

CITY COUNCIL REGULAR MEETING

Tuesday, September 13, 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: 810 1322 9103 • Passcode 207935 • or dial 1-346-248-7799

CALL TO ORDER

INVOCATION

PLEDGES OF ALLEGIANCE

ROLL CALL

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

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:

1. **Section 551.071 Consultation with Attorney** – City Administrator Contract

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

2. Discussion, consideration, and possible action regarding item discussed in Executive Session: City Administrator's Contract

INDIVIDUAL ITEMS FOR CONSIDERATION

3. Discussion, consideration, and possible action on nominating and/or appointing Tourism Department Advisory Board members
4. Discussion, consideration, and possible action on request by James Cagle of Oaktree Assetts, LLC for a variance for the Squaw Valley Estates plat from the the Subdivision Ordinance requirement that a cul-de-sac not exceed six hundred feet in length

5. **PUBLIC HEARING**

Public hearing on a proposed ordinance amending the City of Glen Rose Code of Ordinances, Chapter 10 *Subdivision Regulation*

6. Discussion consideration and possible action on Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 10 *Subdivision Regulation*
7. Discussion, consideration, and possible action on direction regarding the City's Comprehensive Plan Update.

PUBLIC HEARINGS

- [8.](#) Public hearing on the proposed 2022 Ad Valorem Tax Rate
- [9.](#) Public hearing regarding a request to rezone 309 Sam Houston St (Hwy 144), Glen Rose, TX 76043; legally described as Acres 0.413, Abst A41, RAILROAD, BLOCK 1, LOT 10, 11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).
- [10.](#) Public hearing regarding a request to rezone 401 Sam Houston St, Glen Rose, TX 76043; being legally described as Acres 0.321, Abst A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).

INDIVIDUAL ITEMS FOR CONSIDERATION

- [11.](#) Discussion, consideration, and possible action on Ordinance Adopting the City's 2022 Ad Valorem Tax Rate
- [12.](#) Discussion, consideration and possible action regarding a request to rezone 309 Sam Houston St (Hwy 144), Glen Rose, TX 76043; being legally described as Acres 0.413, Abst A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).
- [13.](#) Discussion, consideration and possible action regarding a request to rezone 401 Sam Houston St, Glen Rose, TX 76043; being legally described as Acres 0.321, Abst A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District.)
- [14.](#) Discussion, consideration, and possible action on a Sewer System Grease Management Ordinance
- [15.](#) Discussion, consideration, and possible action regarding a resolution establishing an Employee Benefit Trust and authorizing the City Administrator and City Secretary to execute a Trust Agreement on behalf of the City of Glen Rose
- [16.](#) Discussion, consideration, and possible action regarding approval of employee benefits for the 2022-2023 plan year
- [17.](#) Discussion, consideration, and possible action on Resolution authorizing opening an account at InterBank and signatories for the same
- [18.](#) Discussion, consideration, and possible action on Texas Municipal League Intergovernmental Risk Pool Board of Trustees election ballot
- [19.](#) Discussion, consideration, and possible action on solicitation of proposals for depository services

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.)*

- [20.](#) Consider approval or other action regarding minutes - August 9, 2022 Regular City Council Meeting
- [21.](#) Consider approval or other action regarding minutes - August 23, 2022 Regular City Council Meeting
- [22.](#) Consider approval or other action regarding an accounts payable report for payments made during August 2022

- [23.](#) Consider approval or other action regarding a financial report for August 2022

STAFF REPORTS

- [24.](#) Public Works Director Report
- [25.](#) Police Department Reports
- [26.](#) Building, Planning, and Code Enforcement Report
- [27.](#) Animal Control Report
- [28.](#) Convention and Visitors Bureau Director Report
- [29.](#) City Administrator Report
- [30.](#) City Secretary Report

MAYOR AND COUNCIL MEMBER REPORTS

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:

- [31.](#) **Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Building Official

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

- [32.](#) Discussion, consideration, and possible action regarding item discussed in Executive Session: Personnel
- Building Official

ADJOURN

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

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

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org and said notice was posted at or before 5:30 p.m. on Saturday, September 11, 2022 and remained posted for at least two hours after said meeting was convened.



STACI KING
Deputy City Secretary

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

by _____ . _____



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	<i>Executive Session - In accordance with Section 551.071 Consultation with Attorney – City Administrator Contract</i>		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	08/29/2022
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:	9/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding item discussed in Executive Session: City Administrator's Contract		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	08/29/2022
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:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on nominating Tourism Department Advisory Board Members. (Mayor Douglas)		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	09/02/2022
EXHIBITS:	Discussion on Appointment of Tourism Department Advisory Board; Interlocal Agreement for HOT Services		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Recently when Mayor Douglas and staff were consulting with City Attorney Lowry the terms of the Interlocal Agreement on HOT Revenue Services, it was mentioned that the advisory board required by the agreement (item II. D) exists, but other than agreeing to have Councilwoman Walker represent the City on that Board, the City Council hasn't ever nominated any other members . City Attorney Lowry advised that the City Council take the action needed to come into compliance with the terms of the agreement.			
RECOMMENDED ACTION: 			

DISCUSSION ON APPOINTMENT OF TOURISM DEPARTMENT ADVISORY BOARD

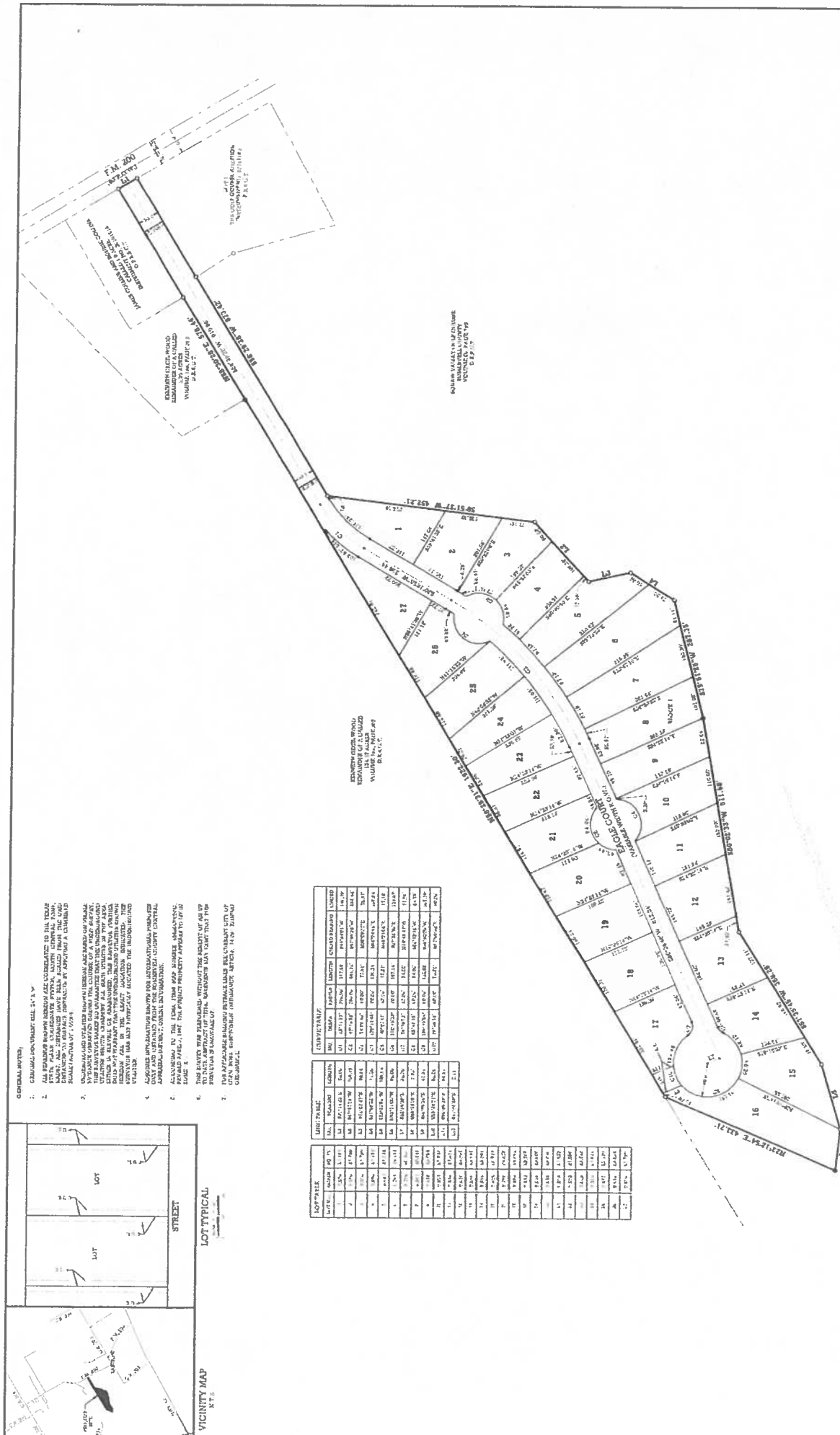
Following is Section II. D of the Interlocal Agreement for Hotel Occupancy Tax Services:

City and County agree to nominate a nine-person Advisory Board to guide the Tourism Department on budgetary items. This Board shall consist of (one) City Councilmember, (one) County Commissioner, (one) City Hotelier, (one) City Short Term Lodging, (two) County Short Term Rental, (one) Attraction, (one) Tourism Business on Hwy 67, and (one) Downtown Business. The Tourism Administration must meet with the Board a minimum of once a month in an advisory capacity to make plans concerning City and County Tourism to be recommended to the Commissioners Court.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on request by James Cagle of Oaktree Assetts, LLC for a variance for the Squaw Valley Estates plat from the Subdivision Ordinance requirement that a cul-de-sac not exceed six hundred feet in length.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	09/02/2022
EXHIBITS:	Preliminary plat of Squaw Creek Valley Estates		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Previously this matter of a variance for an extra long cul-de-sac came up when the preliminary plat for Squaw Valley Estates was being reviewed by the Council. The agenda item didn't address the granting of a variance for the non-conforming cul-de-sac, so that item is being brought back to the Council for its consideration. The concerns created by the excessive length of the cul-de-sac are mitigated by the addition of two strategically placed circular turn arounds.			
RECOMMENDED ACTION: Move to approve request for a variance.			





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Public hearing on a proposed ordinance amending the City of Glen Rose Code of Ordinances, Chapter 10 Subdivision Regulation		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	9/02/2022
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:	09/13/2022		
AGENDA SUBJECT:	Discussion consideration and possible action on Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 10 <i>Subdivision Regulation</i>		
PREPARED BY:	City Administrator Leamons	Date Submitted:	9/02/2022
EXHIBITS:	Ordinance Amending Subdivision Ordinance; Discussion		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Attached is an Ordinance Amending the Subdivision Ordinance and discussion concerning the same. This should be the final step in a process that began earlier this year of updating the City's Subdivision Ordinance to comply with State law and strengthening it to provide a better tool for regulating development.			
RECOMMENDED ACTION: Move to approve or deny as presented.			

DISCUSSION ON ORDINANCE AMENDING SUBDIVISION ORDINANCE

This is a process that started many months ago when it was recognized that the City's Subdivision Ordinance needed to be improved to become a better tool for regulating growth and to comply with State legislation passed in 2019 requiring plats be approved within 30 days. An associate of former Building Official Reeves, who worked for the City of Stephenville, informed Reeves that Stephenville had recently totally overhauled their subdivision Ordinance and recommended, rather than reinventing the wheel, the City of Glen Rose should use their ordinance as a template. Upon reviewing the Stephenville Ordinance, staff (former Building Official Reeves, Building Official Holder, and City Administrator Leamons) realized this was an enormous undertaking and decided to approach the task in a piecemeal fashion.. Staff believed upgrading the Subdivision Ordinance's construction standards was the highest priority, so with the help of Engineer Chris Hay, revisions related to that topic were proposed, submitted to the P&Z, and then submitted to and approved by the City Council on June 14, 2022. A major component of the upgrade in construction standards was the adoption of the iSWM Criteria Manual for Site Development and Construction, Revised January 14, 2015, as developed by the North Central Texas Council of Governments (NCTCOG).

Staff then began working on the importing the Stephenville Ordinances plat and construction provisions. While working on these aspects of the Ordinance, City Attorney Lowry asked that the City adopt a variance procedure for the Subdivision Ordinance. Former Building Official Reeves and City Administrator Leamons presented the content now being presented to the Council for approval to the Planning and Zoning Commission (P&Z) at their August 18th Meeting. The P&Z recommended the changes be approved.

The Stephenville Ordinance is much more detailed than the Glen Rose Ordinance. The ordinance patterned on the Stephenville Ordinance being presented to you, minus the construction standards (which we've already addressed), is 94 pages long. Our current Ordinance excluding construction standards is 20 pages long.

One deficiency observed by staff concerning our current ordinance is the lack of deadlines and expiration dates. Under our current Ordinance, once something is started it can be dragged out indefinitely. Not so under the Ordinance being presented to you.

The Ordinance under consideration complies with the State's 30 day deadline for plat approval by creating a detailed submission process. The plat has to be deemed "administratively completed" before it is filed. Additionally, under the Ordinance, the P&Z will identify one meeting date each month when it will accept plat applications for consideration. The date of the meeting when a plat is accepted for review starts the 30 day clock ticking. Previously, TML legal staff had informed City staff that this is the strategy most cities are employing to satisfy the new legislative 30 day requirement while providing the City with enough time to properly process and review the plat application.

Texas Local Government Code 212.006(a) states that, "The municipal authority responsible for approving plats under this subchapter is the municipal planning commission or, if the municipality has no planning

commission, the governing body of the municipality. The governing body by ordinance may require the approval of the governing body in addition to that of the municipal planning commission.” The Ordinance being presented to you is based on the Stephenville model whereby the P&Z approves plats. As you know, under our current Ordinance, the P&Z reviews plats and makes a recommendation, but the City Council approves plats. Former Building Official Reeves Stephenville associate indicated having the P&Z approve plats worked well for them. That process saves time for staff (they only have to prepare for one meeting instead of two) and applicants (they only have to attend one meeting instead of two). This arrangement also provides the applicant with the ability to appeal to the City Council if the application is rejected by the P&Z. And, finally, it reduces the demands on Council Meeting time. When this portion of the Ordinance was discussed with the P&Z, they thought leaving the final authority with the P&Z as outlined in the above section of the Texas Local Government Code would be better than the City’s current two-step process.

