on TCEQ's <i>Texas Integrated Report of Surface Water Quality for Clean Water Act Sections 305(b) and 303(d)</i>. • Stormwater runoff discharges containing pollutants of concern to impaired water bodies will be governed by an entity's Municipal Separate Storm Sewer System (MS4) permit, if applicable.

Table 3.22 Location and Permitting Checklist	
Site Feature	Location and Permitting Guidance
Groundwater Management Areas Texas Commission on Environmental Quality	• Conserve, preserve, protect, recharge, and prevent waste of groundwater resources through Groundwater Conservation Districts • Groundwater Conservation District pending for Middle Trinity. • Detailed mapping available from Texas Alliance of Groundwater Districts.
Floodplain Areas National Flood Insurance Program / Local Floodplain Administrator	• Grading and fill for structural control construction is generally discouraged within the 100-year floodplain, as delineated by FEMA flood insurance rate maps, FEMA flood boundary and floodway maps, or more stringent local floodplain maps. • Floodplain fill cannot raise the floodplain water surface elevation by more than limits set by the appropriate jurisdiction.
Stream Buffer Check with appropriate review authority whether stream buffers are required	• Consult local authority for stormwater policy. • Structural controls are discouraged in the streamside zone (within 25 feet or more of streambank, depending on the specific regulations).
Utilities Local Review Authority	• Call appropriate agency to locate existing utilities prior to design. • Note the location of proposed utilities to serve development. • Structural controls are discouraged within utility easements or rights of way for public or private utilities.
Roads TxDOT or DPW	• Consult TxDOT for any setback requirement from local roads. • Consult DOT for setbacks from State maintained roads. • Approval must also be obtained for any stormwater discharges to a local or state-owned conveyance channel.
Structures Local Review Authority	• Consult local review authority for structural control setbacks from structures. • Recommended setbacks for each structural control group are provided in the performance criteria in this manual.
Septic Drain fields Local Health Authority	• Consult local health authority. • Recommended setback is a minimum of 50 feet from drain field edge or spray area.
Water Wells Local Health Authority	• 100-foot setback for stormwater infiltration. • 50-foot setback for all other structural controls.

4.0 integrated Construction Criteria

The chapter lays out the criteria and methods to be employed during construction to limit erosion and the discharge of sediment and other pollutants from construction sites.

4.1 Applicability

Requirements for temporary controls during construction are applicable to the following projects:

- Land disturbing activity of one acre or more or
- Land disturbing activity of less than one acre, where the activity is part of a common plan of development that is one acre or larger.

A common plan of development refers to a construction activity that is completed in separate stages, separate phases, or in combination with other construction activities.

Local Provisions:

4.2 Introduction

iSWM requires the use of temporary controls during construction to prevent or reduce the discharge of sediment and other pollutants from the construction site. The temporary controls are known as Best Management Practices (BMPs). BMPs may be activities, prohibitions, maintenance procedures, structural controls, operating procedures and other measures to prevent erosion and control the discharge of sediment and other pollutants.

Construction BMPs shall be considered when developing the Preliminary iSWM Plan and shall be coordinated with the Final iSWM Plans. Construction BMPs fall into three general categories: Erosion Control, Sediment Control, and Material and Waste Control. The first category prevents erosion, and the second catches soil from erosion that does occur. It is generally more effective and less expensive to prevent erosion than to treat turbid runoff. Material and waste controls are for other sources of stormwater pollutants on a construction site.

The following priorities shall be applied to the selection of construction BMPs:

- Retain native topsoil and natural vegetation in an undisturbed state by incorporating natural drainage features and buffer areas into the site design.
- Limit the area of disturbance and vehicle access to the site.
- Limit the extent of clearing operations, and phase construction operations to minimize the area disturbed at any one time.
- Stabilize disturbed areas as soon as possible (not at the end of construction), particularly in channels and on cut/fill slopes.
- Minimize the disturbance of steep slopes during construction, and minimize slope length and steepness.

- Coordinate stream crossings, and minimize the construction of temporary stream crossings.
- Provide sediment controls, including but not limited to perimeter controls, where stormwater discharges will occur from disturbed areas.
- Prevent tracking of sediment off-site through the establishment of stabilized construction entrances and exits.
- Control sediment and other contaminants from dewatering activities.
- Control discharges of construction materials and wastes.

State Requirements

In addition to the municipality requirements outlined in this chapter, land disturbing activities must comply with the Texas Commission on Environmental Quality (TCEQ) requirements under General Permit Number TXR150000, commonly referred to as the "Construction General Permit." This permit contains requirements for a Storm Water Pollution Prevention Plan (SWP3), state and local notifications, and installation, maintenance, and inspection of best management practices on construction sites. The *Water Quality Technical Manual* contains guidance for preparing a SWP3. However, compliance with the Construction General Permit is beyond the scope of this iSWM Criteria Manual and is the sole responsibility of the construction site operator(s).

Local Provisions:

4.3 Criteria for BMPs during Construction

The iSWM Construction Plan shall include, but shall not be limited to, the following:

- Topography;
- Limits of all areas to be disturbed by construction activity, including off-site staging areas, utility lines, batch plants, and spoil/borrow areas;
- Location and types of erosion control, sediment control, and material and waste control BMPs;
- Construction details and notes for erosion control, sediment control, and material and waste control BMPs; and
- Inspections and maintenance notes.

BMPs and notes shall be provided for all the elements listed in this section, unless site conditions render an element not applicable. BMPs shall be selected and designed according to the technical criteria in the *Construction Controls Technical Manual*. Site data gathered and analyzed in Step 2 of the *integrated* Development Process shall be the basis for selecting BMPs.

The minimum design storm for temporary BMPs is the 2-year, 24-hour duration storm event.

Plans for temporary BMPs shall be prepared by a Certified Professional in Erosion and Sediment Control (CPESC) or a licensed engineer or registered landscape architect in the State of Texas who has documented experience in hydrology and hydraulics and erosion and sediment control.

Local Provisions:

4.3.1 Erosion Controls

Erosion control is first line of defense and the primary means of preventing stormwater pollution. They shall be designed to retain soil in place and to minimize the amount of sediment that has to be removed from stormwater runoff by other types of BMPs. Fact Sheets for different types of Erosion Control BMPs are in *Section 2.0 of the Construction Controls Technical Manual*.

Limits of Disturbance

On the iSWM Construction Plans, clearly show the limits of the area to be disturbed.

Design Criteria

- Minimize the disturbance of steep slopes.
- Constrain the disturbed area to the minimum necessary to construct the project.
- Include the contractor's staging area, borrow/spoil area, utilities and any other areas on or off site that will be disturbed in support of the construction activity.
- Specify construction fencing or similar protective measures to prevent disturbance of natural drainage features, trees, vegetative buffers and other existing features to be preserved.

Slope Protection

Slope protection shall be provided for disturbed or cut/fill slopes that are one vertical on three horizontal (3H:1V) or steeper, 50 feet in length or longer, or on highly erodible soils. Show the location and type of BMPs to on the plans.

Design Criteria

- Where feasible, add notes that prohibit disturbing the slope until final site grading.
- Where a stabilized discharge point is available, provide temporary berms or swales to direct stormwater away from the slope until the slope is stabilized.
- Check dams shall be used within swales that are cut down a slope.
- Temporary terraces, vegetated strips or equivalent linear controls shall be specified at regular intervals to break-up slopes longer than 50 feet until the slope is stabilized.
- Specify final stabilization measures to be initiated immediately upon completing work on the slope.
- Hydromulch is prohibited for slope stabilization unless the slope is one vertical on five horizontal (5H:1V) or less.

Channel Protection

Show the location and type of BMPs used to prevent the erosion of channels, drainage ways, streambanks, and outfalls until permanent structures and final stabilization measures are installed.

Design Criteria

- Provide temporary energy dissipaters at discharge points.
- If final channel stabilization consists of vegetation, anchored erosion control blankets, turf reinforcement mats, or an equivalent BMP that is resistant to channel flow shall be installed until the

vegetation is established.

- If the BMPs include check dams, velocity dissipaters or other structures that extend into the channel, the BMPs shall be designed by a licensed engineer to function under the flow conditions produced by the design storm. The engineer shall verify that the BMPs will not divert flow or cause flooding of adjacent properties and structures.
- Specify final stabilization measures to be initiated immediately upon completing work on the channel.

Temporary Stabilization

Temporary stabilization practices shall be specified to be initiated immediately for disturbed portions of the site where work is anticipated to stop for 14 days or more.

Design Criteria

- Stabilization measures shall be appropriate for the time of year, site conditions, and estimated duration of use.
- Stabilization BMPs shall be provided for soil stockpiles.

Final Stabilization

Final stabilization practices shall be specified for disturbed areas that are not covered by buildings, pavement or other permanent structures upon completion of construction. Final stabilization measures shall be coordinated with the site's landscaping plan.

Design Criteria

- Final stabilization shall be specified to be initiated immediately upon completing soil disturbing activities.
- If space is available, top soil shall be stockpiled during construction and distributed onto the surface of disturbed areas prior to final stabilization.
- If top soil has not been stockpiled, soil amendments (compost, fertilizer, etc.) shall be specified with the final stabilization measures.
- Final stabilization measures must provide a perennial vegetative cover with a uniform density of 70% of the native background vegetative cover or equivalent permanent measures (riprap, gabion, or geotextiles).
- Include notes requiring temporary BMPs be removed within 30 days of establishing final stabilization.

Local Provisions:

4.3.2 Sediment Controls

Sediment control BMPs shall be designed to capture sediment on the site when preventing erosion is not feasible due to on-going construction activity. Sediment control BMPs and their locations shall be designed to change with the different phases of construction as site conditions and drainage patterns change. Sediment controls for the initial phase of construction shall be installed before any site disturbing activities begin. Fact Sheets for different types of Sediment Control BMPs are in [Section 3.0 of the Construction Controls Technical Manual](#).

Sediment Barriers

Sediment barriers may be linear controls (silt fence, compost socks, sediment logs, wattles, etc.), check dams, berms, sediment basins, sediment traps, active treatment systems and other structural BMPs designed to capture sediment suspended in stormwater.

Design Criteria

- Sediment barriers shall be designed to treat the volume of runoff from the design storm.
- Sediment barriers are not required for areas of the site that are undisturbed.
- If linear controls are used as the only sediment barrier for a project, the linear control shall be provided at a rate of 100 linear feet per quarter-acre of disturbed area. A series of linear controls may be needed throughout the site and are not limited to the perimeter.
- Linear controls shall not be used across areas of concentrated flow, such as drainage ditches, swales and outfalls.
- A sediment basin shall be provided where stormwater runoff from 10 acres or more of disturbed area flows to a common drainage location, unless a basin is infeasible due to site conditions or public safety. The basin shall be designed for the volume of runoff from the total area contributing (on-site and off-site) to the common drainage location, not just the volume from the disturbed portion of the contributing area. Stormwater diversion BMPs may be used to divert stormwater from upslope areas away from and around the disturbed area to minimize the design volume of the sediment basin.
- Both existing topography and graded topography shall be evaluated when determining if 10 acres or more discharges to a common location.
- If a sediment basin is infeasible on a site of 10 acres or more, a series of smaller sediment traps and/or linear controls shall be provided throughout the site to provide an equivalent level of protection.
- Permanent detention and retention basins may be used as a sediment basin during construction if all sediment is removed upon completion of construction.

Perimeter Controls

A linear BMP shall be provided at all down slope boundaries of the construction activity and side slope boundaries where stormwater runoff may leave the site. Linear sediment barriers may be used to satisfy the requirement for perimeter controls.

Storm Drain Inlet Protection

Storm drain inlet protection shall not be used as a primary sediment control BMP unless all other primary controls are infeasible due to site configuration or the type of construction activity. Inlet protection is to intended to be a last line of defense in the event of a temporary failure of other sediment controls.

Design Criteria

- Municipality approval is required before installing inlet protection on public streets.
- Inlet protection shall only be specified for low point inlets where positive overflow is provided.
- Drainage patterns shall be evaluated to ensure inlet protection will not divert flow or flood the roadway or adjacent properties and structures.

Construction Access Controls

BMPs shall be provided to prevent off-site vehicle tracking of soil and pollutants.

Design Criteria

- Limit site access to one route during construction, if possible; two routes for linear projects.
- Design the access point(s) to be at the upslope side of the construction site. Do not place the construction access at the lowest point on the construction site.
- Specify rock stabilization or an equivalent BMP for all access points.
- Include notes requiring soil tracked onto public roads be removed at a frequency that minimizes site impacts and prior to the next rain event, if feasible..
- Using water to wash sediment from streets is prohibited.

Dewatering Controls

Water pumped from foundations, vaults, trenches and other low areas shall be discharged through a BMP or treated to remove suspended soil and other pollutants before the water leaves the site. The plans shall include notes that prohibit discharging the water directly into flumes, storm drains, creeks or other drainage ways. Where state or local discharge permit requirements exist for the pollutant(s) suspected of being in the water, the plan shall include the discharge permit conditions.

Local Provisions:

4.3.3 *Material and Waste Controls*

Notes shall be placed on the iSWM Construction Plan for the proper handling and storage of materials and wastes that can be transported by stormwater. At a minimum, notes shall be provided for the materials and wastes in Table 4.1. Additional notes and BMPs shall be provided if other potential pollutants are expected to be on-site. Construction details shall be provided when necessary to ensure proper installation of a material or waste BMP.

All material and waste sources shall be located a minimum of 50 feet away from inlets, swales, drainage ways, channels and waters of the U.S., if the site configuration provides sufficient space to do so. In no case shall material and waste sources be closer than 20 feet from inlets, swales, drainage ways, channels and waters of the U.S.

Table 4.1 Requirements for Materials and Wastes

Material or Waste Source	Requirements
Sanitary Facilities	Sanitary facilities shall be provided on the site, and their location shall be shown on the iSWM Construction Plan. The facilities shall be regularly serviced at the frequency recommended by the supplier for the number of people using the facility.

Table 4.1 Requirements for Materials and Wastes

Material or Waste Source	Requirements
Trash and Debris	Show the location of trash and debris storage on the iSWM Construction Plan. Store all trash and debris in covered bins or other enclosures. Trash and debris shall be removed from the site at regular intervals. Containers shall not be allowed to overflow.
Chemicals and Hazardous Materials	The amount of chemicals and hazardous materials stored on-site shall be minimized and limited to the materials necessary for the current phase of construction. Chemicals and hazardous materials shall be stored in their original, manufacturer's containers inside of a shelter that prevents contact with rainfall and runoff. Hazardous material storage shall be in accordance with all Federal, state and local laws and regulations. Storage locations shall have appropriate placards and secondary containment equivalent to 110% of the largest container in storage. If an earthen pit or berm is used for secondary containment, it shall be lined with plastic. Containers shall be kept closed except when materials are added or removed. Materials shall be dispensed using drip pans or within a lined, bermed area or using other spill/overflow protection measures.
Fuel Tanks	On-site fuel tanks shall be provided with a secondary enclosure equivalent to 110% of the tank's volume. If the enclosure is an earthen pit or berm, the area shall be lined with plastic. Show the location of fuel tanks and their secondary containment on the iSWM Construction Plan.
Concrete Wash-out Water	An area shall be designated on the iSWM Construction Plan for concrete wash-out. A pit or bermed area, lined with plastic, or an equivalent containment measure shall be provided for concrete wash-out water. The containment shall be a minimum of 6 CF for every 10 CY of concrete placed plus a one foot freeboard. The discharge of wash-out water to drainage ways or storm drain infrastructure shall be prohibited.
Hyper-chlorinated Water from Water Line Disinfection	Hyper-chlorinated water shall not be discharged to the environment unless the chlorine concentration is reduced to 4 ppm or less by chemically treating to dechlorinate or by on-site retention until natural attenuation occurs. Natural attenuation may be aided by aeration. Water with measurable chlorine concentration of less than 4 ppm is prohibited from being discharged directly to surface water. It shall be discharged onto vegetation or through a conveyance system for further attenuation of the chlorine before it reaches surface water. Alternatively, permission from the sanitary sewer operator may be obtained to discharge directly to the sanitary sewer.
Vehicle/Equipment Wash Water	Vehicle and equipment washing is prohibited on the site unless a lined basin is provided to capture 100% of the wash water. The wash water may be allowed to evaporate or hauled-off for disposal.
Soil Stabilizers	Lime or other chemical stabilizers shall be limited to the amount that can be mixed and compacted by the end of each working day. Stabilizers shall be applied at rates that result in no runoff. Stabilization shall not occur immediately before and during rainfall events. Soil stabilizers stored on-site shall be considered a hazardous material and shall meet all the requirements for chemicals and hazardous materials.

Table 4.1 Requirements for Materials and Wastes

Material or Waste Source	Requirements
Concrete Saw-cutting Water	Slurry from concrete cutting shall be vacuumed or otherwise recovered and not be allowed to discharge from the site. If the pavement to be cut is near a storm drain inlet, the inlet shall be protected by sandbags or equivalent temporary measures to prevent the slurry from entering the inlet.

Local Provisions:

4.3.4 Installation, Inspection and Maintenance

The iSWM Construction Plan shall include details and notes that specify the proper installation, inspection and maintenance procedures for BMPs. The BMPs for the initial phase of construction must be implemented before starting any activities that result in soil disturbance, including land clearing. Notes shall indicate the sequence of BMP installation for subsequent phases of construction.

Notes on the iSWM Construction Plan shall indicate the frequency of inspections and the areas to be inspected. Inspections shall include:

- Inspecting erosion and sediment controls to ensure that they are operating correctly;
- Inspecting locations where vehicles enter or exit the site for evidence of off-site tracking;
- Inspecting material and waste controls to ensure they are effective; and
- Inspecting the perimeter of disturbed areas and discharge points for evidence of sediment or other pollutants that may have been discharged.

Erosion, sediment, and material and waste controls shall be repaired, replaced, modified and/or added if inspections reveal the controls were not installed correctly, are damaged, or are inadequate or ineffective in controlling their targeted pollutant.

Notes for maintenance of BMPs shall require the removal of sediment from BMPs when the sediment reaches half of the BMP's capacity or more frequently. Sediment discharged from the site shall be removed prior to the next rain event, where feasible, and in no case later than seven days after it is discovered. Upon completion of construction, sediment shall be removed from all storm drain infrastructure and permanent BMPs before the temporary BMPs are removed from the site.

Local Provisions:

5.0 Additional Local Requirements

- Municipality can update detailed checklists for iSWM Plans based on their requirements

Checklist for Conceptual iSWM Plan Preparation and Review

		Included?		
		Yes	No	Comments
Mapping and plans which illustrate at a minimum:				
(recommended scale of 1" = 50' or greater)				
1. Project Description				
A.	Name, legal address and telephone number of applicant _____	_____	_____	_____
B.	Name, legal address and telephone number of preparer . _____	_____	_____	_____
C.	Common address and legal description of site _____	_____	_____	_____
D.	Vicinity map _____	_____	_____	_____
E.	Proposed land use with Standard Industrial Code No. _____	_____	_____	_____
		Yes	No	Comments
2. Planning Concerns				
A.	Have any previous drainage or watershed plans been completed in the watershed? (If yes, describe) _____	_____	_____	_____
B.	Is there any known history of flooding downstream? (If yes, describe conditions and locations) _____	_____	_____	_____
C.	Is there any known history of excessive erosion downstream? (If yes, describe conditions and locations) . _____	_____	_____	_____
D.	Are there any known downstream drainage constrictions such as undersized culverts or channels? Size? _____	_____	_____	_____
E.	Are there any known or suspected wetland areas, mitigation areas, 404 permit areas, or other natural habitat features which require special consideration? _____	_____	_____	_____
F.	Are there any existing dams over six feet in height which are or will be subject to TCEQ regulations? _____	_____	_____	_____
G.	Are there any existing impoundments subject to TCEQ water rights permitting? (Livestock ponds are not exempt when converted to other uses.) _____	_____	_____	_____
H.	Are there any existing environmental concerns on the site requiring special treatment or design consideration (i.e. fuel stations, vehicle maintenance, auto recycling, illegal dump sites, landfills, etc.)? _____	_____	_____	_____

Checklist for Conceptual iSWM Plan Preparation and Review (continued)

	Yes	No	Comments
3. Existing Conditions			
A. Copy of applicable digital orthophoto showing proposed project boundaries.....	_____	_____	_____
B. Best available existing topography (no greater than 2-foot contours recommended)	_____	_____	_____
C. Total Site Area and Total Impervious Area (acres).....	_____	_____	_____
D. Benchmarks used for site control if available.....	_____	_____	_____
E. Perennial and intermittent streams	_____	_____	_____
F. Predominant soils from USDA soil surveys and/or on site soil borings	_____	_____	_____
G. Boundaries of existing predominant vegetation	_____	_____	_____
H. Location and boundaries of natural feature protection and conservation areas such as wetlands, lakes, ponds, and other setbacks (e.g., stream buffers, drinking water well setbacks, septic setbacks, etc.).....	_____	_____	_____
I. Location of existing roads, buildings, parking lots and other impervious areas	_____	_____	_____
J. Location of existing utilities (e.g., water, sewer, gas, electric) and easements	_____	_____	_____
K. Location of existing conveyance systems such as storm drains, inlets, catch basins, channels, swales, and areas of overland flow	_____	_____	_____
L. Flow paths	_____	_____	_____
M. Location of floodplain/floodway limits and relationship of site to upstream/downstream properties and drainages...	_____	_____	_____
N. Location and dimensions of existing channels, bridges or culvert crossings	_____	_____	_____
4. Conceptual Site Layout			
A. Complete the iSWM Conceptual Plan Worksheet	_____	_____	_____
B. Hydrologic analysis to determine conceptual runoff rates, volumes and velocities to support selection of Stormwater Controls	_____	_____	_____
C. Conceptual site design identifying <i>integrated</i> site design practices used	_____	_____	_____
D. Identification and calculation of stormwater site design credits	_____	_____	_____

Checklist for Conceptual iSWM Plan Preparation and Review (continued)

	<u>Yes</u>	<u>No</u>	<u>Comments</u>
E. Approximate downstream assessment limits for all outfalls.....	_____	_____	_____
F. Conceptual estimates of <i>integrated</i> Design Focus Area requirements.....	_____	_____	_____
G. Conceptual selection, location and size of proposed structural stormwater controls.....	_____	_____	_____
H. Conceptual limits of proposed clearing and grading.....	_____	_____	_____

Checklist for Preliminary iSWM Plan Preparation and Review

	Included?		Comments
	Yes	No	
Mapping and plans which illustrate at a minimum:			
(recommended scale of 1" = 50' or greater)			
1. Existing Conditions Hydrologic Analysis			
A. Existing and proposed topography (no greater than 2-foot contours recommended)	_____	_____	_____
B. Total Site Area and Total Impervious Area (acres).....	_____	_____	_____
C. Perennial and intermittent streams	_____	_____	_____
D. Predominant soils from USDA soil surveys or soil borings.....	_____	_____	_____
E. Boundaries of existing predominant vegetation and proposed limits of clearing and grading	_____	_____	_____
F. Location and boundaries of natural feature protection and conservation areas such as wetlands, lakes, ponds, and other setbacks (e.g., stream buffers, drinking water well setbacks, septic setbacks, etc.).....	_____	_____	_____
G. Location of existing and proposed roads, buildings, parking lots and other impervious areas	_____	_____	_____
H. Location of existing and proposed utilities (e.g., water, sewer, gas, electric) and easements	_____	_____	_____
I. Preliminary selection and location of stormwater controls	_____	_____	_____
J. Location of existing and proposed conveyance systems such as storm drains, inlets, catch basins, channels, swales, and areas of overland flow.....	_____	_____	_____
K. Flow paths	_____	_____	_____
L. Location of floodplain/floodway limits and relationship of site to upstream/downstream properties and drainages...	_____	_____	_____
M. Preliminary location and dimensions of proposed channel modifications, such as bridge or culvert crossings	_____	_____	_____
N. Existing conditions hydrologic analysis for runoff rates, volumes and velocities showing methodologies used and supporting calculations.....	_____	_____	_____

Checklist for Preliminary iSWM Plan Preparation and Review (continued)

		Included?		
		Yes	No	Comments
2. Project Description and Design Considerations (updated information from Conceptual Plan)				
A.	Name, legal address and telephone number of applicant _____	_____	_____	_____
B.	Name, legal address and telephone number of preparer . _____	_____	_____	_____
C.	Common address and legal description of site..... _____	_____	_____	_____
D.	Vicinity Map..... _____	_____	_____	_____
E.	Discussion of <i>integrated</i> Site Design Practices _____	_____	_____	_____
F.	Discussion of Credits for <i>integrated</i> Site Design _____	_____	_____	_____
G.	Discussion of stormwater controls _____	_____	_____	_____
H.	Discussion of groundwater recharge considerations _____	_____	_____	_____
I.	Discussion of hotspot land uses and runoff treatment..... _____	_____	_____	_____
		Yes	No	Comments
3. Post-Development Hydrologic Analysis				
A.	Proposed (post-development) conditions hydrologic analysis for runoff rates, volumes, and velocities showing the methodologies used and supporting calculations _____	_____	_____	_____
B.	Preliminary estimates of <i>integrated</i> Design Focus Area requirements _____	_____	_____	_____
C.	Preliminary identification and calculation of credits for <i>integrated</i> site designs _____	_____	_____	_____
D.	Location and boundary of proposed natural feature protection areas _____	_____	_____	_____
4. Downstream Assessments				
A.	Preliminary analysis of potential downstream impact/effects of project, where necessary..... _____	_____	_____	_____

Checklist for Preliminary iSWM Plan Preparation and Review (continued)

	<u>Yes</u>	<u>No</u>	<u>Comments</u>
5. Stormwater Management System Design			
A. Hydrologic and hydraulic analysis of the stormwater management system for all applicable design storms	_____	_____	_____
B. Preliminary sizing calculations for stormwater controls including contributing drainage area, storage, and outlet configuration.....	_____	_____	_____
C. Narrative describing the selected stormwater controls	_____	_____	_____

Checklist for Final iSWM Plan Preparation and Review

		Included?		
		Yes	No	Comments
1. Existing Conditions Hydrologic Analysis				
A.	Updated checklist from Preliminary iSWM Site Plan.....	_____	_____	_____
2. Project Description and Design Considerations				
A.	Updated checklist from Preliminary iSWM Site Plan.....	_____	_____	_____
3. Post-Development Hydrologic Analysis				
A.	Updated checklist from Preliminary iSWM Site Plan.....	_____	_____	_____
B.	Final sizing calculations for stormwater controls including contributing drainage area, storage, and outlet configuration.....	_____	_____	_____
C.	Stage-discharge or outlet rating curves and inflow and outflow hydrographs for storage facilities.....	_____	_____	_____
D.	Final analysis of potential downstream impact/effects of project, where necessary	_____	_____	_____
E.	Dam safety and breach analysis, where necessary	_____	_____	_____
4. Downstream Assessments				
A.	Update checklist from Preliminary iSWM Site Plan.....	_____	_____	_____
5. Stormwater Management System Design				
A.	Update checklist from Preliminary iSWM Site Plan.....	_____	_____	_____
B.	Existing and proposed structural elevations (e.g., invert of pipes, manholes, etc.)	_____	_____	_____
C.	Design water surface elevations	_____	_____	_____

Checklist for Final iSWM Plan Preparation and Review (continued)

	<u>Yes</u>	<u>No</u>	<u>Comments</u>
D. Structural details and specifications of structural control designs, outlet structures, embankments, spillways, grade control structures, conveyance channels, etc.....	_____	_____	_____
E. Professional Engineer seal, signature and date	_____	_____	_____
6. iSWM Construction Plan			
A. Existing topography and natural drainage features and post-development topography and drainage features	_____	_____	_____
B. Limits of disturbance, including off-site areas that will be disturbed and natural features to be protected within the disturbed areas	_____	_____	_____
C. Location, details, BMP design calculations (if applicable), and notes for erosion controls	_____	_____	_____
D. Locations, details, BMP design calculations (if applicable), and notes for sediment controls	_____	_____	_____
E. Location, details, BMP design calculations (if applicable), and notes for material and waste controls	_____	_____	_____
F. Inspection and maintenance notes	_____	_____	_____
G. Sequence of BMP installation based on sequence of construction phases	_____	_____	_____
H. Schedule and phasing of temporary and permanent stabilization on different area of the site	_____	_____	_____
I. Temporary structures that will be converted into permanent storm water controls	_____	_____	_____
J. Prepared by CPESC, PE or RLA	_____	_____	_____

Checklist for Final iSWM Plan Preparation and Review (continued)

	<u>Yes</u>	<u>No</u>	<u>Comments</u>
7. Landscaping Plan			
A. Arrangement of planted areas, natural areas, and other landscaped features.....	_____	_____	_____
B. Information required to construct landscaping elements ..	_____	_____	_____
C. Descriptions and standards for the methods, materials and vegetation that are to be used	_____	_____	_____

	<u>Yes</u>	<u>No</u>	<u>Comments</u>
8. Operations and Maintenance Plan			
A. Name, legal address and phone number of responsible parties for maintenance activities.....	_____	_____	_____
B. Description and schedule of maintenance tasks	_____	_____	_____
C. Description of applicable easements	_____	_____	_____
D. Description of funding source	_____	_____	_____
E. Access and safety issues.....	_____	_____	_____
F. Procedures for testing and disposal of sediments, if required	_____	_____	_____
G. Expected service life of structures and estimated cost to replace.....	_____	_____	_____
H. Executed Maintenance Agreement(s) and Plan(s), as required	_____	_____	_____
I. Record of Maintenance Plan filed in county property records for the property.....	_____	_____	_____

9. Evidence of Acquisition of Applicable Federal, State, and Local Permits

A. USACE Regulatory Program permits.....	_____	_____	_____
B. 401 water quality certification.....	_____	_____	_____
C. TPDES Construction permit.....	_____	_____	_____
D. Other.....	_____	_____	_____
E. Other.....	_____	_____	_____

Checklist for Final iSWM Plan Preparation and Review (continued)

	<u>Yes</u>	<u>No</u>	<u>Comments</u>
10. Waiver requests			
A. Evidence of acquisition of all necessary legal agreements (e.g., easements, covenants, land trusts, etc.)			

Transportation *integrated* Stormwater Management (TriSWM) Appendix

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1.0 Overview of TriSWM Appendix

1.1 Introduction

The TriSWM Appendix has been developed as an appendix to the iSWM Criteria Manual for Site Development and Construction for use by cities, counties, and transportation agencies in the planning and design of stormwater management systems for public streets, roads, and highways. The purpose of this Appendix is to provide design guidance and a framework for incorporating effective and environmentally sustainable stormwater management into the project development and construction processes and to encourage a greater regional uniformity in developing plans for stormwater management systems that meet the following goals:

- Control runoff within and from the site to minimize flood risk to people and properties;
- Assess discharges from the site to minimize downstream bank and channel erosion; and
- Reduce pollutants in stormwater runoff to protect water quality and assist communities in meeting regulatory requirements.

The table below indicates the chapters or sections of the iSWM Criteria Manual for Site Development and Construction that have been replaced by information in the TriSWM Appendix for use in the planning and design of stormwater management facilities for public transportation projects. Chapters or sections of the iSWM Criteria Manual for Site Development and Construction not referenced in the table are to be used “as is.”

Affected Chapter/Section of the iSWM Criteria Manual	Replacement Chapter/Section in TriSWM Appendix	Comments
Chapter 1, Overview of iSWM Criteria Manual	Chapter 1, Overview of TriSWM Appendix	General content modifications as needed to reflect TriSWM requirements.
Chapter 2, <i>integrated</i> Development Process	Chapter 2, TriSWM Planning and Development Process	Complete section replaced; the project planning and development process for public facilities is significantly different than for private development projects.
Chapter 3, Section 3.2, Water Quality Protection	Chapter 3, Section 3.2, TriSWM Water Quality Protection	The Water Quality Protection Criteria has been modified due to the nature of linear facilities.
Chapter 3, Section 3.8, Stormwater Control Selection	Chapter 3, Section 3.8, TriSWM Stormwater Control Selection	The “ <i>Ability to treat the Water Quality Volume</i> ” section has been modified to reflect TriSWM water quality treatment designations. The tables have been changed as indicated below.
Table 3.6, Suitability of Stormwater Controls to Meet <i>integrated</i> Focus Areas, and Table 3.15, Stormwater Treatment Suitability ¹	Table 3.2, Stormwater Treatment Suitability ²	Designations in the “Water Quality Protection” column have been changed to reflect TriSWM designations (Primary or Secondary changed to Levels I, II, or III). Also, <i>integrated</i> Stormwater Controls not typically associated with streets or roadways (Green Roofs, Rain Barrels, etc.) have been removed.

Affected Chapter/Section of the iSWM Criteria Manual	Replacement Chapter/Section in TriSWM Appendix	Comments
Table 3.16 Water Quality Performance	Table 3.3 Water Quality Performance	<i>integrated</i> Stormwater Controls not typically associated with streets or roadways have been removed.
Table 3.17 Site Applicability	Table 3.4 Site Applicability	
Table 3.18 Implementation Considerations	Table 3.5 Implementation Considerations	
Table 3.19 Physiographic Factors	Table 3.6 Physiographic Factors	
Table 3.20 Soils	Table 3.7 Soils	
Table 3.21 Special Watershed Considerations	Table 3.8 Special Watershed Considerations	
Table 3.22 Location and Permitting Checklist	Table 3.9 Location and Permitting Checklist	Minor updates for clarification.

1. Tables 3.6 and 3.15 in the iSWM Criteria Manual contain the same information and are both replaced by Table 3.2 in the TriSWM Appendix.
2. The Water Quality Protection designations for stormwater controls in Table 3.2 of the TriSWM Appendix shall also be used in place of the Water Quality Protection designations in Table 1.3 of the Stormwater Controls Technical Manual.

Note: Stormwater runoff from residential streets should be managed as part of the overall stormwater management system for the entire site. The iSWM Criteria Manual for Site Development and Construction should be used for the planning and design of stormwater management facilities for residential subdivisions and internal residential streets. The TriSWM Appendix does not apply to local or residential classified streets within residential subdivisions, unless required by the local jurisdiction. However, when a city or county cooperates with a developer in the construction of a collector or arterial street for access, the local government may require the use of the TriSWM Appendix for that portion of the project.

Local Provision Boxes

Throughout this manual there are "Local Provision" boxes. These boxes are used by a local government/agency to add, delete, or modify sections of the criteria and specify the options allowed and/or required by the local government/agency. Additional local information can be added at the back of this document.

Local Provisions:

Applicability

TriSWM is applicable under the following conditions for projects that will ultimately disturb one or more acres as indicated in Table 1.1.

Table 1.1 Applicability	
Applicable for TriSWM Criteria :	Applicable for iSWM Construction Criteria:
Land disturbing activity of 1 acre or more OR land disturbing activity of less than 1 acre where the activity is part of a common plan of development that is one acre or larger.	Land disturbing activity of 1 acre or more OR land disturbing activity of less than 1 acre where the activity is part of a common plan of development that is one acre or larger. (Requirements located in Chapter 4, <i>integrated Construction Criteria</i> of the iSWM Criteria Manual for Site Development and Construction)

The criteria within the TriSWM Appendix is applicable to projects that disturb 1 acre or more, including projects less than one acre that are part of a larger common project plan or scope that will disturb 1 acre or more. A common plan of development consists of construction activity that is completed in separate stages, separate phases, or in combination with other construction activities.

Projects located in or near critical or sensitive areas, or as identified through a watershed study or plan, may be subject to additional performance and/or regulatory criteria. Furthermore, these sites may need to utilize certain structural controls in order to protect a special resource or address certain water quality or drainage problems identified for a drainage area or watershed.