Finally, the variance process requested by City Attorney Lowry is included in the Ordinance before you in Article 10.07; however, that process is identified as the granting of waivers rather than variances.

ORDINANCE NO. 2022.09.13. __

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, AMENDING THE CITY'S SUBDIVISION ORDINANCE; REQUIRING COMPLIANCE; ESTABLISHING A FINE OF UP TO FIVE HUNDRED DOLLARS (\$500.00) FOR EACH VIOLATION; PROVIDING FOR REPEALING, SEVERABILITY AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; REQUIRING PUBLICATION; AND, ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, in 2019 the State Legislature adopted H.B. 3167 implementing new requirements concerning plat approvals; and

WHEREAS, since then the City of Stephenville has updated its Subdivision Ordinance to comply with H.B. 3167; and

WHEREAS, rather than go through the tedious process of line-by-line bringing the Glen Rose Ordinance into compliance with the requirements of state law, staff revised the City's Subdivision Ordinance to incorporate most of the provisions found in the City of Stephenville Ordinance and have submitted the end product for consideration and adoption by the City Council; and

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, to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality, the City Council has determined to amend the City's Subdivision Ordinance to incorporate most of the provisions found in the City of Stephenville's Subdivision Ordinance.

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

**SECTION 1
INCORPORATION OF RECITALS**

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

**SECTION 2
CREATE ARTICLE 10.09 MISCELLANEOUS PROVISIONS
RELOCATE SEC. 10.01.001 MODEL SUBDIVISION**

Article 10.09 *Miscellaneous Provisions* is hereby created and adopted.

Sec. 10.01.001 *Model subdivision rules of state water development board* shall be relocated from Article

10.01 *General Provisions* to Article 10.09 *Miscellaneous Provisions* and redesignated as Sec. 10.09.001 *Model subdivision rules of state water development board*.

SECTION 3

RETITLE ARTICLE 10.02 "SUBDIVISION ORDINANCE" AS "DECISION MAKER AUTHORITY"

Article 10.02 *Subdivision Ordinance* shall be retitled as Article 10.02 *Decision-Maker Authority*.

SECTION 4

REPEAL CERTAIN SECTIONS OF CHAPTER 10 *SUBDIVISION REGULATION*

The following sections of the City of Glen Rose, Chapter 10 *Subdivision Regulation* are hereby repealed:

- 10.02.001 Division of land to be under supervision of city
- 10.02.002 Withholding improvements
- 10.02.003 Scheduling and consideration
- 10.02.004 Date of filing of plat
- 10.02.005 Definitions, Interpretation
- 10.02.006 Penalty
- 10.02.031 Procedures for Subdivision
- 10.02.032 Annexation
- 10.02.033 Zoning
- 10.02.036 Fees
- 10.02.038 Land Study
- 10.02.039 Enforcement
- 10.02.071 Preliminary Plat
- 10.02.072 Engineering plans
- 10.02.073 Final plat and plans
- 10.02.074 Submittals required for construction
- 10.02.075 Subdivision construction
- 10.02.076 Acceptance of subdivision
- 10.02.077 As-built plans
- 10.02.078 Issuance of building permits
- 10.02.079 Filing of plat
- 10.02.080 Amending plat, minor plat, or minor replat, except for Sec. 10.02.080(a)(1)

SECTION 5

RELOCATE SEC. 10.02.080(a)(1) TO 10.04.007(c)

The requirements for a minor plat as found in Sec. 10.02.080(a)(1) of Chapter 10: *Subdivision Regulation* is, hereby, relocated to Sec. 10.04.007(c) of the provisions adopted under Section 6 of this Ordinance.

SECTION 6

ADOPTION ARTICLES 10.01 THRU 10.05

Articles 10.01 through 10.05 are hereby adopted as written below:

ARTICLE 10.01 GENERAL PROVISIONS

10.01.001 Title

This Ordinance and subsequent regulations of the City of Glen Rose, Texas shall be known as, and may be cited and referred to as, the "Subdivision Ordinance."

10.01.002 Authority

This Subdivision Ordinance and subdivision regulations are adopted pursuant to the authority granted by the U.S. Constitution, the Texas Constitution, and the laws of the State of Texas, specifically including Chapter 212 of the Texas Local Government Code (TLGC). All property subdivided into lots, blocks, or streets, or property to be re-subdivided, within the City Limits or within its Extraterritorial Jurisdiction (ETJ) shall hereafter be laid out subject to the approval of the City as outlined within this Subdivision Ordinance.

10.01.003 Purpose

These regulations shall be administered so as to achieve the following specific purposes:

a) Specific Purposes of the Subdivision Ordinance.

- 1) Provide for the orderly, safe and healthful development of the area within the City and its ETJ and provide for adequate public facilities;
- 2) Promote the health, safety and general welfare of the community;
- 3) Establish orderly policies and procedures to guide development of the City;
- 4) Provide for the establishment of minimum specifications for construction and engineering design criteria for public infrastructure reduce inconveniences to residents of the area, and to reduce related unnecessary costs to the City for correction of inadequate facilities that are designed to serve the public;
- 5) Ensure that development of land and subdivisions shall be of such nature, shape and location that utilization will not impair the general welfare;
- 6) Protect against the dangers of fires, floods, erosion, landslides, or other such menaces;
- 7) Provide proper utilities and services for adequate drainage, water supply, and disposal of sanitary and industrial waste; to furnish adequate sites, convenient to schools, parks, playgrounds, and other community services, respecting topography and existing vegetation so that the natural beauty of the land shall be preserved;
- 8) Coordinate new development realistically and harmoniously with existing development;
- 9) Protect and conserve the value of land throughout the City;
- 10) Provide the most beneficial circulation of vehicle and pedestrian traffic throughout the City, and to provide for the proper location and width of streets;
- 11) Establish reasonable standards of design and procedures for the development and redevelopment, provide for the orderly layout and use of land;
- 12) Ensure proper legal descriptions and documentation of subdivided land;
- 13) Ensure public facilities with sufficient capacity to serve the proposed subdivision are available for every building site, and to provide public facilities for future development;
- 14) Ensure the adequacy of drainage facilities; and encourage the wise use and management of natural resources throughout the City in order to preserve the integrity, stability, and beauty of the community;
- 15) Preserve the topography of the City and ensure appropriate development with regard to natural features;
- 16) Ensure that new development adequately and fairly participates in the dedication and construction of Public Improvements and infrastructure that are necessitated by or

attributable to the development or that provide value or benefit that makes the development feasible; and

- 17) Address other needs necessary for ensuring the creation and continuance of a healthy, attractive, safe and efficient community that provides for the conservation, enhancement and protection of its human and natural resources.

10.01.004 Applicability

- a) General. It is hereby declared to be the policy of the City to consider the subdivision and development of land, as subject to the control of the City, in order to carry out the purpose of the Comprehensive Plan, and to promote the orderly, planned, efficient and economical development of the City.
- b) Subdivision and Development of Land Policies.
 - 1) Land shall not be subdivided or developed until proper provision has been made for drainage, water, wastewater, transportation and other facilities required by these regulations.
 - 2) All public and private facilities and improvements shall be of at least the capacity necessary to adequately serve the development and shall conform to and be properly designed in accordance with the Comprehensive Plan of the City.
 - 3) These regulations shall supplement, and facilitate the enforcement of, provisions and standards found in the City's Zoning Ordinance and building codes.
- c) Requirement to Plat. Platting is required for the following purposes:
 - 1) To create a building site on a single lot or tract;
 - 2) To construct or enlarge any exterior dimension of any building, structure, or improvement on land without an existing Plat;
 - 3) To subdivide land to divide a lot or tract into two or more parcels for development of the parcels;
 - 4) To combine lots or tracts;
 - 5) To amend a Plat; or
 - 6) To correct errors on an approved and recorded Plat.
- d) Plat Required.
 - 1) Subdivision Plats Required per TLGC 212 Subchapter A (all plats except Development Plats).
 - A) In accordance with TLGC Section 212.004, the owner of a tract of land located within the city limits or in the ETJ who divides the tract in two (2) or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a Plat of the subdivision prepared.
 - B) A division of a tract under this subsection includes a division regardless of whether it is made by using a metes and bounds description in a deed of conveyance or in a contract for a deed, by using a contract of sale or other executory contract to convey, or by using any other method.
 - C) A division of land under this subsection does not include a division of land into parts greater than five (5) acres, where each part has access and no Public

Improvement is being dedicated.

2) Development Plats Required per TLGC 212 Subchapter B.

- A) Any person who proposes the development (any new construction or the enlargement of any exterior dimension of any building, structure, or improvement) of a tract of land located within the limits or in the ETJ of the City shall have a Development Plat of the tract prepared in accordance with TLGC 212 Subchapter B and this Subdivision Ordinance. (See Sec. 10.04.011 Development Plat for requirements.)
- B) Whenever a property owner proposes to divide land within the City or its ETJ into two (2) or more tracts, and claims exemption from TLGC 212 Subchapter A for the purposes of development, that results in parcels or lots all greater than five (5) acres in size, a Development Plat shall be required.
- C) In the event that development of any tract of land is intended, and where no Public Improvement is proposed to be dedicated, the Applicant shall first obtain approval of a Development Plat.
- D) No Development Plat is required when the land has an approved Final Plat, Minor Plat, Replat, or Amending Plat.

e) Exemptions to the Requirement to Plat. The following are exemptions to the platting requirements found in Section C above:

- 1) Use of existing cemeteries complying with all State and local laws and regulations;
- 2) Dedication of an easement or Right-of-Way by a separate document recordable in the county records if approved by the City; and
- 3) Divisions of land created by order of a court of competent jurisdiction.

10.01.005 Compliance required

Compliance with the latest version of all City ordinances, policies, and plans pertaining to the subdivision and development of land, as listed below, as well as applicable State and Federal regulations, shall be required prior to the approval of any Application pursuant to this Subdivision Ordinance:

- a) Comprehensive Plan, including all associated maps and plans
- b) Subdivision Ordinance
- c) iSWM Criteria Manual for Site Development and Construction (except for Section 3.2 Water Quality Protection)
- d) Zoning Ordinance
- e) International Family of Building Codes
- f) International Fire Code
- g) Thoroughfare Plan
- h) Other applicable portions of the City's Code of Ordinances
- i) North Central Texas Council of Government's (NCTCOG) Public Works Construction Standards.

10.01.006 Public improvements required

- a) *Requirements.* The subdivider shall furnish, install and/or construct the Public Improvements (e.g., water and wastewater systems and the street and drainage facilities, including any offsite Public Improvements or private improvements) necessary for the proper development of the subdivision. All such facilities shall be designed and constructed in accordance with the requirements of this Subdivision Ordinance and Section 1001.407 "Construction of Certain Public Works" of the Texas Occupation Code, and any other standards, specifications, and drawings as may be hereafter adopted and approved by the City Council.

- b) *Facilities Sizing.* The subdivider may be required to furnish, install, and/or construct public improvements of greater size or capacity than required by this Subdivision Ordinance should the City deem such necessary or advisable to provide for future growth and expansion and agree to pay for all the costs associated with the increase in size or capacity.
- c) Development Agreement.
 - 1) Cases that Require a Development Agreement.
 - A) The Subdivider shall be required to enter into a Development Agreement with the City that shall govern the Subdivision if there are any public improvements, pro rata payments, escrow deposits or other future considerations, or variances are granted to this Subdivision Ordinance, or if the City participates in the cost of any public improvements, or if there are nonstandard development regulations.
 - B) This Development Agreement shall be based upon the requirements of this Subdivision Ordinance, and shall provide the City with specific authority to complete the improvements required in the Development Agreement in the event of failure by the developer, and to recover the full costs of such measures.
 - 2) The Development Agreement shall be a legally binding agreement between the City and the Subdivider and shall specify the individual and joint responsibilities of both the City and the Subdivider.
 - 3) The Development Agreement shall contain:
 - A) As appropriate, provisions for pro rata payments, City participation in community facilities, escrow deposits or other payments for future facilities, variances granted to this chapter, and other particular aspects of the proposed Subdivision;
 - B) Authority for the City to withhold building permits, put a hold on construction and inspections in the event of breach by the Subdivider;
 - C) Provisions for financial security (see Sec. 10.05.005 *Security for Completion of Improvements*);
 - i. Insurance requirements in accordance with the City's requirements for public works projects; and
 - ii. An indemnification clause by which the Subdivider shall agree to hold the City harmless against any claim arising out of the proposed Subdivision or any actions taken therein.
 - 4) The City may provide a standard-form Development Agreement that may be approved by the City Administrator. In the event that either party desires not to enter into the standard-form Development Agreement, then a Subdivision-specific Development Agreement will be negotiated and will be subject to City Council approval before execution.

10.01.07 Special provisions for enforcement.

- a) Plat Filing Requirement.
 - 1) A Subdivision Plat shall not be filed or recorded until it has been approved by the City and all Public Improvements have been accepted by the City, and any such actual recording shall be void unless such approval shall be endorsed on the face of the Plat as hereinafter provided.
 - 2) Sec. 10.01.007(a)(1) above shall not apply to a Minor Plat or an Amending Plat.

- 3) No lot shall be sold or transferred until a Plat is approved or recorded.
- b) Water and Wastewater (Sanitary Sewer) System Requirement. No building permit shall be issued by the City for any structure on any lot without connection to the City's existing or proposed wastewater facilities or without a City approved water source. See Sections 10.06.001(c) and 10.06.001(d) for exemptions.
- c) No building permit shall be issued by Final Plat or Development Plat Required for Building Permits. the City for any structure on a lot in a Subdivision for which a Final Plat or Development Plat has not been approved and filed for record, nor for any structure on a lot within a Subdivision that the standards contained herein or referred to herein have not been complied with in full.
- d) Compliance with Standards Required. The City shall not authorize any other person to nor shall the City itself repair, maintain, install or provide any streets or public utility services in any Subdivision for which the standards contained herein or referred to herein have not been complied with in full.
- e) Dedications.
- 1) Refusal or denial of a Plat by the City Council shall be deemed a refusal by the City to accept the offered dedications shown thereon.
 - 2) Approval of a Plat shall not impose any duty upon the City concerning the maintenance or improvement of any such dedicated parts until the proper authorities of the City have actually appropriated the same by final acceptance.
 - 3) Any such dedication, before or after actual appropriation may be vacated by the Council in any manner provided by law.
- f) Services Prohibited to Subdivision. The City shall not authorize any other person to, nor shall the City itself sell or supply any utility service such as water, gas, electricity, telephone, cable, communication or wastewater service within a Subdivision for which a Final Plat has not been approved or filed for record, nor in which the standards contained herein or referred to herein have not been complied with in full.
- g) Action in a Court. On behalf of the City, the City Attorney shall, when directed by the City Council, institute appropriate action in a court of competent jurisdiction to enforce the provisions of this Subdivision Ordinance or the standards referred to herein with respect to any violation thereof which occurs within any area subject to all or a part of the provisions of this Subdivision Ordinance.
- h) Abutting Owner or Lessee Action. In addition thereto, any abutting owner or lessee or other person prejudicially affected by the violation of the terms of this Subdivision Ordinance may resort to any court of competent jurisdiction for any writ or writs, or to obtain such relief, either in law or equity, as may be deemed advisable in these premises.
- i) Non-Compliant Subdivision or Subdivision without a Final Plat. If any Subdivision exists for which a Final Plat has not been approved or in which the standards contained herein or referred to herein have not been fully complied with, the City Council shall pass a resolution reciting the facts of such non-compliance and failure to secure Final Plat approval, and reciting the fact that the provisions of this Section will apply to the Subdivision and the lots therein.

- 1) The City Secretary shall, when directed by the City Council, cause a certified copy of such resolution under the corporate seal of the City to be filed in the Deed of Records of the County.
- 2) If full compliance and Final Plat approval are secured after the filing of such resolution, the City Secretary shall forthwith file an instrument, in the Deed of Records of the County stating that the provisions of this section no longer apply.

10.01.08 Extraterritorial jurisdiction (ETJ).

- a) Subdivision Regulations Extend into the ETJ. Subdivision Regulations as they now exist or may hereafter be amended, are hereby extended to all of the area lying within the ETJ of the City and the rules and regulations within said Subdivision Regulations governing Plats and Subdivision of land shall be applicable to such area within said extraterritorial jurisdiction from and after the date of final passage of this Subdivision Ordinance.
- b) Subdividing. No person shall subdivide or plat any tract of land into two or more parcels of land within the ETJ of the City except in conformity with the provisions of this Subdivision Ordinance.

10.01.009 Violations and fines.

Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of the Subdivision Ordinance shall be fined not more than five-hundred dollars (\$500.00) for each violation. Each day that a violation is permitted to exist shall constitute a separate offense.

10.01.010 Summary of general subdivision procedure.

Any owner or Developer of any lot, tract, or parcel of land located within the corporate limits of the City or within its ETJ who wishes to subdivide such land shall conform to the following procedure.

- a) General Overview of the Platting Process.
 - 1) Pre-Application Meeting between the Applicant and City Staff (Optional).
 - 2) Preliminary Plat Submittal.
 - 3) Construction Plans Approval.
 - 4) Construction of Improvements.
 - 5) City Inspection of Subdivision.
 - 6) Final Document Submittal.
 - 7) Final Plat Approval.
 - 8) City Signs the Final Plat.
 - 9) Final Plat Filed with County.
 - 10) Final Plat Approval without Construction, See Sec. 10.05.005
 - 11) City Issuance of "Letter of Final Acceptance" for Improvements (if improvements fail to meet City standards, then the City will enforce the developer's guarantees).
 - 12) Issuance of Building Permit.
- b) Detailed Steps. The detailed steps within each phase of the Subdivision development procedure are covered in Articles 3, 4, and 5 of this Ordinance.

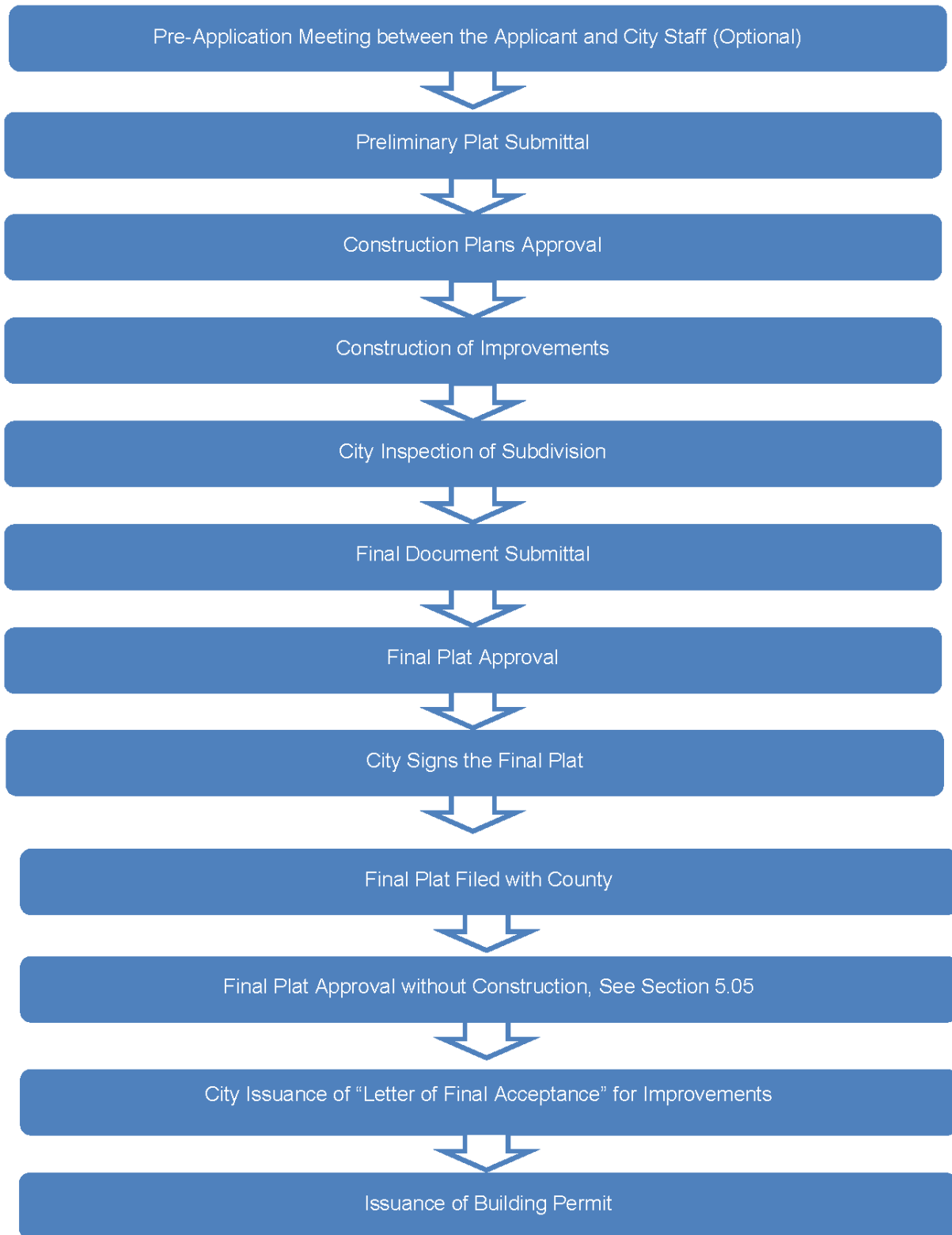


Figure 10.01.010 Summary of general subdivision procedure.

ARTICLE 10.02 DECISION-MAKER AUTHORITY

Sec. 10.02.001 City council.

- a) Establishment. The City's Code of Ordinances establishes the standards governing the City Council.
- b) Responsibilities. Table 1 is a summary of the City Council's responsibilities within the Subdivision Ordinance.

Table 1: City Council Responsibilities	
10.04.005(j)(4)	Approving/Denying an Appeal of the Commission's Decision on a Preliminary Plat Extension
10.04.006(o)(4)	Approving/Denying an Appeal of the Commission's Decision on a Final Plat Extension
10.04.010(e)	Approving/Denying a Plat Vacation
10.07.001(c)(1)(B)	Approving/Denying an Appeal of a Minor Subdivision Waiver Decision
10.07.001(c)(2)	Approving/Denying a Major Subdivision Waiver
10.07.002(c)(3)	Approving/Denying a Subdivision Proportionality Appeal
10.07.003(f)(4)	Approving/Denying a Decision by City Council on a Subdivision Vested Rights Petition
10.07.003(f)(5)	Approving/Denying an Appeal to the Council of a Decision on Subdivision Vested Rights Petition

Sec. 10.02.002 Planning and zoning commission.

- a) Establishment. The City's Code of Ordinances establishes the standards governing the Planning and Zoning Commission.
- b) Responsibilities. Table 2 is a summary of the Planning and Zoning Commission's responsibilities within the Subdivision Ordinance.

Table 2: Planning and Zoning Commission Responsibilities	
10.04.005(f)	Approving/Denying a Preliminary Plat
10.04.005(j)(4)(A)	Approving/Denying an Appeal of the Building Official's Decision on a Preliminary Plat Extension
10.04.006(o)(4)(A)	Approving/Denying an Appeal of the Building Official's Decision on a Final Plat Extension
10.04.006(h)	Approving/Denying a Final Plat
10.04.007(h)(1)	Approving/Denying a Deferral to the Commission of a Minor Plat Decision
10.04.008(g)	Approving/Denying a Replat
10.04.012	Approving/Denying a Conveyance Plat
10.04.008(g)(2)(B)	Approving/Denying a Deferral to the Commission of a Minor Replat Decision
10.04.009(g)(1)	Approving/Denying a Deferral to the Commission of an Amending Plat Decision
10.04.011(i)	Approving/Denying a Development Plat
10.07.001(c)(1)(B)	Approving/Denying an Appeal of a Minor Subdivision Waiver Decision
10.07.001(c)(2)	Approving/Denying a Major Subdivision Waiver

10.07.002(c)	Approving/Denying a Subdivision Proportionality Appeal
10.07.003(f)(3)	Approving/Denying a Decision by Commission on a Subdivision Vested Rights Petition

Sec. 10.02.003 City Administrative Staff/Responsible Official.

- a) Establishment. City Administrative Staff shall consist of the City Administrator, Building Official, City Engineer, Public Works Director and other City Staff or Consultants as designated by the City Administrator.
- b) Responsibilities. Table 3 is a summary of the City Administrative Staff responsibilities within the Subdivision Ordinance, with the Building Official taking the lead and being the Responsible Official in most instances.

Table 3: City Administrative Staff Responsibilities	
10.04.005(f)	Reviewing a Preliminary Plat
10.04.006(g)	Reviewing a Final Plat
10.04.007(g)	Approving a Minor Plat
10.04.008(g)	Reviewing a Replat
10.04.008(g)(2)(B)	Approving a Minor Replat
10.04.009(f)	Approving an Amending Plat
10.04.010(d)	Recommending a Plat Vacation
10.04.011(i)	Reviewing a Development Plat
10.05.001(c)(1)	Approving Construction Plans
10.05.001(h)(2)	Approving an Extension of Construction Plans beyond Expiration Date
10.05.002	Attending a Pre-Construction Meeting
10.05.003	Approving a Construction Release
10.05.005(c)	Recommending Development Agreements and Security for Completion
10.05.006(a)	Scheduling and Approving Inspection of Public Improvements
10.07.001(c)(1)	Approving a Minor Subdivision Waiver (as applicable)
10.07.002	Reviewing a Subdivision Proportionality Appeal
10.07.003(f)(2)	Approving a Decision by the Responsible Official on a Subdivision Vested Rights Petition

ARTICLE 10.03 APPLICATION SUBMITTAL, PROCESSING, AND PROCEDURES

Sec. 10.03.001 General application processing.

- a) Initiation of Application.
 - 1) Initiation by Owner or Owner's Agent.
 - A) Unless provided by this Subdivision Ordinance, any petition or Application may be initiated only by the property owner, owner of an interest in the land, or by the owner's designated agent.
 - B) If the Applicant is a designated agent, the Application shall include a written statement from the property owner authorizing the agent to file the Application on the owner's behalf.
 - C) The Building Official may require submission of documents, such as an affidavit from the owner, to provide evidence of ownership or agency.