For some projects, particularly expansion projects, practical limitations may present obstacles to fully meeting stormwater management requirements within the project right-of-way (ROW). Limitations could include lack of land availability, engineering constraints, health and safety issues associated with operations and maintenance activities, or low benefit/cost ratio. If the project planning, assessment, and design process reveals that stormwater requirements for a project cannot be met because it is not feasible to do so, an explanation must be provided in the planning documents for the project. The explanation must include the reasons why the requirements cannot be met for the site and the provisions for stormwater management that can be provided.

Projects below Applicability Threshold

Projects that are below the size threshold for applicability requirements (above) are not subject to the water quality or streambank protection requirements of the TriSWM Appendix. However, it is recommended that these criteria still be used and that temporary controls be provided during construction. Flood mitigation and conveyance criteria still apply. The planning process is also simplified for sites below the applicable criteria to an optional pre-development review before the final submittal of the engineering plans.

Local Provisions:

1.2 TriSWM Development Process

Chapter 2 presents information on the process of collecting and considering appropriate information needed to effectively and efficiently manage stormwater on roadway, street, and highway projects. Descriptions of the city/county and Texas Department of Transportation (TxDOT) project development processes are provided along with information on site analysis and inventory, conditions for accepting off-site flows, and special planning and design considerations.

Local Provisions:

1.3 TriSWM Design Criteria

Chapter 3 presents an approach for meeting stormwater runoff quality and quantity management goals by addressing the key adverse impacts of development on stormwater runoff. Its framework consists of three focus areas, each with options in terms of how the focus area is applied.

Design Focus Areas

The stormwater management focus areas and goals are:

- **Water Quality Protection:** Remove or reduce pollutants in stormwater runoff to protect water quality
- **Streambank Protection:** Regulate discharge from the site to minimize downstream bank and channel erosion
- **Flood Mitigation and Conveyance:** Control runoff within and from the site to minimize flood risk to people and properties for the conveyance storm as well as the 100-year storm.

Each of the Design Focus Areas must be used in conjunction with the others to address the overall stormwater impacts from a development site. When used as a set, the Design Focus Areas control the entire range of hydrologic events, from the smallest runoff-producing rainfalls up to the 100-year, 24-hour storm.

Local Provisions:

Design Storms

TriSWM design is based on the following four (4) storm events.

Table 1.2 Storm Events	
Storm Event Name	Storm Event Description
"Water Quality"	Criteria based on a volume of 1.5 inches of rainfall, not a storm frequency
"Streambank Protection"	1-year, 24-hour storm event
"Conveyance"	25-year, 24-hour storm event
"Flood Mitigation"	100-year, 24-hour storm event

Throughout the manual the storms will be referred to by their storm event names.

Local Provisions:

Design Focus Area Application Options

There are multiple options provided to meet the required criteria for water quality protection, streambank protection, and flood mitigation. Design requirements and options are summarized in Table 1.3.

Design criteria for streambank protection and flood mitigation are based on a **downstream assessment**. The purpose of the downstream assessment is to protect downstream properties and channels from increased flooding and erosion potential due to the proposed project. A downstream assessment is required to determine the extent of improvements necessary for streambank protection and flood mitigation. Downstream assessments shall be performed for streambank protection, conveyance, and flood mitigation storm events. More information on downstream assessments is provided in Section 3.3. of the iSWM Criteria Manual for Site Development and Construction

If a project causes no adverse impacts to existing conditions, then it is possible that little or no mitigation would be required.

Table 1.3 Summary of Options for Design Focus Areas

Design Focus Area	Reference Section	Required Downstream Assessment	Design Requirements/Options
Water Quality Protection	3.2 TriSWM Appendix	no	Water Quality Protection requirements are determined based on the quality of receiving waters, proximity of project discharge to any wetlands and/or drinking water supply intakes, and projected traffic volume. Refer to Section 3.2 to determine the Water Quality Treatment Level required (Treatment Level I, II, or III).
Streambank Protection	3.4 iSWM Criteria Manual	yes	Option 1: Reinforce/stabilize downstream conditions
			Option 2: Install stormwater controls to maintain or improve existing downstream conditions
			Option 3: Provide on-site controlled release of the 1-year, 24-hour storm event over a period of 24 hours (Streambank Protection Volume, SPv)
Flood Mitigation and Conveyance	3.5 and 3.6 iSWM Criteria Manual	yes	Flood Mitigation
			Option 1: Provide adequate downstream conveyance systems
			Option 2: Install stormwater controls on-site to maintain or improve existing downstream conditions
			Option 3: In lieu of a downstream assessment, maintain existing on-site runoff conditions
			Conveyance Minimize localized site flooding of streets, sidewalks, and properties by a combination of on-site stormwater controls and conveyance systems

Local Provisions:

2.0 TriSWM Development Process

2.1 Project Development Goals

In order to most effectively and efficiently manage stormwater on new public roadway, street, and highway projects, as well as significant expansion projects, consideration of stormwater runoff needs to be fully integrated into the project planning and design process. This involves a comprehensive planning approach and a thorough understanding of the physical characteristics and natural resources in proximity to the proposed route. In addition, the management of the quantity and the quality of stormwater should be addressed in an integrated approach. The purpose of the TriSWM Appendix is to provide design guidance and a framework for incorporating effective and environmentally sensitive stormwater management into the street and highway project development process and to encourage a greater uniformity in developing plans for stormwater management systems that meet the following goals:

- Provide safe driving conditions
- Minimize the downstream flood risk to people and properties
- Minimize downstream bank and channel erosion
- Reduce pollutants in stormwater runoff to protect water quality.

2.2 Stormwater Management Planning

2.2.1 Introduction

The planning phase offers the greatest opportunity to avoid adverse water quality impacts as alignments and right-of-way requirements are developed and refined. Conducting natural and cultural resource studies concurrently with early project planning provides timely information to assist in identifying and avoiding potential impacts. Sections 2.2.6, Site Analysis and Inventory, and 2.3, Special Planning and Design Considerations, describe the features that should be considered and avoided if possible. Avoiding impacts may reduce or eliminate the need for higher level water quality treatment controls.

Once the alignment has been determined, planning and design of stormwater management controls should be performed early in the preliminary design phase of the project so that adequate right-of-way may be acquired. This would generally be at the site assessment and preliminary design phases of a city/county street project or the preliminary design phase of a TxDOT project. The proposed alignment should include sufficient reserved land to construct and maintain all required BMPs at appropriate locations.

Local Provisions:

2.2.2 City / County Project Development Process

Local governments plan for the preservation and creation of transportation corridors through master thoroughfare plans and/or comprehensive plans. The function of these planning tools is to establish the future roadway network and design guidelines to provide an adequate level of service. Thoroughfare

planning is used by local government to proactively prepare for future traffic conditions, accommodate growth and development and identify projects for the capital improvements program (CIP), determine roadway right-of-way requirements, and improve community aesthetics and safety. Conventional thoroughfare planning should be expanded to include avoidance of sensitive natural features where possible and to accommodate stormwater management best management practices (BMPs).

Planning for individual projects typically starts with identification in the capital improvement program, which is a long-range financial planning tool to address community needs in the long-term future for improving streets, drainage, parks, public facilities, utilities and other city functions. Projects selected for funding in the CIP would proceed through various stages of development including Site Assessment, Preliminary Design, Right-of-Way Acquisition, Final Design, and Drawings & Specifications.

The Site Assessment phase consists of identifying physical and environmental constraints on the potential alignment of the project. The Preliminary Design phase incorporates information from the site assessment and identifies the vertical alignment for the street or roadway. Typically, preliminary design drawings are reviewed by the local government at a point where the engineering design is approximately 30 to 50 percent complete. Once the preliminary plans and vertical alignment are approved, activities to acquire the right-of-way are initiated. While right-of-way acquisition efforts are in progress, the final design drawings and specifications for the project are completed and reviewed by the local government.

Since many stormwater management best management practices require additional space beyond the typical right-of-way (50' two-lane streets, 120 – 130' for 6-lane divided with median), stormwater management practices must be identified during the Preliminary Design phase. Once stormwater management controls are identified, the right-of-way acquisition process and development of the final design may proceed accordingly.

Local Provisions:

2.2.3 TxDOT Project Development Process

The TxDOT project development process is laid out in detail in the Project Development Process Manual, which may be accessed at <http://onlinemanuals.txdot.gov/txdotmanuals/pdp/index.htm>. A general characterization of the process is outlined below:

- **Planning and Programming**
Consists of needs identification, site visit, project authorization, compliance with planning requirements, determination of study requirements, and construction funding identification.
- **Preliminary Design**
Consists of data collection and preliminary design preparation, public meetings, preliminary schematic preparation, geometric schematic preparation (including determination of right-of-way needs), and value engineering. Development of the preliminary and geometric schematics is a particularly important phase since alternative alignments are evaluated, ROW and access control requirements are defined, and initial siting and sizing of permanent stormwater BMPs must be determined.
- **Environmental**
Consists of environmental issues determination and data collection, interagency coordination and permitting, environmental documentation, public hearing, and environmental clearance. This process is further described below.
- **Right-of-Way and Utilities**

Consists of right-of-way and utility data collection, mapping, appraisals and acquisition, and utility adjustments.

- **Plans, Specifications, and Engineering Development**
Consists of the design conference, design of bridges, final vertical and horizontal alignment design, roadway design, drainage design, and final review.
- **Letting**
Consists of final funding approval and bidding and award of construction contract.

The project development process is overseen by the District's Area Engineer and Project Manager. The District Environmental Quality Coordinator (DEQC) reviews project plans prior to letting to ensure that the Stormwater Pollution Prevention Plan and Environmental Permits, Issues, and Commitments (EPIC) plan sheets are complete. The EPIC sheet is used to summarize the special requirements and restrictions related to the construction activity that has been permitted and the conditions of any permits. For example, it may depict areas to be avoided during construction due to the presence of endangered species, wetlands, etc. The DEQC and divisional and central management are aided by the Environmental Compliance Oversight System (ECOS). It's a database system that tracks the environmental process for projects generated by TxDOT's 25 Districts. The ECOS tracks and facilitates coordination throughout the TxDOT system concerning:

- Project environmental clearance
- Environmental Permits, Issues and Commitments (EPIC)
- Public involvement
- Cultural resources protection
- Hazardous material avoidance or removal
- Corps of Engineers permits
- Biological resource protection
- Water quality protection
- Coordination with other regulatory agencies as necessary

Local Provisions:

2.2.4 Determine/Confirm Local Requirements

The consultant or project designer must determine the stormwater management requirements of the jurisdiction(s) that the project will be located in. For local governments that have adopted the iSWM™ Criteria Manual for Site Development and Construction, much of this information is available in the jurisdiction's adopted version of the iSWM Criteria Manual. These requirements may include:

- Design storm frequencies
- Conveyance design criteria
- Floodplain criteria

- Buffer/setback criteria
- Watershed-based criteria
- Need for physical site evaluations such as infiltration tests, geotechnical evaluations, etc.

Local Provisions:

2.2.5 Conditions for Accepting Off-Site Flows

Local governments and the Texas Department of Transportation (TxDOT) must provide for the passage of off-site flows through street and highway right-of-way to maintain natural drainage paths. If a private developer's project discharges off-site flow to public right-of-way, local governments designated as Municipal Separate Storm Sewer Systems (MS4s) must require the private development project to comply with the requirements of the *integrated* Stormwater Management (iSWM™) Criteria Manual for Site Development and Construction (if adopted) or other local government post construction stormwater quality management requirements. Once the local government MS4 accepts discharge of water onto its right-of-way, the jurisdiction becomes liable for the quality of that discharge under Texas Pollutant Discharge Elimination System (TPDES) regulations.

TxDOT lacks statutory authority to prohibit or control post-construction discharges of stormwater from development projects outside the right-of-way. TxDOT should coordinate with local governments to the extent possible to ensure that private development projects meet the jurisdiction's post construction stormwater management requirements.

Local Provisions:

2.2.6 Site Analysis and Inventory

Using approved field and mapping techniques, the project designer shall collect and review information on the existing site conditions and map the following site features:

- Topography
- Drainage patterns and basins
- Intermittent and perennial streams / receiving waters
- Stream flow data
- Soils
- Ground cover and vegetation
- Wetlands
- Critical habitat areas
- Boundaries of wooded areas
- Floodplain boundaries

- Steep slopes
- Required buffers
- Other required protection areas (e.g., well setbacks)
- Clean Water Act Section 303(d) listed impaired stream segments
- Proposed stream crossing locations
- Existing stormwater facilities (open channels & enclosed)
- Existing development
- Utilities
- Adjacent areas
- Property lines and easements

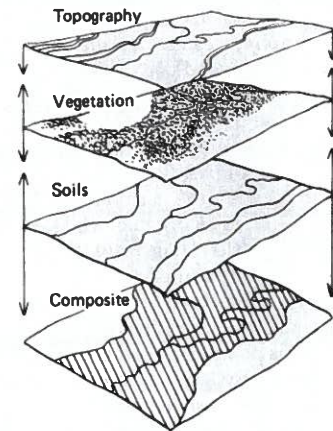


Figure 1.1
Composite Analysis
 (Source: Marsh, 1983)

Some of this information may be available from previously performed studies or from a feasibility study. For example, some of the resource protection features may have been mapped as part of erosion and sediment control activities. Other recommended site information to map or obtain includes utilities information, seasonal groundwater levels, and geologic data.

Individual map or geographic information system (GIS) layers can be designed to facilitate an analysis of the site through what is known as map overlay or composite analysis. Each layer (or group of related information layers) is placed on the map in such a way as to facilitate comparison and contrast with other layers. A composite layer is often developed to show all the layers at once (see Figure 1.1).

Local Provisions:

2.3 Special Planning and Design Considerations

This section discusses several environmental features that need to be identified and assessed during the earliest stages of planning for a project, as well as design considerations for bridges and right-of-way. Proposed alignments for a project should avoid sensitive natural resources to the greatest extent practicable. In cases where avoidance is not possible, providing an undisturbed buffer and additional practices or structural controls to minimize impact must be considered.

Preserving natural conservation areas such as undisturbed forested and vegetated areas, floodplains, stream corridors and wetlands helps to preserve the original hydrology and avoids the impact of stormwater runoff and pollutants. Undisturbed vegetated areas also stabilize soils, provide for filtering and infiltration, decreases evaporation, and increases transpiration.

Buffer areas and sensitive features in proximity to project alignments should be clearly marked on all construction and grading plans to ensure equipment is kept out of these areas and native vegetation is kept in an undisturbed state. The boundaries of each conservation area should be mapped by carefully determining the limit that should not be crossed by construction activity.

Projects located in or near critical or sensitive areas, or as identified through a watershed study or plan, may be subject to additional performance and/or regulatory criteria. Furthermore, these sites may need to utilize certain structural controls in order to protect a special resource or address certain water quality or drainage problems identified for a drainage area or watershed.

For some projects, particularly expansion projects, practical limitations may present obstacles to fully meeting stormwater management requirements within the project right-of-way (ROW). Limitations could include lack of land availability, engineering constraints, health and safety issues associated with operations and maintenance activities, or low benefit/cost ratio. If the project planning, assessment, and design process reveals that stormwater requirements for a project cannot be met because it is not feasible to do so, an explanation must be provided in the planning documents for the project. The explanation must include the reasons why the requirements cannot be met for the site and the provisions for stormwater management that can be provided.

Local Provisions:

2.3.1 Sensitive Areas

Stream segments classified by the Texas Commission on Environmental Quality (TCEQ) as Exceptionally-High quality should be avoided if possible when considering potential alignments. These are waters that have been designated "Exceptional Quality Aquatic Habitat" by the TCEQ or "Endangered/Protected Species Habitat" by the Texas Parks and Wildlife Department.

- Exceptional Quality Aquatic Habitat – segments that are significant due to unique or critical habitats and exceptional aquatic life uses dependent on or associated with high water quality
- Endangered/Protected Species Habitat – sites along segments where water development projects would have significant detrimental effects on state or federally listed threatened and endangered species, and sites along segments that are significant due to the presence of unique, exemplary, or unusually extensive natural communities

Local Provisions:

2.3.2 Wetlands

Because the alteration of ground cover and drainage patterns will almost always affect the hydrology of wetlands, and because hydrologic changes strongly impact vegetation and amphibian communities, it is always preferable to avoid wetland areas when determining road or street alignments if possible.

An important measure to maintain the health of a natural wetland is the protection and control of the wetland's hydroperiod. The hydroperiod is the pattern of fluctuation of water depth and the frequency and duration of drying in the summer. A hydrological assessment is performed to determine pre-project hydroperiod characteristics and to model the post-project conditions. Coordination with the TCEQ is necessary to properly assess the impact of hydroperiod changes.

The design of facilities adjacent to wetlands should maximize natural water storage and infiltration opportunities within the project area. Natural wetlands may not be used in lieu of runoff treatment BMPs. Any construction of stormwater treatment or flow control facilities is discouraged within natural wetland areas, with the exception of the following situations, which involve additional permitting:

- Necessary conveyance systems with applicable permits

- Lower quality wetland approved for hydrologic modification

Local Provisions:

2.3.3 Floodplains

Development in floodplain areas can reduce the ability of the floodplain to convey stormwater, potentially causing safety problems or significant damage to the site in question, as well as to both upstream and downstream properties. Ideally, the entire 100-year full-buildout floodplain should be avoided for clearing or building activities, and should be preserved in a natural undisturbed state where possible. Floodplain protection is complementary to riparian buffer preservation.

Roadway construction can displace hydrologic storage, resulting in increased stream flows, erosion, and decreased infiltration. Loss of hydrologic storage may require creation of additional hydrologic storage elsewhere in the watershed. Design for management of stormwater runoff from transportation facilities in floodplains differs from parcel based BMPs primarily in the increased influence of off-site stormwater entering the facility, space limitations of a linear facility, and the likelihood that roadways will cross jurisdictional boundaries.

Local Provisions:

2.3.4 Aquifers and Wellhead Protection Areas

Pollutants can enter aquifers through stormwater runoff treatment and storage systems. Local ordinances may specify minimum setbacks or buffers between wellheads and roadway construction. In Texas, the TCEQ's Source Water Assessment Program (SWAP), Source Water Protection Program (SWP) and Wellhead Protection Program (WHP) may also impact BMP selection and implementation for transportation projects. Aquifer recharge zones may also have state or local restrictions.

Local Provisions:

2.3.5 Streams and Riparian Areas

Roadway alignments should cross streams and riparian areas as few times as possible and should be located a sufficient distance from the stream when the alignment is parallel. Maintaining riparian buffers is important for the protection of stream banks and stream ecosystems.

Forested riparian buffers should be maintained and reforestation should be encouraged where no wooded buffer exists. Proper restoration should include all layers of the forest plant community, including understory, shrubs and groundcover, not just trees. A riparian buffer can be of fixed or variable width, but should be continuous and not interrupted by impervious areas that would allow stormwater to concentrate and flow into the stream without first flowing through the buffer.

Ideally, riparian buffers should be sized to include the 100-year floodplain as well as steep banks and wetlands. The buffer depth needed to perform properly will depend on the size of the stream and the surrounding conditions, but a minimum 25-foot undisturbed vegetative buffer is needed for even the smallest perennial streams and a 50-foot or larger undisturbed buffer is ideal. Any structural controls for management of stormwater should be located outside the riparian buffer if possible.

Generally, the riparian buffer should remain in its natural state. However, some maintenance is periodically necessary, such as planting to minimize concentrated flow, the removal of exotic plant species when these species are detrimental to the vegetated buffer and the removal of diseased or damaged trees.

Local Provisions:

2.3.6 Impaired Water Bodies

Impaired water bodies are those surface waters identified in the *Texas Integrated Report of Surface Water Quality for Clean Water Act Sections 305(b) and 303(d)* as not meeting water quality standards. In compliance with the federal Clean Water Act, the Texas Commission on Environmental Quality (TCEQ) researches, updates, and then publishes the list every two years. Impaired water bodies are eventually assigned a Total Maximum Daily Load (TMDL), which is the maximum amount of the impairing pollutant that the water body can receive and still comply with water quality standards. There are several impaired water bodies in the Dallas-Fort Worth metropolitan area, including those with and without TMDLs. Impairments may be for a variety of pollutants including bacteria and legacy pollutants such as PCBs and dioxin. Discharges of stormwater runoff containing pollutants of concern (any pollutant identified as a cause of impairment) to impaired water bodies will be governed by an entity's Texas Pollutant Discharge Elimination System (TPDES) Municipal Separate Storm Sewer System (MS4) permit, if applicable.

Local Provisions:

2.3.7 Facilities Designated as Hazardous Materials Routes

Shipments of hazardous materials along roadways that are listed on the National Hazardous Material Route Registry have the potential for accidental release of hazardous materials. Hazardous material traps should be considered for placement depending on the level of sensitivity of receiving waters, the probability of spills, and the nature of the stormwater collection system (particularly if the road surface drains directly to inlet and pipe system that discharge to surface waters). Gravity or other proprietary oil-water separators provide some level of protection, but the capacity may be exceeded and these devices are also generally not effective at containing corrosives. For maximum protection of sensitive areas, detention basins lined with clay, concrete, or other impermeable liner with a capture volume of at least 10,000 gallons should be considered.

Local Provisions:

2.3.8 Bridges

The portion of bridge stormwater runoff associated with the part of the bridge over water is the same volume as would have fallen in the water body without the presence of the bridge. The water quality, however, is impacted by material deposited on the road surface. Furthermore, the bridge itself doesn't offer an opportunity for treatment or infiltration. Although bridges have traditionally been built with gutters routing stormwater directly into the receiving waters, this is no longer the preferred alternative. It is recommended that runoff be collected and conveyed to the ends of the bridge and directed to the selected treatment facility as necessary. Collection and conveyance systems must be designed to prevent backup of stormwater onto the bridge surface in the event of clogging by trash and debris.

Local Provisions:

2.3.9 Right-of-Way

After the stormwater treatment requirements of the project are determined, and the hydrology of the site is known, the area required for stormwater treatment facilities can be estimated. Availability and cost of right-of-way may influence treatment selection. Placement of the roadway and stormwater treatment facilities within the right-of-way can be adjusted and additional right-of-way requirements may be identified.

Local Provisions:

2.3.10 Protection of Permanent Stormwater Controls during Construction

Permanent stormwater controls must be protected from damage due to excess sedimentation during construction of the project. All disturbed areas upstream of permanent stormwater controls should ideally achieve final stabilization prior to stormwater runoff being permitted to flow into the permanent control. At a minimum, permanent stormwater controls receiving runoff from disturbed areas must be protected by sediment controls such as silt fence or filter tubes. Permanent stormwater controls must be fully operational (no sediment buildup, no clogged filter media, plant material in place, proper infiltration rates achieved, etc.) as a condition of project acceptance from the contractor.

Local Provisions:

3.0 TriSWM Design Criteria

3.1 Hydrologic Methods

Refer to the iSWM Criteria Manual for Site Development and Construction, Section 3.1, Hydrologic Methods.

3.2 TriSWM Water Quality Protection

3.2.1 *Water Quality Treatment Level Criteria*

In assessing the need to incorporate post-construction water quality control measures into street and highway construction projects, the quality of receiving waters is to be considered along with projected traffic volume for the facility. Of many variables that affect the quality of runoff from a roadway (rainfall characteristics, traffic type, surrounding land use, etc.), average daily traffic volume (ADT) is a determining factor for which data is readily available.

Various studies and reports published by the Federal Highway Administration have concluded that greater pollutant levels in stormwater runoff could be anticipated where traffic volume exceeds 30,000 ADT. Therefore, 30,000 vehicles per day (VPD) is used as the threshold between low volume and high volume roadways and the corresponding level of post-construction stormwater quality treatment required.

The water quality of streams or reservoirs and existence of downstream critical areas are used to classify receiving waters and riparian environments. The classification is based on the susceptibility of the receiving waters and riparian areas to negative impact from pollutants in stormwater runoff from the proposed project. The classification of receiving waters is as follows:

1. **High:** These are receiving waters that meet one or more of the following criteria:
 - Designated as "Exceptional Quality Aquatic Habitat" by the TCEQ
 - Identified as Endangered/Protected Species Habitat by the Texas Parks and Wildlife Department
 - Proximity and potential impact to drinking water supply reservoir (as determined by water treatment provider)
2. **Moderate:** These are receiving waters that meet one or more of the following criteria:
 - Three or more designated uses on the Texas Surface Water Quality Standards, or any perennial stream* not classified on the Texas Surface Water Quality Standards
 - Wetlands located on the project site or downstream of the project where flow from the project would constitute more than 10% of total flow to the wetland
3. **Minimal:** All receiving waters not categorized above, including receiving waters listed with two or less designated uses on the Texas Surface Water Quality Standards and intermittent streams*

* Intermittent stream: A stream that has a period of zero flow for at least one week during most years.
 Perennial stream: A stream that has flow nearly continually (does not reach zero flow for one week or more) during most years.

Table 3.1 shows the level of post-construction stormwater management measures required for street and highway projects based on the previously discussed factors of traffic volume and quality of receiving waters. The levels should be considered during project planning and design for construction of new streets and highways and major reconstruction projects. The ADT will be based on a 20-year design

projection.

Table 3.1 Post-Construction Water Quality Treatment Levels			
Traffic Volume	Receiving Water / Riparian Area Susceptibility		
	Minimal	Moderate	High
Low (<30,000 VPD)	Level I	Level I	Level II
High (>30,000 VPD)	Level I	Level II	Level III

Once the treatment level requirements have been established for the project, select practices or structural stormwater controls in accordance with the appropriate category. Section 3.8 and the [Site Development Controls Technical Manual](#) contain selection, pollutant removal effectiveness, and design information for the structural controls listed.

Treatment Level I

Select one or more of the following practices and/or structural controls:

- Program of Scheduled Pollution Prevention Practices
Municipal pollution prevention/good housekeeping practices such as street sweeping, storm drain inlet cleaning, and proper application of landscape chemicals
- Off-site Pollution Prevention Activities/Programs
Route stormwater runoff to new or existing watershed-level BMPs (i.e. regional detention, Dallas CBD sumps, etc.) identified in the entity's MS4 Permit / Stormwater Management Program
- Grass Channels
- Filter Strips
- Gravity (Oil-Grit) Separator
- Proprietary Structural Controls
- Porous Concrete / Modular Porous Paver Systems

Treatment Level II

Select one or more of the following practices and/or structural controls:

- Enhanced Swales
- Bioretention Areas
- Dry Detention / Extended Detention Dry Basins
- Supplement with any BMPs identified in Level I

Treatment Level III

Select one or more of the following practices and/or structural controls:

- Organic Filter
- Sand Filter
- Underground Sand Filter
- Infiltration Trenches
- Stormwater (Wet) Ponds
- Stormwater Wetlands

- Alum Treatment Systems (used as pretreatment in conjunction with wet pond)
- Supplement with any BMPs identified in Levels I and II

Once the treatment level is established and potential practices and structural controls are identified, the volume of runoff to be treated must be calculated in accordance with the following section for some controls. Refer to the *Site Development Controls Technical Manual* for each of the proposed controls to determine whether the water quality protection volume is applicable. Structural controls or practices from a higher Treatment Level category may be used to meet lower Treatment Level requirements if desired. Combinations of practices and controls may also be implemented. A detailed discussion of each of the controls, as well as design criteria and procedures, can be found in the *Site Development Controls Technical Manual*.

Local Provisions:

3.2.2 Water Quality Protection Volume

Treat the Water Quality Protection Volume by reducing total suspended solids from the development site for runoff resulting from rainfall of 1.5 inches (85th percentile storm). Stormwater runoff equal to the Water Quality Protection Volume generated from sites must be treated using a variety of on-site structural and nonstructural techniques with the goal of removing a target percentage of the average annual total suspended solids.

The Water Quality Protection Volume (WQ_v) is the runoff from the first 1.5 inches of rainfall. Thus, a stormwater management system designed for the WQ_v will treat the runoff from all storm events of 1.5 inches or less, as well as a portion of the runoff for all larger storm events. For methods to determine the WQ_v, see *Section 1.2 of the Water Quality Technical Manual*.

Local Provisions:

3.2.3 Stormwater Controls Overview

This section provides an overview of stormwater controls used to address stormwater quality, as well as streambank protection and flood mitigation, which are covered in Sections 3.4 and 3.5 of the iSWM Criteria Manual for Site Development and Construction. Table 3.2, Stormwater Treatment Suitability (located in Section 3.8.1 of the TriSWM Appendix) summarizes the stormwater management suitability of the various stormwater controls in addressing the stormwater Focus Areas. The *Site Development Controls Technical Manual* provides guidance on the use of stormwater controls as well as how to calculate the pollutant removal efficiency for stormwater controls in series. The *Site Development Controls Technical Manual* also provides guidance for choosing the appropriate stormwater control(s) for a site as well as the basic considerations and limitations on the use of a particular stormwater control.

The stormwater control practices recommended in this manual vary in their applicability and ability to meet stormwater management goals:

Water Quality Protection

Stormwater Controls are classified as Level I, Level II, or Level III depending on the ability of the control to achieve the desired reduction in pollutants. When designed to treat the required Water Quality Volume (WQ_v) and constructed and maintained in accordance with recommended specifications, the desired level of protection is presumed to be provided to the receiving waters.

Streambank Protection and Flood Control

Stormwater Controls designated as “Primary” controls have the ability to fully address one or more of the Steps in the TriSWM Planning and Design Approach if designed appropriately. Several of these structural controls can be designed to provide primary control for downstream streambank protection (SP_v) and flood control (Q_f). These structural controls are recommended stormwater management facilities for a site wherever feasible and practical.

Stormwater Controls designated as “Secondary” controls are recommended only for limited use or for special site or design conditions. Generally, these practices either: (1) do not have the ability on their own to fully address a specific stormwater Focus Area, (2) are intended to address hotspot or specific land use constraints or conditions, and/or (3) may have high or special maintenance requirements that may preclude their use.

Using Other or New Structural Stormwater Controls

Local governments and agencies can utilize controls not included in this guide at their discretion. Such controls may be utilized if independent performance data shows that the structural control conforms to requirements for treatment, conveyance, maintenance, and environmental impact.

Local Provisions:

3.3 Acceptable Downstream Conditions

Refer to the iSWM Criteria Manual for Site Development and Construction, Section 3.3, Acceptable Downstream Conditions.

3.4 Streambank Protection

Refer to the iSWM Criteria Manual for Site Development and Construction, Section 3.4, Streambank Protection.

3.5 Flood Mitigation

Refer to the iSWM Criteria Manual for Site Development and Construction, Section 3.5, Flood Mitigation.

3.6 Stormwater Conveyance Systems

Refer to the iSWM Criteria Manual for Site Development and Construction, Section 3.6, Stormwater Conveyance Systems.

3.7 Easements, Plats, and Maintenance Agreements

Refer to the iSWM Criteria Manual for Site Development and Construction, Section 3.7, Easements, Plats, and Maintenance Agreements.

3.8 TriSWM Stormwater Control Selection

3.8.1 Control Screening Process

Outlined below is a screening process for structural stormwater controls that can effectively treat the water quality volume, as well as provide water quantity control. This process is intended to assist the site designer and design engineer in the selection of the most appropriate structural controls for a development site and to provide guidance on factors to consider in their location. This information is also contained in the *Site Development Controls Technical Manual*.

The following four criteria shall be evaluated in order to select the appropriate structural control(s) or group of controls for a development:

- Stormwater treatment suitability
- Water quality performance
- Site applicability
- Implementation considerations

In addition, the following factors shall be considered for a given site and any specific design criteria or restrictions need to be evaluated:

- Physiographic factors
- Soils
- Special watershed or stream considerations

Finally, environmental regulations shall be considered as they may influence the location of a structural control on site or may require a permit.

The following steps provide a selection process for comparing and evaluating various structural stormwater controls using a screening matrix and a list of location and permitting factors. These tools are provided to assist the design engineer in selecting the subset of structural controls that will meet the stormwater management and design objectives for a development site or project.

Step 1 Overall Applicability

The following are the details of the various screening categories and individual characteristics used to evaluate the structural controls.

Table 3.2 – Stormwater Treatment Suitability

The first category in the matrix examines the capability of each structural control option to provide water quality treatment, downstream streambank protection, and flood control. A blank entry means that the structural control cannot or is not typically used to meet an *integrated* Focus Area. This does not necessarily mean that it should be eliminated from consideration, but rather it is a reminder that more than one structural control may be needed at a site (e.g., a bioretention area used in conjunction with dry detention storage).

Ability to provide water quality protection: Stormwater Controls are classified as Level I, Level II, or Level III depending on the ability of the control to achieve the desired reduction in pollutants. When designed to treat the required Water Quality Volume (WQ_v) and constructed and maintained in accordance with recommended specifications, the desired level of protection is presumed to be provided to the receiving waters.

Ability to provide Streambank Protection (SP_v): This indicates whether the structural control can be used to provide the extended detention of the streambank protection volume (SP_v). The presence of a "P" indicates that the structural control can be used to meet SP_v requirements. An "S" indicates that the structural control may be sized to provide streambank protection in certain situations, for instance on small sites.

Ability to provide Flood Control (Q_f): This indicates whether a structural control can be used to meet the flood control criteria. The presence of a "P" indicates that the structural control can be used to provide peak reduction of the flood mitigation storm event.

Table 3.3 - Relative Water Quality Performance

The second category of the matrix provides an overview of the pollutant removal performance for each structural control option when designed, constructed, and maintained according to the criteria and specifications in this manual.

Ability to provide TSS and Sediment Removal: This column indicates the capability of a structural control to remove sediment in runoff. All of the Primary structural controls are presumed to remove 70% to 80% of the average annual TSS load in typical urban post-development runoff (and a proportional removal of other pollutants).

Ability to provide Nutrient Treatment: This column indicates the capability of a structural control to remove the nutrients nitrogen and phosphorus in runoff, which may be of particular concern with certain downstream receiving waters.

Ability to provide Bacteria Removal: This column indicates the capability of a structural control to remove bacteria in runoff. This capability may be of particular concern when meeting regulatory water quality criteria under the Total Maximum Daily Load (TMDL) program.

Ability to accept Hotspot Runoff: This last column indicates the capability of a structural control to treat runoff from designated hotspots. Hotspots are land uses or activities that produce higher concentrations of trace metals, hydrocarbons, or other priority pollutants. Examples of hotspots might include: gas stations, convenience stores, marinas, public works storage areas, garbage transfer facilities, material storage sites, vehicle service and maintenance areas, commercial nurseries, vehicle washing/steam cleaning, landfills, construction sites, industrial sites, industrial rooftops, and auto salvage or recycling facilities. A check mark indicates that the structural control may be used on hotspot site. However, it may have specific design restrictions. Please see the specific design criteria of the structural control for more details in the [Site Development Controls Technical Manual](#). Local jurisdictions may have other site uses that they designate as hotspots. Therefore, their criteria should be checked as well.

Table 3.4 - Site Applicability

The third category of the matrix provides an overview of the specific site conditions or criteria that must be met for a particular structural control to be suitable. In some cases, these values are recommended values or limits and can be exceeded or reduced with proper design or depending on specific circumstances. Please see the specific criteria section of the structural control for more details.

Drainage Area: This column indicates the approximate minimum or maximum drainage area considered suitable for the structural control practice. If the drainage area present at a site is slightly greater than the maximum allowable drainage area for a practice, some leeway can be permitted if more than one practice can be installed. The minimum drainage areas indicated for ponds and

wetlands should not be considered inflexible limits and may be increased or decreased depending on water availability (baseflow or groundwater), the mechanisms employed to prevent outlet clogging, or design variations used to maintain a permanent pool (e.g., liners).