- 2) Initiation by City Building Official. The City Building Official can initiate any Application authorized under this Subdivision Ordinance.
- b) Waiver of Application Information. The Building Official may initially waive the submission of any information in the Application and accompanying materials that are not necessary due to the scope and nature of the proposed activity.
- c) Universal Application Contents.
 - 1) Application Forms Generally. The City is hereby authorized to prepare Application Forms that include information requirements, checklists, architectural or engineering drawing sizes, Applicant contact information, and any other information necessary to show compliance with City codes.
 - 2) Information for All Applications. All Applications shall contain the following information and shall be signed under oath stating that the Applicant believes the information contained therein is true to the best of his or her knowledge:
 - A) Identification of property owner and authorized agent;
 - B) Description of the property including state plane correlated data and the nature of the development that is the subject of the application;
 - C) Identification of all zoning classifications (inside the City only) for the property;
 - D) Identification of all pending legislative applications for the property;
 - E) Identification of decisions on all quasi-judicial or administrative Applications for the property that remain in effect;
 - F) Identification of all accompanying Applications;
 - G) Identification of all pending or accompanying requests for relief;
 - H) Demonstration of compliance with prior approved permits; and
 - I) Application signed by the owner of an interest in the land subject to the Application, or the owner's designated agent.
 - 3) All Application Forms are available at City Offices or on City's official website.
- d) Development Application Handbook. The Building Official may create, manage, and update a Development Application Handbook, which shall be a collection of Application Forms that the Building Official has created per Sec. 10.03.001(c)(1).
- e) Universal Application Fees.
 - 1) Every Application shall be accompanied by the prescribed fees set forth in the adopted Fee Schedule.
 - 2) The prescribed fee shall not be refundable, except when the City Council waives the Application fee for resubmission of an approval that was denied.
 - 3) The Fee Schedule may be amended from time to time per procedures established by the City Council.
- f) Payment of all Indebtedness Attributable to the Subject Property.
 - 1) No Application shall be accepted or reviewed for completeness from a person who owes delinquent taxes, assessments, any fees, or is otherwise indebted to the City until the taxes, assessments, debts, or obligations shall have been first fully discharged by payment, or until an arrangement has been made for the payment of such debts or obligations.
 - 2) It shall be the Applicant's responsibility to provide evidence or proof that all taxes, fees,

etc. have been paid, or that other arrangements have been made for payment of said taxes, fees, etc.

- g) **Modification of Applications.** The Applicant may modify any complete Application following its Official Vesting Date and prior to the expiration of the period, if any, during which the City is required to act on the Application.
 - 1) **Modifications Requested by the City.** If the modification is for revisions requested by the City, and the modification is received at least five (5) business days prior to the time scheduled for decision on the Application, then the Application shall be decided within the period for decision prescribed by this Subdivision Ordinance.
 - 2) **Modifications not Requested by the City.**
 - A) In all other instances (e.g., when the Applicant chooses to submit a revised Application of his/her own accord because of a change in development decisions), submittal of a modified Application shall extend the time for deciding the Application for a period equal to the time specified in this Subdivision Ordinance to decide the original Application.
 - B) The extension of the time for deciding the Application shall commence on the date the modified Application is submitted.
 - i. For Plat Applications, a modified Application shall be accompanied by a properly executed Waiver of Right to 30-Day Action.
- h) **Action by Responsible Official.**
 - 1) **Circulate and Compile Comments.** After the determination of completeness has been established, the Building Official shall circulate the Application to all other administrative officials and departments whose review is required for a decision on the Application and shall compile the comments and recommendations of the officials.
 - 2) **Decision Rendered, If Applicable.** The Building Official shall render a decision in the time prescribed for the applicable Application, if the official is the Decision-Maker for the Application.
 - 3) **Forward Application and Provide Notification.**
 - A) In cases where the Building Official is not the Decision-Maker, the Building Official shall forward the Application for review to any advisory board/commission and the final Decision-Maker, and shall prepare a report to such board or commission, or to the City Council, including the compilation of any comments and recommendations by other administrative officials.
 - B) The Building Official also shall prepare required notices and schedule the Application for decision within the time and in the manner required by this Subdivision Ordinance.
- i) **Action by the Decision-Maker.**
 - A) The Decision-Maker for the Application shall approve, approve with conditions or deny the Application within the time prescribed by this Subdivision Ordinance.
 - B) Unless otherwise prescribed by law, where the Decision-Maker is a board, commission or the City Council, the Application shall be decided by majority vote of a quorum of the members of the board, commission or the City Council.

- j) Conditions. The initial or final Decision-Maker may attach such conditions to the approval of an application as are reasonably necessary to ensure compliance with applicable requirements of this Subdivision Ordinance.

Sec. 10.03.002 Official submission date and official vesting date.

a) Official Submission Date.

- 1) A calendar of official submission dates for subdivision related Applications requiring City review and approval pursuant to TLGC Chapter 212 (if applicable) shall be published by the City thirty (30) calendar days prior to the beginning of each calendar year or within six (6) months after the adoption of this Subdivision Ordinance.
- 2) This calendar shall specify one "official submittal date" for each month.
- 3) All Applications delivered to the City on a date other than a scheduled date shall be dated received on the next Official Submission Date.

b) Official Vesting Date.

- 1) Pursuant to TLGC 245.002(a-1), an application or plan for development is considered filed on the date the Applicant delivers the Application or plan to the City or deposits the application or plan with the United States Postal Service by certified mail addressed to the City.
- 2) A certified mail receipt obtained by the Applicant at the time of deposit is prima facie evidence of the date the Application or plan was deposited with the United States Postal Service.
- 3) Every Application or plan is subject to a determination of completeness by the Responsible Official for processing the Application.

Sec. 10.03.003 Application filing and determination of completeness.

- a) Applicability. The following procedures shall apply to any subdivision related plan or Application that is required by the City and is submitted in accordance with this Subdivision Ordinance.

- b) Determination of Completeness for Subdivision Related Applications. Every required Application shall be subject to a determination of completeness by the Responsible Official for processing the application.

- 1) Acceptance Standards. The Application shall only be accepted by the Responsible Official for processing when it is accompanied by all documents required by, and prepared in accordance with, the requirements of this Subdivision Ordinance and required items stated on the Application Form. A typographical error shall not, by itself, constitute an incomplete Application.
- 2) Acceptance Procedures. A determination of completeness of an Application shall be conducted in accordance with the following procedures:
 - A) A determination of completeness shall be made by the Responsible Official not later than the tenth (10th) business day, unless otherwise specified, after the Official Vesting Date.
 - B) If the submitted Application is incomplete, then the Applicant shall be notified in writing not later than the tenth (10th) business day after the Official Vesting Date.
 - i. Such notice shall be served by depositing it in the U.S. Postal Service, or

- by electronic mail transmission, before the tenth (10th) business day following submission of the Application.
- ii. The notification shall specify the documents or other information needed to complete the Application, and shall state the date the Application will expire (see Sec. 10.03.003(e) Expiration of a Subdivision Related Application—Before Approval Decision) if the documents or other information are not provided to the City.
 - C) An Application shall be deemed complete on the eleventh (11th) business day after the Application has been received if notice is not served in accordance with Sec. 10.03.003(b)(2)(B).
 - D) If the Application is determined to be complete, the Application shall be processed as prescribed by this Subdivision Ordinance.
- 3) Acceptance shall not Constitute Compliance. A determination of completeness shall not constitute a determination of compliance with the substantive requirements of this Subdivision Ordinance.
 - 4) Acceptance shall not Guarantee Approval. There is no implied intent or guarantee that an accepted and completed Application will be approved, if after the Application is deemed complete, it is determined that the Application does not comply with this Subdivision Ordinance.
- c) Re-Submittal after Notification of Incompleteness.
- 1) If the Application is re-submitted after a notification of incompleteness, the Application shall be processed upon receipt of the re-submittal.
 - 2) The statutory 30-day time frame for Plat approvals shall begin on the date of the re-submittal.
 - 3) To the extent that the information or documents submitted is not sufficient to enable the Decision-Maker to apply the criteria for approval, the Application may be denied on such grounds.
- d) Waiver of Right to 30-Day Action. The Building Official shall be the Responsible Official to approve a Waiver of Right to 30-Day Action.
- 1) Request. An Applicant may submit in writing a Waiver of Right to 30-Day Action.
 - 2) Received.
 - A) If the Applicant is requesting a Waiver of Right to 30-Day Action, the Waiver of Right to 30-Day Action must be received by the Building Official on or before the seventh (7th) calendar day prior to the Planning and Zoning Commission meeting at which action would have to be taken (based on the 30-day requirement in State law) on the Application.
 - B) Waiver requests that are not received by that day shall not be considered properly submitted, and action shall be taken on the Application at such meeting as scheduled.
 - 3) Requirements Maintained.
 - A) Submission of a Waiver of Right to 30-Day Action, and acceptance of such waiver by the City as part of an Application, shall not be deemed in any way a waiver to any requirement within this Subdivision Ordinance.
 - B) A waiver from requirements herein is a separate and distinct process (see 7.01 Petition for Subdivision Waiver).

- e) Expiration of a Subdivision Related Application—Before Approval Decision. Pursuant to TLGC 245.002(e), a subdivision related Application shall automatically expire (ending all vesting claims) at the close of business on the forty-fifth (45th) calendar day after the Application's Official Vesting Date, if:
 - 1) The Applicant fails to provide documents or other information necessary to comply with the City's technical requirements relating to the form and content of the permit Application;
 - 2) The City provides to the Applicant, not later than the tenth (10th) business day after the date the Application is filed, written notice that specifies the necessary documents or other information, and the date the Application will expire if the documents or other information is not provided; and
 - 3) The Applicant fails to provide the specified documents or other information necessary to comply with the City's requirements relating to the Application within the time provided in the notification.
- f) Vesting Begins on the Official Vesting Date. An Application shall be vested into the standards of the Subdivision Ordinance in effect at the time of the Application's Official Vesting Date.
- g) Right to 30-Day Action for Plats Applications Begins on the Official Submission Date. The statutory 30-day time frame for Plat approvals, established by TLGC 212, shall commence on the Official Submission Date.

Sec. 10.03.004 Processing, action, and notification of application decision.

- a) Action by the Responsible Official.
 - 1) The Responsible Official for an Application shall initiate internal (i.e., City Staff) review and assessment of the Application following the City's development review procedures.
 - 2) The Responsible Official shall also, to the extent possible, work with the Applicant by advising on and communicating revisions that may be necessary to bring the Application into compliance with City regulations in preparation for consideration by the appropriate Decision-Maker.
- b) Decision. The Decision-Maker for the Application shall approve, approve with conditions, or deny the Application within the time period prescribed by this Subdivision Ordinance.
- c) Conditions Attached. The Decision-Maker may attach such conditions to the approval of an application as are reasonably necessary to ensure compliance with all applicable requirements of this Subdivision Ordinance, in which case the Application is considered denied until the conditions are satisfied.
- d) Notification of Decision. The City shall send written notice within fourteen (14) calendar days following the date of a decision on an Application.
- e) Notification of Appeal. Whenever appeal is taken from a final decision on an Application following a public hearing, or whenever the City is to consider revocation of an Application that was obtained following a public hearing, personal notice of the appeal or revocation proceeding shall be provided to the Applicant.

10.03.005 Public hearings for replat and plat vacation applications.

- a) Setting the Hearing.
 - 1) When the Responsible Official determines that an Application is complete and that a public hearing is required by this Subdivision Ordinance (see Sections 10.04.008(b) [Replat] and 10.04.010(c) [Plat Vacation]) or by State law, the official shall cause notice of such hearing to be prepared and made in accordance with State law.
 - 2) The time set for the public hearing shall conform to the time periods required by Sections 10.04.008(b) (Replat) and 10.04.010(c) (Plat Vacation) in this Subdivision Ordinance and by State law.
- b) Conduct of the Hearing.
 - 1) The public hearing shall be conducted in accordance with State law.
 - 2) Any person may appear at the public hearing and submit evidence, either individually or as a representative of an organization.
 - 3) Each person who appears at a public hearing shall state his or her name and address, and if appearing on behalf of an organization or Applicant, state the name of the organization or Applicant for the record.
- c) Record of Proceedings. The board/commission conducting the hearing shall record the proceedings using standard municipal record-keeping procedures.
- d) Notice Requirements for Replats.
 - 1) Published Notice for Replats.
 - A) Whenever published notice of a public hearing for a Replat approval before the Council and/or Commission is required under State law, or this Subdivision Ordinance, the Responsible Official shall cause notice to be published in a newspaper of general circulation in the City before the fifteenth (15th) calendar day before the date set for the required hearing.
 - B) The notice shall set forth the date, time, place and purpose of the hearing, and identification of the subject property, where the decision concerns an individual tract or parcel of land.
 - 2) Personal Notice for Replats.
 - A) Notification by Mail. Whenever personal notice of a Replat public hearing before the Council and/or Commission, is required by State law or this Subdivision Ordinance, the Building Official shall cause notice to be sent by certified mail before the tenth (10th) calendar day before the hearing date to the following:
 - i. Each owner of real property located within the original subdivision and within two hundred feet (200') of the exterior boundary of the property in question, and
 - ii. The Applicant and/or property owner.
 - B) Notification Details. The notice shall set forth the name of the Applicant, the time, place and purpose of the hearing, identification of the subject property.
 - i. Notice shall be sent to each owner indicated on the most recently approved municipal tax roll for land inside the City limits, and, when required by State law, on the most recently approved County tax roll for land in the ETJ. For recently annexed land that is not included on the most recently approved City or County tax roll, notice may be given by

publication.

- ii. Notice shall be considered served by depositing the notice, properly addressed and first class postage prepaid, in the United States mail.

e) Notice Requirements for Plat Vacations.

- 1) Published notice of the public hearing on the Plat Vacation Application shall be given in accordance with Sec. 10.03.005 Public Hearings for Replat and Plat Vacation Applications and State law.
- 2) The hearing shall be conducted by the City Council.

10.03.006 Amendments and expiration to approved subdivision applications.

- a) Amendments/Revisions to an Approved Subdivision Application. Unless another method is expressly provided by this Subdivision Ordinance, any request to amend or revise an approved Application shall be considered a new Application, which must be decided in accordance with the procedures governing the original Application and the standards in effect at the time such new Application is filed with the City.

b) Expiration of an Approved Subdivision Application.

- 1) Subdivision Application Expiration—Two (2) Years. Unless otherwise expressly provided by this Subdivision Ordinance, an approved Application shall automatically expire two (2) years following the approval date of the Application (see Sec. 10.05.001(g) Expiration Date for Construction Plans for expiration of Construction Plans), and shall become null and void, and all activities under the Application thereafter shall be deemed in violation of this Subdivision Ordinance, if:
 - A) The Applicant fails to satisfy any condition that was imposed by this Subdivision Ordinance or as part of the approval of the Application or that was made under the terms of any Development Agreement, within the time limits established for satisfaction of such condition or term; or
 - B) The Applicant fails to submit a subsequent complete Application required by this Subdivision Ordinance within the time so required; or
 - C) A Development Agreement Sec. 10.05.005 Development Agreements and Security for Completion) is not approved for the development.
- 2) Applications with No Time Limit. If no time limit for satisfaction of conditions is specified in the decision on the Application or in the regulations governing, the time shall be presumed to be two (2) years following the date the Application was approved.
- 3) Applications with Vested Right. Unless a different date is determined pursuant to and upon review of a vested rights petition, an Application approved prior to the effective date of this Subdivision Ordinance shall expire in accordance with the terms of the regulations in effect at the time the Application was filed.

c) Effect of Expiration.