Space Required (Space Consumed): This comparative index expresses how much space a structural control typically consumes at a site in terms of the approximate area required as a percentage of the impervious area draining to the control.

Slope: This column evaluates the effect of slope on the structural control practice. Specifically, the slope restrictions refer to how flat the area where the facility is installed must be and/or how steep the contributing drainage area or flow length can be.

Minimum Head: This column provides an estimate of the minimum elevation difference needed at a site (from the inflow to the outflow) to allow for gravity operation within the structural control.

Water Table: This column indicates the minimum depth to the seasonally high water table from the bottom or floor of a structural control.

Table 3.5 - Implementation Considerations

The fourth category in the matrix provides additional considerations for the applicability of each structural control option.

Residential Subdivision Use: This column identifies whether or not a structural control is suitable for typical residential subdivision development (not including high-density or ultra-urban areas).

Ultra-Urban: This column identifies those structural controls appropriate for use in very high-density (ultra-urban) areas, or areas where space is a premium.

Construction Cost: The structural controls are ranked according to their relative construction cost per impervious acre treated, as determined from cost surveys.

Maintenance: This column assesses the relative maintenance effort needed for a structural stormwater control, in terms of three criteria: frequency of scheduled maintenance, chronic maintenance problems (such as clogging), and reported failure rates. It should be noted that **all structural controls** require routine inspection and maintenance.

Local Provisions:

Table 3.3 Water Quality Performance**Table 3.2 Stormwater Treatment Suitability**

Category	Stormwater Controls	TSS/ Sediment Removal Rate	Water Quality Protection [#]	Streambank Protection	On-Site Flood Control	Downstream Flood Control
Bioretention Areas	Bioretention Areas	80%	Level II	S	S	-
Channels	Enhanced Swales	80%	Level II	S	S	S
	Channels, Grass	50%	Level I	S	P	S
	Channels, Open	-	-	-	P	S
Chemical Treatment	Alum Treatment System	90%	Level III	-	-	-
Conveyance System Components	Culverts	-	-	-	P	P
	Energy Dissipation	-	-	P	S	S
	Inlets/Street Gutters	-	-	-	P	-
	Pipe Systems	-	-	P	P	P
Detention	Detention, Dry	65%	Level II	P	P	P
	Detention, Extended Dry	65%	Level II	P	P	P
	Detention, Multi-purpose Areas	-	-	P	P	P
	Detention, Underground	-	-	P	P	P
Filtration	Filter Strips	50%	Level I	-	-	-
	Organic Filters	80%	Level III	-	-	-
	Sand Filters, Surface/Perimeter	80%	Level III	S	-	-
	Sand Filters, Underground	80%	Level III	-	-	-
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	40%	Level I	-	-	-
Infiltration	Infiltration Trenches	80%	Level III	S	-	-
Ponds	Wet Pond	80%	Level III	P	P	P
	Wet ED Pond	80%	Level III	P	P	P
	Micropool ED Pond	80%	Level III	P	P	P
Porous Surfaces	Modular Porous Paver Systems	²	Level I	S	-	-
	Porous Concrete	²	Level I	S	-	-
Proprietary Systems	Proprietary Systems ¹	¹	Level I	S	S	S
Wetlands	Wetlands, Stormwater	80%	Level III	P	P	P
	Wetlands, Submerged Gravel	80%	Level III	P	S	-

P = Primary Control: Able to meet design criterion if properly designed, constructed and maintained.

S = Secondary Control: May partially meet design criteria. Designated as a Secondary control due to considerations such as maintenance concerns. For Water Quality Protection, recommended for limited use in approved community-designated areas.

= Applicability of controls to meet Water Quality Treatment Level Criteria.

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data, if used as a primary control. Third-party sources could include Technology Acceptance Reciprocity Partnership, Technology Assessment Protocol – Ecology, or others.

² = Porous surfaces provide water quality benefits by reducing the effective impervious area.

Category	Stormwater Controls	Water Quality Performance			
		TSS/ Sediment Removal Rate	Nutrient Removal Rate (TP/TN)	Bacteria Removal Rate	Hotspot Application
Bioretention Areas	Bioretention Areas	80%	60%/50%	-	✓
Channels	Enhanced Swales	80%	25%/40%	-	✓
	Channels, Grass	50%	25%/20%	-	
	Channels, Open	-	-	-	
Chemical Treatment	Alum Treatment System	90%	80%/60%	90%	✓
Conveyance System Components	Culverts	-	-	-	
	Energy Dissipation	-	-	-	
	Inlets/Street Gutters	-	-	-	
	Pipe Systems	-	-	-	
Detention	Detention, Dry	65%	50%/30%	70%	✓
	Detention, Extended Dry	65%	50%/30%	70%	✓
	Detention, Multi-purpose Areas	-	-	-	
	Detention, Underground	-	-	-	
Filtration	Filter Strips	50%	20%/20%	-	
	Organic Filters	80%	60%/40%	50%	✓
	Sand Filters, Surface/Perimeter	80%	50%/25%	40%	✓
	Sand Filters, Underground	80%	50%/25%	40%	✓
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	40%	5%/5%	-	
Infiltration	Infiltration Trenches	80%	60%/60%	90%	
Ponds	Wet Pond	80%	50%/30%	70%	✓
	Wet ED Pond	80%	50%/30%	70%	✓
	Micropool ED Pond	80%	50%/30%	70%	✓
Porous Surfaces	Modular Porous Paver Systems	2	80%/80%	-	
	Porous Concrete	2	50%/65%	-	
Proprietary Systems	Proprietary Systems ¹	1	1	1	
Wetlands	Wetlands, Stormwater	80%	40%/30%	70%	✓
	Wetlands, Submerged Gravel	80%	40%/30%	70%	✓

✓ = Meets suitability criteria

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

² = Porous surfaces provide water quality benefits by reducing the effective impervious area.

Category	Stormwater Controls	Site Applicability				
		Drainage Area (acres)	Space Req'd (% of Tributary imp. Area)	Site Slope	Minimum Head Required	Depth to Water Table
Bioretention Areas	Bioretention Areas	5 max ³	5-7%	6% max	5 ft	2 ft
Channels	Enhanced Swales	5 max	10-20%	4% max	1 ft	Below WT
	Channels, Grass					
	Channels, Open					
Chemical Treatment	Alum Treatment System	25 min	None			
Conveyance System Components	Culverts					
	Energy Dissipation					
	Inlets/Street Gutters					
	Pipe Systems					
Detention	Detention, Dry		2-3%	15% across pond	6 to 8 ft	2 ft
	Detention, Extended Dry		2-3%	15% across pond	6 to 8 ft	2 ft
	Detention, Multi-purpose Areas	200 max		1% for Parking Lot; 0.25 in/ft for Rooftop		
	Detention, Underground	200 max				
Filtration	Filter Strips	2 max ³	20-25%	2-6%		
	Organic Filters	10 max ³	2-3%		5 to 8 ft	
	Sand Filters, Surface/Perimeter	10 max ³ / 2 max ³	2-3%	6% max	5 ft per 2-3 ft	2 ft
	Sand Filters, Underground	5 max	None			
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	1 max ³	None			
Infiltration	Infiltration Trenches	5 max	2-3%	6% max	1 ft	4 ft
Ponds	Wet Pond		2-3%	15% max	6 to 8 ft	2 ft, if hotspot or aquifer
	Wet ED Pond	25 min ³				
	Micropool ED Pond	10 min ³				
Porous Surfaces	Modular Porous Paver Systems	5 max	Varies			
	Porous Concrete	5 max	Varies			
Proprietary Systems	Proprietary Systems ¹	1	1			
Wetlands	Wetlands, Stormwater	25 min	3-5%	8% max	3 to 5 ft (shallow) 6 to 8 ft (pond)	2 ft, if hotspot or aquifer
	Wetlands, Submerged Gravel	5 min			2 to 3 ft	Below WT

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

² = Porous surfaces provide water quality benefits by reducing the effective impervious area.

³ = Drainage area can be larger in some instances

Table 3.5 Implementation Considerations

Category	Stormwater Controls	Implementation Considerations			
		Residential Subdivision Use	High Density/Ultra Urban	Capital Cost	Maintenance Burden
Bioretention Areas	Bioretention Areas	✓	✓	Moderate	Low
Channels	Enhanced Swales	✓		High	Low
	Channels, Grass	✓		Low	Moderate
	Channels, Open	✓		Low	Low
Chemical Treatment	Alum Treatment System	✓	✓	High	High
Conveyance System Components	Culverts	✓	✓	Low	Low
	Energy Dissipation	✓	✓	Low	Low
	Inlets/Street Gutters	✓	✓	Low	Low
	Pipe Systems	✓	✓	Low	Low
Detention	Detention, Dry	✓		Low	Moderate to High
	Detention, Extended Dry	✓		Low	Moderate to High
	Detention, Multi-purpose Areas	✓	✓	Low	Low
	Detention, Underground		✓	High	Moderate
Filtration	Filter Strips	✓		Low	Moderate
	Organic Filters		✓	High	High
	Sand Filters, Surface/Perimeter		✓	High	High
	Sand Filters, Underground		✓	High	High
Hydrodynamic Devices	Gravity (Oil-Grit) Separator		✓	High	High
Infiltration	Downspout Drywell	✓	✓	Low	Moderate
	Infiltration Trenches	✓	✓	High	High
	Soakage Trenches	✓	✓	High	High
Ponds	Wet Pond	✓		Low	Low
	Wet ED Pond	✓		Low	Low
	Micropool ED Pond	✓		Low	Moderate
	Multiple Ponds	✓		Low	Low
Porous Surfaces	Green Roof		✓	High	High
	Modular Porous Paver Systems		✓	Moderate	High
	Porous Concrete		✓	High	High
Proprietary Systems	Proprietary Systems ¹	¹	✓	High	High
Re-Use	Rain Barrels	✓	✓	Low	High
Wetlands	Wetlands, Stormwater	✓		Moderate	Moderate
	Wetlands, Submerged Gravel	✓	✓	Moderate	High

✓ = Meets suitability criteria

- = Not typically used or able to meet design criterion.

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Step 2 Specific Criteria

The last three categories in the Stormwater Control Screening matrix provide an overview of various specific design criteria and specifications, or exclusions for a structural control that may be present due to a site's general physiographic character, soils, or location in a watershed with special water resources considerations.

Table 3.6 - Physiographic Factors

Three key factors to consider are low-relief, high-relief, and karst terrain. In the North Central Texas, low relief (very flat) areas are primarily located east of the Dallas metropolitan area. High relief (steep and hilly) areas are primarily located west of the Fort Worth metropolitan area. Karst and major carbonaceous rock areas are limited to portions of Palo Pinto, Erath, Hood, Johnson, and Somervell counties. Special geotechnical testing requirements may be needed in karst areas. The local reviewing authority should be consulted to determine if a project is subject to terrain constraints.

- Low relief areas need special consideration because many structural controls require a hydraulic head to move stormwater runoff through the facility.
- High relief may limit the use of some structural controls that need flat or gently sloping areas to settle out sediment or to reduce velocities. In other cases, high relief may impact dam heights to the point that a structural control becomes infeasible.
- Karst terrain can limit the use of some structural controls as the infiltration of polluted waters directly into underground streams found in karst areas may be prohibited. In addition, ponding areas may not reliably hold water in karst areas.

Table 3.7 - Soils

The key evaluation factors are based on an initial investigation of the NRCS hydrologic soils groups at the site. Note that more detailed geotechnical tests are usually required for infiltration feasibility and during design to confirm permeability and other factors.

Table 3.8 - Special Watershed or Stream Considerations

The design of stormwater controls is fundamentally influenced by the nature of the downstream water body that will be receiving the stormwater discharge. In addition, the designer should consult with the appropriate review authority to determine if their development project is subject to additional structural control criteria as a result of an adopted local watershed plan or special provision.

In some cases, higher pollutant removal or environmental performance is needed to fully protect aquatic resources and/or human health and safety within a particular watershed or receiving water. Therefore, special design criteria for a particular structural control or the exclusion of one or more controls may need to be considered within these watersheds or areas. Examples of important watershed factors to consider include:

High Quality Streams (Streams with a watershed impervious cover less than approximately 15%). These streams may also possess high quality cool water or warm water aquatic resources or endangered species. The design objectives are to maintain habitat quality through the same techniques used for cold-water streams, with the exception that stream warming is not as severe of a design constraint. These streams may also be specially designated by local authorities.

Wellhead Protection: Areas that recharge existing public water supply wells present a unique management challenge. The key design constraint is to prevent possible groundwater contamination by preventing infiltration of hotspot runoff. At the same time, recharge of unpolluted stormwater is encouraged to maintain flow in streams and wells during dry weather.

Reservoir or Drinking Water Protection: Watersheds that deliver surface runoff to a public water

supply reservoir or impoundment are a special concern. Depending on the available treatment, a greater level of pollutant removal may be necessary for the pollutants of concern, such as bacteria pathogens, nutrients, sediment, or metals. One particular management concern for reservoirs is ensuring stormwater hotspots are adequately treated so they do not contaminate drinking water.

Local Provisions:

Table 3.6 Physiographic Factors

Category	Stormwater Controls	Physiographic Factors		
		Low Relief	High Relief	Karst
Bioretention Areas	Bioretention Areas	Several design variations will likely be limited by low head		Use poly-linear or impermeable membrane to seal bottom
Channels	Enhanced Swales	Generally feasible. However, slope <1% may lead to standing water in dry swales	Often infeasible if slopes are 4% or greater	
	Channels, Grass			
	Channels, Open			
Chemical Treatment	Alum Treatment System			
Conveyance System Components	Culverts			
	Energy Dissipation			
	Inlets/Street Gutters			
	Pipe Systems			
Detention	Detention, Dry		Embankment heights restricted	Require poly or clay liner, Max ponding depth, Geotechnical tests
	Detention, Extended Dry			
	Detention, Multi-purpose Areas			
	Detention, Underground			GENERALLY NOT ALLOWED
Filtration	Filter Strips			
	Organic Filters			
	Sand Filters, Surface/Perimeter	Several design variations will likely be limited by low head		Use poly-linear or impermeable membrane to seal bottom
	Sand Filters, Underground			
Hydrodynamic Devices	Gravity (Oil-Grit) Separator			
Infiltration	Infiltration Trenches	Minimum distance to water table of 2 ft	Maximum slope of 6%; trenches must have flat bottom	GENERALLY NOT ALLOWED
Ponds	Wet Pond	Limit maximum normal pool depth to about 4 ft (dugout) Providing pond drain can be problematic	Embankment heights restricted	Require poly or clay liner Max ponding depth Geotechnical tests
	Wet ED Pond			
	Micropool ED Pond			
Porous Surfaces	Modular Porous Paver Systems			
	Porous Concrete			
Proprietary Systems	Proprietary Systems ¹			
Wetlands	Wetlands, Stormwater		Embankment heights restricted	Require poly-liner Geotechnical tests
	Wetlands, Submerged Gravel			

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Table 3.7 Soils

Category	Stormwater Controls	Soils
Bioretention Areas	Bioretention Areas	Clay or silty soils may require pretreatment
Channels	Enhanced Swales	
	Channels, Grass	
	Channels, Open	
Chemical Treatment	Alum Treatment System	
Conveyance System Components	Culverts	
	Energy Dissipation	
	Inlets/Street Gutters	
	Pipe Systems	
Detention	Detention, Dry	Underlying soils of hydrologic group "C" or "D" should be adequate to maintain a permanent pool. Most group "A" soils and some group "B" soils will require a pond liner.
	Detention, Extended Dry	
	Detention, Multi-purpose Areas	
	Detention, Underground	
Filtration	Filter Strips	
	Organic Filters	
	Sand Filters, Surface/Perimeter	Clay or silty soils may require pretreatment
	Sand Filters, Underground	
Hydrodynamic Devices	Gravity (Oil-Grit) Separator	
Infiltration	Infiltration Trenches	Infiltration rate > 0.5 inch/hr
Ponds	Wet Pond	"A" soils may require pond liner "B" soils may require infiltration testing
	Wet ED Pond	
	Micropool ED Pond	
Porous Surfaces	Modular Porous Paver Systems	Infiltration rate > 0.5 inch/hr
	Porous Concrete	
Proprietary Systems	Proprietary Systems ¹	
Wetlands	Wetlands, Stormwater	"A" soils may require pond liner
	Wetlands, Submerged Gravel	

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Table 3.8 Special Watershed Considerations

Category	Stormwater Controls	Special Watershed Considerations		
		High Quality Stream	Aquifer Protection	Reservoir Protection
Bioretention Areas	Bioretention Areas	Evaluate for stream warming	Needs to be designed with no exfiltration (ie. outflow to groundwater)	
Channels	Enhanced Swales		Hotspot runoff must be adequately treated	Hotspot runoff must be adequately treated
	Channels, Grass			
	Channels, Open			
Chemical Treatment	Alum Treatment System			
Conveyance System Components	Culverts			
	Energy Dissipation			
	Inlets/Street Gutters			
	Pipe Systems			
Detention	Detention, Dry			
	Detention, Extended Dry			
	Detention, Multi-purpose Areas			
	Detention, Underground			
Filtration	Filter Strips			
	Organic Filters			
	Sand Filters, Surface/Perimeter	Evaluate for stream warming	Needs to be designed with no exfiltration (ie. outflow to groundwater)	
	Sand Filters, Underground			
Hydrodynamic Devices	Gravity (Oil-Grit) Separator			
Infiltration	Infiltration Trenches		Maintain safe distance from wells and water table. No hotspot runoff	Maintain safe distance from bedrock and water table. Pretreat runoff
Ponds	Wet Pond	Evaluate for stream warming	May require liner if "A" soils are present Pretreat hotspots 2 to 4 ft separation distance from water table	
	Wet ED Pond			
	Micropool ED Pond			
Porous Surfaces	Modular Porous Paver Systems			
	Porous Concrete			
Proprietary Systems	Proprietary Systems ¹			
Re-Use	Rain Barrels			
Wetlands	Wetlands, Stormwater	Evaluate for stream warming	May require liner if "A" soils are present Pretreat hotspots 2 to 4 ft separation distance from water table	
	Wetlands, Submerged Gravel			

¹ = The application and performance of proprietary commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data if used as a primary control.

Step 3 Location and Permitting Considerations

In the last step, a site designer assesses the physical and environmental features at the site to determine the optimal location for the selected structural control or group of controls. Table 3.9 provides a condensed summary of current restrictions as they relate to common site features that may be regulated under local, state, or federal law. These restrictions fall into one of three general categories:

- Locating a structural control within an area when expressly prohibited by law
- Locating a structural control within an area that is strongly discouraged, and is only allowed on a case by case basis. Local, state, and/or federal permits shall be obtained, and the applicant will need to supply additional documentation to justify locating the stormwater control within the regulated area.
- Structural stormwater controls must be setback a fixed distance from a site feature.

This checklist is only intended as a general guide to location and permitting requirements as they relate to siting of stormwater structural controls. Consultation with the appropriate regulatory agency is the best strategy.

Local Provisions:

Table 3.9 Location and Permitting Checklist

Site Feature	Location and Permitting Guidance
Jurisdictional Wetland (Waters of the U.S) U.S. Army Corps of Engineers Regulatory Permit	• Jurisdictional wetlands must be delineated prior to siting structural control. • Use of natural wetlands for stormwater quality treatment is contrary to the goals of the Clean Water Act and should be avoided. • Stormwater should be treated prior to discharge into a natural wetland. • Structural controls may also be <i>restricted</i> in local buffer zones. Buffer zones may be utilized as a non-structural filter strip (i.e., accept sheet flow). • Should justify that no practical upland treatment alternatives exist. • Where practical, excess stormwater flows should be conveyed away from jurisdictional wetlands.
Stream Channel (Waters of the U.S) U.S. Army Corps of Engineers Section 404 Permit	• All Waters of the U.S. (streams, ponds, lakes, etc.) should be delineated prior to design. • Use of any Waters of the U.S. for stormwater quality treatment is contrary to the goals of the Clean Water Act and should be avoided. • Stormwater should be treated prior to discharge into Waters of the U.S. • In-stream ponds for stormwater quality treatment are highly discouraged. • Must justify that no practical upland treatment alternatives exist. • Temporary runoff storage preferred over permanent pools. • Implement measures that reduce downstream warming. • Section 401 certification reviews by the Texas Commission on Environmental Quality are required for projects needing a Section 404 Permit.
Water Quality Certification Texas Commission on Environmental Quality (TCEQ)	• TCEQ conducts Section 401 water quality certification reviews of projects requiring a Section 404 permit from the U.S. Army Corps of Engineers for the discharge of dredged or fill material into waters of the U.S., including wetlands. • Specific stream and reservoir buffer requirements. • May be imperviousness limitations • May be specific structural control requirements that may overlap with requirements in this manual. • Mitigation will be required for impacts to existing aquatic and terrestrial habitat.
Impaired Water Bodies Texas Commission on Environmental Quality	• Determine if the project will discharge pollutants of concern into any downstream receiving waters that have been designated as impaired water bodies on TCEQ's <i>Texas Integrated Report of Surface Water Quality for Clean Water Act Sections 305(b) and 303(d)</i>. • Stormwater runoff discharges containing pollutants of concern to impaired water bodies will be governed by an entity's Municipal Separate Storm Sewer System (MS4) permit, if applicable.

Table 3.9 Location and Permitting Checklist	
Site Feature	Location and Permitting Guidance
Groundwater Management Areas Texas Commission on Environmental Quality	• Conserve, preserve, protect, recharge, and prevent waste of groundwater resources through Groundwater Conservation Districts • Groundwater Conservation District pending for Middle Trinity. • Detailed mapping available from Texas Alliance of Groundwater Districts.
Floodplain Areas National Flood Insurance Program / Local Floodplain Administrator	• Grading and fill for structural control construction is generally discouraged within the 100-year floodplain, as delineated by FEMA flood insurance rate maps, FEMA flood boundary and floodway maps, or more stringent local floodplain maps. • Floodplain fill cannot raise the floodplain water surface elevation by more than limits set by the appropriate jurisdiction.
Stream Buffer Check with appropriate review authority whether stream buffers are required	• Consult local authority for stormwater policy. • Structural controls are discouraged in the streamside zone (within 25 feet or more of streambank, depending on the specific regulations).
Utilities Local Review Authority	• Call appropriate agency to locate existing utilities prior to design. • Note the location of proposed utilities to serve development. • Structural controls are discouraged within utility easements or rights of way for public or private utilities.
Roads TxDOT or DPW	• Consult TxDOT for any setback requirement from local roads. • Consult DOT for setbacks from State maintained roads. • Approval must also be obtained for any stormwater discharges to a local or state-owned conveyance channel.
Structures Local Review Authority	• Consult local review authority for structural control setbacks from structures. • Recommended setbacks for each structural control group are provided in the performance criteria in this manual.
Septic Drain fields Local Health Authority	• Consult local health authority. • Recommended setback is a minimum of 50 feet from drain field edge or spray area.
Water Wells Local Health Authority	• 100-foot setback for stormwater infiltration. • 50-foot setback for all other structural controls.

3.8.2 Example Application

A 2-mile existing 2 lane roadway is being expanded to a 4 lane divided roadway with a 15 foot median in an urban area within the Dallas/Fort Worth metropolitan area. The roadway will exceed a traffic count of 30,000 vehicles per day. The impervious coverage of the approximate 20 acre site will be 80%. The site drains to two receiving waters, 75% to an urban river with two designated uses on the Texas Surface Water Quality Standards and 25% to an unclassified urban stream. There is a small city park adjacent to the roadway. Low permeability soils limit the use of infiltration practices.

Table 3.10 lists the results of the selection analysis using the screening process described previously. The shaded rows indicate the controls that used alone or in combination may be considered for managing stormwater quality and/or quantity for portions of the site. The **X**'s indicate inadequacies in the control and **✓**'s indicate adequate control capabilities for the particular category when considered for this site.

The receiving waters must be evaluated to determine the level of treatment required. The 15 acre area that drains to the urban river will require Level I treatment, while the 5 acre area that drains to the urban stream will require Level II treatment. The level designations are based on the definitions of "Minimal" and "Moderate" receiving water classifications located in Section 3.2.1, Water Quality Treatment Level Criteria, and on Table 3.1, Post-Construction Water Quality Treatment Levels.

There are no special watershed factors or physiographic factors to preclude the use of any of the practices from the structural control list. Other limiting factors of the site might include limited space within the right of way to include non-pipe storm water conveyance necessary for many Level I treatment options; limited space for detention facilities; downstream condition of the urban river and stream; offsite drainage; and large stormwater volumes.

A traditional roadway cross section for the 15 acre roadway section will only require good housekeeping practices such as street sweeping, storm drain inlet cleaning, and proper application of landscape chemicals for Level I treatment as long as the downstream assessment does not show need for additional flood and streambank protection. In order to provide secondary flood control and/or streambank protection for the 15 acres draining to the urban river, a series of grass channels can be placed in the median with the roadway draining towards the median rather than the edges of the right of way. This series of grass channels can be connected to the overall storm drainage system flowing to the urban river. The downstream conveyance system may need to be improved if downstream assessment shows need for additional flood control and/or streambank protection.

Level II treatment for the 5 acre roadway section will require the use of bioretention facilities, an enhanced swale or a detention facility which would all connect to the storm drainage system draining to the urban stream. The additional width of the right of way beyond the roadway limits determines the placement of the bioretention facilities or enhanced swale. These can either be placed in the median or on the edges of the roadway in lieu of curb and gutter with the runoff draining to the location of the stormwater control(s). The dry/extended dry detention pond could be placed in the public park adjacent to the roadway and would be better suited to provide flood control and streambank protection if a downstream assessment shows that they are necessary.

Table 3.10 Sample Structural Control Selection Matrix

Structural Control Alternative	Water Quality Treatment Level	Streambank Protection and Flood Control	Site Applicability	Implementation Considerations	Other Issues
Bioretention	Level II	✓ ¹	✓ ²	✓	
Enhanced Swale	Level II	✓ ¹	✓ ²	✓ ³	
Channels, Grass	Level I	✓ ¹	✓ ²	✓ ³	
Dry Detention Pond	Level II	✓	✓	✓ ³	
Extended Dry Detention Pond	Level II	✓	✓	✓ ³	
Filter Strips	Level I	X	✓ ²	✓ ³	
Gravity (Oil-Grit) Separator	Level I	X	✓ ²	✓	Typically only for drainage areas less than 1 acre
Modular Porous Paver Systems	Level I	X	X	✓	Not used for travelled lane applications
Porous Concrete	Level I	X	X	✓	Typically used for low traffic applications
Proprietary Systems ⁴	Level I	✓ ¹	UNK	✓	High cost and maintenance requirements
Scheduled Pollution Prevention Practices	Level I	X	NA	✓	
Off-Site Pollution Prevention Activities	Level I	UNK ⁵	UNK ⁵	UNK ⁵	

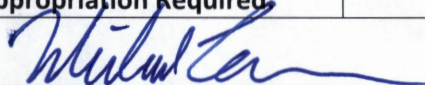
Notes:

1. Only when used with another structural control that provides onsite and downstream flood control
2. Can treat a portion of the site
3. Typically not used in high density / ultra urban settings; however conditions on this site are favorable for this control
4. The application and performance of specific commercial devices and systems must be provided by the manufacturer and should be verified by independent third-party sources and data
5. Must be determined by the jurisdiction or agency on a case-by-case basis depending on the type of proposed off-site activity

Additional Local Requirements



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, June 14, 2022		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding an ordinance amending the City of Glen Rose Code of Ordinances, Chapter 14, Appendix A, <i>Zoning Ordinance; Schedule of Uses</i> to allow for the sale of alcohol in various zoning districts and other amendments to allowable uses in Restricted Commercial District (B-1), General Commercial District (B-2), and Central Business District (B-3)		
PREPARED BY:	Building/Planning/Code Enforcement Reeves	DATE SUBMITTED:	6/1/22
EXHIBITS:	Schedule of Uses B-1, B-2, B-3; Alcoholic Beverages Zoning; Ordinance		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	11/18/2021 – Held workshop for Schedule of Uses and Alcoholic Beverages 12/29/2021 – Held workshop for Schedule of Uses and Alcoholic Beverages 02/17/2022 – Held workshop for Schedule of Uses and discussed Alcoholic Beverages 02/25/2022 – Held workshop for Schedule of Uses and P&Z recommendations sent to city attorney 03/09/2022 – Held workshop for Schedule of Uses 03/29/2022 - Held workshop for Schedule of Uses 04/06/2022 - Held workshop for Schedule of Uses 06/13/2022 – P&Z held public meeting for Schedule of Uses and Alcoholic Beverages and made motion for City Council to review		
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

65	Type of Use	R1	R2	R2M	R3	R4	MH	B1 - RESTRICTED	B2 - GENERAL	B3 - Historic Central Business District	I	Resort
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P			
	Ambulance Dispatch Station											
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P	P		
	Cable TV Lines											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Electrical generating plant											
	Accessory, Utility, Government, Institutional and Incidental Uses								P			
	Funeral Homes and Mortuaries											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S	S		
	Gas Line (6in or larger)											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S	S		
	Gas regulating/gate station											
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P	S		
	Local Utility line or utility distribution lines, telephone exchange (no garage or shop)											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S			
	Microwave Tower											
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P			
	NON-COMMERCIAL INSTITUTIONS											
	Accessory, Utility, Government, Institutional and Incidental Uses								P			
	Public building (shop or yard)											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Racing, Animal, Automotive, other											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S			
	Radio & Television Tower											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S			
	Radio Transmitting Station											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Railroad Freight Terminal											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Railroad team truck											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Railroad track or right-of-way											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Railroad Yard											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Recycling Collection Facility											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Refuse Transfer Station											
	Accessory, Utility, Government, Institutional and Incidental Uses											
	Sewage treatment plant											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S			
	Sewer Lift Station											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S			
	Telecommunication Antenna/Telecommunication Tower and Stealth Telecommunication Tower											
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P			
	Telephone Poles & Lines											
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P	S		
	Temporary Construction Office											
	Accessory, Utility, Government, Institutional and Incidental Uses							P	P			
	Utility business office											
	Accessory, Utility, Government, Institutional and Incidental Uses							S	S			
	Utility mains and lines											

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Commercial Type, Retail and Service Uses	Firewood Sales							P	P			
Commercial Type, Retail and Service Uses	Flea Market (inside)								S	S		
Commercial Type, Retail and Service Uses	Flea Market (outside)								S			
Commercial Type, Retail and Service Uses	Furrier								P			
Commercial Type, Retail and Service Uses	Game Hall								S			
Commercial Type, Retail and Service Uses	GREASE TRAP & DRAIN VACUUM SERVICE											
Commercial Type, Retail and Service Uses	Gun Shooting Range (indoor)											
Commercial Type, Retail and Service Uses	Gunsmith Shop								P			
Commercial Type, Retail and Service Uses	Heating/AC sales & service								P			
Commercial Type, Retail and Service Uses	Heavy Equipment Sales								P			
Commercial Type, Retail and Service Uses	Heavy Machinery sales and storage								P			
Commercial Type, Retail and Service Uses	Hotel, Motel, or Inn							S	P			
Commercial Type, Retail and Service Uses	LANDSCAPING SERVICES							P	S			
Commercial Type, Retail and Service Uses	Lawnmower, Lawn Equipment, Small Motors Sales & Service							S	P	S - Size Limit		
Commercial Type, Retail and Service Uses	Lithographic Shop								P			
Commercial Type, Retail and Service Uses	Locksmith Shop								P			
Commercial Type, Retail and Service Uses	Manufactured Homes Sales Lot, Mobil Home Sales & Display								P			
Commercial Type, Retail and Service Uses	Massage Establishment							S	S			
Commercial Type, Retail and Service Uses	Mimeograph or letter shop							P	P			
Commercial Type, Retail and Service Uses	Musical Instruction Store							P	P			
Commercial Type, Retail and Service Uses	Newspaper Office							P	P	P		
Commercial Type, Retail and Service Uses	Nightclub or Dance Hall							S	P	S		
Commercial Type, Retail and Service Uses	Pawnshops								P			
Commercial Type, Retail and Service Uses	Personal Services - Beauty & Barber Shop							P	P	P		
Commercial Type, Retail and Service Uses	Personal Services - Spa, Tanning, Massage Therapy, Permanent Makeup							P (7)	P (7)	P (7)		
Commercial Type, Retail and Service Uses	Pet grooming shop							P	P			
Commercial Type, Retail and Service Uses	Plant Nurseries								P			
Commercial Type, Retail and Service Uses	plumbing sales & service								P			
Commercial Type, Retail and Service Uses	pool or billiard hall							S	P			

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Commercial Type, Retail and Service Uses	Shop, Small Retail - Groceries							P-Size Limite	P	P - Size Limit		
Commercial Type, Retail and Service Uses	Shop, Small Retail - Handcrafted Furniture							P	P	P		
Commercial Type, Retail and Service Uses	Shop, Small Retail - Homegoods Rental Store							P	P			
Commercial Type, Retail and Service Uses	Shop, Small Retail - Leather Goods, Tack							P	P	P		
Commercial Type, Retail and Service Uses	Shop, Small Retail - Pet store, kennel, animal boarding (no outside runs)							P	P			
Commercial Type, Retail and Service Uses	Shop, Small Retail - Seamstress, Tailor							P	P			
Commercial Type, Retail and Service Uses	Shop, Small Retail - Sign Shop							P	P	S		
Commercial Type, Retail and Service Uses	Shop, Small Retail - Smoke, Tobacco, Vape								P			
Commercial Type, Retail and Service Uses	Shop, Small Retail - Sporting Goods							P	P	P - Size Limit		
Commercial Type, Retail and Service Uses	Shop, Small Retail - Thrift, Second Hand, Consignment							P	P	P		
Commercial Type, Retail and Service Uses	Shop, Small Retail - Tool & Equipment Rental								P			
Commercial Type, Retail and Service Uses	Shop, Small Retail - Video							P	P			
Commercial Type, Retail and Service Uses	shopping center or mall								P			
Commercial Type, Retail and Service Uses	snow cone stand							P	P	P		
Commercial Type, Retail and Service Uses	Store, Small Retail - General Store or Convenience Store							P	P	S		
Commercial Type, Retail and Service Uses	Store, Small Retail - Gift or Novelty Shop							P	P	P		
Commercial Type, Retail and Service Uses	Store, Large Retail - All Types								P			
Commercial Type, Retail and Service Uses	Store, Small Retail - Appliance								P			
Commercial Type, Retail and Service Uses	Store, Small Retail - Art Supply, Office Supplies, Newsstand, Books, Camera							P	P	P		
Commercial Type, Retail and Service Uses	Store, Small Retail - Audio, TV, Electronics, Computers								P			
Commercial Type, Retail and Service Uses	Store, Small Retail - Carpet, Flooring								P			
Commercial Type, Retail and Service Uses	Store, Small Retail - Clothing, Apparel, Shoes, Accessories							P	P	P		
Commercial Type, Retail and Service Uses	Store, Small Retail - Department or Discount							P	P	P - Size Limit		
Commercial Type, Retail and Service Uses	Store, Small Retail - Drug Store or Pharmacy							P	P	P - Size Limit		
Commercial Type, Retail and Service Uses	Store, Small Retail - Hobby							P	P	P - Size Limit		
Commercial Type, Retail and Service Uses	Store, Small Retail - Other							P	P	S		
Commercial Type, Retail and Service Uses	Studio, Small Retail - Photography Studio, Recording Studio, Music, Art, Health, etc							P	P	S		
Commercial Type, Retail and Service Uses	Tattoo Parlor or Body Piercing								S			
Commercial Type, Retail and Service Uses	taxidermist								P			