- 1) Upon the expiration of an approved Application, all previously approved Applications for the same land shall also expire on the expiration date if the filing of an Application was required to avoid expiration for the previously approved Application(s).
- 2) Thereafter, a new Application must be submitted for consideration and approval subject to regulations in effect at the time the new Application is filed.

ARTICLE 10.04 PLATS AND PLATTING PROCEDURES

10.04.001 Subdivision procedure summary.

Any owner or Developer of any lot, tract, or parcel of land located within the corporate limits of the City or within its ETJ who wishes to subdivide such land shall conform to the following general procedures:

- a) Pre-Application Conference (Optional)
- b) Preliminary Plat
- c) Construction Plans
- d) Construction of improvements
- e) City acceptance of improvements
- f) Final Plat

10.04.002 General plat requirements.

- a) Development Application. All submittals shall conform to the appropriate Application Form Requirements.
- b) Application Fees. All Application fees shall be paid according to the Fee Schedule.
- c) Phased Development.
 - 1) All subdivisions shall be designed in accordance with Municipal Master Utility Plans.
 - 2) The City may establish size limits and requirements for phased development.
 - 3) A concept development plan for the entire site shall be prepared and shall accompany all submittals for a Preliminary Plat and Final Plat.
 - 4) Phased Developments shall coordinate with the surrounding land use plan and existing developments.
 - 5) Each phase shall submit a Preliminary Plat and Final Plat.
- d) Drainage. If provisions are necessary for drainage facilities on the unplatted future phases of the development, then the Plat shall include separate instruments for (public or private easements) off-site drainage needs and shall include appropriate notes and descriptions providing the City the appropriate permissions and approvals needed for access and for maintaining and improving the public drainage system.

10.04.003 General subdivision and platting procedures.

- a) Plats Required for Land Subdivision. A Preliminary Plat or Minor Plat shall be approved prior to any land division that is subject to these regulations and prior to commencement of any new development.
- b) Replats and Amending Plats.
 - 1) Replat. A Replat, in accordance with State law, and the provisions of Sec. 10.04.008 shall be required any time a platted, recorded lot is further divided or expanded, thereby changing the boundary and dimensions of the property.
 - 2) Amending Plat. In the case of minor revisions to recorded Plats or lots, an Amending Plat may also be utilized if in accordance with Sec. 10.04.009.
- c) Zoning.
 - 1) Conformance with Existing Zoning. All Applications shall be in conformance with the existing zoning on property inside the City Limits.
 - 2) Request to Rezone First. If an Applicant seeks to amend the zoning for the property, the request to rezone the land shall be submitted and approved prior to acceptance of an

Application for filing of a plat, unless as otherwise provided below.

- A) The Applicant may request approval from the Building Official to submit an application simultaneous with the zoning change request, in which case the Application for the zoning amendment shall be acted upon first, provided that the Application is accompanied by a properly executed Waiver of Right to 30-Day Action (due to the lengthier time frame necessary to advertise and process zoning Applications).
 - B) In the event that the requested zoning amendment is denied, the Plat Application shall also be rejected or denied.
- 3) Zoning Ordinance Site Plan Approval. Where Site Plan approval is required by the Zoning Ordinance prior to development, no Application for a Final Plat approval shall be accepted for filing until a Site Plan has been approved for the land subject to the proposed Plat.

10.04.004 Pre-application conference (optional).

a) Purpose.

- 1) The Pre-Application Conference is optional but intended to allow for the exchange of non-binding information between the Applicant and the Design Review Committee to ensure that the Applicant is informed of pertinent City development regulations and processes.
- 2) The Pre-Application Conference provides an opportunity for the Applicant and the Design Review Committee to discuss major development considerations such as utilities, roadways, drainage concerns, Comprehensive Plan elements, specific neighborhood characteristics, and historic information.
- 3) This exchange of information is intended to promote an efficient and orderly review process.

b) Pre-Application Conference before the Submission of Plans and Applications.

- 1) Prior to formal submittal of any required plan or Application, the Applicant is encouraged to consult with the Design Review Committee in order for the Applicant to become familiar with the City's development regulations and the development process.
- 2) At the Pre-Application Conference, the Applicant may be represented by their land planner, engineer, surveyor, or other qualified professional.
- 3) Pre-application meetings do not vest a permit, application or other type of development approval, pursuant to Chapter 245, TLGC.

10.04.005 Preliminary plat.

- a) Purpose. The purpose of a Preliminary Plat shall be to determine the general layout of the subdivision, the adequacy of public facilities needed to serve the intended development, and the overall compliance of the land division with applicable requirements of this Subdivision Ordinance.
- b) Applicability. No subdivision of land shall be allowed without proper submittal, approval, and adoption of a Preliminary Plat.

- c) Exceptions.
 - 1) A Preliminary Plat is not required when a Minor Plat is submitted (refer to Sec. 10.04.007).
 - 2) A Final Plat in accordance with Sec. 10.04.006 may be submitted in lieu of a Preliminary Plat if a Development Agreement and appropriate surety are submitted along with the Application.
- d) Accompanying Applications.
 - 1) Preliminary and Other Types of Plans. An Application for a Preliminary Plat shall be accompanied by the following:
 - A) Preliminary Drainage Plan;
 - B) Preliminary Storm Water Management Plan;
 - C) Preliminary Utility Plan; and
 - D) Other plans if deemed necessary for thorough review by the Responsible Official, such as a Planned Development Master Plan.
 - 2) Approval of each shall be separately included with this application.
 - 3) Current Title Commitments. The Applicant shall furnish with the Application to the City a current title commitment issued by a title insurance company authorized to do business in Texas, a title opinion letter from an attorney licensed to practice in Texas, or some other acceptable proof of ownership, identifying all persons having an ownership interest in the property subject to the Preliminary Plat.
- e) Review by the Building Official. The Building Official shall:
 - 1) Initiate review of the plat and materials submitted.
 - 2) Include the City Administrator, Public Works Director, City Engineer, and Fire Marshal (if the latter's involvement is deemed appropriate) in the review of the plat and materials submitted.
 - 3) Make available Plats and reports to the Commission for review.
 - 4) Upon determination that the Application is ready to be acted upon, schedule the Preliminary Plat for consideration on the agenda of the next available meeting of the Planning and Zoning Commission.
- f) Action by the Planning and Zoning Commission. The Commission shall:
 - 1) Review the Preliminary Plat Application, the findings of the Building Official, City Administrator, Public Works Director, City Engineer, and/or Fire Marshal and any other information available.
 - A) From all such information, the Commission shall determine whether the Preliminary Plat conforms to this Subdivision Ordinance.
 - 2) Act within thirty (30) calendar days following the Official Submission Date, unless the Applicant submits a Waiver of Right to 30-Day Action.
 - A) If no decision is rendered by the Commission within the thirty (30) day period described above or such longer period as may have been agreed upon, the Preliminary Plat, as submitted, shall be deemed approved by the Commission.
 - 3) Take one of the following actions:
 - A) Approve the Preliminary Plat;
 - B) Approve the Preliminary Plat with conditions, which shall mean that the Preliminary Plat shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or

C) Deny the Preliminary Plat.

g) Criteria for Approval. The following criteria shall be used by the Commission to determine whether the Application for a Preliminary Plat shall be approved, approved with conditions, or denied:

- 1) All Plats must be drawn to conform to the zoning regulations currently applicable to the property. If a zoning change for the property is proposed, then the zoning change must be completed before the approval of any Preliminary Plats/Final Plats;
- 2) No Plat or Replat may be approved that leaves a structure located on a remainder lot.
- 3) The Preliminary Plat is consistent with any approved Development Agreement;
- 4) The proposed provision and configuration of Public Improvements including, but not limited to, roads, water, wastewater, storm drainage, park facilities, open spaces, habitat restoration, easements and Right-of-Way are adequate to serve the development, meet applicable standards of this Subdivision Ordinance, and conform to the City's adopted master plans for those facilities;
- 5) The Preliminary Plat has been duly reviewed by applicable City staff;
- 6) The Preliminary Plat conforms to design requirements and construction standards as set forth in this Subdivision Ordinance and any standards referenced by it;
- 7) The Preliminary Plat is consistent with the adopted Comprehensive Plan, except where application of the Plan may conflict with State law;
- 8) The proposed development represented on the Preliminary Plat does not endanger public health, safety or welfare; and
- 9) The Preliminary Plat conforms to the City's subdivision Application checklists.

h) Effect of Approval.

- 1) Approval of a Preliminary Plat shall allow the Applicant to proceed with the development and platting process by submitting Construction Plans and Final Plat.
- 2) Approval of the Preliminary Plat shall be deemed general approval of the subdivision's layout only, and shall not constitute approval or acceptance of Construction Plans or a Final Plat.

i) Expiration.

- 1) Two-Year Validity.
 - A) The approval of a Preliminary Plat shall remain in effect for a period of two (2) years following the date of approval, during which period the Applicant shall submit and receive approval for Construction Plans and a Final Plat for the land area shown on the Preliminary Plat.
 - B) If Construction Plans and a Final Plat Application have not been approved within the two (2) year period, the Preliminary Plat shall expire.
- 2) Relationship to Construction Plans. A Preliminary Plat shall remain valid for the period of time in which approved Construction Plans are valid (See Sec. 10.05.001(g)).
- 3) Action on Final Plat. Should a Final Plat Application be submitted within the two (2) year period, but not be acted upon by the Commission within the two (2) year period, the Preliminary Plat shall expire unless an extension is granted.
- 4) Void If Not Extended. If the Preliminary Plat is not extended as provided in (j) below, it shall expire and shall become null and void.

j) Preliminary Plat Extension. A Preliminary Plat may be extended for a period not to exceed one (1)

year beyond the Preliminary Plat's initial expiration date. A request for extension shall be submitted to the Building Official in writing at least thirty (30) calendar days prior to expiration of the Preliminary Plat, and shall include reasons why the Preliminary Plat should be extended.

1) Decision by the Building Official.

- A) The Building Official will review the extension request and shall approve it, approve it with conditions, or deny the extension request within thirty (30) calendar days following the Official Vesting Date of the request.
- B) Should the Building Official fail to act on an extension request within thirty (30) calendar days, the extension shall be deemed to be approved.

2) Considerations. In considering an extension, the Building Official shall consider whether the following conditions exist:

- A) A Final Plat has been submitted and/or approved for any portion of the property shown on the Preliminary Plat;
- B) Construction Plans have been submitted and/or approved for any portion of the property shown on the Preliminary Plat;
- C) Construction is occurring on the subject property;
- D) The Preliminary Plat complies with new ordinances that impact the health, safety and general welfare of the community; and/or
- E) If there is a need for a park, school or other public facility or improvement on the property.

3) Conditions.

- A) In granting an extension, the Building Official may impose such conditions as are needed to ensure that the land will be developed in a timely fashion and that the public interest is served.
- B) Any extension may be predicated upon compliance with new development regulations and/or the Applicant waiving any vested rights.

4) Appeal of Denial for Extension.

- A) Appeal of the Building Official's Decision on a Preliminary Plat Extension
 - i. The denial of an extension by the Building Official may be appealed to the Commission.
 - ii. A written request for such appeal shall be received by the Building Official within fourteen (14) calendar days following the denial.
 - iii. The Commission shall hear and consider such an appeal within thirty (30) calendar days following receipt of the appeal request by the Building Official.
- B) Appeal of the Commission's Decision on a Preliminary Plat Extension
 - i. The denial of an extension by the Commission may be appealed to the City Council.
 - ii. A written request for such appeal shall be received by the Building Official within fourteen (14) calendar days following the denial.
 - iii. The City Council shall hear and consider such an appeal within thirty (30) calendar days following receipt of the appeal request by the Planning and Development Department.
 - iv. The decision of the City Council is final.

k) Amendments to Preliminary Plats Following Approval.

1) Minor Amendments to Preliminary Plats.

- A) Minor amendments to the design of the subdivision subject to an approved

Preliminary Plat may be incorporated in an Application for approval of a Final Plat without the necessity of filing a new Application for re-approval of a Preliminary Plat.

- B) Minor amendments may only include minor adjustments in street or alley alignments, lengths and paving details, and minor adjustments to lot lines that:
 - i. Do not result in creation of additional lots or any non-conforming lots (such as to zoning standards), and
 - ii. Are consistent with approved prior Applications.
- 2) Major Amendments to Preliminary Plats. All other proposed changes to the design of the subdivision subject to an approved Preliminary Plat shall be deemed major amendments that require submittal and approval of a new Application for approval of a Preliminary Plat (including new fees, new reviews, new Official Vesting Date, new Official Submission Date, etc.) before approval of Construction Plats and/or a Final Plat.
- 3) Determination of Minor or Major Amendment. The Building Official shall decide whether proposed amendments are deemed to be minor or major, thereby requiring new submittal of a Preliminary Plat.