Commercial Type, Retail and Service Uses	Travel Agent								P	P	S		
Commercial Type, Retail and Service Uses	Upholstery Shop												
Commercial Type, Retail and Service Uses	Veterinarian (no outside runs)								P	P			
Commercial Type, Retail and Service Uses	Veterinarian (outside runs)									P			
Commercial Type, Retail and Service Uses	veterinary hospital								P	P			
Commercial Type, Retail and Service Uses	washeteria (self service)								P	P			
Commercial Type, Retail and Service Uses	Wholesale establishments												
Educational & Institutional Uses	Assisted Living Facility, Nursing Home, or rest home								S	P			
Educational & Institutional Uses	Athletic Field or Stadium								S	P			
Educational & Institutional Uses	Auditorium or Amphitheater								S	P			
Educational & Institutional Uses	AUTOMATED TELLER MACHINES								P	P	S		
Educational & Institutional Uses	Bank or Financial Institution								P	P			
Educational & Institutional Uses	Cemetery or Mausoleum												
Educational & Institutional Uses	Child Care Center or facility								P	P			
Educational & Institutional Uses	Church, rectory, or other places of worship including church operated day-care facilities, and pres-schools								P	P	S		
Educational & Institutional Uses	College, University or Professional Schools									P			
Educational & Institutional Uses	Community Center								P	P	S		
Educational & Institutional Uses	Convalescence Center								P (4)	P			
Educational & Institutional Uses	CREMATORIUM												
Educational & Institutional Uses	Day-Care (Commercial)								P	P			
Educational & Institutional Uses	Drug and Alcohol Rehabilitation Center								S	S			
Educational & Institutional Uses	Fire Station								P	P			
Educational & Institutional Uses	Food Bank									P			
Educational & Institutional Uses	Fraternal Organizations, lodge, civic club								P	P	P		
Educational & Institutional Uses	GOVERNMENT FACILITIES								P	P	P		
Educational & Institutional Uses	Halfway house								S (4)	S			
Educational & Institutional Uses	Hospital									P			
Educational & Institutional Uses	Laboratories (Medical, dental, science)												
Educational & Institutional Uses	MATERIAL RECYCLING CENTER												
Educational & Institutional Uses	Museum, library, historic sites, art gallery (public) & other similar								P	P	P		
Educational & Institutional Uses	Police Station								P	P	P		
Educational & Institutional Uses	Post Office								P	P			
Educational & Institutional Uses	PRISON, JAIL OR OTHER CORRECTIONAL INSTITUTION									S			
Educational & Institutional Uses	Religious Camp									P			
Educational & Institutional Uses	Sanatorium								S (4)	P			
Industrial & Manufacturing Uses	Ammonia Manufacturing												
Industrial & Manufacturing Uses	Apparel, Garment & Textile Manufacturing												
Industrial & Manufacturing Uses	Appliance Manufacturing												
Industrial & Manufacturing Uses	Artificial Limb Manufacturing												
Industrial & Manufacturing Uses	Asphalt Batching Plant												
Industrial & Manufacturing Uses	Bleach Manufacturing												
Industrial & Manufacturing Uses	Bookbinding and publishing									S			
Industrial & Manufacturing Uses	bottling plant									S			
Industrial & Manufacturing Uses	box manufacturing												
Industrial & Manufacturing Uses	Brewery												
Industrial & Manufacturing Uses	Brick & Tile Manufacturing												
Industrial & Manufacturing Uses	Cabinet Shop												
Industrial & Manufacturing Uses	canning operation												
Industrial & Manufacturing Uses	carpet manufacturing												

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Transportation, Automobile & Related Uses	TRUCK DRIVING SCHOOLS											
Transportation, Automobile & Related Uses	Truck Fueling Station								P			
Transportation, Automobile & Related Uses	Truck sales, storage, or repair											
Transportation, Automobile & Related Uses	Truck Stop								P			
Transportation, Automobile & Related Uses	truck wash								P			

City of Glen Rose
Planning and Zoning Commission
Recommendations on Alcohol Sales

<u>Manufacturing</u>	<u>Allowed Zones</u>
-----------------------------	-----------------------------

- | | |
|------------------------------|--------------|
| • Brewers (BW) | (I); B-2/SUP |
| • Winery (G) | (I); B-2/SUP |
| • Distiller & Rectifiers (D) | (I); B-2/SUP |

Distribution

- | | |
|---------------------------------|-----|
| • General Distributors (BB) | (I) |
| • Wholesaler's (W) | (I) |
| • General Class B Wholesaler(X) | (I) |

Retail

- | | |
|--|--------------------------|
| • Mixed Beverage (MB) (on premise) | B-1; B-2; B-3; I |
| • Wine and Malt Beverage Retailers (BG) (on and off premise) | B-2; I |
| • Wine and Malt Beverage Retailers (BG) (off premise only) | B-1; B-2; B-3; I |
| • Retail Dealer's On-Premise (BE) | B-1; B-2; B-3; I |
| • Retail Dealers Off-premise (BF) | B-2; I |
| • Private Club (N) | B-1; B-2; B-3; I |
| • Private Club Ale and Wine (NB) | B-1; B-2; B-3; I |
| • Private Club Exemption (NE) | B-1; B-2; B-3; I |
| • Package Store (P) – Offsite consumption | B-2; I <u>*Note #1,2</u> |
| • Wine Only Package Store (Q) | B-2; I <u>*Note #1,2</u> |

NOTES

1. Shall not be located within 300 another Package Store (P) or Wine Only Package Store (Q).
2. Shall not be located within 300 ft of a Residentially zoned property.

Others

- | | |
|---|------------------|
| • Bonded Warehouse Permit (J/JD) | I |
| • Manufacturers Agent's Warehousing (AW)
(Import storage for beer from Mexico) | I |
| • Brewpub License (BP) | B-1; B-2; B-3; I |

TABC Definitions

Manufacturing

1. **Brewer's License (BW)**: Authorizes the holder to manufacture malt beverages, import malt beverages from out of state, transport malt beverages from the place where the BW holder purchased them to the BW holder's business, transfer malt beverages from the place of sale or distribution to the TABC-licensed or permitted purchaser, store malt beverages, and under certain conditions sell its malt beverages to consumers for on- or off-premise consumption.
2. **Winery Permit (G)**: Authorizes the manufacturing of wine. It includes the ability to transport alcoholic beverages from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser, store wine, sell to consumers for on- or off-premise consumption, conduct off-premise deliveries to consumers, and to conduct wine festivals (there will be an approval process G Permit holders must follow).
3. **Distiller's and Rectifier's Permit (D)**: Authorizes the holder to manufacture distilled spirits and to rectify, purify, refine, or mix distilled spirits and wines. It includes the authority to transport alcoholic beverages from the place of purchase to the permit holder's business and from the place of sale or distribution to the TABC-licensed or permitted purchaser, and to store the products produced by the permit holder. Under certain conditions, the holder can sell their alcoholic beverages to consumers for on- or off-premise consumption.

Distribution

1. **General Distributor's License (BB)**: Authorizes the distribution of malt beverages. It includes the authority to import malt beverage products and transport products from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser.
2. **Wholesaler's Permit (W)**: Authorizes the distribution of distilled spirits and wine. It includes the authority to import distilled spirits and wine, transport products from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser, and to store products.

- 3. General Class B Wholesaler's Permit (X):** Authorizes the distribution of wine. It includes the authority to import wine, transport wine products from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser, and to store the products.

Retail

- 1. Mixed Beverage (MB) (on premise):** Authorizes the sale of distilled spirits, wine and malt beverages for on-premise consumption. It includes authority to transport alcoholic beverages from the place of purchase to the MB's licensed premises, provide guestroom minibars (hotels), and hold events at a temporary location away from the primary MB premises (there will be an approval process MB Permit holders must follow).

- 2. Wine and Malt Beverage Retailers (BG) (on and off premise):** Authorizes the sale of wine and malt beverages for on- and off- premise consumption. It also includes authority to hold events at a temporary location away from the primary BG premises (there will be an approval process BG Permit holders must follow).

- 3. Wine and Malt Beverage Retailers (BG) (off premise only):** Authorizes the sale of malt beverages and wine for off-premise consumption.

- 4. Retail Dealer's On-Premise (BE):** Authorizes the sale of malt beverages for on-premise consumption. *Grandfathered BEs in beer-only local option areas can sell malt beverages of up to 5% alcohol by volume. It includes authority to hold events at a temporary location away from the primary BE premises (there will be an approval process BE License holders must follow). Allows the holder to sell beer for consumption on or off the premises where sold in a lawful container to the ultimate consumer. Holder can't sell the beer for resale. The license requires an adequate seating area for customers.

- 5. Retail Dealers Off-premise (BF):** Authorizes the sale of malt beverages for off-premise consumption. *Grandfathered BF's in beer-only local option areas can sell malt beverages of up to 5% alcohol by volume.

- 6. Private Club (N):** Authorizes the storage and service of distilled spirits, wine and malt beverages for club members' on-premise consumption, even in dry areas. It includes authority to transport alcoholic beverages from the place of purchase to the private club's licensed premises and to hold events at a temporary location away from the primary N premises (there will be an approval process N Permit holders must follow).

- 7. Private Club Ale and Wine (NB):** Authorizes the storage and service of malt beverages and wine for club members' on-premise consumption, even in dry areas. It includes

authority to transport alcoholic beverages from the place of purchase to the private club's licensed premises and to hold events at a temporary location away from the primary NB premises (there will be an approval process NB Permit holders must follow).

- 8. Private Club Exemption (NE):** Authorizes fraternal and veterans organizations to serve alcoholic beverages to the organization's members and their guests. It includes authority to transport alcoholic beverages from the place of purchase to the private club's licensed premises and to hold events at a temporary location away from the primary NE premises (there will be an approval process NE Permit holders must follow).
- 9. Package Store (P) – Offsite consumption:** Authorizes the sale of distilled spirits, wine and malt beverages to consumers for off-premise consumption. It includes authority for the package store to transport its inventory between its other licensed locations within the same county, to transport alcoholic beverage orders to its end-consumer customers (certain limitations apply), and to conduct product tastings on the package store premises.
- 10. Wine Only Package Store (Q):** Authorizes the sale of malt beverages and wine to consumers for off-premise consumption. It includes authority for the Q Permit holder to transport its inventory between its other licensed locations within the same county, to transport alcoholic beverage orders to its end-consumer customers (certain limitations apply), and to conduct product tastings on the permitted premises.



Kyle Reeves <buildingofficial@glenrosetexas.org>

Planning Zoning Commission / Alcohol sales within the City of Glen Rose

3 messages

Kyle Reeves <buildingofficial@glenrosetexas.org>

Fri, Feb 25, 2022 at 2:46 PM

To: brady@pendletonlawoffices.com, Michael Leamons <michael.leamons@glenrosetexas.org>

Hello,

I spoke with Mr. Leamons about the attached information and he asked me to forward it to you for review. The information is about the selling / manufacturing / distribution of alcohol within the City limits of Glen Rose. They wanted to address ALL license definitions and where the business could take place. If you have any questions please let me know.

Kyle Reeves
Building Official
City of Glen Rose
O: 254-897-9373
C: 254-396-9952
buildingofficial@glenrosetexas.org

 **Recomendation for Alcohol Sales.pdf**
164K**Brady Pendleton** <brady@pendletonlawoffices.com>

Tue, May 10, 2022 at 6:49 PM

To: Kyle Reeves <buildingofficial@glenrosetexas.org>

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

All of this is fine except for there is no need for any of the N categories because the city is wet and private club no longer applies.

On Fri, Feb 25, 2022 at 2:53 PM Kyle Reeves <buildingofficial@glenrosetexas.org> wrote:

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Kyle Reeves
Building Official
City of Glen Rose
O: 254-897-9373
C: 254-396-9952
buildingofficial@glenrosetexas.org

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Brady Pendleton**Michael Leamons** <michael.leamons@glenrosetexas.org>

Fri, May 20, 2022 at 9:40 AM

To: Kyle Reeves <buildingofficial@glenrosetexas.org>

Kyle,

Is this going to be on the agenda for the June 13, 2022 P&Z Meeting?

Michael Leamons
City Administrator
City of Glen Rose

(254) 396-2467 cell
(254) 897-2272, ext 107

Item 19.



----- Forwarded message -----

From: **Brady Pendleton** <brady@pendletonlawoffices.com>
Date: Tue, May 10, 2022 at 6:49 PM
Subject: Re: Planning Zoning Commission / Alcohol sales within the City of Glen Rose
To: Kyle Reeves <buildingofficial@glenrosetexas.org>
Cc: Michael Leamons <michael.leamons@glenrosetexas.org>

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Kyle Reeves
Building Official
City of Glen Rose
O: 254-897-9373
C: 254-396-9952
buildingofficial@glenrosetexas.org

--
Brady Pendleton



Sender notified by
Mailtrack

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, BY PROVIDING FOR THE DEFINITION (SECTION 14.02.005 *ZONING; DEFINITIONS*) AND LOCATION (APPENDIX A *SCHEDULE OF USES*); PROVIDING FOR REPEALING, SEVERABILITY AND PROPER NOTICE, MEETING AND QUORUM CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

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

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

WHEREAS, on November 2, 2021, a Special Local Option Election was held for the legal sale of all alcoholic beverages including mixed drinks was held in the City of Glen Rose with said measure being approved and results canvassed in Resolution No. 2021-27; and

WHEREAS, the City's Planning and Zoning Commission held a public hearing on June 13, 2022, and the City Council held a public hearing on June 14, 2022 with respect to the amendments described herein; and

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

WHEREAS, the City Council has determined for the good government, peace, and order of the municipality, to amend the City's Zoning Ordinance to provide for the reasonable definition of and location for Alcohol Sales to Include Mixed Beverages within the City;

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

**SECTION 1 (OF 7)
INCORPORATION OF RECITALS**

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

**SECTION 2 (OF 7)
AMENDING SECTION 14.02.005 DEFINITIONS**

- A. The City of Glen Rose Code of Ordinance, Section 14.02.005 *Definitions* is hereby amended by the addition of the following definitions:

Alcohol Sales – Manufacturing – Brewer. Manufacture, import, transport, or transfer of malt beverages as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Manufacturing – Winery. Manufacture of wine as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Manufacturing – Distiller and Rectifier. Manufacture of distilled spirits and rectify, purify, refine, or mix distilled spirits and wine as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Distribution – General Distributor. Distribution of malt beverages as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Distribution – Wholesaler. Distribution of distilled spirits and wine as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Distribution – General Class B Wholesaler. The distribution of wine as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Mixed Beverage – On Premise. The sale of distilled spirits, wine, and malt beverages for on-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Wine and Malt Beverage Retailer – On and Off Premise. The sale of wine and malt beverages for on- and off-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Wine and Malt Beverage Retailer – Off Premise Only. The sale of wine and malt beverages for off-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Retail Dealer's On Premise. The sale of malt beverages for on-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Retail Dealer's Off Premise. The sale of malt beverages for off-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Package Store. The sale of distilled spirits, wine, and malt beverages to consumers for off-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Retail – Wine Only Package Store. The sale of malt beverages and wine to consumers for off-premise consumption as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Other – Bonded Warehouse. The storage of distilled spirits and wine for producers and wholesalers as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Other – Manufacturer's Agent's Warehousing. The storage of malt beverages imported from Mexico for export out of Texas as allowed by the Texas Alcoholic Beverage Commission.

Alcohol Sales – Other – Brewpub. The brewing, bottling, canning, packaging, and labeling of malt beverages, as well as the sale of produced malt beverages to consumers at the brewpub for on or off premise consumption as allowed by the Texas Alcoholic Beverage Commission.

- B. The City of Glen Rose Code of Ordinance, Section 14.02.005 *Definitions* is hereby amended by removing the following definition:

Alcohol Sales (Retail). Retail outlets where alcohol is the primary product for sale. Alcoholic beverages include beer, wine and liquor for the purpose of this definition. Alcoholic beverages may only be sold in accordance with the Texas Alcoholic Beverage Commission requirements and local laws.

SECTION 3 (OF 7) **AMENDING APPENDIX A SCHEDULE OF USES**

- A. Chapter 14, Appendix A *Zoning; Schedule of Uses* is hereby amended as outlined in Exhibit "A," which is attached hereto.
- B. Chapter 14, Appendix A, Section (g) *Notes to schedule of uses* is hereby amended by the addition of the following:
- (8) Shall not be located within 300 feet of another Package Store or Wine Only Package Store
 - (9) Shall not be located within 300 feet of a residential property

SECTION 4 (OF 7) **SAVINGS/REPEALING CLAUSE**

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

SECTION 5 (OF 7) **SEVERABILITY CLAUSE**

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

SECTION 6 (OF 7) **PROPER NOTICE, MEETING, AND QUORUM CLAUSE**

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

SECTION 7 (OF 7)
PUBLICATION AND EFFECTIVE DATE

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

PASSED AND APPROVED this 14th day of June, 2022.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary

ORDINANCE NO. 2022-_____
EXHIBIT "A"

AMENDMENTS TO APPENDIX A OF THE CITY OF GLEN ROSE ZONING ORDINANCE

Proposed amendments may be found in the supporting documents of the June 14, 2022 City Council agenda packet, as proposed for the June 13, 2022 Planning and Zoning meeting.

Minutes
Planning and Zoning Commission – City of Glen Rose, Texas
June 13, 2022 5:30pm

Agenda:

1) Call to Order

Chairperson, Pamela Streeter, called the P&Z meeting to order at 5:33pm

A. Pledge of Allegiance

Commission Members and citizens recited the US pledge of Allegiance

B. Roll Call and verification of quorum

Chairperson, Pamela Streeter called roll. Board members present: William Green, Larry Cremean, Greg Clanton, Joe Boles. A quorum was present

Staff member, Kyle Reeves, Jodi Holthe, Michael Leamons were present

2) Public Hearing

- a. Public hearing regarding proposed recommendation on Alcohol Sales including “Mixed Beverages” within the City limits of Glen Rose

- i. No Public Comments were made

- b. Public hearing regarding proposed amendment to Appendix A Zoning Ordinance “Schedule of Uses” for B1 (Restricted Commercial District), B2 (General Commercial District) and B3 (Central Business District)

- i. No Public Comments were made

- c. Public hearing regarding proposed amendments to the City of Glen Rose Code of Ordinances, Section 10.02.034 Subdivision Ordinances; General Requirements.

- i. No Public Comments were made

3) Individual Items for Discussion

- a. Discussion, consideration, and possible acceptance of Alcohol Sales regulations including “Mixed Beverages” within the City limits of Glen Rose.

- i. A discussion was held about a change in Texas TABC law stating that governing bodies MAY enact restrictions on distance of a alcohol related business to schools, churches, and hospitals. In the past, this was assumed to be a Texas requirement, however in reviewing the lasted documentation provided by TABC – the requirement is left to a governing body of an incorporated town, city or county commissioners of a county. After discussion, it was recommended by the P&Z commission that the City Council enact the requirement to keep in tradition the 300feet rule as was previously understood to be a requirement.

- ii. All License types were reviewed along with the appropriate zoning for each license type. Standards of 300’ from package store to another package store was discussed to ensure that we didn’t allow retail stores of alcohol being directly next door to each other.

- iii. A motion was made by board member Joe Boles to approve the proposed amendment on Alcohol Sales includes “Mixed Beverages” within the city

limits as provided in Reference Item A to this note. Greg Clanton seconded the motion.

- iv. All voted in favor. Motion passed 5/0
- b. Discussion, consideration and possible action regarding proposed amendment to Appendix A "Schedule of Uses" for B1 (Restricted Commercial District), B2 (General Commercial District) and B3 (Central Business District)
 - i. A discussion was held to review the updated chart provided based on the previous workshops held in March, April and May. A discussion about "rumored" enterprises coming into Glen Rose and how the new Schedule of Uses would allow or disallow the enterprises were discussed. A discussion was held on ensuring we complied with the RLUIPA (Religious Land Use & Institutionalized Persons Act of 2000) and the update to ensure that any churches in B3 were zoned equal to other entities that had set start and end times and would drive an increase in traffic and pedestrian traffic were matching.
 - ii. A motion was made by board member Larry Cremean to approve the proposed amendment to Schedule of Uses for B1, B2 and B3 includes as provided in Reference B to this note. Greg Clanton seconded the motion.
 - iii. All voted in favor. Motion passed 5/0
- c. Discussion, consideration, and possible action regarding proposed amendments to the City of Glen Rose Code of Ordinances, Section 10.02.034 Subdivision Ordinances; General Requirements.
 - i. A discussion was held regarding the need for the changes, explaining that all subdivisions already in place or under construction will not conform to these new requirements, but all new developments would be required. Key items of concern by many individuals including staff, city council, residents included Repealing and Replacing Sec 10.02.034b storm sewers with sec 10.02.034b draining and storm water. This discussion including the fact that the city engineer has reviewed the changes, and believes the new information will prevent some of the drainage problems the city as endured from previous developments and also complies with information provided by NCTCOB (North Central Texas Council of Governement) Crriteria Manual for Site Development and Construction specifically as it related to Stormwater Management.
 - ii. A Discussion was held about Section 10.02.034c related to Sanitary Sewer and Section 10.02.034d Water related to the new language providing for new standards that if development is within 500' of a municipal line and said line is capable of the additional capacity, the developer must connect ot he municipal line at their own expense.
 - iii. A discussion was held about the addition of Sec 10.02.034h Sidewalks. In reviewing the criteria for new developments to add sidewalks, the discussion of the need to be 4' or 5' wide in the residential area was held. We reviewed the information provided by Ms. Karen Richardson, a

resident of Glen Rose and landscape architect who recommended 4" in width in residential areas and 5' in commercial areas. Mr Leamons provided information about the grants for safe sidewalks, which stated a need for 5' in width, and we reviewed Accessory Guidelines for Pedestrian Facilities in Public Right-of-Way which stated you cannot go under the minimum 4-foot width. We then discussed the value of sidewalk vs front yard space and our goals for making the subdivisions family friendly for people walking strollers, the elderly, kids on bicycles, etc. Through polling and discussion, it was decided to recommend the sidewalk on residential streets be 4' wide and on one side of the streets within the Subdivision and 5' wide adjacent to screening and retaining walls and 6' wide along major arterial/thoroughfare streets. In addition, all sidewalks in nonresidential areas shall be 5'.

- iv. A discussion was held on the addition of Section 10.02.034i Retaining walls about the need for them, decorative vs support and the need for permits and engineering.
- v. A discussion was held on the addition of Section 10.02.034j Survey Monuments and Lot Markers.
- vi. A motion was made by board member Greg Clanton and seconded by Larry Creman to accept the recommendations for Glen Rose Code of Ordinances Section 10.02.034 with the amendment of the sidewalk wide from 5' to 4' in Sec 10.02.034h Sidewalks Item 3a.
- vii. All voted in favor, Motion passed 5/0

4) Adjournment

- a. Having not further business, the meeting was adjourned at 6:37pm

Chairperson

Kyle Reeves, Building Official

Reference A

TABC Definitions & Zones Permitted

Manufacturing

Brewers License (BW): Authorizes the holder to manufacture malt beverages, import malt beverages from out of state, transport malt beverages from the place where the BW holder purchased them to the BW holder's business, transfer malt beverages from the place of sale or distribution to the TABC-licensed or permitted purchaser, store malt beverages, and under certain conditions sell its malt beverages to consumers for on- or off-premise consumption.

Permitted in Industrial (I), General Business (B2) with SUP. See Note 1, 3

Winery Permit (G): Authorizes the manufacturing of wine. It includes the ability to transport alcoholic beverages from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser, store wine, sell to consumers for on- or off-premise consumption, conduct off-premise deliveries to consumers, and to conduct wine festivals (there will be an approval process G Permit holders must follow).

Permitted in Industrial (I), General Business (B2) with SUP. See Note 1, 3

Distiller's and Rectifier's Permit (D): Authorizes the holder to manufacture distilled spirits and to rectify, purify, refine, or mix distilled spirits and wines. It includes the authority to transport alcoholic beverages from the place of purchase to the permit holder's business and from the place of sale or distribution to the TABC-licensed or permitted purchaser, and to store the products produced by the permit holder. Under certain conditions, the holder can sell their alcoholic beverages to consumers for on- or off-premises consumption.

Permitted in Industrial (I), General Business (B2) with SUP. See Note 1, 3

Distribution

General Distributor's License (BB): Authorizes the distribution of malt beverages. It includes the authority to import malt beverage products and transport products from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser.

Permitted in Industrial (I)

Wholesaler's Permit (W): Authorizes the distribution of distilled spirits and wine. It includes the authority to import distilled spirits and wine, transport products from the place of purchase

to the permit holder's business and from the place of sale or distribution to the purchaser, and to store products.

Permitted in Industrial (I)

General Class B Wholesaler's Permit (X): Authorizes the distribution of wine. It includes the authority to import wine, transport wine products from the place of purchase to the permit holder's business and from the place of sale or distribution to the purchaser, and to store the products.

Permitted in Industrial (I).

Retail

Mixed Beverage Permit (MB): Authorizes the sale of distilled spirits, wine and malt beverages for on-premise consumption. It includes authority to transport alcoholic beverages from the place of purchase to the MB's licensed premises, provide guestroom minibars (hotels), and hold events at a temporary location away from the primary MB premises (there will be an approval process MB Permit holders must follow).

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Mixed Beverage Permit with Food and Beverage Certificate Required: See the Mixed Beverage Permit (MB) and Food and Beverage Certificate (FB) for descriptions of the authorities. In certain circumstances, Mixed Beverage Permit holder must have a Food and Beverage Certificate. The MB Permit With FB Required is a designation that notes this requirement.

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Wine and Malt Beverage Retailer's Permit (BG): Authorizes the sale of wine and malt beverages for on- and off- premise consumption. It also includes authority to hold events at a temporary location away from the primary BG premises (there will be an approval process BG Permit holders must follow).

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Wine and Malt Beverage Retailer's Off Premise Permit (BQ): Authorizes the sale of malt beverages and wine for off-premise consumption.

Permitted in General Business (B2) and Industrial (I). See Note 1

Retail Dealer's On-Premise License (BE): Authorizes the sale of malt beverages for on-premise consumption. *Grandfathered BEs in beer-only local option areas can sell malt beverages of up to 5% alcohol by volume. It includes authority to hold events at a temporary location away from the primary BE premises (there will be an approval process BE License holders must follow). Allows the holder to sell beer for consumption on or off the premises where sold in a lawful container to the ultimate consumer. Holder can't sell the beer for resale. The license requires an adequate seating area for customers.

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Retail Dealer's Off-Premise License (BF): Authorizes the sale of malt beverages for off-premise consumption. *Grandfathered BF's in beer-only local option areas can sell malt beverages of up to 5% alcohol by volume.

Permitted in General Business (B2) and Industrial (I). See Note 1

Private Club Registration Permit (N): Authorizes the storage and service of distilled spirits, wine and malt beverages for club members' on-premise consumption, even in dry areas. It includes authority to transport alcoholic beverages from the place of purchase to the private club's licensed premises and to hold events at a temporary location away from the primary N premises (there will be an approval process N Permit holders must follow).

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Private Club Malt Beverage and Wine Permit (NB): Authorizes the storage and service of malt beverages and wine for club members' on-premise consumption, even in dry areas. It includes authority to transport alcoholic beverages from the place of purchase to the private club's licensed premises and to hold events at a temporary location away from the primary NB premises (there will be an approval process NB Permit holders must follow).

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Private Club Exemption Certificate (NE): Authorizes the storage and service of malt beverages and wine for club members' on-premise consumption, even in dry areas. It includes authority to transport alcoholic beverages from the place of purchase to the private club's licensed premises

and to hold events at a temporary location away from the primary NB premises (there will be an approval process NB Permit holders must follow).

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

Package Store Permit (P): Authorizes the sale of distilled spirits, wine and malt beverages to its inventory between its other licensed locations within the same county, to transport alcoholic beverage orders to its end-consumer customers (certain limitations apply), and to conduct product tastings on the package store premises.

Permitted in General Business (B2) and Industrial (I). *Note 1, 2, 3

Wine-Only Package Store Permit (Q): Authorizes the sale of malt beverages and wine to consumers for off-premise consumption. It includes authority for the Q Permit holder to transport its inventory between its other licensed locations within the same county, to transport alcoholic beverage orders to its end-consumer customers (certain limitations apply), and to conduct product tastings on the permitted premises.

Permitted in General Business (B2) and Industrial (I). *Note 1, 2, 3

Others

Bonded Warehouse Permit (J/JD): Authorizes the holder to store distilled spirits and wine for producers and wholesalers.

Permitted in Industrial (I).

Manufacturer's Agent's Warehouseing Permit (AW): Authorizes the holder to store malt beverages imported from Mexico for export out of Texas.

Permitted in Industrial (I).

Brewpub License (BP): For holders of a Mixed Beverage Permit (MB), Wine and Malt Beverage Retailer's Permit (BG), or Retail Dealer's On-Premise License (BE). It authorizes a holder to brew, bottle, can, package, and label malt beverages. It authorizes the holder to sell the malt beverages it produces to ultimate consumers at the brewpub for on- or off-premise consumption.

Permitted in Restricted Business (B1), General Business (B2), Central Business (B3) and Industrial (I). See Note 1

NOTES:

- 1) Shall Not be located within 300 feet of School, Church or Hospital
- 2) Shall not be located within 300 feet of another Package Store (P) or Wine Only Package Store (Q) or Wine and Malt Beverage Retailers (BG)
- 3) Shall not be located within 300 feet of a Residentially zoned property.

ORDINANCE:

1) All TABC license Types are Prohibited to Sale Alcoholic Beverages within

(a) 300 feet of a church, public or private school, or public hospital

(B) The measurement of the distance between the place of business where alcoholic beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be:

(1) in a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections; or

(2) if the permit or license holder is located on or above the fifth story of a multistory building, in a direct line from the property line of the public or private school to the property line of the place of business, in a direct line across intersections, and vertically up the building at the property line to the base of the floor on which the permit or license holder is located.

(C) Every applicant for an original alcoholic beverage license or permit for a location with a door by which the public may enter the place of business of the applicant that is within 1,000 feet of the nearest property line of a public or private school, measured along street lines and directly across intersections, must give written notice of the application to officials of the public or private school before filing the application with the commission. A copy of the notice must be submitted to the commission with the application. This subsection does not apply to a permit or license covering a premise where minors are prohibited from entering the premises under [Section 109.53](#).

(D) As to any dealer who held a license or permit on September 1, 1983, in a location where a regulation under this section was in effect on that date, the measurement of the distance between the place of business of the dealer and a public or private school shall be along the property lines of the street fronts and from front door to front door, and in direct line across intersections.

(E) the governing board of a city or town that has enacted a regulation may also allow variances to the regulation if governing body determines that enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, is not effective or necessary, or for any other reason the court or governing board, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community.