10.04.006 Final plat.

- a) Purpose. The purpose of a Final Plat is to ensure:
 - 1) That the proposed Subdivision and development of the land is consistent with all standards of this Subdivision Ordinance pertaining to the adequacy of public facilities;
 - 2) That Public Improvements to serve the Subdivision or development have been installed and accepted by the City, or that provision for such installation has been made; and
 - 3) That all other City requirements and conditions have been satisfied or provided for to allow the Final Plat to be recorded.
- b) Applicability. No subdivision of land shall be allowed without proper submittal, approval, and adoption of a Final Plat.
- c) Exceptions. A Final Plat is not required when a Minor Plat is submitted (see Sec. 10.004.007).
- d) Ownership.
 - 1) The Applicant shall furnish with the Application to the City a current title commitment issued by a title insurance company authorized to do business in Texas, a title opinion letter from an attorney licensed to practice in Texas, or some other acceptable proof of ownership, identifying all persons having an ownership interest in the property subject to the Final Plat.
 - 2) The Final Plat shall be signed by each owner, or by the representative of the owners authorized to sign legal documents for the owners and lienholder, effectively denoting that they are consenting to the platting of the property and to the dedications and covenants that may be contained in the Final Plat.
- e) Accompanying Applications.
 - 1) An Application for a Final Plat may be accompanied by Construction Plans if also accompanied by a Development Agreement and appropriate surety in accordance with Sec. 10.05.005.
 - 2) Approval of each shall be separate and in accordance with Sec. 10.05.005.

- f) Prior Approved Preliminary Plat. The Final Plat and all accompanying data shall conform to the approved Preliminary Plat, or as the Preliminary Plat may have been amended subsequently, incorporating all conditions imposed or required, if applicable.
- g) Review by Building Official. The Building Official shall:
 - 1) Initiate review of the plat and materials submitted;
 - 2) Include the City Administrator, Public Works Director, City Engineer, and Fire Marshal (if the latter's involvement is deemed appropriate) in the review of the plat and materials submitted.
 - 3) Make available Plats and reports to the Commission for review, and
 - 4) Upon determination that the Application is ready to be acted upon, schedule the Final Plat for consideration on the agenda of the next available meeting of the Commission.
- h) Action by Planning and Zoning Commission. The Commission shall:
 - 1) Review the Final Plat Application, the findings of the Building Official, City Administrator, Public Works Director, City Engineer, and or Fire Marshal and any other information available.
 - A) From all such information, the Commission shall determine whether the Final Plat conforms to the applicable regulations of this Subdivision Ordinance.
 - B) All Public Improvements have been installed (for exception, see Sec. 10.05.005).
 - 2) Act within thirty (30) calendar days following the Official Submission Date, unless the Applicant submits a Waiver of Right to 30-Day Action.
 - A) If no decision is rendered by the Commission within the thirty (30) day period described above or such longer period as may have been agreed upon, the Final Plat, as submitted, shall be deemed to be approved by the Commission.
 - 3) Take one of the following actions:
 - A) Approve the Final Plat;
 - B) Approve the Final Plat with conditions, which shall mean that the Final Plat shall be considered to have been approved once such conditions are fulfilled, and until the conditions are satisfied, it is considered denied; or
 - C) Deny the Final Plat.
 - 4) A motion to approve a Final Plat shall be subject to the following conditions, whether or not stated in the motion to approve:
 - A) All required fees shall be paid.
 - B) All conditions required by ordinances have been reviewed and approved by the City.
 - C) On-site easements and rights-of-way have been dedicated and filed of record and properly described and noted on the proposed plat.
 - D) All required abandonments of public rights-of-way or easements that must be approved by the City Council and the abandonment ordinance numbers are shown on the plat.
 - E) Original tax certificates have been presented from each taxing unit with jurisdiction of the real property showing the current taxes are paid.
- i) Final Plat Criteria for Approval. The following criteria shall be used by the Commission to determine whether the Application for a Final Plat shall be approved, approved with conditions, or denied.

- 1) With Prior Approved Preliminary Plat.
 - A) The Final Plat conforms to the approved Preliminary Plat except for minor amendments that are authorized under Sec. 10.04.005(k)(1) and that may be approved without the necessity of revising the approved Preliminary Plat;
 - B) All conditions imposed at the time of approval of the Preliminary Plat, as applicable, have been satisfied;
 - C) The Construction Plans conform to the requirements of Division 5 and have been approved by the Building Official.
 - D) Where Public Improvements have been installed, the improvements conform to the approved Construction Plans and have been approved for acceptance by the Public Works Director and Building Official;
 - E) Where the City Administrator has authorized Public Improvements to be deferred, a Development Agreement has been executed and submitted by the property owner in conformity with Sec. 10.05.005;
 - F) The final layout of the Subdivision or development meets all standards for adequacy of public facilities contained in this Subdivision Ordinance;
 - G) The Plat conforms to design requirements and construction standards as set forth in this Subdivision Ordinance; and
 - H) A plat prepared by a registered public surveyor conforms to the Building Official's subdivision Application checklists and Subdivision Ordinance regulations.
 - 2) Without Prior Approved Preliminary Plat.
 - A) The Final Plat conforms to all criteria for approval of a Preliminary Plat;
 - B) The Construction Plans conform to the requirements of Division 5 and have been approved by the Building Official;
 - C) A Development Agreement with surety for installation of Public Improvements has been prepared and executed by the property owner in conformance with 10.05.005;
 - D) The final layout of the Subdivision or development meets all standards for adequacy of public facilities contained in this Subdivision Ordinance; and
 - E) The Final Plat conforms to the City's subdivision Application checklist and Subdivision Ordinance regulations.
- j) Procedures for Final Plat Recordation upon Approval. The Applicant shall supply to the Building Official the required number of signed and executed copies of the Final Plat that will be needed to file the Plat, upon approval, with the County (in the County's required format) at least seven (7) calendar days prior to the meeting at which it will be considered for approval.
- 1) General.
 - A) Signatures. After approval of the Final Plat, the Building Official shall procure the appropriate City signatures on the Final Plat.
 - B) Recording upon Performance. The Final Plat shall be recorded after:
 - i. The Final Plat is approved by the City;
 - ii. All required Public Improvements have been completed and accepted by the City or a Development Agreement has been executed and appropriate surety provided in accordance with Sec. 10.05.005; and
 - iii. All County filing requirements are met.
 - 2) Submittal of Final Plat Where Improvements Installed. Where all required Public Improvements have been installed prior to recording of the Final Plat, the Applicant shall

- meet all requirements in accordance with Sec. 10.04.006(i).
- 3) Submittal of Final Plat Where Improvements Have Not Been Installed. Where some or all required Public Improvements are not yet completed in connection with an approved Final Plat, the Applicant shall submit the Final Plat as approved, revised to reflect any conditions imposed as part of approval.
 - 4) Update of Proof of Ownership. If there has been any change in ownership since the time of the Proof of Ownership provided under Sec. 10.04.005(d)(2), the Applicant shall submit a new consent agreement executed by each owner and lienholder consenting to the platting of the property and the dedications and covenants contained in the Plat.
- k) Effect of Approval. The approval of a Final Plat:
- 1) Supersedes any prior approved Preliminary Plat for the same land.
 - 2) If applicable, authorizes the Applicant to install any improvements in public Right-of-Way in conformance with approved Construction Plans and under a Development Agreement (refer to Sec. 10.05.005).
 - 3) Authorizes the Applicant to seek Construction Release and/or issuance of a Building Permit.
- l) Revisions Following Recording/Recordation. Revisions may only be processed and approved as a Replat, Minor Replat, or Amending Plat, as applicable.
- m) Signature Blocks. Unless otherwise modified by the Building Official, the following signature blocks shall be used in conjunction with the Final Plat.
- 1) Certificate of Surveyor.
 - 2) Owner's Statement for Fire Lane Easement.
 - 3) Owner's Acknowledgement and Dedication.
 - 4) Lienholder's Ratification of Plat Dedication.
 - 5) Certificate of Final Plat Approval.
 - 6) Certificate of Completion and Authorization to File.
 - 7) County Authorization (If Applicable).
- n) Expiration of Approved but not Filed Plat.
- 1) Two-Year Validity.
 - A) The approval of a Final Plat shall remain in effect for a period of two (2) years following the date of approval, during which period the Applicant shall submit and receive approval for Construction Plans for the land area shown on the Final Plat.
 - B) If Construction Plans have not been approved within the two (2) year period, the Final Plat shall expire.
 - 2) Relationship to Construction Plans. A Final Plat shall remain valid for the period of time in which approved Construction Plans are valid (Sec. 10.05.001(g) Expiration Date for Construction Plans).
 - 3) Void If Not Extended. If the Final Plat is not extended as provided in Sec. 10.04.006(o) Final Plat Extension for Approved but not Filed Plat, it shall expire and shall become null and void.
 - 4) Approved Final Plat that have been Filed (Recorded with the County). Approved plats that have been filed with the County shall not expire.
- o) Final Plat Extension for Approved but not Filed Plat. A Final Plat may be extended for a period not

to exceed one (1) year beyond the Final Plat's initial expiration date. A request for extension shall be submitted to the Building Official in writing at least thirty (30) calendar days prior to expiration of the Final Plat, and shall include reasons why the Final Plat should be extended.

- 1) Decision by the Building Official.
 - A) The Building Official will review the extension request and shall approve or deny the extension request within thirty (30) calendar days following the date of the request.
 - B) Should the Building Official fail to act on an extension request within thirty (30) calendar days, the extension shall be deemed to be approved.
- 2) Considerations. In considering an extension, the Building Official shall consider whether the following conditions exist:
 - A) Construction Plans have been submitted and/or approved for any portion of the property shown on the Final Plat;
 - B) Construction, including the installation of public improvements, is occurring on the property;
 - C) The Final Plat complies with new ordinances that impact the health, safety and general welfare of the community; and/or
 - D) If there is a need for a park, school or other public facility or improvement on the property.
- 3) Conditions.
 - A) In granting an extension, the Building Official may impose such conditions as are needed to ensure that the land will be developed in a timely fashion and that the public interest is served.
 - B) Any extension may be predicated upon compliance with new development regulations and/or the Applicant waiving any vested rights.
- 4) Appeal of the Denial of a Final Plat Approval Extension.
 - A) Appeal of the Building Official's Decision on a Final Plat Extension.
 - i. The denial of an extension by the Building Official may be appealed to the Commission.
 - ii. A written request for such appeal shall be received by the Building Official within fourteen (14) calendar days following the denial.
 - iii. The Commission shall hear and consider such an appeal within thirty (30) calendar days following receipt of the appeal request by the Building Official.
 - B) Appeal of the Commission's Decision on a Final Plat Extension.
 - i. The denial of an extension by the Commission may be appealed to the City Council.
 - ii. A written request for such appeal shall be received by the Building Official within fourteen (14) calendar days following the denial.
 - iii. The City Council shall hear and consider such an appeal within thirty (30) calendar days following receipt of the appeal request by the Building Official.
 - iv. The decision of the City Council is final.

10.04.007 Minor plat.

- a) Purpose. The purpose of a Minor Plat is to simplify divisions of land under certain circumstances as outlined in TLGC Sec. 212.0065.

- b) **Applicability.** An Application for approval of a Minor Plat may be filed only in accordance with State law, when all of the following circumstances apply:
- 1) The proposed division results in four (4) or fewer lots;
 - 2) All lots in the proposed Subdivision front onto an existing public street and the construction or extension of a street or alley is not required to meet the requirements of this Subdivision Ordinance; and
 - 3) Except for Right-of-Way widening and easements, the plat does not require the extension of any municipal facilities to serve any lot within the Subdivision.
- c) **Application Requirements.** An application for a minor plat shall be submitted to the city's building official consisting of one (1) copy of the minor plat drawn on eleven-inch by seventeen-inch (11" x 17") paper at a scale of one inch (1") to one hundred feet (100') or larger if necessary and one (1) copy of the minor plat on eight-and-one-half-inch by fourteen-inch (8-1/2" x 14") paper not to scale and shall include the following:
- 1) The proposed subdivision's name and location, the name and address of the owner(s), and the name of the plat designer.
 - 2) The date, north arrow, graphic scale and the entire subdivision should be tied and oriented to the Texas State Coordinate Systems using NAD 83 in U.S. survey feet, and coordinates given for at least two (2) points on the bound of the said subdivision.
 - 3) A site location map.
 - 4) The location of improvements, existing property lines, streets, buildings, watercourses, sewers, bridges, culverts, drain pipes, water mains, electric transmission lines and appurtenances, wells, visible or known easements, the present and/or proposed zoning classification and for each adjoining unplatted parcel, the deed reference and name of the owner of record or, for each adjoining platted lot, the subdivision name and lot and block reference.
 - 5) Locations of proposed rights-of-way, easements, lot lines, building setback lines, boundary lines and utilities.
 - 6) The total acreage to be subdivided. Projects developed in phases should indicate each phase on the plat.
 - 7) Lot sizes in acres or square feet for those lots smaller than one (1) acre.
 - 8) A metes and bounds description of the lot(s), tract(s), or parcel(s) of land to be subdivided.
 - 9) The boundary of any one hundred (100) year floodplain lying within the subdivision and any other information required by Article 3.07, flood damage prevention.
 - 10) A surveyor's certificate stating accuracy of survey and actually performed on the ground that meets the minimum standards set forth by the Texas Board of Professional Surveyors or its successor, the Texas Board of Professional Engineers and Land Surveyors.
 - 11) An owner's certificate establishing the applicant's relationship to the subject property and establishing that it is intended to subdivide the property essentially as indicated in the plat documents.
 - 12) A building official's certificate.
 - 13) A recording certificate.
- d) **Additional Requirements.** To be considered a Minor Plat it must also meet the following requirements:
- 1) The proposed Plat shall be for the Subdivision of one lot into four (4) or fewer lots.
 - 2) The person, firm or corporation owning the property shall not have more than one Minor Plat approved during any twelve (12) month period.