	A	B	C	D	E	F	G	H	I	J	K	L	M
2	Residential Use	R-1	R-2	R-2M	R-3	R-4	MH	B-1	B-2	B-3	I	P&R	Parking
3	Accessory building or use	X	X	X	X	X			X	S			None
4	Apartment or multifamily building					X		X	X	S(5)			2.5/dwelling unit
5	Bed and Breakfast accomodation (residential home)												
6	Boarding (rooming) house					X							1/dwelling room
7	Cabins or two- four unit cabins				X	X		X					2/dwelling unit
8	Child day care (home)	X	X	X	X	X	X	X					2/dwelling
9	Condominium			X		X		X	X				2/dwelling unit
10	Dormitories								X				
11	Group day care home	S	S	S	S	S	S						Specified by SUP
12	Group home/ Community Home	S	X	X	S	S	S						2/dwelling
13	Guest house or quarters	X	X	X	X	X	X						1/dwelling
14	Halfway house	S	X	X	S	S	S	S(4)	S				1/2 occupants
15	Home occupation (home-based business)	(2)	(2)	(2)	(2)	(2)	(2)						None
16	Independent Living Facility (Retirement Community)							S	X				
17	Industrialized housing	X	X	X	X	X							2/dwelling unit
18	Manufactured home				X		X						2/dwelling unit
19	Manufactured home park						X						2/dwelling unit
20	Multi-family building							X					
21	Recreational vehicle						X	S-X	X				1/dwelling
22	Shipping containers for residential use						S						
23	Single-family dwelling	X	X	X	X	X		(1)	(1)			(1)	2/dwelling unit
24	Two-family dwelling		X	X	X	X							2/dwelling unit
25	Three-family dwelling			X	X	X							2/dwelling unit
26	Four-family dwelling			X	X	X		X	X				2/dwelling unit
27	Retirement center					X			X				
28	Specific use							S					
29	Swimming pool (private)	X	X	X	X	X		X					None
30	Tennis court (private)	X	X	X	X	X	X						None
31	Townhouse			X		X		X					2/dwelling unit
32	Trailer camp or park						X	S	X				1/dwelling unit
33													

	A	B	C	D	E	F	G	H	I	J	K	L	M
34	Agriculture/ranch uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
35	Community Garden							X	X				
36	Fairgrounds or rodeo							S	S				
37	Farm	X											2/dwelling unit
38	Farm, Orchard, or Truck Garden							S	P				
39	Farmer's market							X	X	X	X		2/stall
40	Granary or gin										X		1/2000 site area
41	Orchard	X	X	X									1/employee
42	Produce stand							X	X	X			1/200 g.f.a.
43	Ranch	X											2/dwelling unit
44	Rodeo ground, arena										S		Specified by SUP
45	Stable, private	X	X	X									None
46	Stable, public										X		1/2 Stalls
47	Wildilfe area							X	X				
48													

	A	B	C	D	E	F	G	H	I	J	K	L	M
49	Utility/solid waste uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	<i>B-1</i>	<i>B-2</i>	<i>B-3</i>	<i>I</i>	<i>P&R</i>	<i>Parking</i>
50	Cable TV lines	X	X	X	X	X	X	X	X	X	X		None
51	Electric substations	S	S	S	S	S	S	S	S		X		None
52	Gas line (6 in. or larger)	S	S	S	S	S	S	S	S	S	X		None
53	Gas regulating/gate station	S	S	S	S	S	S	S	S	S	X		None
54	Microwave tower	S	S	S	S	S	S	S	S	S	X		None
55	Radio and television tower	S	S	S	S	S	S	S	S	S	X		None
56	Railroad freight terminal										X		1 per employee
57	Railroad yard										X		2 per employee
58	Recycling center								S		X		3 per employee
59	Refuse transfer station										S		4 per employee
60	Sewer lift station	X	X	X	X	X	X	S	S	X	X		None
61	Telephone exchange	S	X	X	S	S	X	X	X	X	X		None
62	Telephone poles and lines	X	X	X	X	X	X	X	X	X	X		None
63	Utility mains and lines	X	X	X	X	X	X	X S	X S	X	X		None
64	Wastewater treatment plant	S	S	S	S	S	S	S	S		X		2 minimum
65	Water pump station	X	X	X	X	X	X	X S	X	X	X		None
66	Water storage tank	X	X	X	X	X	X	X	X	X	X		None
67	Water treatment plant	S	S	S	S	X	S	S	S	S	X		2 minimum
68	Water well	S	S	S	S	X	S	S	S	S	S		None
69													

	A	B	C	D	E	F	G	H	I	J	K	L	M
70	Government and institutional uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
71	Ambulance Dispatch Station							X	X				
72	Art gallery	S	S	S	S	S	S	X	X	X	X		1/200 g.f.a.
73	Assisted Living Facility, Nursing Home, or Rest Home							S	X				
74	Athletic field or stadium	S	S	S	S	S	S	S	X		X		1/4 seats
75	Auditorium or amphitheater							X S	X	X	X		1/4 seats
76	Automated teller machine (ATM)							X	X	S			
77	Bank or financial institution							X	X	X			1/300 g.f.a.
78	Cemetery or mausoleum	S	S	S	S	S	S	S	S		S		None
79	Child care center or facility							X	X	X	X		1/6 children
80	Church, rectory, or other places of worship; includes church-operated child care and pre-school	X	X	X	X	X	X	X	X	S	X		1/4 seats
81	College, university, or professional school	S	S	S	S	S	S	X	X	S	X		1/3 students
82	Community center	S	X	X	S	S	X	X	X	X S	X		1/200 g.f.a.
83	Convalescent center							S X(4)	S X	S	X		1/3 beds
84	Day-Care (Commercial)							X	X				
85	Drug and alcohol rehabilitation center							S(4) S	S(4) S	S(4)	X(4)		1/3 beds
86	Fire station	X	X	X	X	X	X	X	X	X	X		2/bay
87	Food bank							S	S X	S	S		1/300 g.f.a.
88	Fraternal organizations, lodge, civic club							X	X	X			1/200 g.f.a.
89	Government office facilities							X	X	X	X		1/300 g.f.a.
90	Halfway house	S	X	X	S	S	S	S(4)	S				1/2 occupants
91	Hospital	S	S	S	S	S	S	S	S X	S	X		1/1 bed
92	Laboratory, medical, dental, science							S	X	X	X		1/400 g.f.a.
93	Museum, library, historic sites, art gallery (public) & other similar							X	X	X			
94	Library	X	X	X	X	X	X	X	X	X	X		1/300 g.f.a.
95	Museum	S	S	S	S	S	S	S		S			
96	Non-Commercial Institutions							X	X				
97	Park or playground	X	X	X	X	X	X	X	X	X	X		1/1200 site area
98	Police station	S	S	S	S	S	S	X	X	X	X		2 visitor spaces

	A	B	C	D	E	F	G	H	I	J	K	L	M
99	Government and institutional uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	<i>B-1</i>	<i>B-2</i>	<i>B-3</i>	<i>I</i>	<i>P&R</i>	<i>Parking</i>
100	Post office							X	X	X	X		1/400 g.f.a.
	Prison or penitentiary, jail or other correctional institution								S		S		1/6 cells
101													
102	Public Building (shop or yard)								X				
103	Religious camp	S	S	S	S	S	S	S	X				1/3 beds
104	Sanatorium							S(4)	S(4)-P	S(4)	S(4)		1/3 beds
105	School (elementary or middle)	X	X	X	X	X	X	X	X		X		1/15 students
106	School (high school)	X	X	X	X	X	X	X	X		X		1/3 students
107	School (nursery or kindergarten)	S	S	S	S	S	S	X	X		X		1/10 children
108	School (trade or business)								X	X	X		1/3 students
109	Swim or Tennis Club							X	X				
110	Swimming pool/hot tub (private)							X	X				
111	Swimming pool/hot tub (public)	S	S	S	S	S	S	S X	X	S	X		10 minimum
112	Tennis court (private)							X	X				
113	Tennis court (public)	S	S	S	S	S	S	S X	X	S	X		2/court
114	Theater (indoor)							X	X	S			
115	Theater (outdoor)								X				
116	Youth Camps								S				
117													

	A	B	C	D	E	F	G	H	I	J	K	L	M
		R-1	R-2	R-2M	R-3	R-4	MH	B-1	B-2	B-3	I	P&R	Parking
118	Commercial uses												
119	Alcohol sales (retail)								X(6)*				1/200 g.f.a. with a minimum of 4
120	Amusement, commercial (indoor)							X - Size Limit	X				
121	Amusement park commercial (outside)								X	X			1/500 site area
122	Animal shelter								X		X		1/500 g.f.a.
123	Arcade							X - X - Size Limit	X	X	X		1/200 g.f.a.
124	Athletic or fitness club							X - X - Size Limit	X	X - S - Size Limit	X		1/200 g.f.a.
125	Auction							X	X	X	X		1/200 g.f.a.
126	Auto inspection station							S	X		X		2/service bay
127	Auto paint and body shop								X		X		1/200 g.f.a.
128	Auto parts sales (indoor)								X				
129	Auto rental							S	X	X	X		1.25/rental car
130	Auto repair garage								X		X		3/service bay
131	Auto and motorcycle sales lot								S				
132	Auto sales lot								X		X		1/1000 site area
133	Motorcycle sales								X		X		1/200 g.f.a.
134	Automobile, trailer, light truck, tool rental								X				
135	Auto rental							S	X	X	X		1.25/rental car
136	Tool and equipment rental								X		X		1/400 g.f.a.
137	Trailer sales and rental								X		X		1/1000 site area
138	Bakery (retail)							X	X	X	S		1/200 g.f.a.
139	Bakery (wholesale)								X				
140	Boat sales								X		X		1/400 g.f.a.
141	Boat storage								X		X		1/1000 site area
142	Bowling alley							X	X	X - S - Size Limit	X		6/land
143	Building materials/lumber yard								X		X		1/500 g.f.a.
144	Bus Stop								X				
145	Bus terminal							X	X	X	X		1/300 g.f.a.
146	Business office							X	X	X	X		1/300 g.f.a.
147	Cabinet shop (Carpentry Shop)							S	X		X		1/400 g.f.a.
148	Carwash							S P	X		X		1/wash bay

	A	B	C	D	E	F	G	H	I	J	K	L	M
149	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
150	Carnival or circus (temporary)							S	S		S		Specified by SUP
151	Cemetery monument sales								X		X		1/400 g.f.a.
152	Christmas tree sales							✗	X	X	X		1/1000 site area
153	Contractor yard (outside storage)							X	X		X		1/2000 site area
154	Country Club							X	X				
155	Dental clinic or office							X	X	X			1/200 g.f.a.
156	Electrical sales & service							X	X	X	X		1/400 g.f.a.
157	Employment agency							✗	X	✗			1/200 g.f.a.
158	Event Center / Rental Hall								X				
159	Exterminator								x				
160	Farm implement sales								✗		X		1/400 g.f.a.
161	Feed store								X		X		1/400 g.f.a.
162	Feed store with animal sales								S		S		1/400 g.f.a.
163	Firewood sales							X	X		X		1/1000 site area
164	Flea market (inside)								S	S	S		1/200 g.f.a.
165	Flea market (outside)								S		S		1/1000 site area
166	Florist shop							X	X	X			1/300 g.f.a.
167	Furniture store (retail)							X	X	X			1/400 g.f.a.
168	Farrier							S	X	✗	X		1/400
169	Game hall							S	S				1/100 g.f.a.
170	Garage or lot, parking (commercial)							X	X				
171	Garage or lot, parking (private)							X	X				
172	Garage or lot, parking (public)							X	X				
173	Go-Cart track								X		X		1/go card
174	Golf course, private	S	S	S	S	S	S	S	✗ S		X		2/green
175	Golf course, miniature							S	X		X		1.5/hole
176	Golf driving range	S								X	X		1/driving tee
177	Gun shooting range (indoor)									S	X		1/500 g.f.a.
178	Gunsmith shop							✗	X	✗	X		1/300 g.f.a.
179	Heating/AC sales & service							✗	X	✗	X		1/400 g.f.a.

	A	B	C	D	E	F	G	H	I	J	K	L	M
180	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
181	Heavy equipment sales								X		X		1/1000 site area
182	Heavy machinery sales and storage								X				
183	Hotel, motel, or inn							S	X	X	X		1/guest room
184	Landscaping services							X	S				
185	Lawnmower, Lawn Equipment, Small Motors Sales & Service							S	X	X S-Size Limit			1/400 g.f.a.
186	Licensed massage therapy							X	X	S	X		
187	Lithographic shop							X	X	X	X		1/300 g.f.a.
188	Locksmith shop							X	X	X	X		1/300 g.f.a.
189	Meat market								X	X	X		1/300 g.f.a.
190	Mini-warehouse					S		S	X		X		1/500 g.f.a.
191	Manufactured home sales lot, mobile home sales & display								X		X		1/1000 site area
192	Massage establishment							S	S		S		1/200 g.f.a.
193	Mimeograph or letter shop							X	X				
194	Mobile food vendor							X	X	S	X		
195	Mortuary or funeral home							S	X	X	X		1/3 sanctuary seats
196	Movie theater (drive-in)								X S		X		1/employess
197	Movie theater (indoor)							X	X	X S	X		1/3 seats
198	Musical Instruction Store							X	X				
199	Musical instrument store							X	X	X			1/200 g.f.a.
200	Nature preserve							X	X				
201	Newspaper office							X	X	X			1/200 g.f.a.
202	Nightclub or dance hall							S	X	S	X		1/100 g.f.a.
203	Optical dispensary store							X	X	X			1/200 g.f.a.
204	Paint sales store (retail)							X	X	X			1/200 g.f.a.
205	Pawnshop							S	X	X			1/200 g.f.a.
206	Personal Services - Barber or beauty shop	S	S	S	S	S		X	X	X			1/chair
207	Personal Services - Spa, Tanning, Massage Therapy, Permanent Makeup Beauty-salon/spa (full service)	S	S	S	S	S		X(7)	X(7)	X(7)	X		1/station
208	Permanent makeup	S(7)	S(7)	S(7)	S(7)	S(7)		X(7)	X(7)	X(7)	X(7)		1/station
209	Tanning salon							X	X	X	S		1/200 g.f.a.

	A	B	C	D	E	F	G	H	I	J	K	L	M
210	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
211	Pet grooming shop							X	X	✗			1/200 g.f.a.
212	Plant nursery								X		X		1/400 g.f.a.
213	Plumbing sales and service							✗	X	✗	X		1/400 g.f.a.
214	Pool or billiard hall							S	X	✗	X		1/100 g.f.a.
215	Portable building or shed sales lot								X		X		1/1000 site area
216	Print shop							X	X	X	X		1/400 g.f.a.
217	Private club (serving alcohol)							X	X	X	X		1/100 g.f.a.
218	Professional offices							X	X	X	X		1/300 g.f.a.
219	Professional Office - Field Office or Real estate sales or leasing-office	(3)	(3)	(3)	(3)	(3)	(3)	X	X	✗ S	X		1/300 g.f.a.
220	Professional Office - Insurance, Lawyer, Title Company, Business Office							X	X	S			
221	Insurance sales office	S	S	S	S	S	S	X	X	X			1/400 g.f.a.
222	Title and abstract office							X	X	✗ S			1/200 g.f.a.
223	Professional Office -Medical, Dental, Science, Clinic							X	X				
224	Medical clinic or office							X	X	X			1/300 g.f.a.
225	Professional Offices - Optical Clinic or Office							X	X				
226	Optical clinic or office							X	X	X			1/200 g.f.a.
227	Psychic/Paranormal Readings							S	S				
228	Racquetball court							X	X	✗	X		2/court
229	Radio or TV broadcast studio							X	X				
230	Recreational area (private)							X	X				
231	Recreational area (public)							X	X				
232	Recreational vehicle sales								X				
233	Recreational vehicle storage								X		X		1/400 g.f.a.
234	Rental store							X	X	S	X		1/400 g.f.a.
235	Resort											X	
236	Restaurant (drive-in)							X	X		X		1/100 g.f.a.
237	Restaurant (kiosk)							X	X	X	X		1/100 g.f.a.
238	Restaurant or cafe (inside)							X	X	X	X		1/3 seats
239	Restaurant or cafeteria (carry-out only)							X	X	X			
240	Restaurant or cafeteria (drive-in service)							X	X				
241	Service station or motor vehicle fuel sales							S X	X	S	X		4 minimum

	A	B	C	D	E	F	G	H	I	J	K	L	M
242	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
243	Sexually oriented business									S			Specified by SUP
244	Shop, Large Retail - Furniture							X - Size Limit	X				
245	Shop, Large Retail - Groceries							X - Size Limit	X				
246	Grocery store							X	X	X			1/200 g.f.a.
247	Shop, Large Retail - Pet store, kennel, animal boarding (Outside Runs)								X				
248	Kennel								S		X		1/400 g.f.a.
249	Pet shop							X	X	X			1/200 g.f.a.
250	Shop, Small - Bait Shop							X	X				
251	Shop, Small - Butcher							X	X	S			
252	Shop, Small - Hardware (paint, plumbing and related sales)							X - Size Limit	X	X - Size Limit			
253	Hardware store							X	X	X			1/400 g.f.a.
254	Shop, Small - Jewelry							X	X	X			
255	Jewelry store							X	X	X	X		1/200 g.f.a.
256	Shop, Small - Laundry or dry-cleaning							X	X				
257	Laundry or dry cleaners							X	X	X	X		1/400 g.f.a.
258	Shop, Small Retail - Antique, Art							X	X	X			
259	Antique shop							X	X	X			1/200 g.f.a.
260	Shop, Small Retail - Appliance Repair								X				
261	Appliance repair shop							X	X	X	X		1/400 g.f.a.
262	Shop, Small Retail - Bicycle Sales & Repair							X	X	X			
263	Bicycle sales & repair							X	X	X			1/300 g.f.a.
264	Shop, Small Retail - Dry Cleaning and pressing							X	X				
265	Laundry or dry cleaners							X	X	X	X		1/400 g.f.a.
266	Shop, Small Retail - Florist or Plant Center							X	X	X			
267	Florist shop							X	X	X			1/300 g.f.a.
268	Shop, Small Retail - Framing, Art							X	X	S			
269	Picture framing shop							X	X	X			1/200 g.f.a.
270	Shop, Small Retail - Groceries							X - Size Limit	X	X - Size Limit			
271	Grocery store							X	X	X			1/200 g.f.a.
272	Shop, Small Retail - Handcrafted Furniture							X	X	X			
273	Shop, Small Retail - Homegoods Rental Store							X	X				

	A	B	C	D	E	F	G	H	I	J	K	L	M
274	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
275	Shop, Small Retail - Leather Goods, Tack							X	X	X			
276	Leather goods shop (retail)							X	X	X	X		1/400 g.f.a.
277	Tack store							X	X	X	X		1/400 g.f.a.
278	Shop, Small Retail - Pet store, kennel, animal boarding (no outside runs)							X	X				
279	Kennel								S		X		1/400 g.f.a.
280	Pet shop							X	X	X			1/200 g.f.a.
281	Shop, Small Retail - Seamstress, Tailor							X	X				
282	Tailor or seamstress shop							X	X	X			1/300 g.f.a.
283	Shop, Small Retail - Sign Shop							X	X	S			
284	Sign shop							S	X	S	X		1/400 g.f.a.
285	Shop, Small Retail - Smoke, Tobacco, Vape								X				
286	Smoke shop (vape shop)								S(6)		X(6)		1/400 g.f.a.
287	Shop, Small Retail - Sporting Goods							X	X	X - Size Limit			
288	Sporting goods store							X	X	X			1/200 g.f.a.
289	Shop, Small Retail - Thrift, Second Hand, Consignment							X	X	X			
290	Secondhand store							X	X	X	X		1/200 g.f.a.
291	Shop, Small Retail - Tool & Equipment Rental								X				
292	Tool and equipment rental								X		X		1/400 g.f.a.
293	Shop, Small Retail - Video							X	X				
294	Video store							X	X	X	X		1/200 g.f.a.
295	Shopping center or mall							X	X	S	X		1/200 g.f.a.
296	Short term rental accommodation (Airbnb, VRBO, etc)	S	S	S	S	X		X	X	S			1/guest room
297	Skating rink							X	X	X	X		1/400 g.f.a.
298	Snow cone stand							X	X	X			2 minimum
299	Store, Small Retail - General Store or Convenience Store							X	X	S			
300	Store, Small Retail - Gift or Novelty Shop							X	X	X			
301	Gift or novelty shop							X	X	X	X		1/200 g.f.a.
302	Store, Large Retail - All Types								X				
303	Store, Small Retail - Appliance								X				
304	Appliance store (retail)							X	X	X			1/400 g.f.a.

	A	B	C	D	E	F	G	H	I	J	K	L	M
305	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
306	Store, Small Retail - Art Supply, Office Supplies, Newsstand, Books, Camera							X	X	X			
307	Art supply store							X	X	X			1/300 g.f.a.
308	Office supply store							X	X	X			1/200 g.f.a.
309	Newsstand							X	X	X			1/200 g.f.a.
310	Book store							X	X	X			1/200 g.f.a.
311	Camera store (retail)							X	X	X			1/200 g.f.a.
312	Store, Small Retail - Audio, TV, Electronics, Computers								X				
313	Audio store (retail)							X	X	X			1/200 g.f.a.
314	Electronics store (retail)							X	X	X			1/200 g.f.a.
315	Computer store (retail/service)							X	X	X			1/200 g.f.a.
316	Store, Small Retail - Carpet, Flooring								X				
317	Carpet store (retail)							X	X	X			1/400 g.f.a.
318	Store, Small Retail - Clothing, Apparel, Shoes, Accessories							X	X	X			
319	Apparel or clothing store							X	X	X			1/200 g.f.a.
320	Shoe or boot store							X	X	X			1/200 g.f.a.
321	Store, Small Retail - Department or Discount							X	X	P - Size Limit			
322	Department store							X	X	X			1/200 g.f.a.
323	Store, Small Retail - Drug Store or Pharmacy							X	X	P - Size Limit			
324	Pharmacy or drug store							X	X	X			1/200 g.f.a.
325	Store, Small Retail - Hobby							X	X	P - Size Limit			
326	Hobby shop							X	X	X	X		1/200 g.f.a.
327	Store, Small Retail - Other							X	X	S			
328	Studio, Small Retail - Photography Studio, Recording Studio, Music, Art, Health, etc							X	X	S			
329	Photography studio							X	X	X			1/200 g.f.a.
330	Recording studio							X	X	X			1/300 g.f.a.
331	Tattoo shop (body piercing)								S(6)		X(5)		1/200 g.f.a.
332	Taxi or Shuttle service business office, with parking								X				
333	Taxidermist								X		X		1/400 g.f.a.
334	Tire sales and repair								X		X		1/400 g.f.a.
335	Trailer sales and rental								X		X		1/1000 site area

	A	B	C	D	E	F	G	H	I	J	K	L	M
336	Commercial uses	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
337	Travel agency							X	X	✗S			1/300 g.f.a.
338	Truck Fueling Station								X				
339	Truck rental								X		X		1/400 g.f.a.
340	Truck sales, storage, or repair												
341	Truck repair								✗		X		1/400 g.f.a.
342	Truck sales								✗		X		1/1000 site area
343	Truck wash								X		X		2/wash bay
344	Upholstery Shop							S	✗		X		1/400 g.f.a.
345	Veterinary clinic - no outside runs							X	X		X		1/300 g.f.a.
346	Veterinary clinic - outside runs								X		X		1/300 g.f.a.
347	Veterinary clinic							X	X		X		1/300 g.f.a.
348	Veterinary hospital							X	S X		S		1/300 g.f.a.
349	Washateria (self-service)					X	X	X	X	S	X		1/washing machine
350													

	A	B	C	D	E	F	G	H	I	J	K	L	M
351	Industrial uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
352	Airport or landing field, heliport, aircraft hangar								S		S		Specified by SUP
353	Ammonia manufacturing										S		See sections 14.02.050, 14.02.104
354	Apparel, garment, and textile manufacturing												
355	Apparel manufacturing										X		See sections 14.02.050, 14.02.104
356	Garment manufacturing										X		See sections 14.02.050, 14.02.104
357	Textile manufacturing										X		See sections 14.02.050, 14.02.104
358	Appliance manufacturing										X		See sections 14.02.050, 14.02.104
359	Artificial limb manufacturing										X		See sections 14.02.050, 14.02.104
360	Asphalt batching plant										S		See sections 14.02.050, 14.02.104
361	Bakery, commercial								X		X		See sections 14.02.050, 14.02.104
362	Bleach manufacturing										S		See sections 14.02.050, 14.02.104
363	Bookbinding and publishing								S	S	X		See sections 14.02.050, 14.02.104
364	Bottling plant								S		X		See sections 14.02.050, 14.02.104
365	Box manufacturing										X		See sections 14.02.050, 14.02.104
366	Brewery										X		See sections 14.02.050, 14.02.104
367	Brick or tile manufacturing										X		See sections 14.02.050, 14.02.104
368	Cabinet shop							S	X		X		1/400 g.f.a.
369	Canning operation										X		See sections 14.02.050, 14.02.104
370	Carpet manufacturing										X		See sections 14.02.050, 14.02.104
371	Chemical storage or manufacturing										S		See sections 14.02.050, 14.02.104
372	Chlorine manufacturing										S		See sections 14.02.050, 14.02.104
373	Cleaning plant Laundry plant										X		See sections 14.02.050, 14.02.104
374	Cold storage plant										X		See sections 14.02.050, 14.02.104
375	Concrete batching plant								S		X		See sections 14.02.050, 14.02.104
376	Concrete product casting plant										X		See sections 14.02.050, 14.02.104
377	Contractor yard (outside storage)								X		X		See sections 14.02.050, 14.02.104
378	Creamery										X		See sections 14.02.050, 14.02.104
379	Creosote manufacturing										S		See sections 14.02.050, 14.02.104
380	Distillation plant										S		See sections 14.02.050, 14.02.104
381	Distribution center (large)								S		X		See sections 14.02.050, 14.02.104
382	Distribution center (small)							S	X		X		See sections 14.02.050, 14.02.104
383	Dyeing plant										X		See sections 14.02.050, 14.02.104

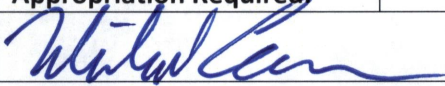
	A	B	C	D	E	F	G	H	I	J	K	L	M
384	Industrial uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
385	Electrical components manufacturing										X		See sections 14.02.050, 14.02.104
386	Electroplating										X		See sections 14.02.050, 14.02.104
387	Envelope manufacturing										X		See sections 14.02.050, 14.02.104
388	Explosives manufacturing										S		See sections 14.02.050, 14.02.104
389	Fertilizer manufacturing										S		See sections 14.02.050, 14.02.104
390	Fiberglass manufacturing										X		See sections 14.02.050, 14.02.104
391	Fireworks manufacturing										S		See sections 14.02.050, 14.02.104
392	Food processing										X		See sections 14.02.050, 14.02.104
393	Foundry										S		See sections 14.02.050, 14.02.104
394	Freight terminal, motor										X		See sections 14.02.050, 14.02.104
395	Freight terminal, railroad										X		See sections 14.02.050, 14.02.104
396	Furniture manufacturing										X		See sections 14.02.050, 14.02.104
397	Glass manufacturing										X		See sections 14.02.050, 14.02.104
398	Glue manufacturing										S		See sections 14.02.050, 14.02.104
399	Granary or gin										X		See sections 14.02.050, 14.02.104
400	Gypsum manufacturing										S		See sections 14.02.050, 14.02.104
401	Heliport or helistop										S		See sections 14.02.050, 14.02.104
402	Ice cream plant										X		See sections 14.02.050, 14.02.104
403	Ice plant										X		See sections 14.02.050, 14.02.104
404	Incinerator										S		See sections 14.02.050, 14.02.104
405	Insecticide, pesticide processing										S		See sections 14.02.050, 14.02.104
406	Junkyard / salvage yard										S		See sections 14.02.050, 14.02.104
407	Light fabrication plant										X		See sections 14.02.050, 14.02.104
408	Machine shop										X		See sections 14.02.050, 14.02.104
409	Marble manufacturing										X		See sections 14.02.050, 14.02.104
410	Mattress manufacturing										X		See sections 14.02.050, 14.02.104
411	Meat processing plant										S		See sections 14.02.050, 14.02.104
412	Metal Casting												
413	Metal foundry or fabrication plant												
414	Metal stamping, dyeing, shearing, or punching												
415	Metal fabrication										X		See sections 14.02.050, 14.02.104
416	Metal stamping and extrusion										X		See sections 14.02.050, 14.02.104

	A	B	C	D	E	F	G	H	I	J	K	L	M
417	Industrial uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
418	Mini-warehouse							S	P				
419	Mining, Quarrying, Dredging, or excavation extraction operation										S		See sections 14.02.050, 14.02.104
420	Mobile collection and redemption center												
421	Monument works										X		See sections 14.02.050, 14.02.104
422	Packaging operation								S		X		See sections 14.02.050, 14.02.104
423	Paint manufacturing										X		See sections 14.02.050, 14.02.104
424	Pallet manufacturing										X		See sections 14.02.050, 14.02.104
425	Paper mill										X		See sections 14.02.050, 14.02.104
426	Paper products manufacturing										X		See sections 14.02.050, 14.02.104
427	Pesticide processing										S		See sections 14.02.050, 14.02.104
428	Petroleum products (wholesale)										S		See sections 14.02.050, 14.02.104
429	Petroleum refinery or storage										S		See sections 14.02.050, 14.02.104
430	Pharmaceutical manufacturing										X		See sections 14.02.050, 14.02.104
431	Planing mill										X		See sections 14.02.050, 14.02.104
432	Plastic product manufacturing										S		See sections 14.02.050, 14.02.104
433	Pottery manufacturing										X		See sections 14.02.050, 14.02.104
434	Poultry processing plant										S		See sections 14.02.050, 14.02.104
435	Radio transmitting station							S	S	S	X		See sections 14.02.050, 14.02.104
436	Rendering plant										S		See sections 14.02.050, 14.02.104
437	Rock crushing plant										S		See sections 14.02.050, 14.02.104
438	Salvage yard										S		See sections 14.02.050, 14.02.104
439	Smelter plant										S		See sections 14.02.050, 14.02.104
440	Industrial uses.	<i>R-1</i>	<i>R-2</i>	<i>R-2M</i>	<i>R-3</i>	<i>R-4</i>	<i>MH</i>	B-1	B-2	B-3	<i>I</i>	<i>P&R</i>	<i>Parking</i>
441	Tanning plant										S		See sections 14.02.050, 14.02.104
442	Television transmitting station							S	S	S	X		See sections 14.02.050, 14.02.104
443	Temporary construction office	S	S	S	S	S	S	S*	S*	S	X		None
444	Tire manufacturing										S		See sections 14.02.050, 14.02.104
445	Tire recapping plant										S		See sections 14.02.050, 14.02.104
446	Vehicle conversion facility								X		X		See sections 14.02.050, 14.02.104
447	Warehouse								S		X		See sections 14.02.050, 14.02.104
448	Welding shop								X		X		See sections 14.02.050, 14.02.104
449													

	A	B	C	D	E	F	G	H	I	J	K	L	M
450	Alcohol Sales	R-1	R-2	R-2M	R-3	R-4	MH	B-1	B-2	B-3	I	P&R	Parking
451	Alcohol Sales (Retail with Tasting Room)							P(6)	P(6)	P			
452	Alcohol Sales (Retail)								P(6)				
453	Alcohol Sales – Manufacturing – Brewer								S		X		
454	Alcohol Sales – Manufacturing – Winery								S		X		
455	Alcohol Sales – Manufacturing – Distiller and Rectifier								S		X		
456	Alcohol Sales – Distribution – General Distributor										X		
457	Alcohol Sales – Distribution – Wholesaler										X		
458	Alcohol Sales – Distribution – General Class B Wholesaler										X		
459	Alcohol Sales – Retail – Mixed Beverage – On Premise							X	X	X	X		
460	Alcohol Sales – Retail – Wine and Malt Beverage Retailer – On and Off Premise								X		X		
461	Alcohol Sales – Retail – Wine and Malt Beverage Retailer – Off Premise Only							X	X	X	X		
462	Alcohol Sales – Retail – Retail Dealer’s On Premise							X	X	X	X		
463	Alcohol Sales – Retail – Retail Dealer’s Off Premise								X		X		
464	Alcohol Sales – Retail – Package Store								X*		X*		*Shall not be within 300 feet of another Package Store or Wine Only Package Store
465	Alcohol Sales – Retail – Wine Only Package Store								X*		X*		
466	Alcohol Sales – Other – Bonded Warehouse										X		
467	Alcohol Sales – Other – Manufacturer’s Agent’s Warehousing										X		
468	Alcohol Sales – Other – Brewpub							X	X	X	X		



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	Tuesday, June 14, 2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding appointing members to the Preservation Board.		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	6/7/22
EXHIBITS:	Applications; Applicable portion of the Historic Preservation Ordinance		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	The Preservation Board has 2 full term seats that need to be filled. That portion of the Historic Preservation Ordinance applicable to appointment of board members is provided for your consideration.		
RECOMMENDED ACTION:	Appoint board members.		

City of Glen Rose Code of Ordinances

3.16.003 Historic Preservation Commission

1. Creation. There is hereby created a commission to be known as the Glen Rose Historic Preservation Commission.
2. Composition. The commission shall consist of five (5) members appointed by the city council, who, upon application and demonstration of their qualifications, are citizens of the city (to the extent available) with primary consideration given to professional members from the disciplines of architecture, history, urban planning, real estate, legal, archeology, or other disciplines related to historic preservation.
3. Organization and meetings.
 1. The HPC shall have at least one (1) member that resides or owns property within the Historic Preservation Overlay Zoning District.
 2. All HPC members must have a known and demonstrated interest, competence, or knowledge in historic preservation within the city and/or the county.
 3. The HPC as a whole shall represent the ethnic makeup of the city.
 4. HPC members shall be identified by place numbers 1 through 5 and the terms of office served shall be staggered. The city council may reappoint commission members as their terms expire not to exceed three consecutive terms. The mayor shall fill any vacancies that may occur before a term has expired, only for the remainder of the term.

Board Volunteer Application

Item 20.

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. **Requirements for EDC, CVB and Preservation Board appointment:** requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering: Historical Preservation Board

Full Name: Bryen Barnes

Physical address: 111 Skyline Dr Glen Rose TX 76043

Mailing address: Same

Telephone No: 817 413 0561 Cell No: 817 413 0561

Email: bryen.barnes21@gmail.com

Are you a resident of the City of Glen Rose? ☒ Yes ☐ No

Are you a resident of Somervell County? ☒ Yes ☐ No

Are you eligible to vote in City elections? ☒ Yes ☐ No

Section 2

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City? I am a TX State RMP Plumber,

I own a building on Glen Rose Square, 23 years
construction experience, I own Young Gas Station

Briefly describe why you are volunteering for this board. I want to be involved
in the community & preservation of it's buildings & square

Section 3

The above information is true and accurate to the best of my knowledge:

Signature: [Signature]

Date: 5-26-2022

Staff use only

Date Received: 5/26/22

Board Volunteer Application

Item 20.

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. **Requirements for EDC, CVB and Preservation Board appointment:** requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering: HISTORIC PRESERVATION

Full Name: KAREN BRASWELL

Physical address: 107 VALLEY VIEW

Mailing address: SAME

Telephone No: _____ Cell No: 817-308-5645

Email: Kapow55@gmail.com

Are you a resident of the City of Glen Rose? ☒ Yes ☐ No

Are you a resident of Somervell County? ☒ Yes ☐ No

Are you eligible to vote in City elections? ☒ Yes ☐ No

Section 2

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City? _____

I HAVE BEEN SERVING ON THE GRHPB FOR
THE PAST 11 MONTHS.

Briefly describe why you are volunteering for this board. I WANT TO CONTINUE
TO HELP GLEN ROSE MAINTAIN ITS HISTORIC CHARM.

Section 3

The above information is true and accurate to the best of my knowledge:

Karen Braswell
Signature

5-17-2022
Date

Staff use only

Date Received: 5/17/22

Board Volunteer Application

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. **Requirements for EDC, CVB and Preservation Board appointment:** requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering: Preservation

Full Name: Kimberly Cecil

Physical address: 106 Walnut

Mailing address: P.O. Box 716

Telephone No: 817-517-1789 Cell No: " "

Email: KimberlyCecilDesignStudio@gmail

Are you a resident of the City of Glen Rose? ☒ Yes ☐ No

Are you a resident of Somervell County? ☒ Yes ☐ No

Are you eligible to vote in City elections? ☒ Yes ☐ No

Section 2

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City? Served two previous terms last was held in fall 2008 when I had to quit due to cancer.

Briefly describe why you are volunteering for this board. To ensure the integrity and historic values are upheld

Section 3

The above information is true and accurate to the best of my knowledge:

[Signature]
Signature

May 27th, 2022
Date

Board Volunteer Application

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. **Requirements for EDC, CVB and Preservation Board appointment:** requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering: Preservation

Full Name: MARIO LUIS COSSIO ZARATE

Physical address: 610 NANCY DR.

Mailing address: P.O. BOX 225

Telephone No: 254 396 0915 Cell No: SAME

Email: MICOSSIO24@YAHOO.COM

Are you a resident of the City of Glen Rose? ☒ Yes [] No

Are you a resident of Somervell County? ☒ Yes [] No

Are you eligible to vote in City elections? ☒ Yes [] No

Section 2

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City? _____

None
None preservation for a long time.

Briefly describe why you are volunteering for this board. Like it.

Want to keep preservation at good level in the city.

Section 3

The above information is true and accurate to the best of my knowledge:

Signature

Date

Staff use only

Date Received: 6/2/22

Board Volunteer Application

Item 20.

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. **Requirements for EDC, CVB and Preservation Board appointment:** requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering: Preservation Board

Full Name: Rex Miller

Physical address: 404 PALUXY ST

Mailing address: GLEN ROSE, TX 76043

Telephone No: 214-498-3055 Cell No: _____

Email: REX@REXMILLER.COM

Are you a resident of the City of Glen Rose? ☒ Yes ☐ No

Are you a resident of Somervell County? ☒ Yes ☐ No

Are you eligible to vote in City elections? ☒ Yes ☐ No

Section 2

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City? BUSINESS OWNER, AUTHOR & RESEARCHER,

TX A&M JOURNAL, OWN A HISTORICAL HOME, CONSTRUCTION
EXPERT

Briefly describe why you are volunteering for this board. to HELP PRESERVE THE

BEAUTY & HERITAGE of GLEN ROSE

Section 3

The above information is true and accurate to the best of my knowledge:

Signature [Signature]

Date 5/12/22

Staff use only

Date Received: 5/12/22

Board Volunteer Application

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. Requirements for EDC, CVB and Preservation Board appointment: requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering: Preservation

Full Name: Venus Brumley Vara
 Physical address: 1146 N Private Rd 10 Glen Rose, Tx 76043
 Mailing address: Same
 Telephone No: 254-898-0004 ^{store} Cell No: 254-3910-1354
 Email: vsbrvara1916@gmail.com

Are you a resident of the City of Glen Rose? ☐ Yes ☒ No
 Are you a resident of Somervell County? ☒ Yes ☐ No
 Are you eligible to vote in City elections? ☒ Yes ☐ No

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City? I am a storefront owner in the
B3 district. I also have been a resident
of Somervell County since 83'. I understand
our community, and want to help
preserve it's Small-town Uniqueness. ^{I also took}
the time to ^{Study Roberts Rule.}

Briefly describe why you are volunteering for this board. We need a person
on this board that has grown up and seen
the rise and fall of this historical district.

Section 3

The above information is true and accurate to the best of my knowledge:

Signature

Date

Board Volunteer Application

Requirements for BOA and P&Z appointment: All members of these boards must be resident citizens of the City, qualified to vote and a taxpayer. **Requirements for EDC, CVB and Preservation Board appointment:** requirements must be citizens of Somervell County, qualified to vote and a taxpayer. Members are appointed for a 2 year term.

Board for which you are interested in Volunteering:

Historic Preservation Board

Full Name:

Philip D. Vesquez

Physical address:

1013 NE Barnett

Mailing address:

Same

Telephone No:

2543862001

Cell No:

254-386-2001

Email:

pdvesquez@outlook.com

Are you a resident of the City of Glen Rose?

☒ Yes

☐ No

Are you a resident of Somervell County?

☒ Yes

☐ No

Are you eligible to vote in City elections?

☒ Yes

☐ No

Section 2

What skills, knowledge or previous experience do you possess that will be beneficial to the board and citizens of the City?

Previous Board Member
(was out of town and missed re
appointment) I am in a preferred
category of "Legal"

Briefly describe why you are volunteering for this board.

I own a historical
District in the National Registry and the future
of Glen Rose
resides in its history

Section 3

The above information is true and accurate to the best of my knowledge:

Signature

Date

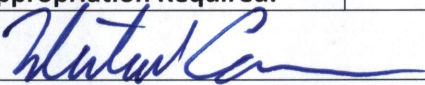
Staff use only

Date Received:

5/26/22



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a request to vacate, abandon, and sell a portion of the 50' street easement offered for dedication as part of the W. B. Pruitt Addition, Blocks 1 and 2 in accordance with state law.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Petitions for abandonment and supporting documentation; Spreadsheet on Land Value; Ordinance Abandoning a Portion of the Unnamed Street in the W. B. Pruitt Addition.		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	Lovell Nelson Roberts, the owner of the property on both sides of the unnamed and unimproved street in the W. B. Pruitt Addition, along with Ann Clabaugh, whose lot abuts the end of said street, have submitted petitions requesting the abandonment of said street. The values of all the land abutting said street were totaled and divided by the total amount of square footage to come up with a value of \$1.04/square foot and a total value for the 0.21 tract of \$9,514. Public Works Director Holder has confirmed that the City has no need of retaining an easement in any of that portion of the street being abandoned.		
RECOMMENDED ACTION:	Move to approve or deny as presented.		



REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

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

Full Name: Nelson Roberts

Mailing Address: P.O. Box 7209 Glen Rose, TX 76043

Phone Number: 214-704-2270 Fax Number _____

Email: nr@lnr3.com

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

I request that this item be placed on the agenda for the June 14, 2022 City Council meeting.

Description of Item: Consider a request to vacate a portion of the 50' street easement offered for dedication as part of the W.B Pruitt Addition, Block 1 and Block 2. The 50' street easement offered for dedication has not been utilized or improved in the nearly 110 years since the W.B Pruitt Addition Plat was filed (August 29, 1912). As the abutting property owner on both sides of the easement, I am asking that the easement be vacated and the land conveyed back to me pursuant to TEX. LOC. GOV'T CODE Section 272.001. and 253.001.

Sponsoring Councilperson (if applicable) _____

(Use additional pages if needed)

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

Signature: _____

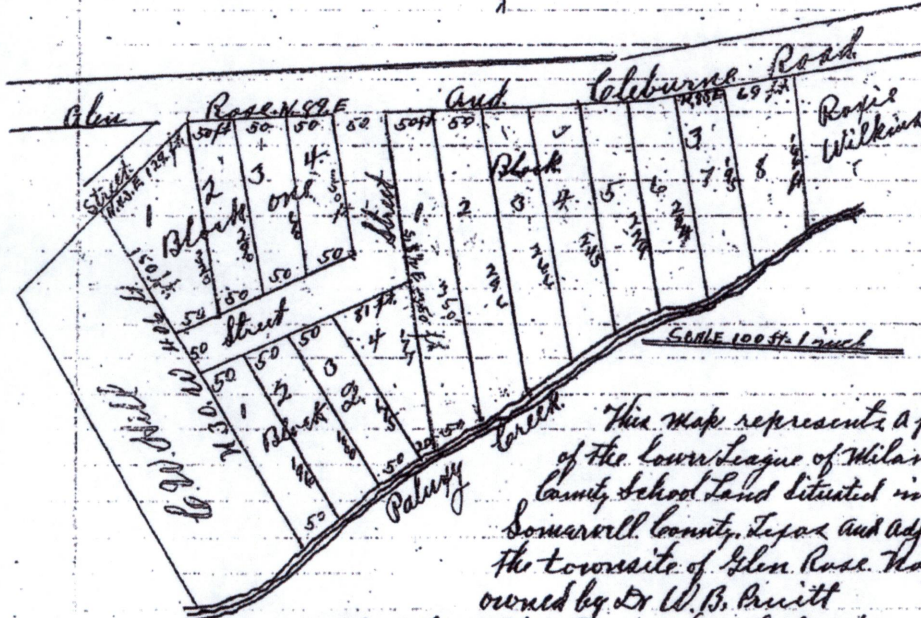
Date: _____

Filed for Record this the 15. day Aug. 1912.
at 3 P.M. and Recorded Aug. 16. 1912. at
11 A.M.

(Seal)

Dr B. D. Irwin County Clerk
Somerwell Co Texas

Dr W.B. Pruitt
Addition to Glen Rose



W.B. Pruitt's Addition to
Glen Rose.

Geo. L. Baker
County Surveyor, S. Co. Tex

Filed for Record. Aug 28. 1912. at 3 o'clock P.M.
and recorded Aug 29. 1912. at 9. o'clock. A.M.
L.B. Irwin, County Clerk in
and for Somerwell Co. Texas.

(Seal)



APPLICATION FOR VACATION AND/OR ABANDONMENT OF ALLEY / EASEMENT / STREET

DATE: June 1, 2022

APPLICANT: Nelson Roberts

ADDRESS: P.O. Box 7209 Glen Rose, TX 76043

PHONE NO.: (214) 704-2270 EMAIL ADDRESS: nr@lnr3.com

FAX NO.: ()

Location of proposed abandonment: 704 Barnard, Glen Rose TX 76043

Lot: 1-4 Block: 1 and 2 Addition: W.B. Pruitt

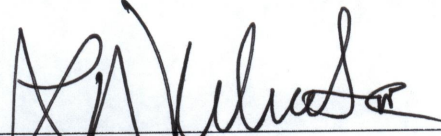
Type of easement to be abandoned: A portion of a 50' Street easement

Reason property should be vacated/abandoned: The 50' street easement was offered for dedicaiton as part of the W.B. Pruitt Addition (filed 8.29.1912). In the nearly 110 years since, the easement has not been utilized or improved.

Below is a list of attachments that must accompany this application:

1. A metes and bounds legal land description of the proposed abandonment labeled "Exhibit A".
2. A plat or drawing depicting the area to be abandoned labeled "Exhibit B". (See attached instruction for preparation).
3. A professional appraisal of the area to be abandoned.
4. Deeds of conveyance to all adjacent/abutting/underlying property to the proposed vacation/abandonment.
5. Completed consent form for all adjacent property owners. (Use form provided).
6. Completed closure consent form for all affected property owners in the case of a closure of an alley or street.

I will hold the City harmless and indemnify it against all suits, costs, expenses, and damages that may arise or grow out of such vacation and abandonment.

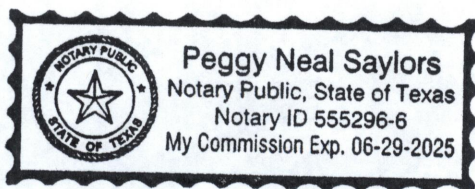

Applicant signature

THE STATE OF TEXAS §
 §
COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Nelson Roberts, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 9th day of may, 2022

(Seal)



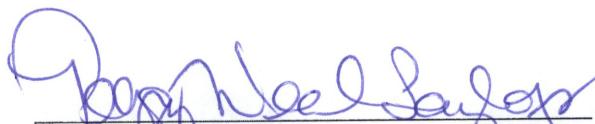

Notary Public in and for Somervell County,
Texas

Exhibit "A"

Field Notes For:

A 0.21-acre tract of land in the City of Glen Rose, in the Milam County School Land Survey, Abstract No. 136, Somervell County, Texas, as surveyed on the ground in May of 2022 by W.L. Vaughn, Registered Professional Land Surveyor No. 1807 being part of an unimproved, unnamed street separating Blocks One and Two of the W.B. Pruitt Addition, plat recorded in Volume "Q," Page 356 of the Somervell County Deed Records and being more particularly described, referenced to Texas Coordinate System, North Central Zone, 1993 Datum, as follows:

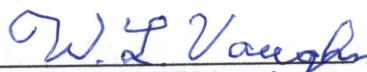
Beginning at an "A/C," 5/8" iron with an Aluminum Cap marked "Vaughn Surveyor No. 1807," found at the southwesterly corner of a 0.72-acre tract described in a deed to 704 Barnard, LLC, recorded in Instrument No. 20220034 of the Somervell County Official Public Records;

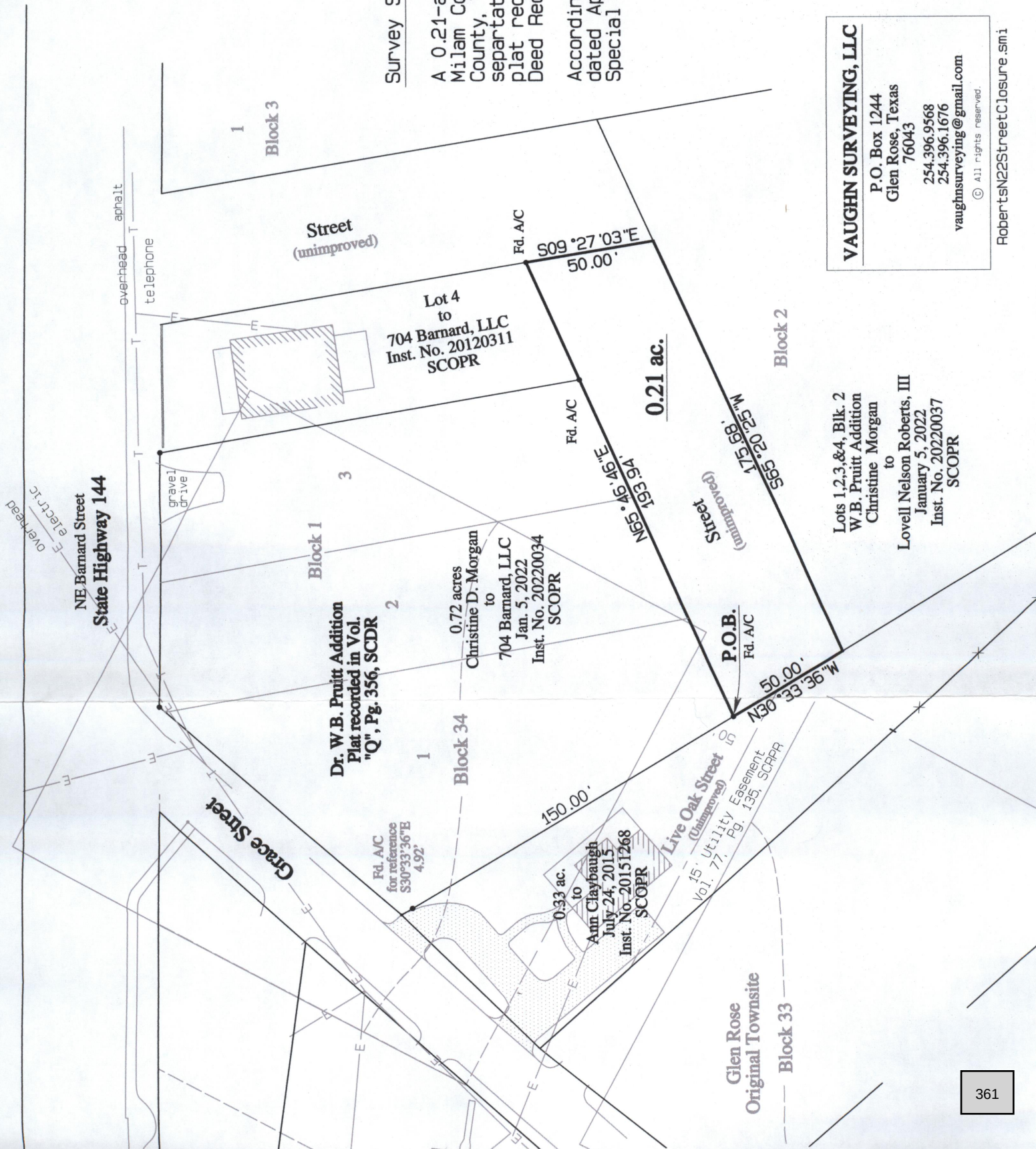
Thence, North 65° 46' 46" East, along the southeasterly line of said 0.72-acre tract, to and along the southeasterly line of Lot 4, Block 1 of said addition, for a distance of 193.94 feet to an A/C found at the southeasterly corner of said Lot 4;

Thence, South 09° 27' 03" East, crossing said street, for a distance of 50.00 feet to a point for corner in the northwesterly line of Block 2 of said addition;

Thence, South 65° 20' 25" West, along the northwesterly line of Block 2, for a distance of 175.68 feet to a point for corner in the easterly line of a 0.33-acre tract described in a deed to Ann Claybaugh, recorded in Instrument No. 20151268 of the Somervell County Official Public Records;

Thence, North 30° 33' 36" West, along the easterly line of said Claybaugh tract, for a distance of 50.00 feet to the Place of Beginning and, containing 0.21 acres of land.


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



Bearings are based on the Texas
Coordinate System, North
Central Zone, 1993 Datum.

Scale: 1" = 50'

Note: "A/C" denotes a 5/8" iron
with an Aluminum Cap marked
"Vaughn Surveyor No. 1807".

Survey Sketch Of:

A 0.21-acre tract of land in the City of Glen Rose, in the
Milam County School Land Survey, Abstract No. 136, Somervell
County, Texas, being part of an unimproved, unnamed street
separtating Blocks One and Two of the W.B. Pruitt Addition,
plat recorded in Volume "Q," Page 356 of the Somervell County
Deed Records.

According to Flood Insurance Rate Map No. 48425C0040 C,
dated April 3, 1995, this tract is in Zones "A" and "AE",
Special Flood Hazard Areas Inundated by 100-year Flood.

VAUGHN SURVEYING, LLC

P.O. Box 1244
Glen Rose, Texas
76043
254.396.9568
254.396.1676
vaughnsurveying@gmail.com
© All rights reserved.

Lots 1,2,3,&4, Blk. 2
W.B. Pruitt Addition
Christine Morgan
to
Lovell Nelson Roberts, III
January 5, 2022
Inst. No. 20220037
SCOPR

Surveyed on the ground in May of 2022.

W.L. Vaughn

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

Valid only if crimp-sealed
and signed in blue ink.

RobertsN22StreetClosure.smi

STREET VALUATION BASED ON SCAD

PROPERTY ID	LAND VALUE	SQ. FT.
10206	\$4,500	7,500
1408	\$57,500	14,375
3121	\$1,880	18,800
3124	<u>\$2,300</u>	<u>23,000</u>
TOTALS	\$66,180	63,675

$$\$66,180/63,675 = \$1.04/\text{Sq Ft.}$$

$$0.21 \text{ acre street} \times 43,560 \text{ sq ft} = 9,147.6 \text{ sq ft}$$

$$9,147.6 \text{ sq ft} \times \$1.04 = \$9,514$$

10 pgs
DT

20220035

DT
CENTRAL TEXAS TITLE
1499248

Item 21.

4/ Decds

DEED OF TRUST**WHEN RECORDED MAIL**

TO:
 Pinnacle Bank
 North Cleburne Branch
 226 West Katherine P
 Raines Dr.
 Cleburne, TX 76033

FOR RECORDER'S USE ONLY

THIS DEED OF TRUST is dated December 31, 2021, among 704 BARNARD LLC, whose address is 704 NE BARNARD ST, GLEN ROSE, TX 76043 ("Grantor"); Pinnacle Bank, whose address is North Cleburne Branch, 226 West Katherine P Raines Dr., Cleburne, TX 76033 (referred to below sometimes as "Beneficiary"); and Ronny D. Korb, whose address is 250 W Lancaster Ave, Ste 170, Fort Worth, TX 76102 (referred to below as "Trustee").

CONVEYANCE AND GRANT. For valuable consideration, Grantor conveys to Trustee in trust, with power of sale, for the benefit of Lender as Beneficiary, the following described real property, together with all existing or subsequently erected or affixed buildings, improvements and fixtures; and all easements, rights of way, and appurtenances; all water and water rights; and all other rights, royalties, and profits relating to the real property, including without limitation such rights as Grantor may have in all minerals, oil, gas, geothermal and similar matters, (the "Real Property") located in SOMERVELL County, State of Texas:

See A +/- 0.72 ACRE TRACT OF LAND IN THE CITY OF GLEN ROSE, IN THE MILAM COUNTY SCHOOL LAND SURVEY, ABSTRACT NO. 136, SOMERVELL COUNTY, TEXAS, BEING MORE FULLY DESCRIBED IN EXHIBIT "A", which is attached to this Deed of Trust and made a part of this Deed of Trust as if fully set forth herein.

The Real Property or its address is commonly known as TBD GRACE AND BARNARD, GLEN ROSE, TX 76043.

CROSS-COLLATERALIZATION. In addition to the Note, this Deed of Trust secures all obligations, debts and liabilities, plus interest thereon, of Grantor to Lender, or any one or more of them, as well as all claims by Lender against Grantor or any one or more of them, whether now existing or hereafter arising, whether related or unrelated to the purpose of the Note, whether voluntary or otherwise, whether due or not due, direct or indirect, determined or undetermined, absolute or contingent, liquidated or unliquidated, whether Grantor may be liable individually or jointly with others, whether obligated as guarantor, surety, accommodation party or otherwise. However, this Deed of Trust shall not secure, and the "Indebtedness" shall not include, any obligations arising under Subchapters E and F of Chapter 342 of the Texas Finance Code, as amended.

Grantor hereby absolutely assigns to Lender (also known as Beneficiary in this Deed of Trust) all of Grantor's right, title, and interest in and to all present and future leases of the Property and all Rents from the Property. In addition, Grantor grants to Lender a Uniform Commercial Code security interest in the Personal Property and Rents.

THIS DEED OF TRUST, INCLUDING THE ASSIGNMENT OF RENTS AND THE SECURITY INTEREST IN THE RENTS AND PERSONAL PROPERTY, IS GIVEN TO SECURE (A) PAYMENT OF THE INDEBTEDNESS AND (B) PERFORMANCE OF ANY AND ALL OBLIGATIONS UNDER THE NOTE, THE RELATED DOCUMENTS, AND THIS DEED OF TRUST. THIS DEED OF TRUST IS GIVEN AND ACCEPTED ON THE FOLLOWING TERMS:

PAYMENT AND PERFORMANCE. Except as otherwise provided in this Deed of Trust, Grantor shall pay to Lender all amounts secured by this Deed of Trust as they become due, and shall strictly and in a timely manner perform all of Grantor's obligations under the Note, this Deed of Trust, and the Related Documents.

VENDOR'S LIEN. The debt evidenced by the Note is in part or total payment of the purchase price of the Property; the debt is secured by both this Deed of Trust and by a vendor's lien on the Property, which is expressly retained in the deed of the Property to Grantor. This Deed of Trust does not waive the vendor's lien, and the two liens and the rights created by this instrument shall be cumulative. Lender may elect to foreclose under either of the liens without waiving the other or may foreclose under both. The deed wherein the vendor's lien is retained is incorporated into this Deed of Trust.

POSSESSION AND MAINTENANCE OF THE PROPERTY. Grantor agrees that Grantor's possession and use of the Property shall be governed by the following provisions:

Possession and Use. Until the occurrence of an Event of Default, Grantor may (1) remain in possession and control of the Property; (2) use, operate or manage the Property; and (3) collect the Rents from the Property.

Duty to Maintain. Grantor shall maintain the Property in tenable condition and promptly perform all repairs, replacements, and maintenance necessary to preserve its value.

Compliance With Environmental Laws. Grantor represents and warrants to Lender that: (1) During the period of Grantor's ownership of the Property, there has been no use, generation, manufacture, storage, treatment, disposal, release or threatened release of any Hazardous Substance by any person on, under, about or from the Property; (2) Grantor has no knowledge of, or reason to believe that there has been, except as previously disclosed to and acknowledged by Lender in writing, (a) any breach or violation of any Environmental Laws, (b) any use, generation, manufacture, storage, treatment, disposal, release or threatened release of any Hazardous Substance on, under, about or from the Property by any prior owners or occupants of the Property, or (c) any actual or threatened litigation or claims of any kind by any person relating to such matters; and (3) Except as previously

DEED OF TRUST (Continued)

Page 2

disclosed to and acknowledged by Lender in writing, (a) neither Grantor nor any tenant, contractor, agent or other authorized user of the Property shall use, generate, manufacture, store, treat, dispose of or release any Hazardous Substance on, under, about or from the Property; and (b) any such activity shall be conducted in compliance with all applicable federal, state, and local laws, regulations and ordinances, including without limitation all Environmental Laws. Grantor authorizes Lender and its agents to enter upon the Property to make such inspections and tests, at Grantor's expense, as Lender may deem appropriate to determine compliance of the Property with this section of the Deed of Trust. Any inspections or tests made by Lender shall be for Lender's purposes only and shall not be construed to create any responsibility or liability on the part of Lender to Grantor or to any other person. The representations and warranties contained herein are based on Grantor's due diligence in investigating the Property for Hazardous Substances. Grantor hereby (1) releases and waives any future claims against Lender for indemnity or contribution in the event Grantor becomes liable for cleanup or other costs under any such laws; and (2) agrees to indemnify, defend, and hold harmless Lender against any and all claims, losses, liabilities, damages, penalties, and expenses which Lender may directly or indirectly sustain or suffer resulting from a breach of this section of the Deed of Trust or as a consequence of any use, generation, manufacture, storage, disposal, release or threatened release occurring prior to Grantor's ownership or interest in the Property, whether or not the same was or should have been known to Grantor. The provisions of this section of the Deed of Trust, including the obligation to indemnify and defend, shall survive the payment of the Indebtedness and the satisfaction and reconveyance of the lien of this Deed of Trust and shall not be affected by Lender's acquisition of any interest in the Property, whether by foreclosure or otherwise.

Nuisance, Waste. Grantor shall not cause, conduct or permit any nuisance nor commit, permit, or suffer any stripping of or waste on or to the Property or any portion of the Property. Without limiting the generality of the foregoing, Grantor will not remove, or grant to any other party the right to remove, any timber, minerals (including oil and gas), coal, clay, scoria, soil, gravel or rock products without Lender's prior written consent. This restriction will not apply to rights and easements (such as gas and oil) not owned by Grantor and of which Grantor has informed Lender in writing prior to Grantor's signing of this Deed of Trust.

Removal of Improvements. Grantor shall not demolish or remove any Improvements from the Real Property without Lender's prior written consent. As a condition to the removal of any Improvements, Lender may require Grantor to make arrangements satisfactory to Lender to replace such Improvements with Improvements of at least equal value.

Lender's Right to Enter. Lender and Lender's agents and representatives may enter upon the Real Property at all reasonable times to attend to Lender's interests and to inspect the Real Property for purposes of Grantor's compliance with the terms and conditions of this Deed of Trust.

Compliance with Governmental Requirements. Grantor shall promptly comply with all laws, ordinances, and regulations, now or hereafter in effect, of all governmental authorities applicable to the use or occupancy of the Property, including without limitation, the Americans With Disabilities Act. Grantor may contest in good faith any such law, ordinance, or regulation and withhold compliance during any proceeding, including appropriate appeals, so long as Grantor has notified Lender in writing prior to doing so and so long as, in Lender's sole opinion, Lender's interests in the Property are not jeopardized. Lender may require Grantor to post adequate security or a surety bond, reasonably satisfactory to Lender, to protect Lender's interest.

Duty to Protect. Grantor agrees neither to abandon or leave unattended the Property. Grantor shall do all other acts, in addition to those acts set forth above in this section, which from the character and use of the Property are reasonably necessary to protect and preserve the Property.

DUE ON SALE - CONSENT BY LENDER. Lender may, at Lender's option, declare immediately due and payable all sums secured by this Deed of Trust upon the sale or transfer, without Lender's prior written consent, of all or any part of the Real Property, or any interest in the Real Property. A "sale or transfer" means the conveyance of Real Property or any right, title or interest in the Real Property; whether legal, beneficial or equitable; whether voluntary or involuntary; whether by outright sale, deed, installment sale contract, land contract, contract for deed, leasehold interest with a term greater than three (3) years, lease-option contract, or by sale, assignment, or transfer of any beneficial interest in or to any land trust holding title to the Real Property, or by any other method of conveyance of an interest in the Real Property. If any Grantor is a corporation, partnership or limited liability company, transfer also includes any restructuring of the legal entity (whether by merger, division or otherwise) or any change in ownership of more than twenty-five percent (25%) of the voting stock, partnership interests or limited liability company interests, as the case may be, of such Grantor. However, this option shall not be exercised by Lender if such exercise is prohibited by federal law or by Texas law.

TAXES AND LIENS. The following provisions relating to the taxes and liens on the Property are part of this Deed of Trust:

Payment. Grantor shall pay when due (and in all events prior to delinquency) all taxes, special taxes, assessments, charges (including water and sewer), fines and impositions levied against or on account of the Property, and shall pay when due all claims for work done on or for services rendered or material furnished to the Property. Grantor shall maintain the Property free of all liens having priority over or equal to the interest of Lender under this Deed of Trust, except for the lien of taxes and assessments not due and except as otherwise provided in this Deed of Trust.

Right to Contest. Grantor may withhold payment of any tax, assessment, or claim in connection with a good faith dispute over the obligation to pay, so long as Lender's interest in the Property is not jeopardized. If a lien arises or is filed as a result of nonpayment, Grantor shall within fifteen (15) days after the lien arises or, if a lien is filed, within fifteen (15) days after Grantor has notice of the filing, secure the discharge of the lien, or if requested by Lender, deposit with Lender cash or a sufficient corporate surety bond or other security satisfactory to Lender in an amount sufficient to discharge the lien plus any costs and Lender's reasonable attorneys' fees, or other charges that could accrue as a result of a foreclosure or sale under the lien. In any contest, Grantor shall defend itself and Lender and shall satisfy any adverse judgment before enforcement against the Property. Grantor shall name Lender as an additional obligee under any surety bond furnished in the contest proceedings.

Evidence of Payment. Grantor shall upon demand furnish to Lender satisfactory evidence of payment of the taxes or assessments and shall authorize the appropriate governmental official to deliver to Lender at any time a written statement of the taxes and assessments against the Property.

Notice of Construction. Grantor shall notify Lender at least fifteen (15) days before any work is commenced, any services are furnished, or any materials are supplied to the Property, if any mechanic's lien, materialman's lien, or other lien could be asserted on account of the work, services, or materials. Grantor will upon request of Lender furnish to Lender advance assurances satisfactory to Lender that Grantor can and will pay the cost of such improvements.

PROPERTY DAMAGE INSURANCE. The following provisions relating to insuring the Property are a part of this Deed of Trust.

DEED OF TRUST (Continued)

Page 3

Maintenance of Insurance. Grantor shall procure and maintain policies of fire insurance with standard extended coverage endorsements on a fair value basis for the full insurable value covering all improvements on the Real Property in an amount sufficient to avoid application of any coinsurance clause, and with a standard mortgagee clause in favor of Lender. Grantor shall also procure and maintain comprehensive general liability insurance in such coverage amounts as Lender may request with Trustee and Lender being named as additional insureds in such liability insurance policies. Additionally, Grantor shall maintain such other insurance, including but not limited to hazard, business interruption, and boiler insurance, as Lender may reasonably require. Policies shall be written in form, amounts, coverages and basis reasonably acceptable to Lender, with losses made payable to Lender. GRANTOR MAY FURNISH THE REQUIRED INSURANCE WHETHER THROUGH EXISTING POLICIES OWNED OR CONTROLLED BY GRANTOR OR THROUGH EQUIVALENT INSURANCE FROM ANY INSURANCE COMPANY AUTHORIZED TO TRANSACT BUSINESS IN THE STATE OF TEXAS. If Grantor fails to provide any required insurance or fails to continue such insurance in force, Lender may, but shall not be required to, do so at Grantor's expense, and the cost of the insurance will be added to the Indebtedness. If any such insurance is procured by Lender, Grantor will be so notified, and Grantor will have the option of furnishing equivalent insurance through any insurer authorized to transact business in Texas. Grantor, upon request of Lender, will deliver to Lender from time to time the policies or certificates of insurance in form satisfactory to Lender, including stipulations that coverages will not be cancelled or diminished without at least ten (10) days prior written notice to Lender. Each insurance policy also shall include an endorsement providing that coverage in favor of Lender will not be impaired in any way by any act, omission or default of Grantor or any other person. Should the Real Property be located in an area designated by the Administrator of the Federal Emergency Management Agency as a special flood hazard area, Grantor agrees to obtain and maintain flood insurance, if available, within 45 days after notice is given by Lender that the Property is located in a special flood hazard area, for the full unpaid principal balance of the loan and any prior liens on the property securing the loan, up to the maximum policy limits set under the National Flood Insurance Program, or as otherwise required by Lender, and to maintain such insurance for the term of the loan. Flood insurance may be purchased under the National Flood Insurance Program, from private insurers providing "private flood insurance" as defined by applicable federal flood insurance statutes and regulations, or from another flood insurance provider that is both acceptable to Lender in its sole discretion and permitted by applicable federal flood insurance statutes and regulations.

Application of Proceeds. Grantor shall promptly notify Lender of any loss or damage to the Property. Lender may make proof of loss if Grantor fails to do so within fifteen (15) days of the casualty. Whether or not Lender's security is impaired, Lender may, at Lender's election, receive and retain the proceeds of any insurance and apply the proceeds to the reduction of the Indebtedness, payment of any lien affecting the Property, or the restoration and repair of the Property. If Lender elects to apply the proceeds to restoration and repair, Grantor shall repair or replace the damaged or destroyed improvements in a manner satisfactory to Lender. Lender shall, upon satisfactory proof of such expenditure, pay or reimburse Grantor from the proceeds for the reasonable cost of repair or restoration if Grantor is not in default under this Deed of Trust. Any proceeds which have not been disbursed within 180 days after their receipt and which Lender has not committed to the repair or restoration of the Property shall be used first to pay any amount owing to Lender under this Deed of Trust, then to pay accrued interest, and the remainder, if any, shall be applied to the principal balance of the Indebtedness. If Lender holds any proceeds after payment in full of the Indebtedness, such proceeds shall be paid to Grantor as Grantor's interests may appear.

Grantor's Report on Insurance. Upon request of Lender, however not more than once a year, Grantor shall furnish to Lender a report on each existing policy of insurance showing: (1) the name of the insurer; (2) the risks insured; (3) the amount of the policy; (4) the property insured, the then current replacement value of such property, and the manner of determining that value; and (5) the expiration date of the policy. Grantor shall, upon request of Lender, have an independent appraiser satisfactory to Lender determine the cash value replacement cost of the Property.

LENDER'S EXPENDITURES. If any action or proceeding is commenced that would materially affect Lender's interest in the Property or if Grantor fails to comply with any provision of this Deed of Trust or any Related Documents, including but not limited to Grantor's failure to discharge or pay when due any amounts Grantor is required to discharge or pay under this Deed of Trust or any Related Documents, Lender on Grantor's behalf may (but shall not be obligated to) take any action that Lender deems appropriate, including but not limited to discharging or paying all taxes, liens, security interests, encumbrances and other claims, at any time levied or placed on the Property and paying all costs for insuring, maintaining and preserving the Property. All such expenditures paid by Lender for such purposes will then bear interest at the Note rate from the date paid by Lender to the date of repayment by Grantor. To the extent permitted by applicable law, all such expenses will become a part of the Indebtedness and, at Lender's option, will (A) be payable on demand; (B) be added to the balance of the Note and be apportioned among and be payable with any installment payments to become due during either (1) the term of any applicable insurance policy; or (2) the remaining term of the Note; or (C) be treated as a balloon payment which will be due and payable at the Note's maturity. The Deed of Trust also will secure payment of these amounts. Such right shall be in addition to all other rights and remedies to which Lender may be entitled upon the occurrence of any Event of Default.

WARRANTY; DEFENSE OF TITLE. The following provisions relating to ownership of the Property are a part of this Deed of Trust:

Title. Grantor warrants that: (a) Grantor holds good and marketable title of record to the Property in fee simple, free and clear of all liens and encumbrances other than those set forth in the Real Property description or in any title insurance policy, title report, or final title opinion issued in favor of, and accepted by, Lender in connection with this Deed of Trust, and (b) Grantor has the full right, power, and authority to execute and deliver this Deed of Trust to Lender.

Defense of Title. Subject to the exception in the paragraph above, Grantor warrants and will forever defend the title to the Property against the lawful claims of all persons. In the event any action or proceeding is commenced that questions Grantor's title or the interest of Trustee or Lender under this Deed of Trust, Grantor shall defend the action at Grantor's expense. Grantor may be the nominal party in such proceeding, but Lender shall be entitled to participate in the proceeding and to be represented in the proceeding by counsel of Lender's own choice, and Grantor will deliver, or cause to be delivered, to Lender such instruments as Lender may request from time to time to permit such participation.

Compliance With Laws. Grantor warrants that the Property and Grantor's use of the Property complies with all existing applicable laws, ordinances, and regulations of governmental authorities.

Survival of Representations and Warranties. All representations, warranties, and agreements made by Grantor in this Deed of Trust shall survive the execution and delivery of this Deed of Trust, shall be continuing in nature, and shall remain in full force and effect until such time as Grantor's Indebtedness shall be paid in full.

CONDEMNATION, JUDGMENTS AND AWARDS. The following provisions relating to condemnation proceedings, judgments, decrees and awards for injury to the Property are a part of this Deed of Trust:

DEED OF TRUST (Continued)

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Proceedings. If any proceeding in condemnation is filed, Grantor shall promptly notify Lender in writing, and Grantor shall promptly take such steps as may be necessary to defend the action and obtain the award. Grantor may be the nominal party in such proceeding, but Lender shall be entitled to participate in the proceeding and to be represented in the proceeding by counsel of its own choice, and Grantor will deliver or cause to be delivered to Lender such instruments and documentation as may be requested by Lender from time to time to permit such participation.

Application of Net Proceeds. To the extent permitted by applicable law, all judgments, decrees and awards for injury or damage to the Property, or any part of the Property, and awards pursuant to proceedings for condemnation of the Property, are hereby absolutely assigned to Lender, and if all or any part of the Property is condemned by eminent domain proceedings or by any proceeding or purchase in lieu of condemnation, Lender may at its election require that all or any portion of the net proceeds of the award be applied to the Indebtedness or the repair or restoration of the Property. The net proceeds of the award, judgment or decree shall mean the award after payment of all reasonable costs, expenses, and attorneys' fees incurred by Trustee or Lender in connection with the condemnation.

SECURITY AGREEMENT; FINANCING STATEMENTS. The following provisions relating to this Deed of Trust as a security agreement are a part of this Deed of Trust:

Security Agreement. This instrument shall constitute a Security Agreement to the extent any of the Property constitutes fixtures, and Lender shall have all of the rights of a secured party under the Uniform Commercial Code as amended from time to time.

Security Interest. Upon request by Lender, Grantor shall take whatever action is requested by Lender to perfect and continue Lender's security interest in the Rents and Personal Property. In addition to recording this Deed of Trust in the real property records, Lender may, at any time and without further authorization from Grantor, file executed counterparts, copies or reproductions of this Deed of Trust as a financing statement. Grantor shall reimburse Lender for all expenses incurred in perfecting or continuing this security interest. Upon default, Grantor shall not remove, sever or detach the Personal Property from the Property. Upon default, Grantor shall assemble any Personal Property not affixed to the Property in a manner and at a place reasonably convenient to Grantor and Lender and make it available to Lender within three (3) days after receipt of written demand from Lender to the extent permitted by applicable law.