- 3) The person, firm or corporation presenting the proposed Plat shall dedicate all easements and Right-of-Way as required elsewhere in these regulations.
 - 4) Private wells and private wastewater treatment facilities that meet the current City health standards shall be considered adequate when existing public water and wastewater lines are not within one hundred (100) feet of the proposed Plat.
- e) Minor Plat Criteria for Approval. The following criteria shall be used to determine whether the Application for a Minor Plat shall be approved, approved with conditions, or denied:
- 1) The Minor Plat is consistent with all zoning requirements for the property (if applicable), any approved Development Agreement (if applicable), and all other requirements of this Subdivision Ordinance that apply to the Plat;
 - 2) All lots to be created by the plat already are adequately served by improved public street access and by all required City utilities and services and by alleys, if applicable;
 - 3) The ownership, maintenance and allowed uses of all designated easements have been stated on the Minor Plat; and
 - 4) Except for Right-of-Way widening and easements, the plat does not require the extension of any municipal facilities to serve any lot within the subdivision.
- f) Review by the Building Official. The Building Official shall:
- 1) Initiate review of the plat and materials submitted; and
 - 2) Distribute to appropriate City Departments for review.
- g) Action by the Building Official. The Building Official shall:
- 1) Determine whether the Minor Plat meets the regulations of this Subdivision Ordinance.
 - 2) Act within thirty (30) calendar days following the Official Submission Date, unless the Applicant submits a Waiver of Right to 30-Day Action.
 - A) If no decision is rendered by the Building Official, or if the Building Official has not deferred the Application to the Planning and Zoning Commission for decision, within the thirty (30) day period described above or such longer period as may have been agreed upon, the Minor Plat, as submitted, shall be deemed to be approved.
 - 3) Take one of the following actions:
 - A) Approve the Minor Plat;
 - B) Approve the Minor Plat with conditions, which shall mean that the Minor Plat shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or
 - C) Defer the Minor Plat to the Planning and Zoning Commission for consideration prior to expiration of the required 30-day approval period unless a Waiver of Right to 30-Day Action is submitted.
- h) Deferral of Decision of a Minor Plat Application.
- 1) Deferral to the Commission of a Minor Plat Decision. If the Building Official defers the Minor Plat Application to the Planning and Zoning Commission, the Commission shall consider the Application at a regular meeting no later than thirty (30) calendar days after the date on which the Building Official deferred the Application to the Commission. The Commission shall, upon simple majority vote, take one of the following actions:
 - A) Approve the Minor Plat;
 - B) Approve the Minor Plat with conditions, which shall mean that the Minor Plat

shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or

- C) Deny the Minor Plat.
- i) Procedures for Minor Plat Recordation Following Approval. The procedures for recordation of a Minor Plat shall be the same as the procedures for recordation of a Final Plat, as outlined in Sec. 10.04.006(j).
- j) Revisions Following Approval. Revisions may only be processed and approved as a Replat, Minor Replat, or Amending Plat, as applicable.

10.04.008 Replat.

- a) Purpose and Applicability.
 - 1) A Replat of all or a portion of a recorded Plat may be approved in accordance with State law without vacation of the recorded Plat, if the Replat:
 - A) Is signed and acknowledged by only the owners of the property being replatted;
 - B) Is approved after a public hearing; and
 - C) Does not propose to amend or remove any covenants or restrictions previously incorporated in the recorded Plat.
 - 2) A Replat shall be subject to approval by the Commission.
- b) General Notice and Public Hearing Requirements.
 - 1) Published notice of the public hearings on the Replat Application shall be given in accordance with Sec. 10.03.005, if applicable.
 - A) See specific notice and hearing requirements for "Certain" Replats in Sec. 10.04.008(f).
 - 2) A public hearing shall be conducted by the Commission on all Replat Applications.
- c) Application. The Application for a Replat of a Subdivision shall meet all Application requirements of a Final Plat. The Applicant shall acknowledge that the Replat will not amend or remove any covenants or restrictions previously incorporated in the recorded Plat.
- d) Partial Replat Application. If a Replat is submitted for only a portion of a previously platted subdivision, the Replat must reference the previous Subdivision name and recording information, and must state on the Replat the specific lots which are being changed along with a detailed "Purpose for Replat" statement.
- e) Criteria for Approval.
 - 1) The Replat of the Subdivision shall meet all review and approval criteria for a Final Plat.
 - 2) The Replat document shall be prepared by a Registered Professional Land Surveyor.
- f) Additional Requirements for "Certain" Replats.
 - 1) Applicability of "Certain" Replats. Pursuant to TLGC Sec. 212.015, a Replat without vacation of the preceding Plat must conform to the requirements of this Section if:
 - A) During the preceding five (5) years, any of the area to be replatted was limited by an interim or permanent zoning classification to residential use for not more than two (2) residential units per lot; or
 - B) Any lot in the preceding plat was limited by deed restrictions to residential use

for not more than two (2) residential units per lot.

- 2) Notice and Public Hearing Requirements for "Certain" Replats. Notice of the required public hearing shall be given before the fifteenth (15th) calendar day before the date of the hearing by:
 - A) Publication in an official newspaper or a newspaper of general circulation in the applicable City or unincorporated area (as applicable) in which the proposed Replat property is located; and
 - B) Written notice, with a copy of Sec. 212.015(c) of the TLGC (as amended) attached, forwarded by the City to the owners of lots that are in the original Subdivision and that are within two hundred feet (200') of the lots to be replatted, as indicated on the most recently approved municipal tax roll or in the case of a Subdivision within the ETJ, the most recently approved applicable county tax roll of the property upon which the Replat is requested. The written notice may be delivered by depositing the notice, properly addressed with postage prepaid, in a post office or postal depository within the boundaries of the City.
- 3) Protest.
 - A) If the Replat Application is accompanied by a waiver petition (per Sec. 10.07.001) and is protested in accordance with this Section, approval of the Replat shall require the affirmative vote of at least three-fourths of the voting members of the Commission present at the meeting.
 - B) For a legal protest, written instruments signed by the owners of at least twenty percent (20%) of the area of the lots or land immediately adjoining the area covered by the Replat Application and extending two hundred feet (200') from that area, but within the original Subdivision, must be filed with the Commission prior to the close of the public hearing.
 - C) The area of streets and alleys shall be included in the area computations.
- g) Replat Review and Approval.
 - 1) Replat. The review and approval processes for a Replat shall be the same as the review and approval processes for a Final Plat (except for the special public hearing and notice requirements described in Sec. 10.03.005).
 - 2) Minor Replat.
 - A) Pursuant to TLGC 212.0065, a Replat involving four (4) or fewer lots fronting on an existing street and not requiring the creation of any new street or the extension of municipal facilities (i.e., a Minor Replat) may be approved by the Building Official. The review and approval process shall be the same as that followed for a minor plat.
 - B) Prior to the Building Official or the Planning and Zoning Commission, if the matter has been deferred to that Commission, taking action on a proposed Minor Replat the Planning and Zoning Commission shall hold at least one public hearing thereon.
 - C) Effect. Upon approval of the Application, the Replat may be recorded and is controlling over the previously recorded Plat for the portion re-platted.

10.04.009 Amending plat.

- a) Purpose. The purpose of an Amending Plat shall be to provide an expeditious means of making minor revisions to a recorded Plat consistent with provisions of State law.

b) Applicability. The procedures for an Amending Plat shall apply only if the sole purpose of the Amending Plat is to achieve one or more of the following Purposes:

1) Error Corrections or Administrative Adjustments.

- A) Correct an error in a course or distance shown on the preceding Plat.
- B) Add a course or distance that was omitted on the preceding Plat.
- C) Correct an error in a real property description shown on the preceding Plat.
- D) Indicate monuments set after the death, disability or retirement from practice of the engineer or surveyor responsible for setting monuments.
- E) Show the location or character of a monument that has been changed in location or character or that is shown incorrectly as to location or character on the preceding Plat.
- F) Correct any other type of scrivener or clerical error or omission previously approved by the municipal authority responsible for approving Plats, including lot numbers, acreage, street names, and identification of adjacent recorded Plats.
- G) Correct an error in courses and distances of lot lines between two adjacent lots if:
 - i. Both lot owners join in the Application for amending the Plat;
 - ii. Neither lot is abolished;
 - iii. The amendment does not attempt to remove recorded covenants or restrictions; and
 - iv. The amendment does not have a material adverse effect on the property rights of the other owners in the Plat.

2) Relocate Lot Lines.

- A) Relocate a lot line to eliminate an inadvertent encroachment of a building or other improvement on a lot line or easement.
- B) Relocate one or more lot lines between one or more adjacent lots if:
 - i. The owners of all those lots join in the Application for amending the Plat;
 - ii. The amendment does not attempt to remove recorded covenants or restrictions; and
 - iii. The amendment does not increase the number of lots.

3) Replatting

- A) Make necessary changes to the preceding Plat to create six (6) or fewer lots in the Subdivision or a part of the Subdivision covered by the preceding Plat if:
 - i. The changes do not affect applicable zoning and other regulations of the municipality;
 - ii. The changes do not attempt to amend or remove any covenants or restrictions; and
 - iii. The area covered by the changes is located in an area that the City has approved, after a public hearing, as a residential improvement area (per State law, TLGC 212.016).
- B) Replat one or more lots fronting on an existing street if:
 - i. The owners of all those lots join in the Application for amending the Plat;
 - ii. The amendment does not attempt to remove recorded covenants or restrictions;
 - iii. The amendment does not increase the number of lots; and
 - iv. The amendment does not create or require the creation of a new street

or make necessary the extension of municipal facilities.

- c) Certificates of Correction. Certificates of Correction are prohibited.
- d) Notice Not Required. The approval and issuance of an Amending Plat shall not require notice, hearing or approval of other lot owners.
- e) Review by Building Official. The Building Official shall:
 - 1) Review the plat and materials submitted.
- f) Action by Building Official. The Building Official shall:
 - 1) Determine whether the Amending Plat meets the regulations of this Subdivision Ordinance.
 - 2) Act within thirty (30) calendar days following the Official Submission Date, unless the Applicant submits a Waiver of Right to 30-Day Action.
 - 3) Take one of the following actions:
 - A) Approve the Amending Plat;
 - B) Approve the Amending Plat with conditions, which shall mean that the Amending Plat shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or
 - C) Defer the Amending Plat to the Commission for consideration prior to expiration of the required 30-day approval period unless a Waiver of Right to 30-Day Action is submitted.
- g) Deferral of Decision on an Amending Plat Application.
 - 1) Deferral to the Commission of an Amending Plat Decision. If the Building Official defers the Amending Plat Application to the Planning and Zoning Commission, the Commission shall consider the Application at a regular meeting no later than thirty (30) calendar days after the date on which the Building Official deferred the Application to the Commission. The Commission shall, upon simple majority vote, take one of the following actions:
 - A) Approve the Amending Plat;
 - B) Approve the Amending Plat with conditions, which shall mean that the Amending Plat shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or
 - C) Deny the Amending Plat.

10.04.010 Plat vacation.

- a) Purpose. The purpose of a Plat Vacation is to provide an expeditious means of vacating a recorded Plat in its entirety, consistent with provisions of State law.
- b) Initiation of a Plat Vacation.
 - 1) By Property Owner. The property owner of the tract covered by a Plat may submit an Application to vacate the Plat at any time before any lot in the Plat is sold.
 - 2) By All Lot Owners. If lots in the Plat have been sold, an Application to vacate the plat must be submitted by all the owners of lots in the Plat.
 - 3) City Council. If the City Council, on its own motion, determines that the Plat should be vacated in the interest of and to protect the public's health, safety and welfare; and:

- A) No lots within the approved Plat have been sold within five (5) years following the date that the Final Plat was approved by the City; or
 - B) The property owner has breached a Development Agreement, and the City is unable to obtain funds with which to complete construction of Public Improvements, except that the vacation shall apply only to lots owned by the property owner or its successor; or
 - C) The Plat has been of record for more than five (5) years, and the City Council determines that the further sale of lots within the Subdivision or addition presents a threat to public health, safety and welfare, except that the vacation shall apply only to lots owned by the property owner or its successors.
- c) Notice. Published notice of the public hearing shall be given in accordance with Section 10.03.005.
- d) Review and Recommendation by the Building Official. The Building Official shall:
 - 1) Initiate review of the Plat Vacation Application and materials submitted; and
 - 2) Recommend action on Plat Vacation to the City Council.
- e) Action by the City Council. The Building Official shall:
 - 1) Review the Plat Vacation Application, the findings of the Building Official, and any other information available. From all such information, the Building Official shall make a finding as to whether the plat should be vacated.
 - 2) Take one of the following actions:
 - A) Approve the Plat Vacation;
 - B) Approve the Plat Vacation with conditions, which shall mean that the Plat Vacation shall be considered to have been approved once such conditions are fulfilled and until the conditions are satisfied, it is considered denied; or
 - C) Deny the Plat Vacation.
 - 3) The City Council's decision on a Plat Vacation shall be final.
- f) Procedures for Recordation Following Approval.
 - 1) If the City Council adopts a resolution vacating a plat in whole, it shall record a copy of the resolution in the County Clerk's Office.
 - 2) If the City Council adopts a resolution vacating a plat in part, it shall cause a revised Final Plat to be recorded along with the resolution which shows that portion of the original plat that has been vacated and that portion that has not been vacated.
- g) Effect.
 - 1) On the execution and recording of the vacating instrument, the previously filed plat shall have no effect.
 - A) Regardless of the City Council's action on the petition, the property owner(s) or Developer will have no right to a refund of any monies, fees or charges paid to the City nor to the return of any property or consideration dedicated or delivered to the City except as may have previously been agreed to by the City Council.
 - 2) The Plat is vacated when a signed, acknowledged instrument declaring the Plat vacated is approved and recorded in the manner prescribed for the original Plat.
 - 3) The City Council, at its discretion, shall have the right to retain all or specific portions of road Right-of-Way or easements shown on the Plat being considered for vacation.

However, the City Council shall consider Plat Vacation upon satisfactory conveyance of easements and/or Right-of-Way in a separate legal document using forms provided by the City Attorney's office.