Addresses. The mailing addresses of Grantor (debtor) and Lender (secured party) from which information concerning the security interest granted by this Deed of Trust may be obtained (each as required by the Uniform Commercial Code) are as stated on the first page of this Deed of Trust.

FURTHER ASSURANCES; ATTORNEY-IN-FACT. The following provisions relating to further assurances and attorney-in-fact are a part of this Deed of Trust:

Further Assurances. At any time, and from time to time, upon request of Lender, Grantor will make, execute and deliver, or will cause to be made, executed or delivered, to Lender or to Lender's designee, and when requested by Lender, cause to be filed, recorded, refiled, or rerecorded, as the case may be, at such times and in such offices and places as Lender may deem appropriate, any and all such mortgages, deeds of trust, security deeds, security agreements, financing statements, continuation statements, instruments of further assurance, certificates, and other documents as may, in the sole opinion of Lender, be necessary or desirable in order to effectuate, complete, perfect, continue, or preserve (1) Grantor's obligations under the Note, this Deed of Trust, and the Related Documents, and (2) the liens and security interests created by this Deed of Trust as first and prior liens on the Property, whether now owned or hereafter acquired by Grantor. Unless prohibited by law or Lender agrees to the contrary in writing, Grantor shall reimburse Lender for all costs and expenses incurred in connection with the matters referred to in this paragraph.

Attorney-in-Fact. If Grantor fails to do any of the things referred to in the preceding paragraph, Lender may do so for and in the name of Grantor and at Grantor's expense. For such purposes, Grantor hereby irrevocably appoints Lender as Grantor's attorney-in-fact for the purpose of making, executing, delivering, filing, recording, and doing all other things as may be necessary or desirable, in Lender's sole opinion, to accomplish the matters referred to in the preceding paragraph.

FULL PERFORMANCE. If Grantor pays all the Indebtedness when due, and otherwise performs all the obligations imposed upon Grantor under this Deed of Trust, Lender shall execute and deliver to Grantor a release of this Deed of Trust lien and suitable statements of termination of any financing statement on file evidencing Lender's security interest in the Rents and the Personal Property. However, it is agreed that the payment of all the Indebtedness and performance of such obligations shall not terminate this Deed of Trust unless the liens and interests created hereby are released by Lender by a proper recordable instrument. Any filing fees required by law shall be paid by Grantor, if permitted by applicable law.

EVENTS OF DEFAULT. Each of the following, at Lender's option, shall constitute an Event of Default under this Deed of Trust:

Payment Default. Grantor fails to make any payment when due under the Indebtedness.

Other Defaults. Grantor fails to comply with or to perform any other term, obligation, covenant or condition contained in this Deed of Trust or in any of the Related Documents or to comply with or to perform any term, obligation, covenant or condition contained in any other agreement between Lender and Grantor.

Compliance Default. Failure to comply with any other term, obligation, covenant or condition contained in this Deed of Trust, the Note or in any of the Related Documents.

Default on Other Payments. Failure of Grantor within the time required by this Deed of Trust to make any payment for taxes or insurance, or any other payment necessary to prevent filing of or to effect discharge of any lien.

Default in Favor of Third Parties. Should Grantor default under any loan, extension of credit, security agreement, purchase or sales agreement, or any other agreement, in favor of any other creditor or person that may materially affect any of Grantor's property or Grantor's ability to repay the Indebtedness or Grantor's ability to perform Grantor's obligations under this Deed of Trust or any of the Related Documents.

False Statements. Any warranty, representation or statement made or furnished to Lender by Grantor or on Grantor's behalf under this Deed of Trust or the Related Documents is false or misleading in any material respect, either now or at the time made or furnished or becomes false or misleading at any time thereafter.

Defective Collateralization. This Deed of Trust or any of the Related Documents ceases to be in full force and effect (including failure of any collateral document to create a valid and perfected security interest or lien) at any time and for any reason.

Death or Insolvency. The dissolution of Grantor's (regardless of whether election to continue is made), any member withdraws from the limited liability company, or any other termination of Grantor's existence as a going

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business or the death of any member, the insolvency of Grantor, the appointment of a receiver for any part of Grantor's property, any assignment for the benefit of creditors, any type of creditor workout, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against Grantor.

Creditor or Forfeiture Proceedings. Commencement of foreclosure or forfeiture proceedings, whether by judicial proceeding, self-help, repossession or any other method, by any creditor of Grantor or by any governmental agency against any property securing the Indebtedness. This includes a garnishment of any of Grantor's accounts, including deposit accounts, with Lender. However, this Event of Default shall not apply if there is a good faith dispute by Grantor as to the validity or reasonableness of the claim which is the basis of the creditor or forfeiture proceeding and if Grantor gives Lender written notice of the creditor or forfeiture proceeding and deposits with Lender monies or a surety bond for the creditor or forfeiture proceeding, in an amount determined by Lender, in its sole discretion, as being an adequate reserve or bond for the dispute.

Breach of Other Agreement. Any breach by Grantor under the terms of any other agreement between Grantor and Lender that is not remedied within any grace period provided therein, including without limitation any agreement concerning any Indebtedness or other obligation of Grantor to Lender, whether existing now or later.

Events Affecting Guarantor. Any of the preceding events occurs with respect to any Guarantor of any of the Indebtedness or any Guarantor dies or becomes incompetent, or revokes or disputes the validity of, or liability under, any Guaranty of the Indebtedness.

Adverse Change. A material adverse change occurs in Grantor's financial condition, or Lender believes the prospect of payment or performance of the Indebtedness is impaired.

Insecurity. Lender in good faith believes itself insecure.

RIGHTS AND REMEDIES ON DEFAULT. If an Event of Default occurs under this Deed of Trust, at any time thereafter, Trustee or Lender may exercise any one or more of the following rights and remedies:

Election of Remedies. Election by Lender to pursue any remedy shall not exclude pursuit of any other remedy, and an election to make expenditures or to take action to perform an obligation of Grantor under this Deed of Trust, after Grantor's failure to perform, shall not affect Lender's right to declare a default and exercise its remedies.

Accelerate Indebtedness. Lender may declare the unpaid principal balance of the Indebtedness due and payable. In no event will Grantor be required to pay any unearned interest.

Foreclosure. If Lender invokes the power of sale, Trustee, at the request of Lender, may sell all or any portion of the Property at public auction to the highest bidder for cash at the location within the courthouse designated by the County Commissioners Court, or if no such area has been designated, at the area designated in the notice of sale within the courthouse, between the hours of 10:00 A.M. and 4:00 P.M. on the first Tuesday of any month, after the Trustee or its agent has given notice of the time and place of sale and of the property to be sold as required by the Texas Property Code, as then amended.

UCC Remedies. With respect to all or any part of the Personal Property, Lender shall have all the rights and remedies of a secured party under the Uniform Commercial Code.

Collect Rents. As additional security for the payment of the Indebtedness, Grantor hereby assigns to Lender all Rents as defined in the Definitions section of this Deed of Trust. Lender shall have the right at any time, and even though no Event of Default shall have occurred under this Deed of Trust, to collect and receive the Rents. Lender shall provide any notice required by applicable law with regard to such enforcement of its right to collect and receive the Rents. In addition, if the Property is vacant, Lender may rent or lease the Property. Lender shall not be liable for its failure to rent the Property, to collect any Rents, or to exercise diligence in any matter relating to the Rents; Lender shall be accountable only for Rents actually received. Lender neither has nor assumes any obligation as lessor or landlord with respect to any occupant of the Property. Rents so received shall be applied by Lender first to the remaining unpaid balance of the Indebtedness, in such order or manner as Lender shall elect, and the residue, if any, shall be paid to the person or persons legally entitled to the residue.

Trustee's Powers. Grantor hereby jointly and severally authorizes and empowers Trustee to sell all or any portion of the Property together or in lots or parcels, as Trustee may deem expedient, and to execute and deliver to the purchaser or purchasers of such Property good and sufficient deeds of conveyance of fee simple title, or of lesser estates, and bills of sale and assignments, with covenants of general warranty made on Grantor's behalf. In no event shall Trustee be required to exhibit, present or display at any such sale any of the Property to be sold at such sale. The Trustee making such sale shall receive the proceeds of the sale and shall apply the same as provided below. Payment of the purchase price to Trustee shall satisfy the liability of the purchaser at any such sale of the Property, and such person shall not be bound to look after the application of the proceeds.

Appoint Receiver. Lender shall have the right to have a receiver appointed to take possession of all or any part of the Property, with the power to protect and preserve the Property, to operate the Property preceding foreclosure or sale, and to collect the Rents from the Property and apply the proceeds, over and above the cost of the receivership, against the Indebtedness. The receiver may serve without bond if permitted by law. Lender's right to the appointment of a receiver shall exist whether or not the apparent value of the Property exceeds the Indebtedness by a substantial amount. Employment by Lender shall not disqualify a person from serving as a receiver.

Tenancy at Sufferance. If Grantor remains in possession of the Property after the Property is sold as provided above or Lender otherwise becomes entitled to possession of the Property upon default of Grantor, Grantor shall become a tenant at sufferance of Lender or the purchaser of the Property and shall, at Lender's option, either (1) pay a reasonable rental for the use of the Property, (2) vacate the Property immediately upon the demand of Lender, or (3) if such tenants refuse to surrender possession of the Property upon demand, the purchaser shall be entitled to institute and maintain the statutory action of forcible entry and detainer and procure a writ of possession thereunder, and Grantor expressly waives all damages sustained by reason thereof.

Other Remedies. Trustee or Lender shall have any other right or remedy provided in this Deed of Trust or the Note or available at law or in equity.

Sale of the Property. To the extent permitted by applicable law, Grantor hereby waives any and all rights to have the Property marshalled. In exercising its rights and remedies, the Trustee or Lender shall be free to sell all or any part of the Property together or separately, in one sale or by separate sales. Lender shall be entitled to bid at any public sale on all or any portion of the Property. Trustee may convey all or any part of the Property to the highest bidder for cash with a general warranty binding Grantor, subject to prior liens and to other exceptions to conveyance and warranty. Grantor waives all requirements of appraisal, if any. The affidavit of any person having knowledge of the facts to the effect that proper notice as required by the Texas Property Code was given shall be prima facie evidence of the fact that such notice was in fact given. Recitals and statements of fact in any notice or in any conveyance to the purchaser or purchasers of the Property in any foreclosure sale under this Deed of Trust shall be prima facie evidence of the truth of such facts, and all prerequisites and requirements necessary

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to the validity of any such sale shall be presumed to have been performed. Any sale under the powers granted by this Deed of Trust shall be a perpetual bar against Grantor, Grantor's heirs, successors, assigns and legal representatives.

Proceeds. Trustee shall pay the proceeds of any sale of the Property (a) first, to the expenses of foreclosure, including reasonable fees or charges paid to the Trustee, including but not limited to fees for enforcing the lien, posting for sale, selling, or releasing the Property, (b) then to Lender the full amount of the indebtedness, (c) then to any amount required by law to be paid before payment to Grantor, and (d) the balance, if any, to Grantor.

Attorneys' Fees; Expenses. If Lender institutes any suit or action to enforce any of the terms of this Deed of Trust, Lender shall be entitled to recover such sum as the court may adjudge reasonable as Lender's attorneys' fees at trial and upon any appeal. Whether or not any court action is involved, and to the extent not prohibited by law, all reasonable expenses Lender incurs that in Lender's opinion are necessary at any time for the protection of its interest or the enforcement of its rights shall become a part of the indebtedness payable on demand and shall bear interest at the Note rate from the date of the expenditure until repaid. Expenses covered by this paragraph include, without limitation, however subject to any limits under applicable law, Lender's reasonable attorneys' fees and Lender's legal expenses, whether or not there is a lawsuit, including Lender's reasonable attorneys' fees and expenses for bankruptcy proceedings (including efforts to modify or vacate any automatic stay or injunction), appeals, and any anticipated post-judgment collection services, the cost of searching records, obtaining title reports (including foreclosure reports), surveyors' reports, and appraisal fees, title insurance, and fees for the Trustee, to the extent permitted by applicable law. Grantor also will pay any court costs, in addition to all other sums provided by law. In the event of foreclosure of this Deed of Trust, Lender shall be entitled to recover from Grantor Lender's reasonable attorneys' fees and actual disbursements that Lender necessarily incurs in pursuing such foreclosure.

POWERS AND OBLIGATIONS OF TRUSTEE. The following provisions relating to the powers and obligations of Trustee are part of this Deed of Trust:

Powers of Trustee. In addition to all powers of Trustee arising as a matter of law, Trustee shall have the power to take the following actions with respect to the Property upon the written request of Lender and Grantor: (a) join in preparing and filing a map or plat of the Real Property, including the dedication of streets or other rights to the public; (b) join in granting any easement or creating any restriction on the Real Property; and (c) join in any subordination or other agreement affecting this Deed of Trust or the interest of Lender under this Deed of Trust.

Obligations to Notify. Trustee shall not be obligated to notify any other lienholder of the Property of the commencement of a foreclosure proceeding or of the commencement of any other action to which Lender may avail itself as a remedy, except to the extent required by applicable law or by written agreement.

Trustee. In addition to the rights and remedies set forth above, with respect to all or any part of the Property, the Trustee shall have the right to foreclose by notice and sale, and Lender shall have the right to foreclose by judicial foreclosure, in either case in accordance with and to the full extent provided by applicable law.

Substitute Trustee. Lender, at Lender's option, from time to time, and more than once, may appoint in writing a successor or substitute trustee, with or without cause, including the resignation, absence, death, inability, refusal or failure to act of the Trustee. The successor or substitute trustee may be appointed without ever requiring the resignation of the former trustee and without any formality except for the execution and acknowledgment of the appointment by the beneficiary of this Deed of Trust. The successor or substitute trustee shall then succeed to all rights, obligations, and duties of the Trustee. This appointment may be made on Lender's behalf by the President, any Vice President, Secretary, or Cashier of Lender.

NOTICES. Any notice required to be given under this Deed of Trust, including without limitation any notice of default and any notice of sale shall be given in writing, and shall be effective when actually delivered, when actually received by telefacsimile (unless otherwise required by law), when deposited with a nationally recognized overnight courier, or, if mailed, when deposited in the United States mail, as first class, certified or registered mail postage prepaid, directed to the addresses shown near the beginning of this Deed of Trust. Any party may change its address for notices under this Deed of Trust by giving formal written notice to the other parties, specifying that the purpose of the notice is to change the party's address. For notice purposes, Grantor agrees to keep Lender informed at all times of Grantor's current address. Unless otherwise provided or required by law, if there is more than one Grantor, any notice given by Lender to any Grantor is deemed to be notice given to all Grantors.

BALLOON RIDER. An exhibit, titled "BALLOON RIDER," is attached to this Deed of Trust and by this reference is made a part of this Deed of Trust just as if all the provisions, terms and conditions of the Exhibit had been fully set forth in this Deed of Trust.

MISCELLANEOUS PROVISIONS. The following miscellaneous provisions are a part of this Deed of Trust:

Amendments. This Deed of Trust, together with any Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this Deed of Trust. No alteration of or amendment to this Deed of Trust shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

Annual Reports. If the Property is used for purposes other than Grantor's residence, Grantor shall furnish to Lender, upon request, a certified statement of net operating income received from the Property during Grantor's previous fiscal year in such form and detail as Lender shall require. "Net operating income" shall mean all cash receipts from the Property less all cash expenditures made in connection with the operation of the Property.

Caption Headings. Caption headings in this Deed of Trust are for convenience purposes only and are not to be used to interpret or define the provisions of this Deed of Trust.

Merger. There shall be no merger of the interest or estate created by this Deed of Trust with any other interest or estate in the Property at any time held by or for the benefit of Lender in any capacity, without the written consent of Lender.

Governing Law. This Deed of Trust will be governed by federal law applicable to Lender and, to the extent not preempted by federal law, the laws of the State of Texas without regard to its conflicts of law provisions. This Deed of Trust has been accepted by Lender in the State of Texas.

No Waiver by Lender. Lender shall not be deemed to have waived any rights under this Deed of Trust unless such waiver is given in writing and signed by Lender. No delay or omission on the part of Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Deed of Trust shall not prejudice or constitute a waiver of Lender's right otherwise to demand strict compliance with that provision or any other provision of this Deed of Trust. No prior waiver by Lender, nor any course of dealing between Lender and Grantor, shall constitute a waiver of any of Lender's rights or of any of Grantor's obligations as to any future transactions. Whenever the consent of Lender is required under this Deed of Trust, the granting of such consent by Lender in any instance shall not constitute continuing consent to subsequent instances where

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such consent is required and in all cases such consent may be granted or withheld in the sole discretion of Lender.

Severability. If a court of competent jurisdiction finds any provision of this Deed of Trust to be illegal, invalid, or unenforceable as to any circumstance, that finding shall not make the offending provision illegal, invalid, or unenforceable as to any other circumstance. If feasible, the offending provision shall be considered modified so that it becomes legal, valid and enforceable. If the offending provision cannot be so modified, it shall be considered deleted from this Deed of Trust. Unless otherwise required by law, the illegality, invalidity, or unenforceability of any provision of this Deed of Trust shall not affect the legality, validity or enforceability of any other provision of this Deed of Trust.

Successors and Assigns. Subject to any limitations stated in this Deed of Trust on transfer of Grantor's interest, this Deed of Trust shall be binding upon and inure to the benefit of the parties, their successors and assigns. If ownership of the Property becomes vested in a person other than Grantor, Lender, without notice to Grantor, may deal with Grantor's successors with reference to this Deed of Trust and the Indebtedness by way of forbearance or extension without releasing Grantor from the obligations of this Deed of Trust or liability under the Indebtedness.

Time is of the Essence. Time is of the essence in the performance of this Deed of Trust.

Waive Jury. All parties to this Deed of Trust hereby waive the right to any jury trial in any action, proceeding, or counterclaim brought by any party against any other party.

DEFINITIONS. The following capitalized words and terms shall have the following meanings when used in this Deed of Trust. Unless specifically stated to the contrary, all references to dollar amounts shall mean amounts in lawful money of the United States of America. Words and terms used in the singular shall include the plural, and the plural shall include the singular, as the context may require. Words and terms not otherwise defined in this Deed of Trust shall have the meanings attributed to such terms in the Uniform Commercial Code:

Beneficiary. The word "Beneficiary" means Pinnacle Bank, and its successors and assigns.

Borrower. The word "Borrower" means 704 BARNARD LLC and includes all co-signers and co-makers signing the Note and all their successors and assigns.

Deed of Trust. The words "Deed of Trust" mean this Deed of Trust among Grantor, Lender, and Trustee, and includes without limitation all assignment and security interest provisions relating to the Personal Property and Rents.

Environmental Laws. The words "Environmental Laws" mean any and all state, federal and local statutes, regulations and ordinances relating to the protection of human health or the environment, including without limitation the Comprehensive Environmental Response, Compensation, and Liability Act of 1980, as amended, 42 U.S.C. Section 9601, et seq. ("CERCLA"), the Superfund Amendments and Reauthorization Act of 1986, Pub. L. No. 99-499 ("SARA"), the Hazardous Materials Transportation Act, 49 U.S.C. Section 1801, et seq., the Resource Conservation and Recovery Act, 42 U.S.C. Section 6901, et seq., or other applicable state or federal laws, rules, or regulations adopted pursuant thereto.

Event of Default. The words "Event of Default" mean any of the events of default set forth in this Deed of Trust in the events of default section of this Deed of Trust.

Grantor. The word "Grantor" means 704 BARNARD LLC.

Guarantor. The word "Guarantor" means any guarantor, surety, or accommodation party of any or all of the Indebtedness.

Guaranty. The word "Guaranty" means the guaranty from Guarantor to Lender, including without limitation a guaranty of all or part of the Note.

Hazardous Substances. The words "Hazardous Substances" mean materials that, because of their quantity, concentration or physical, chemical or infectious characteristics, may cause or pose a present or potential hazard to human health or the environment when improperly used, treated, stored, disposed of, generated, manufactured, transported or otherwise handled. The words "Hazardous Substances" are used in their very broadest sense and include without limitation any and all hazardous or toxic substances, materials or waste as defined by or listed under the Environmental Laws. The term "Hazardous Substances" also includes, without limitation, petroleum and petroleum by-products or any fraction thereof and asbestos.

Improvements. The word "Improvements" means all existing and future improvements, buildings, structures, mobile homes affixed on the Real Property, facilities, additions, replacements and other construction on the Real Property.

Indebtedness. The word "Indebtedness" means all principal, interest, and other amounts, costs and expenses payable under the Note or Related Documents, together with all renewals of, extensions of, modifications of, consolidations of and substitutions for the Note or Related Documents and any amounts expended or advanced by Lender to discharge Grantor's obligations or expenses incurred by Trustee or Lender to enforce Grantor's obligations under this Deed of Trust, together with interest on such amounts as provided in this Deed of Trust. Specifically, without limitation, Indebtedness includes all amounts that may be indirectly secured by the Cross-Collateralization provision of this Deed of Trust.

Lender. The word "Lender" means Pinnacle Bank, its successors and assigns.

Note. The word "Note" means the promissory note dated December 31, 2021, in the original principal amount of \$125,000.00 from Grantor to Lender, together with all renewals of, extensions of, modifications of, refinancings of, consolidations of, and substitutions for the promissory note or agreement. **NOTICE TO GRANTOR: THE NOTE CONTAINS A VARIABLE INTEREST RATE.**

Personal Property. The words "Personal Property" mean all equipment, fixtures, and other articles of personal property now or hereafter owned by Grantor, and now or hereafter attached or affixed to the Real Property; together with all accessions, parts, and additions to, all replacements of, and all substitutions for, any of such property; and together with all proceeds (including without limitation all insurance proceeds and refunds of premiums) from any sale or other disposition of the Property.

Property. The word "Property" means collectively the Real Property and the Personal Property.

Real Property. The words "Real Property" mean the real property, interests and rights, as further described in this Deed of Trust.

Related Documents. The words "Related Documents" mean all promissory notes, credit agreements, loan agreements, environmental agreements, guaranties, security agreements, mortgages, deeds of trust, security deeds, collateral mortgages, and all other instruments, agreements and documents, whether now or hereafter existing, executed in connection with the Indebtedness.

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(Continued)**

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Rents. The word "Rents" means all present and future rents, revenues, income, issues, royalties, profits, and other benefits derived from the Property. The word "Rents" shall also mean all "Rents" as defined in Chapter 64 of the Texas Property Code.

Trustee. The word "Trustee" means Ronny D. Korb, whose address is 250 W Lancaster Ave, Ste 170, Fort Worth, TX 76102 and any substitute or successor trustees.

GRANTOR ACKNOWLEDGES HAVING READ ALL THE PROVISIONS OF THIS DEED OF TRUST, AND GRANTOR AGREES TO ITS TERMS.

GRANTOR:

704 BARNARD LLC

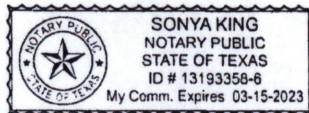
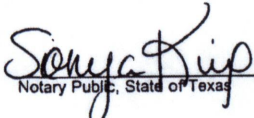
By:


 LOVELL N. ROBERTS III, Managing Member of 704 BARNARD LLC

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

STATE OF Texas)
) SS
 COUNTY OF Somervell)

This instrument was acknowledged before me on Dec. 31, 2021, by LOVELL N. ROBERTS III, Managing Member of 704 BARNARD LLC, a Texas limited liability company, on behalf of said limited liability company.



 Notary Public, State of Texas

BALLOON RIDER

This BALLOON RIDER is attached to and by this reference is made a part of the Deed of Trust, dated December 31, 2021, and executed in connection with a loan or other financial accommodations between PINNACLE BANK and 704 BARNARD LLC.

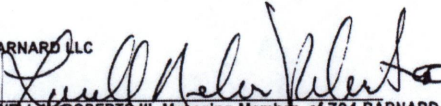
THIS LOAN IS PAYABLE IN FULL AT MATURITY OR ON DEMAND AT MATURITY OR IF THE BANK DEMANDS PAYMENT. YOU MUST REPAY THE ENTIRE PRINCIPAL BALANCE OF THE LOAN AND ANY UNPAID INTEREST THEN DUE. THE BANK IS UNDER NO OBLIGATION TO REFINANCE THE LOAN AT THAT TIME. YOU WILL THEREFORE BE REQUIRED TO MAKE PAYMENT OUT OF OTHER ASSETS YOU MAY OWN, OR YOU WILL HAVE TO FIND A LENDER, WHICH MAY BE THE BANK YOU HAVE THIS LOAN WITH, WILLING TO LEND YOU THE MONEY AT PREVAILING MARKET RATES, WHICH MAY BE CONSIDERABLY HIGHER THAN THE INTEREST RATE ON THIS LOAN. IF YOU REFINANCE THIS LOAN AT MATURITY, YOU MAY HAVE TO PAY SOME OR ALL OF THE CLOSING COSTS NORMALLY ASSOCIATED WITH A NEW LOAN EVEN IF YOU OBTAIN REFINANCING FROM THE SAME BANK. THE BANK MAY CONSIDER AN APPLICATION TO REFINANCE THE BALLOON PAYMENT AT THE TIME PAYMENT IS DUE ON THE SAME BASIS AS ALL OTHER NEW MORTGAGE LOAN APPLICATIONS.

THIS BALLOON RIDER IS EXECUTED ON DECEMBER 31, 2021.

GRANTOR:

704 BARNARD LLC

By:


LOVELL N. ROBERTS-III, Managing Member of 704 BARNARD LLC

LenderPro, Ver. 21.3.11.003 Copr. Pinestra USA Corporation 1907, 2021. All Rights Reserved - TX C:\Vpp\CFNL\1001\FC TR-100341 PR-04

EXHIBIT "A" **LEGAL DESCRIPTION**

File No.: 1499248

A 0.72-acre tract of land in the City of Glen Rose, in the Milam County School Land Survey, Abstract No. 136, Somervell County, Texas, as surveyed on the ground in December of 2021 by W.L. Vaughn, Registered Professional Land Surveyor No. 1807, being all of Lots 3 and 2, and the remainder of Lot 1, Block 1 of the W.B. Pruitt Addition, plat recorded in Volume "Q," Page 356 of the Somervell County Deed Records and being referred to in a deed from Carmen Lois Mitchell, Trustee, to Christine D. Morgan, dated May 14th, 2009, recorded in Instrument No. 20090878 of the Somervell County Official Public Records and being more particularly described, referenced to Texas Coordinate System, North Central Zone, 1993 Datum, as follows:

Beginning at an "A/C," 5/8" iron with an Aluminum Cap marked "Vaughn Surveyor No. 1807," found in the southerly line of State Highway 144, at the northeasterly corner of Lot 3, Block 1 of said addition, the northwesterly corner of Lot 4, Block 1, as referred to in a deed to 704 Barnard, LLC, recorded in Instrument No. 20120311 of said Official Public Records;

Thence, South 09° 35' 01" East, along the common line of Lots 3 and 4, for a distance of 164.89 feet to an A/C found at the southwesterly corner of said Lot 4, the southeasterly corner of Lot 3, Block 1;

Thence, South 65° 46' 25" West, along the southeasterly lines of Lots 3, 2, and 1 of Block 1, for a total distance of 143.96 feet to an A/C set at the southwesterly corner of Lot 1, Block 1, in the northeasterly line of a tract described in a deed to Ann Claybaugh, recorded in Instrument No. 2015268 of the Somervell County Official Public Records;

Thence, North 30° 33' 36" West, along the common line of said Lot 1 and Claybaugh tract, for a distance of 150.00 feet to a point in the southeasterly line of Grace Street, from which, an A/C found for reference bears South 30° 33' 36" East, 4.92 feet;

Thence, North 41° 04' 56" East, along said southeasterly line, for a distance of 124.04 feet to an A/C set at its intersection with the southerly line of State Highway 144;

Thence, South 89° 25' 05" East, along the southerly line of State Highway 144, for a distance of 98.59 feet to the place of Beginning and containing 0.72 acres of land.

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS



Michelle Reynolds

Michelle Reynolds, County Clerk
Somervell County Texas

January 05, 2022 11:54:51 AM

FREE!

FEE: \$62.00

DT

20220035

2 pgs
WD

20220037

CTT/1499390/103/SK

GENERAL WARRANTY DEED

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 31, 2021

Grantor: Christine D. Morgan a/k/a Christine deKieffer Morgan a/k/a Christine Morgan, a single person

Grantor's Mailing Address: 1597 N FM 205, Glen Rose, TX 76043

Grantee: Lovell Nelson Roberts, III

Grantee's Mailing Address: P.O. Box 7209, Glen Rose, TX 76043

Consideration:

TEN DOLLARS (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.

Property (including any improvements):

Lots 1, 2, 3 and 4 in Block 2 of the W.B. Pruitt Addition, a subdivision in Somervell County, Texas according to the revised plat thereof recorded in Volume 58, Page 433, Deed Records, 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, 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.

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

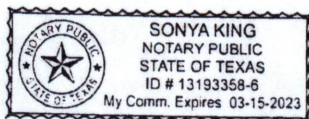
When the context requires, singular nouns and pronouns include the plural.

CHRISTINE D. MORGAN A/K/A CHRISTINE
DEKIEFFER MORGAN A/K/A CHRISTINE MORGAN

STATE OF TEXAS

COUNTY OF Somervell

This instrument was acknowledged before me on the 31 day of Dec, 2021, by
Christine D. Morgan a/k/a Christine deKieffer Morgan a/k/a Christine Morgan.



Sonya King
Notary Public, State of Texas

After Recording, Return to:
Lovell Nelson Roberts, III
P.O. Box 7209
Glen Rose, TX 76043

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS



Michelle Reynolds

Michelle Reynolds, County Clerk
Somervell County Texas

January 05, 2022 11:58:43 AM

FEE: \$30.00

WD

20220037



ADJACENT PROPERTY OWNERS CONSENT FOR VACATION AND/OR ABANDONMENT OF ALLEY / EASEMENT / STREET

DATE: June 1, 2022

OWNER(S): Nelson Roberts-704 Barnard, LLC

ADDRESS: PO Box 7209 Glen Rose, TX 76043

LOT: 1-4

BLOCK: 1

ADDITION: W.B. Pruitt

PHONE NO.: (214)704-2270

I/We, the undersigned owner(s) of property abutting upon that portion of the alley/easement/street named and described in Exhibits "A" and "B", **do hereby consent** to such vacation and/or abandonment, and do hereby release the City of Glen Rose from all claims for damages arising or growing out of such vacation and/or abandonment. **NOTE:** (Include the names and signatures of all owners of the property. If a husband and wife own property jointly, **both** must sign, and signatures must be notarized).


OWNER

OWNER

-OR-

I/We the undersigned owner(s) of the adjacent/underlying property and **do hereby not consent** to the vacation and/or abandonment. Reason I/We do not consent: _____

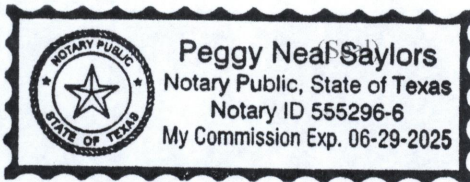
OWNER

OWNER

THE STATE OF TEXAS §
 §
 COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Nelson Roberts, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 9th day of May, 2022



Peggy Neal Saylor
 Notary Public in and for Somervell County,
 Texas

THE STATE OF TEXAS §
 §
 COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 20__.

(Seal)

 Notary Public in and for Somervell County,
 Texas



**ADJACENT PROPERTY OWNERS CONSENT FOR
VACATION AND/OR ABANDONMENT OF ALLEY / EASEMENT /
STREET**

DATE: June 1, 2022

OWNER(S): Nelson Roberts

ADDRESS: PO Box 7209 Glen Rose, TX 76043

LOT: 1-4

BLOCK: 2

ADDITION: W.B. Pruitt

PHONE NO.: (214)704-2270

I/We, the undersigned owner(s) of property abutting upon that portion of the alley/easement/street named and described in Exhibits "A" and "B", **do hereby consent** to such vacation and/or abandonment, and do hereby release the City of Glen Rose from all claims for damages arising or growing out of such vacation and/or abandonment. **NOTE:** (Include the names and signatures of all owners of the property. If a husband and wife own property jointly, **both** must sign, and signatures must be notarized).

OWNER

OWNER

-OR-

I/We the undersigned owner(s) of the adjacent/underlying property and **do hereby not consent** to the vacation and/or abandonment. Reason I/We do not consent: _____

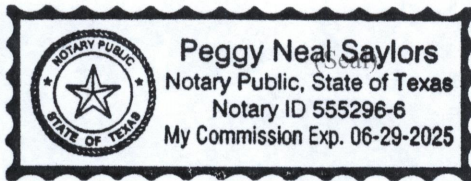
OWNER

OWNER

THE STATE OF TEXAS §
 §
 COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Nelson Roberts, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 9th day of May, 2022



Peggy Neal Saylor
 Notary Public in and for Somervell County,
 Texas

THE STATE OF TEXAS §
 §
 COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 20__.

(Seal)

 Notary Public in and for Somervell County,
 Texas



ADJACENT PROPERTY OWNERS CONSENT FOR VACATION AND/OR ABANDONMENT OF ALLEY / EASEMENT / STREET

DATE: June 1, 2022

OWNER(S): Ann Claybaugh

ADDRESS: 508 Grace Street Glen Rose, TX 76043

LOT: Tract 2

BLOCK: Part of 33

ADDITION: Glen Rose Townsite

PHONE NO.: (214)704-2270

I/We, the undersigned owner(s) of property abutting upon that portion of the alley/easement/street named and described in Exhibits "A" and "B", **do hereby consent** to such vacation and/or abandonment, and do hereby release the City of Glen Rose from all claims for damages arising or growing out of such vacation and/or abandonment. **NOTE:** (Include the names and signatures of all owners of the property. If a husband and wife own property jointly, **both** must sign, and signatures must be notarized).

Ann Claybaugh
OWNER

OWNER

-OR-

I/We the undersigned owner(s) of the adjacent/underlying property and **do hereby not consent** to the vacation and/or abandonment. Reason I/We do not consent: _____

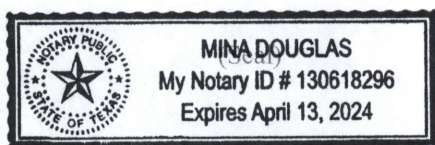
OWNER

OWNER

THE STATE OF TEXAS §
 §
 COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Ann Claybaugh, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 18th day of May, 2022.



Mina Douglas
 Notary Public in and for Somervell County,
 Texas

THE STATE OF TEXAS §
 §
 COUNTY OF SOMERVELL §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 20__.

(Seal)

 Notary Public in and for Somervell County,
 Texas

ORDINANCE NO. 2022.06.14__

AN ORDINANCE TO CLOSE, VACATE, AND ABANDON A 0.21 ACRE PORTION OF AN UNNAMED, UNIMPROVED STREET IN THE W. B. PRUITT ADDITION OF THE CITY OF GLEN ROSE; REQUIRING COMPENSATION; AUTHORIZING ISSUANCE OF A QUIT CLAIM DEED; PROVIDING REPEALING, SEVERABILITY AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; REQUIRING FILING WITH SOMERVELL COUNTY CLERK; AND, ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Glen Rose (City) is a Type A General Law municipality operating under the general laws of the State of Texas; and

WHEREAS, the City Council is the Governing Body of a Type A General Law municipality; and

WHEREAS, pursuant to §311.008 of the Texas Transportation Code, “The governing body of a general-law municipality by ordinance may vacate, abandon, or close a street or alley of the municipality if a petition signed by all the owners of real property abutting the street or alley is submitted to the governing body”; and

WHEREAS, pursuant to §272.001(b)(2) of the Texas Local Government Code (TLGC), the sale of “streets or alleys, owned in fee or used by easement” are not subject to the procedures required in the sale of other municipal property; and

WHEREAS, pursuant to §272.001(b) of the TLGC, “The land and those interests described by this subsection may not be conveyed, sold, or exchanged for less than the fair market value of the land or interest unless the conveyance, sale, or exchange is with one or more abutting property owners who own the underlying fee simple”; and

WHEREAS, pursuant to §272.001(c), streets or alleys, owned in fee or used by easement must be divided between “abutting property owners in proportion to their abutting ownership”; and

WHEREAS, the unnamed street shown on the plat of the W. B. Pruitt Addition to the City of Glen Rose is undeveloped and the City has no plans to develop and open said street; and

WHEREAS, signed and notarized applications by Lovell Nelson Roberts, III and Ann Claybaugh, owners and or Managing Members of all the properties abutting said street have been submitted, requesting the vacation and/or abandonment and closure of a .21 acre portion of said street as identified in a survey prepared by W. L. “Will” Vaughn, dated May of 2022; and

WHEREAS, using the \$1.04/foot average value of all the land adjoining that portion of the street to be abandoned, as found in the Somervell Central Appraisal District records, the value of the 0.21 acre tract identified in the Vaughn Survey is calculated as being \$9,514.00 ; and,

WHEREAS, the City Council has determined for the good government, peace, and order of the municipality, to adopt an ordinance to close, vacate, and abandon the 0.21 acre tract identified in the survey by Will Vaughn.

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

SECTION 1 (of 9)
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 9)
CLOSURE OF A PORTION OF UNNAMED STREET IN THE W. B. PRUITT ADDITION

All that portion of the unnamed street in the W. B. Pruitt Addition of the City of Glen Rose as described in the attached Exhibit "A" and Exhibit "B," which are incorporated herein by reference, shall be closed, vacated, and abandoned.

SECTION 3 (of 9)
QUIT CLAIM DEED AUTHORIZED

Upon receipt of nine thousand five hundred fourteen dollars (\$9,514.00), payable to the City of Glen Rose, the Mayor of the City of Glen Rose, Texas, is hereby authorized to sign a quit claim deed conveying title to that 0.21 acre portion of the unnamed street in the W. B. Pruitt Addition to be closed, vacated, and abandoned by this Ordinance, as described in Exhibit "A" and Exhibit "B," to abutting property owners, Lovell Nelson Roberts and 704 Barnard, LLC (the Managing Member of which is Lovell N. Roberts) .

SECTION 4 (of 9)
SAVINGS/REPEALING CLAUSE

All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 5 (of 9)
SEVERABILITY CLAUSE

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

SECTION 6 (of 9)
PROPER NOTICE, MEETING, AND QUORUM CLAUSE

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

SECTION 7 (of 9)
FILING REQUIREMENT

A copy of this ordinance shall be presented for filing with the County Clerk of Somervell County, Texas by the office of the City Secretary.

SECTION 8 (of 9)
EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage.

PASSED AND APPROVED this the 10th day of May, 2022.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Staci King, City Secretary

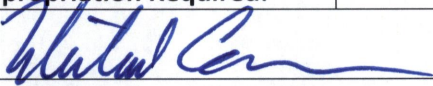
Valuation of .21 Acres of Street ROW in the W.B. Pruitt Addition

Based on SCAD Data

<u>SCAD Account</u>		<u>Value</u>	<u>Acerage</u>	<u>Sq. Ft.</u>	<u>Value/Sq. Ft</u>	<u>Valuation</u>
1026	\$	4,500.00	0.172	7,492.32	\$0.60	
3121	\$	1,880.00	0.432	18,817.92	\$0.10	
3124	\$	2,300.00	0.53	23,086.80	\$0.10	
1408	\$	57,500.00	0.33	14,374.80	\$4.00	
TOT:	\$	66,180.00	1.464	63,771.84	\$1.04	
AVG:	\$	16,545.00	0.366	15,942.96	\$1.04	\$9,493.03
AVG less 1408	\$	4,340.00	\$ 0.57	24,698.52	\$0.18	\$1,607.41
AVG of Like Property	\$	2,090.00	0.481	20,952.36	\$0.10	\$912.47



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a request to vacate a sanitary sewer easement located in Block 1, Lots 1-4 of the WB Pruitt Addition.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Ordinance Abandoning Easement in Block 1, Lots 1, 2, 3, and 4 of the W. B. Pruitt Addition		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	Lovell N. Roberts, III has petitioned the City to vacate a presumptive, prescriptive sanitary sewer easement located in Lots 1, 2, 3, and 4 of Block 1 of the W. B. Pruitt Addition. The property is owned by 704 Barnard, LLC for which Mr. Roberts is a Managing Member. Public Works Director Holder has confirmed that the City's plans show a 4" sanitary sewer line running through the above referenced lots, but that the line has been abandoned and is no longer in use. A recorded easement hasn't been found, but out of an abundance of caution the property owner is asking the City to vacate any claims to any easement the City may possess.		
RECOMMENDED ACTION:	Move to approve or deny as presented.		

REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

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

Full Name: Nelson Roberts

Mailing Address: P.O. Box 7209 Glen Rose, TX 76043

Phone Number: 214-704-2270 Fax Number _____

Email: nr@lnr3.com

Are additional sheets or supporting materials attached? X Yes _____ No

I request that this item be placed on the agenda for the June 14, 2022 City Council meeting.

Description of Item: Consider a request to vacate a presumptive, prescriptive sanitary sewer easement located on the W.B. Pruitt Addition, Block 1, Lots 1, 2,3, and 4. The referenced property apparently contains an abandoned 4" sanitary sewer line-as shown on the City of Glen Rose Utility Map (attached). There is no evidence of this line being located in any recorded easement. As is has been abandoned and is no longer in use, I am asking that the City abandon/vacate any prescriptive easement or right to use the portion of the property containing the abandoned line.

Sponsoring Councilperson (if applicable) _____

(Use additional pages if needed)

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

Signature: _____

Date: _____

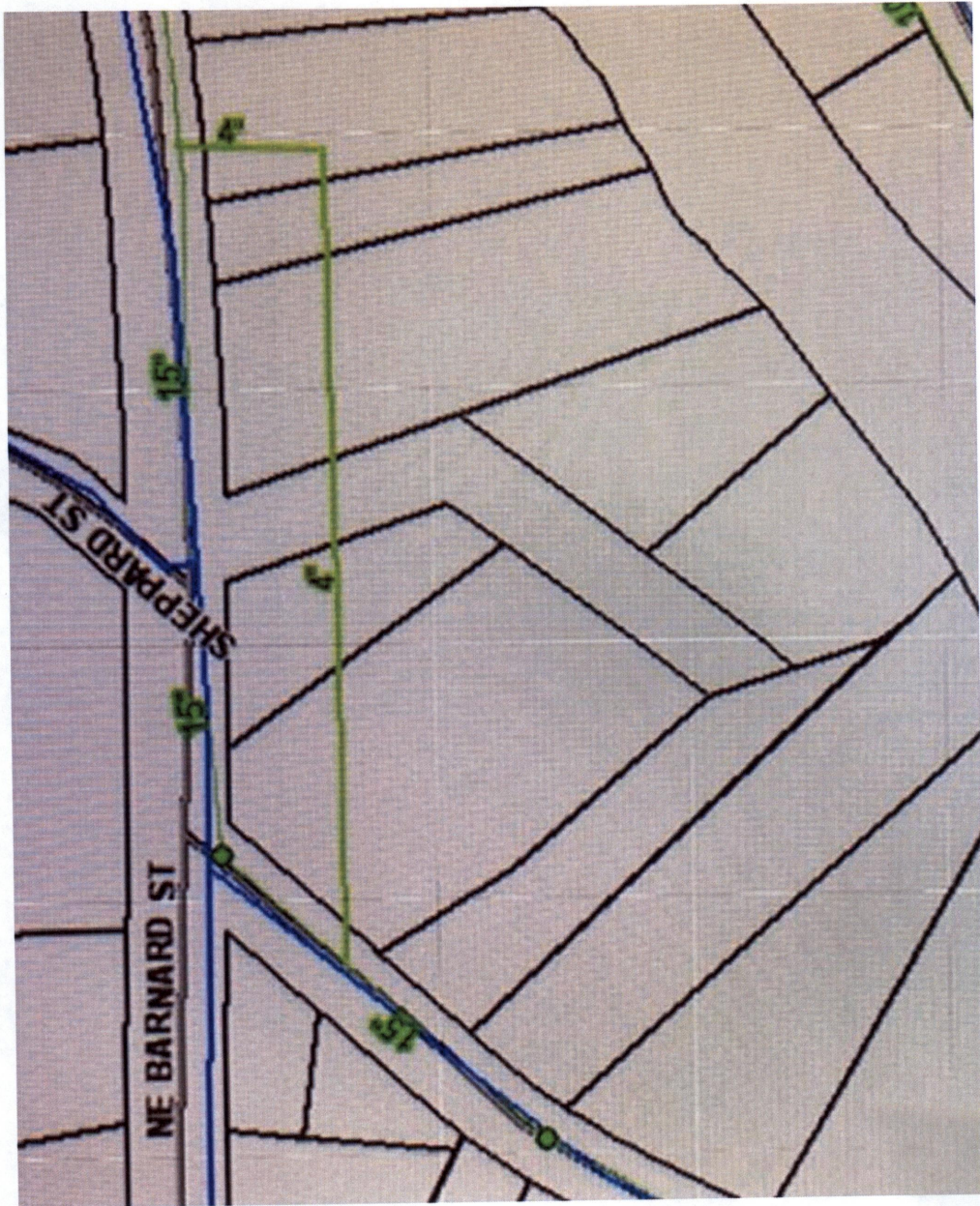


Exhibit A

ORDINANCE NO. 2022.06.14__

AN ORDINANCE VACATING AND EXTINGUISHING ANY CLAIM BY THE CITY OF GLEN ROSE TO A UTILITY EASEMENT FOR AN ABANDONED 4" SANITARY SEWER LINE IN BLOCK 1, LOTS 1, 2, 3, AND 4 OF THE W.B. PRUITT ADDITION OF THE CITY OF GLEN ROSE, SOMERVELL COUNTY, TEXAS; PROVIDING REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; AND, ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, a 4" sanitary sewer line is shown running through Block 1, Lots 1, 2, 3, and 4 of the W. B. Pruitt Addition of the City of Glen Rose (City) on a City Utility Map; and

WHEREAS, no recorded easement has been found for said 4" sanitary sewer line; and

WHEREAS, said sanitary sewer line has been abandoned and is no longer in use; and

WHEREAS, Lovell N. Roberts III, Managing Member for 704 Barnard, LLC, owner of Lots 2, 3, 4 and the remainder of Lot 1, of Block 1 of the W. B. Pruitt Addition (the Subject Property) as evidenced by Instruments 20120311 and 20220034 in the Somervell County Deed Records, has petitioned the City "to vacate a presumptive, prescriptive sanitary sewer easement located on" the subject property; and

WHEREAS, the City Council has determined for the good government, peace, and order of the municipality, to adopt an ordinance vacating and extinguishing any claim the City may have to a utility easement for the 4" sanitary sewer line running through Block 1, Lots 1, 2, 3, and 4 of the W. B. Pruitt Addition of the City of Glen Rose.

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

SECTION 1 (of 7)
INCORPORATION OF RECITALS

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

SECTION 2 (of 7)
EASEMENT VACATED AND EXTINGUISHED

Any claim the City may have to a utility easement for the 4" sanitary sewer line running through Block 1, Lots 1, 2, 3, and 4 of the W. B. Pruitt Addition of the City of Glen Rose, as shown in Exhibit A which is attached hereto and incorporated herein by reference, is vacated and extinguished.

SECTION 3 (of 7)
SAVINGS/REPEALING CLAUSE

All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 4 (of 7)
SEVERABILITY CLAUSE

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

SECTION 5 (of 7)
PROPER NOTICE, MEETING, AND QUORUM CLAUSE

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

SECTION 6 (of 7)
EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage.

PASSED AND APPROVED this the 14th day of June, 2022.

APPROVED:

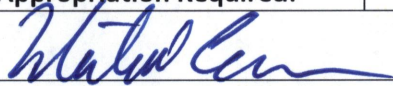
Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a resolution adopting the Glen Rose Historic Farmers Market Vendor Application and Rules and Regulations		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	06/01/2022
EXHIBITS:	1. GRHFM Application 2. GFHRM Rules and Regulations		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	A Historic Preservation meeting was held on 5/17/22 where the application and rules/regulations were reviewed and approved for recommendation to Council by a vote of 5/0.		
RECOMMENDED ACTION:	Move to approve or deny as presented.		

RESOLUTION NO. 2022-__**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS ADOPTING RULES AND REGULATIONS FOR THE GLEN ROSE HISTORIC FARMERS MARKET.**

WHEREAS, on May 17, 2022, the Historic Preservation Commission met and reviewed the Glen Rose Historic Farmers Market Rules and Regulations and Vendor Application; and

WHEREAS the Commission voted unanimously to approve forwarding the Rules and Regulations and Vendor Application to the Glen Rose City Council for approval; and

WHEREAS the Glen Rose City Council has reviewed the Rules and Regulations (Exhibit "A") and Vendor Participation Application (Exhibit "B") and wishes to formerly adopt such.

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

The Glen Rose Historic Farmers Market Rules and Regulations (Exhibit "A") and the Glen Rose Historic Farmers Market Vendor Participation Application (Exhibit "B") are hereby approved and adopted.

PASSED AND APPROVED this the 14th day of June, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary

City of Glen Rose Farmers Market

Vendor Participation Application

Date of Application ____/____/20____ good for 1 calendar year

Our Glen Rose Farmers Market is a community gathering place to sell local agriculture products and other items hand crafted, homemade, home grown, value added goods, baked goods, arts & crafts, and others listed on this application *within a 150-mile radius*. It is the responsibility of the vendor to abide by all laws and regulations which govern the production, harvest, preparation, preservation, labeling, and/or safety of products offered for sale at the market. Vendors are liable for their own product(s). The vendor is responsible for having all required taxes, permits, licenses, and insurance policies and have copies with them at the market. Included in the Market Rules are summaries of these responsibilities and links for further information.

Name of Business: _____

Name of Applicant: _____

Mailing Address: _____

City: _____ County: _____ State: _____

Zip: _____ Email: _____

Telephone#: _____ Cell#: _____ Text ___Y___N

Website: _____

Sales Tax ID# _____

County (where product is produced) _____

Business Type (Circle all that apply for this 1-year application)

Arts & Crafts	Baked Goods	Dairy/Cheese/Milk
Dried Herbs/Spices Eggs	Floral & Nursery	Farm/Garden Tools - handmade
Honey	Jelly / Jams / Butters	Jewelry - handmade
Meats (Butchered/Processed)	Non- Alcoholic Beverages	Nuts – plain/candied Organic
Grower Personal Care	Pet Treats & Products	Pickles/Salsas/Relishes
Wood Crafts	Produce (Vegetables & Fruits)	Quilting/Crochet Ready-To-
Eat Foods	Small Arms Ammunition	Value Added Foods/Products*
Other: _____		

*Valued Added Foods/Products are items made from raw agricultural product to which some value has been added through preparing, crafting, cooking, packaging, or other methods. Value-Added: Culinary products from Texas Food Manufacturing license operation that has changed the form, flavor, blend and/or the substance of raw products using as many market products as available, preference given to those vendors who use local products. Organic ingredients must be incorporated when available. Cottage kitchen must be within 150 miles of the market attended.

*Ex: Salsa, Hummus, Cider, Dog Food Treats, Baked Goods, Herbal Products, Jelly, Jams, Ready-to-Eat. Must have cold storage if acceptable, 45°.

Required Documents:

Vendor is responsible for complying and having all required taxes, permits, licenses, and insurance policies and have copies with them at the market if required in regulations with federal, state, county, and city.

Check and provide copies of all licenses and permits that apply to your products:

Cottage Law - Food Handler

Nursery & Floral

Sales Tax ID

Federal Firearms License (TABC)

Others: _____

Product Labels:

- **Attach a copy of a general label, or business card for each business type checked on side 1**
- **Attach a copy of your Cottage Law - Food Handler, labels and other ingredient labels below, whichever is appropriate.**
- **Attach separate sheet/copies if more room is needed.**

Vendors / Family Member / Direct Representative Assignment:

The following person(s) may serve as your Family Member(s) / Direct Representative(s) for the Glen Rose Farmers Market and may sell items on your behalf.

Vendor understands that each person listed below must have read, filled out and signed the Market Rules & Regulations.

PRINTED NAME	PHONE #	TEXT Y/N	SIGNATURE

I have designated the above parties to represent me and sell the products that have been listed above and approved for at the Glen Rose Farmers Market.

Signature of Vendor / Applicant

Date

Accommodation:

If you need special assistance of any kind to participate in the market, please request specific accommodations here:

APPLICATION SUBMITTAL CHECKLIST:

- ☐ I have completed and Signed Vendor Participation Application
- ☐ I have read the Glen Rose Farmers Market Rules and Regulations
- ☐ I have included general product labels for all business types circled
- ☐ I have attached copies of all necessary licenses and permits

All required items and information above must be submitted to the City of Glen Rose Permit Department for an application to be considered complete.

Incomplete application submissions will not be reviewed or signed off by the City of Glen Rose until all deficient items or licenses have been submitted. Final admittance to the Farmers Market is pending final approval from the City of Glen Rose, and receipt of your Glen Rose Farmers Market permit.

By signing below, I acknowledge that I have read and met the above requirements for a complete submittal:

Vendor Printed Name

Signature of Vendor/Applicant

Date

Applications may be picked up at the City of Glen Rose City Hall. Application needs to be submitted to the City of Glen Rose in person at City of Glen Rose City Hall (201 NE Vernon St) during regular business hours, or emailed to Jodi Holthe 254-897-2272, Ext 109 / jodiholthe@glenrosetexas.org

Employee of City of Glen Rose –Print Name

Signature

Date

Glen Rose Historic Farmers Market



Est. in 1800's 2022 Guiding Principles

The Glen Rose Historic Preservation Commission (GRHPC) has set forth these guiding principles to govern the administration, operation and management of the Glen Rose Historic Farmers Market. In addition to these guiding principles, contained herein, the GRHFM has a city of Glen Rose City Code of Ordinances. The GRHPC will implement and enforce all rules, and may change, delete or modify the GRHFM guiding principles at any time. The GRHFM has the right to refuse vendor space, as well as suspend and/or expel violators of these rules and/or local, state or federal laws, and/or ordinances.

About the Market

Welcome

The Glen Rose Historic Farmers Market welcomes applicants that meet the standards of the guiding principles set forth in 2022.

History

It's a farmers market with no strings attached — and it's been place as long as anyone can remember. The Glen Rose Farmers Market, on the downtown square, was likely first organized in the early days of Somervell County. When the Glen Rose Farmers Market got its start, it was a common idea in many counties to have a central location for farmers to bring their produce to sell their produce. Everybody gathered on Saturdays. The farmers market predates the city.

The Famers Market Hours

Open rain or shine during the following days and hours: Monday through Sunday sunrise to sunset. This market is open 365 days a year. The Farmers Market Vendors will not be allowed to set up during events produced, sponsored or hosted by the city and/or the city's convention and visitor's bureau or any private event taking place in the historic square.

See City of Glen Rose Ordinance 2020.02.10C, sec 5 adopted 02/10/2020. 4.05.034 Farmers Market

4.05.034 Farmers Market

1. The Glen Rose Historic Farms Market is located on Elm Street in the parking area adjoining the historic courthouse square.
2. Items that can be sold in the farmers market are homemade, homegrown and/or handcrafted products. No resale items are allowed.
3. The farmer's market area is on a first come basis, with no designated or reserved parking. Times of operation are from sunrise to sunset, Monday–Sunday. Vendors will not be allowed to set up during events produced, sponsored or hosted by the city and/or the city's convention and visitors bureau or any private event taking place in the historic square.
4. Vendors may not utilize any electrical outlets on the square without expressed written permission from the city.

Vendor types and eligibility

Farmers and Ranchers

- A farmer/rancher is a person who grows, raises or produces agricultural products and may be a sole proprietorship, partnership, non-profit or corporation that owns or leases land. A single farm/ranch may include family members and employees who assist in the production or sales/marketing of the farm direct products.

Farm Craft

- Farm craft vendors are those who grow the primary ingredients in their products and offer traditional farm home items at the market. While typically not all of the ingredients in these products are possible to grow or make on a farm, they are staples of a home or pantry. The farm-grown ingredients must be the focal point of the products. Examples may include spice mixes, teas, soaps, lotions etc. All vendors must be from Texas or within 400 miles of Glen Rose.

Artisan food/bakery/coffee

- An artisan food vendor is a person who prepares, produces and packages a specialty food or beverage product. Priority is given to vendors that create a value-added food product sourcing directly from local farmers or ranchers. Examples include: herbs and spices, pickles, canned goods, fermented products, breads, pastries, pastas, sauces and rinks and mixes. All vendors must be from Texas or within 150 miles of Glen Rose.

Arts and Crafts

- An arts and craft vendor is anyone who handcrafts a quality and unique products such as textiles, home goods and beauty products. All products will be produced by the person applying to the Glen Rose Historic Farmers Market. Some vendors may be grandfathered in due to length of time and history at the Glen Rose Historic Famers Market. All vendors must be from Texas or within 150 miles of Glen Rose.

Seasonal Vendors

In between Thanksgiving and Christmas, the Glen Rose Historic Farmers Market add Holiday Market vendors who are approved for only the holiday season. Vendors are based on current needs of the market, and some categories may be expanded specially for the holiday season. The application for the year-round farmers market also serves for the holiday market. Holiday Market vendors may also be invited to other holiday dates, events, or promotions, per the discretion of the market.

Application Process

Overview

The application process at the Glen Rose Historic Farmers Market. To become a vendor at the Glen Rose Farmers Market, applicants must complete the application located at City Hall in the Building Code Office. At this time there is not an application fee.

The information provided in the application is the information the GRHFM uses to evaluate each applicant. It is imperative that the application is filled out with as much detail as is needed to convey the business and products. Applications are reviewed on a weekly basis and applicants will be notified of their status. The GRHFM will notify the applicant of their status within a week. All documents, licenses, permits, etc. must be provided before the vendor will be able to sell at GRHFM.

Restrictions of Products

The Glen Rose Farmers Market does not allow MLM, network marketing, home based franchises, or other forms of these products to be sold at the GRHFM.

No live animal sales in the historic square.

Approval Considerations

Space available is contingent upon overall mix and percentage of vendors and products. The Glen Rose Historic Farmers Market has the following criteria for approval of vendors and products:

- First priority is given to farmers and ranchers, followed by products made with local farm ingredients, sustainable/compostable products, attractive displays and signage and these with active social media presence.
- Applicants must have read and agreed to all of the Guiding Principles for understanding and adherence to the mission, rules and regulations.
- Though it is not required to provide all applicable permits, licenses and certificates necessary for vendor sales at the GRHFM before applying, it is the vendor's responsibility to know the required permits/licenses and to maintain them while selling at the market.

Vendor Requirements

- Items that can be sold in the farmers market are homemade, homegrown and/or handcrafted products. No resale items are allowed.

Farm/Ranch Visits**Product Validity**

- The GRHFM may at any time question the validity of any product sold at the GRHFM. Proof of a products origin through a visit to the production location and/or additional proof of validity may be requested.

Food Handlers Certification

- Certifications available on line and is a requirement for the Cottage Food Law. Once obtained, must be presented to the GRHFM office. The GRHFM verifies these licenses throughout the market season. Fines may be issued for missing, expired or incorrect information.

Sales Tax Number

- Some vendors may be responsible for sales tax if required by the State of Texas. The vendor shall be responsible for filing any and all returns required by the State of Texas with respect to sales tax collection.

APPLICATION

- The application process **DOES NOT REQUIRE** a payment at this time to sell at the Glen Rose Historic Farmers Market.

REGISTRATION FOR MARKET

Vendors must be in good standing before attending the market.

- “Good standing” includes all application, licenses and permits are correctly filed with the GRHFM office and market rules have been adhered to.

OPERATING GUIDELINES

VENDOR DISPLAY

- Vendor displays must be assembled in a manner that allows clear access to adjoining stalls.
- Displays may not be left overnight
- All signage and displays must be attractive, of good quality and look professional, subject to the discretion of the Glen Rose Historic Farmers Market team.
- Vendors must display prices of items for sale and their return policy.
- Any canopy must have a minimum of a 25lb-weight on each of the four canopy legs. All weights must be fastened to the canopy and approved.
- Tables must have a base spread and locking legs. They are subject to inspection by Glen Rose Historic Farmers Market.
- Display products are to be within the designated vendor space. A-frame signs must be within the vendors 10x10 stall, and not in the walkways, in order to prevent interference with customer flow.
- Only temporary attachments such as zip ties, bungee cords or tape may be used to secure/display signs
- Vendors are required to bring all necessary set-up items (duct tape, dollies, etc.) Set-up equipment is not provided by the GRHFM. Come prepared for anything and everything that might happen during the market day.

GOOD HOUSEKEEPING

- Vendors shall keep spaces neat, clean and in a sanitary condition.
- Vendors must remove all booth generated trash and recycling from the GRHFM premises at the close of the market day. Must bring your own trash bags.
- Animals are allowed in vendor stalls only with permission from the Glen Rose Historic Farmers Market
- All water should be poured into drains and not onto sidewalks, common areas or aisles.
- All places where food is stored, sold, sampled or handled should be maintained and operated in a sanitary manner in accordance with all applicable local, state and federal regulations.

BUSINESS CONDUCT

- Approval and placement are at the discretion of the GRHFM
- All vendors are to remain open during market hours.
- Vendors will close within one hour after advertised market close time.
- Vendors may only sell within the space designated to them by the Glen Rose Historic Farmers Market
- Standing in front of space, hawking customers or pushing samples will not be allowed.
- All vendors are required to have their business cards or name and contact information posted and accessible to customers.
- Vendors and their employees are expected to immediately comply with requests of the GRHFM
- Vendors are an extension of the Glen Rose Historic Farmers Market and at all times will maintain a positive, kind and respectful attitude to customers, fellow vendors.
- The Glen Rose Historic Farmers Market is committed to providing a space that is free from harassment, in any form, and does not allow discrimination.
- No vendor, or employee, may be under the influence of illegal drugs or intoxicated while at the Glen Rose Historic Farmers Market.
- Vendors may not consume alcohol on the property during market hours.
- Children must remain in vendor space and not disturb others.
- Music played in vendor spaces should not disrupt surrounding vendors and may not contain explicit content.
- Customer and vendor complaints that cannot be resolved amicably should be immediately referred to the Glen Rose Historic Farmers Market office for mediation.
- Attire and grooming must be neat, clean and appropriate for work at the Glen Rose Historic Farmers Market.
- Vendors may be asked to leave the market at the discretion of the GRHFM

VEHICLES

- In order to put the customer first, vendors must utilize parking not in the Farmers Market area.

EMPLOYEES

- Employees of vendors may only sell the products that are included in the application and approved by the Glen Rose Historic Farmers Market team. If vendors wish to add products to their booth, they must receive prior permission from the GRHFM. Vendors will be asked to remove unapproved products from their tables.
- All vendors are responsible for the actions of their employees.

PRODUCT QUALITY

- It is the responsibility of each vendor to refund or exchange merchandise that is unsatisfactory to a customer.
- All products must be sold at a standard weight and measure. Produce may be sold by the pound, provided scales are certified by the Texas Department of Agriculture (TDA); otherwise produce may be sold by the piece, pint, quart, peck or another generally accepted measure of quantity.

COMPLAINT PROCESS

- Vendors or customers may file a complaint in writing to the GRHFM if they suspect a vendor is
- Violating market rules and regulations. Complaints should be submitted to the GRHFM in person or via email and include the reporter's name, phone number and a description of the complaint. The GRHFM will determine any course of action that may be needed in order to resolve the issue.

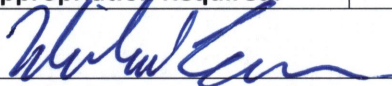
GRIEVANCES

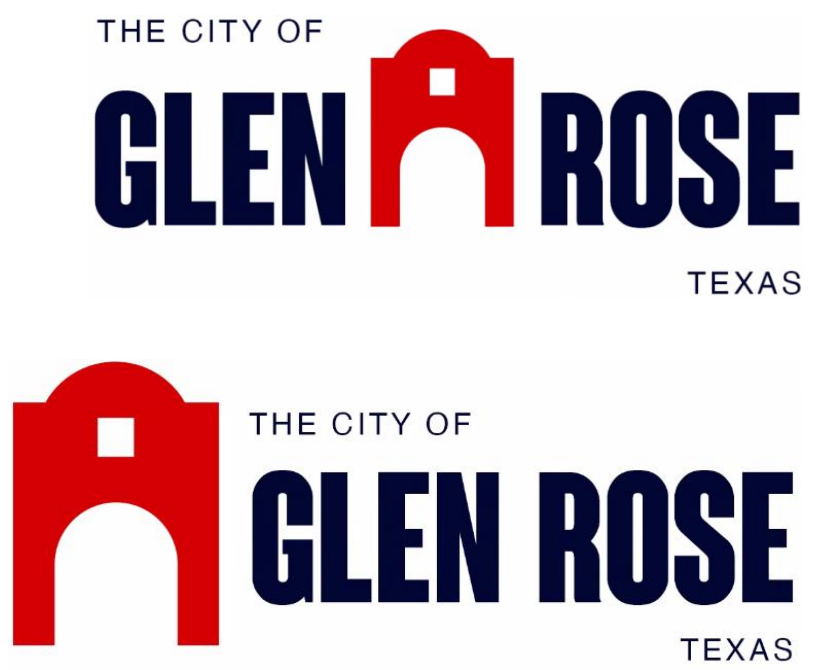
- All vendors agree that they understand and will adhere to the GRHFM Guiding Principles to participate in the market. In the case of infractions that may result in suspension or termination a written notice of the action to be taken will be provided to the vendor. The vendor may appeal, in writing, the action to be taken within 3 days prior to becoming effective. The Glen Rose Historic Farmers Market reserves the right to refuse space to any vendor at any point within the year.



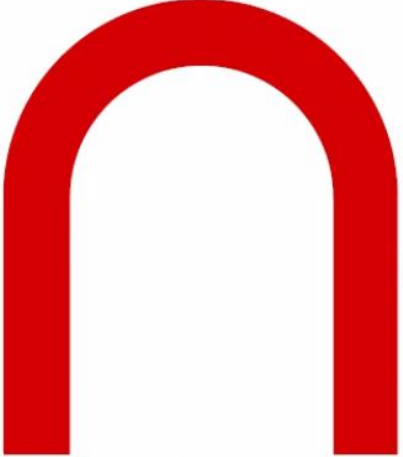


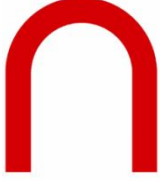
CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on proposed City logo. (D. Conrad)		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	Councilwoman Conrad has asked for another opportunity to continue to discuss possibilities for a new City logo.		
RECOMMENDED ACTION:			






**GLEN
ROSE**

 THE CITY OF
GLEN ROSE
TEXAS



THE CITY OF

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THE CITY OF

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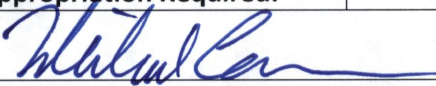
TEXAS







CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion concerning Rock Ridge Estate Subdivision matters.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:	Discussion on Rock Ridge Estates		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:	The City is currently dealing with several items related to the Rock Ridge Estates subdivision. Mayor Douglas asked that this agenda item be included in the June 14, 2022 Meeting to allow Council to discuss those items. For more details, please see the attached Discussion on Rock Ridge Estates. Staff is asking Council to provide guidance regarding some of the items at hand. Once guidance is provided, where Council action is required, staff will bring those matters back to Council at a future meeting, perhaps as soon as the June 28th Council Meeting.		
RECOMMENDED ACTION:			

DISCUSSION ON ROCK RIDGE ESTATES

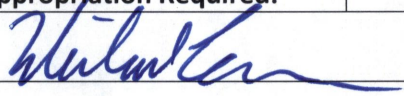
At the May 10, 2022 Council Meeting, the Council declined to take action on a request by the engineering firm working on the Rock Ridge Estates subdivision to abandon a utility easement the City had previously secured for a water main going from Tom Rumph Road to West Gibbs Blvd. That line has been abandoned and water service to West Gibbs Blvd is now being provided through recently installed Rock Ridge Estates water mains. The developer needed the City to abandon the line to allow them to do grade work for the subdivision. Before the City agreed to abandon the line, the contractor was required to relocate a fire hydrant on the line beside First Baptist Church to a location equally near the church on West Gibbs Blvd.

When discussing the abandonment of the easement at the last Council Meeting, a question was asked as to whether or not arrangements had been made for a right-of-way that would allow the extension of Tom Rumph Road into the subdivision in keeping with the recommendation for such an extension in the City's Comprehensive Plan. It was reported that initially the developer had been open to allowing the City to purchase a lot to allow for the extension, but later changed his mind and didn't want to have such an extension. The way the road and Rock Ridge Estates lots align, a replat of 3 lots would be required to accommodate the City's needs. If there are contracts on any of those lots, it would make such an undertaking very difficult. Also, at one point Engineer Chris Hay had expressed concerns about the feasibility of an extension due to the changes in grade. Since then, at the request of staff he has taken a closer look and has said that an extension would be feasible, but that it would require either a wide area for a slope up to the street or retaining walls. Either would be expensive. He has been asked to provide a rough budget to help the Council decide if it is worthwhile to take the action needed to keep the option of extending Tom Rumph Road into Rock Ridge Estates, at some point in the future, viable.

The developer has been anxious to obtain a letter of acceptance from the City so subdivision lots can be sold. There are still several items that have not been completed, some of which relate to drainage issues which are a source of concern due to past flooding in the Golden Heights Subdivision, which is downstream from Rock Ridge Estates. Staff wants to make sure site drainage complies with the plans originally approved by Engineer Chris Hay which requires some of the drainage be diverted away from the Golden Heights Subdivision down a drainage ditch which empties directly into Wheeler Branch..



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Executive Session: Tx Gov't Code Section 551.071 Consultation with Attorney – Pending Litigation		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

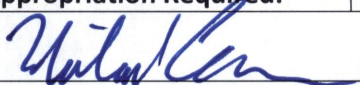


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Executive Session: Tx Gov't Code 551.071 Consultation with Attorney – Contemplated Litigation		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Executive Session: Tx Gov't Code 551.074 – Personnel Matters – City Attorney		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

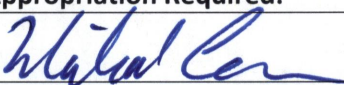


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding item discussed in Executive Session: Pending Litigation		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

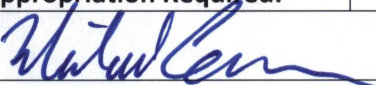


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding item discussed in Executive Session: Contemplated Litigation		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	06/14/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding item discussed in Executive Session: Personnel - City Attorney		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	06/06/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			