10.04.011 Development plat.

- a) Purpose. The purpose of a Development Plat is to ensure the adequacy of public facilities needed to serve the intended development and the overall compliance of such development with applicable requirements of this Subdivision Ordinance.
- b) Authority. This Section is adopted pursuant to the TLGC, Chapter 212, Subchapter B, Sections 212.041 through 212.050, as amended.
- c) Applicability.
 - 1. To Whom Development Plat Regulations Apply. Any person who proposes the development of a tract of land located within the limits or in the ETJ of the City must have a Development Plat of the tract prepared in accordance with Sec. 10.01.004(d)(2), unless a Development Plat is not required in accordance with Sec. 10.01.004(d).
 - 2. The Term "Development." For purposes of this Section, "development" means the new construction or the enlargement of any exterior dimension of any building, structure, or improvement.
 - 3. Cases Where Development Plat Regulations Apply. Development Plat regulations shall apply to any land lying within the City or within its ETJ in the following circumstances:
 - A) The development of any tract of land that has not been platted or re-platted prior to the effective date of this Subdivision Ordinance, unless expressly exempted herein; or
 - B) The development of any tract of land for which the property owner claims an exemption from the City's subdivision requirements, including requirements to replat, which exemption is not expressly provided for in Sec. 10.01.004(e); or
 - C) The development of any tract of land for which the only access is a private easement or street; or
 - D) The division of any tract of land resulting in parcels or lots each of which is greater than five (5) acres in size, and where no public improvement is proposed to be dedicated or constructed.
- d) Exceptions. A Development Plat is not required:
 - 1. When the land has an approved Final Plat, Minor Plat, Replat, or Amending Plat; or
 - 2. For bona fide agricultural activities; or
 - 3. For construction of agricultural accessory structures and related development activities.
- e) Prohibition on Development. No development shall commence, nor shall any building permit, utility connection permit, electrical connection permit or similar permit be issued for any development or land division subject to this Section until a Development Plat has been approved by the Planning and Zoning Commission and submitted to the City for filing at the County. Notwithstanding the provisions of this Section, the City shall not require building permits or otherwise enforce the City's Building Code in the City's ETJ in relation to any Development Plat required by this Subdivision Ordinance.
- f) Required Information for all Development Plat Applicants. All Applications shall be submitted with

the required information as stated on the Application Form. Information required shall be the same as required for a Final Plat. In addition to this information, a Development Plat shall:

1. Be prepared by a Registered Professional Land Surveyor as a boundary survey;
 2. Clearly show the boundary of the Development Plat;
 3. Clearly show each existing or proposed building, structure, or improvement or proposed modification of the external configuration of the building, structure, or improvement involving a change of the building, structure, or improvement;
 4. Clearly show each easement and right-of-way within or abutting the boundary of the surveyed property;
 5. Clearly show the dimensions of each street, sidewalk, alley, square, park, or other part of the property intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the street, sidewalk, alley, square, park, or other part; and
 6. Be accompanied by the required number of copies of the Development Plat, a completed Application Form, the required submission fee (per the City's current Fee Schedule), and a certificate or some other form of verification from the County appraisal district showing that all taxes have been paid on the subject property and that no delinquent taxes exist against the property.
- g) **Accompanying Applications.** An Application for a Development Plat may be accompanied by an application for rezoning approval. The rezoning Application shall be decided first. The applicant must execute a Waiver of Right to 30-Day Action that is mandated by the State for general approval of Plats, including Development Plat approval.
- h) **Development Plat Criteria for Approval.** The following criteria shall be used to determine whether the application for a Development Plat shall be approved, approved with conditions, or denied.
1. The proposed development conforms to all City plans, including but not limited to, the Comprehensive Plan, utility plans and applicable capital improvements plans;
 2. The proposed development conforms to the requirements of the Zoning Ordinance (if located within the City's corporate limits) and this Subdivision Ordinance;
 3. The proposed development is adequately served by public facilities and services, in conformance with City regulations;
 4. Appropriate agreements for acceptance and use of public dedications to serve the development have been tendered; and
 5. The proposed development conforms to the design and improvement standards contained in this Subdivision Ordinance, Engineering Standards Manual, and any other applicable codes or ordinances of the City that are related to development of a land parcel.
- i) **Development Plat Review and Approval.** The review and approval procedure for a Development Plat shall be the same as the review and approval processes for a Final Plat.
- j) **Effect.** Upon approval, the Development Plat shall be filed at the County by the City in the same manner as prescribed for a Final Plat.

10.04.012 Conveyance plat.

- a) **Purpose.**
- 1) The purpose of a Conveyance Plat is to subdivide land and to provide for recordation of

- same, for the purpose of conveying (i.e., selling) the property without developing it.
- 2) A Conveyance Plat may be used to convey the property or interests therein; however, a Conveyance Plat does not constitute approval for any type of development on the property.
- b) Applicability. A Conveyance Plat may be used in lieu of a Final Plat to record only the subdivision of property in the following instances:
- 1) Remainder Tract.
 - A) To record the remainder of a tract that is created by a Final Plat, provided that the remainder is not intended for immediate development; and
 - B) The remainder of a tract that was involved in a Final Plat must be larger than five (5) acres.
 - 2) Inheritance or Holding Tract. To record the subdivision of property into parcels, five (5) acres or smaller in size, that are not intended for immediate development, provided all required Public Improvements exist to the City's current standards prior to approval and minimum frontage requirements are met.
 - A) All public Right-of-Way must be dedicated, contingent that alignments have been determined.
 - B) Installation of on-site improvements may be delayed if development of other tracts is not affected. All easements shall be dedicated to allow subdivided lot within the conveyance plat access to public infrastructure and/or drainage ways from the parent tract, if applicable.
- c) Review and Consideration. Unless otherwise specified within this Sec. 10.04.011 Conveyance Plat for specific requirements for a Conveyance Plat, a Conveyance Plat shall be processed and approved using the same timing and procedures, including recordation, as specified for a Final Plat, refer to Sec. 10.04.006 Final Plat.
- d) Concurrent or Prior Filing of a Final Plat. No Final Plat processed and approved in association with a Conveyance Plat shall be filed without the concurrent or prior filing of the associated approved Conveyance Plat for the remainder of the subject property.
- e) Conveyance Plat Requirements.
- 1) General Requirements.
 - A) No building or development permits shall be issued nor permanent utility service provided for land that has only received approval as a Conveyance Plat; a Final Plat must be filed for building and development permits and for utility service.
 - B) Notwithstanding the above, the Building Official may authorize temporary building permits, temporary occupancy permits, and temporary utility service.
 - C) A Conveyance Plat may be superseded by a revised Conveyance Plat or a Final Plat in total or in part through compliance with the procedures and requirements of these regulations.
 - 2) Require a Preliminary Site Plan or Sketch Plan per the request of the City to ensure all Conveyance Plat tracts and remainder tracts have adequate access to public utilities and infrastructure.
- f) Standards for Approval.

- 1) Access.
 - A) All lots created by a Conveyance Plat must have frontage and access to an existing or proposed public street, defined in the Comprehensive Plan, or an existing standard street meeting City construction standards and accessing the existing City street system.
 - B) All lots created by a Conveyance Plat must provide points of access as required by this Subdivision Ordinance.
 - 2) Dedication of Right-of-Way. Dedication of Right-of-Way shall be required in accordance with the City requirements.
- g) Effect of Approval.
- 1) Development on the Property Prohibited. The approval of a Conveyance Plat authorizes conveyance of the lot(s) created thereon, but does not authorize any type of development on the property.
 - 2) Future Development Requires Compliance. The Applicant and future owner(s) of the property remain obligated to comply with all provisions in this Subdivision Ordinance upon future development of the property including, but not limited to, all requirements for platting, required Public Improvements, utility extensions, street improvements or assessments, Right-of-Way and easement dedications, and all other requirements in these regulations.

ARTICLE 10.05 CONSTRUCTION PLANS AND PROCEDURES

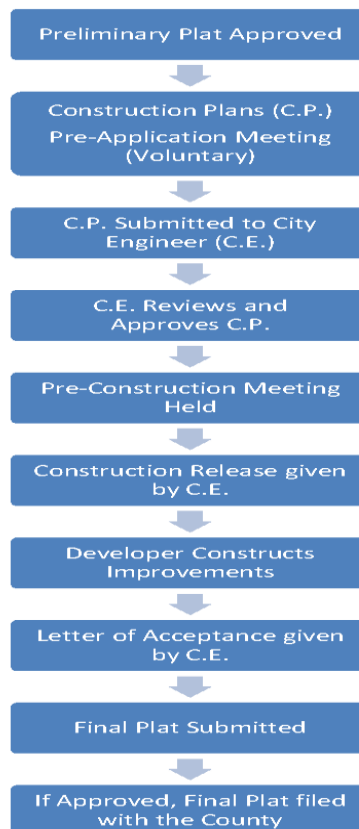


Figure 10.05 Construction Plan Process

10.05.001 Construction plans.

- a) Purpose. To require that Public Improvements be installed to serve a development in accordance with all Subdivision Regulations.
- b) Submitting Plans.
 - 1) Plans shall be submitted in accordance with the Building Official's requirements, as required in the City's Application Form. Incomplete Construction Plans shall not be accepted and such plans shall be returned to the Applicant. All Construction Plans shall be prepared by a licensed professional engineer registered with the State of Texas.
 - 2) In addition to the requisite number of hard copies, Construction Plans shall also be prepared and submitted electronically oriented in Texas State Plane grid coordinates (U.S. Survey Foot), Grid North, NAD 83, at an elevation datum based on NAVD 88. Electronic copies shall be submitted in PDF, AutoCAD, GIS or other City approved formats.
- c) Responsible Official and Decision Authority for Construction Plans.
 - 1) Review and Approval Action. The Building Official shall be the Responsible Official for review and approval of Construction Plans.
 - 2) Outside Review. If an outside consultant is contracted to review Plats, Construction Plans or other submittals, then the Applicant shall reimburse the City for all review fees after the second review.
 - 3) Decision-Maker Options. In this capacity, therefore, the Building Official shall approve, approve subject to modifications, or deny the Construction Plans.
- d) Approval Required and Timing of Construction. Construction Plans must be approved in accordance with this Division 5 Construction Plans and Procedures prior to the approval and/or recordation of the Final Plat, unless otherwise stated within this Subdivision Ordinance.
- e) Criteria for Approval. The Building Official shall approve Construction Plans if:
 - 1) The Construction Plans are consistent with the approved Preliminary Plat, or the proposed Final Plat; and
 - 2) The Construction Plans conform to the subject property's zoning (if the property is within the City Limits) and any planned development (PD) standards, and to the technical Engineering Standards Manual (ESM) for adequate public facilities, contained in this Subdivision Ordinance and all other applicable City codes and plans.
- f) Effect. Approval of Construction Plans authorizes the Applicant to:
 - 1) Schedule a Pre-Construction Meeting Sec. 10.05.002; and
 - 2) Apply for Construction Release Sec. 10.05.003.
- g) Expiration Date for Construction Plans. The approval of Construction Plans shall remain in effect for a period of one (1) year from the date of approval, or for the duration of construction of the project, provided that progress toward completion of the project continues to be demonstrated, unless the Construction Plans are extended in accordance with Sec. 10.05.001(h) Extension of Construction Plans beyond Expiration Date.
- h) Extension of Construction Plans beyond Expiration Date.
 - 1) General.
 - A) Construction Plans may be extended for a period of six (6) additional months

- beyond the expiration date.
- B) A request must be made in writing to the Building Official for such extension prior to expiration of the plans, and shall include reasons why the plans should be extended.
- 2) Decision by the Building Official.
 - A) The Building Official will review the extension request, and shall approve, approve with conditions, or deny the extension request within thirty (30) calendar days following the date of the extension request.
 - B) Should the Building Official fail to act on an extension request within thirty (30) calendar days, the extension shall be deemed to be approved.
- 3) Consideration. The Building Official shall extend Construction Plans approval for a period of six (6) additional months beyond the expiration date if:
 - A) A Final Plat has been submitted, approved or filed of record for any portion of the property shown on the Construction Plans;
 - B) The Construction Plans comply with new ordinances (i.e., ordinances that have been adopted after approval of the original Construction Plans) that impact the health, safety and general welfare of the City;
 - C) Demonstrable forward progress has been made to proceed with construction or required improvements; and
 - D) A Development Agreement (Sec. 10.05.005 Development Agreements and Security for Completion), if applicable, is still valid and in full effect.
- 4) Conditions. In granting an extension, the Building Official may impose such conditions as are needed to ensure that the land will be developed in a timely fashion and that the public interest is served. Any extension may be predicated upon compliance with new development regulations and/or the Applicant waiving any vested rights.
- 5) Total Extension. A second six (6) month extension may be requested using the same process outlined above.

10.05.002 Pre-construction meeting.

- a) Requirement.
 - 1) The Applicant(s) shall attend a Pre-Construction Meeting with the Design Review Committee following the approval of Construction Plans and prior to commencement of any construction on the property.
 - 2) The Building Official shall require three (3) business days to schedule a Pre-Construction Meeting.
- b) Purpose.
 - 1) Discussion of Procedures. The purpose of the Pre-Construction Meeting is to discuss administrative, communication, and operating procedures for project construction prior to Construction Release or issuance of a Building Permit.
 - 2) Review of Criteria. A list of typical inspection items, procedures, and acceptance criteria for items in public Right-of-Way and easements will also be furnished to the Applicant.
- c) Notice. The Applicant shall receive written notice from the Building Official that Construction Plans have been approved and that the project is eligible for a Pre-Construction Meeting.
- d) Effect.
 - 1) Following the Pre-Construction Meeting and upon approval of the Construction Plans and

full compliance with all pre-construction requirements, the Building Official shall authorize Construction Release, allowing the Applicant to commence with construction of the project.

- 2) The Applicant may also be issued a Building Permit, if appropriate, provided that a Building Permit Application has been submitted and approved and all other Building Permit requirements have also been met.

10.05.003 Construction release.

a) Requirements for a Construction Release.

- 1) Upon approval of the Preliminary Plat and/or the Construction Plans, receipt of all documentation (e.g., insurance information, bonds, etc.) and fees, and after the Pre-Construction Meeting with City staff and a franchise utility representative, the City Building Official shall release the plans for construction if all City requirements pertaining to construction have been met. All construction of public works, including but not limited to water works, sewers, drainage, highways, and streets shall be supervised by a licensed professional engineer.
- 2) The Construction Release shall remain in effect for a period of one (1) year from the date of issuance, or for the duration of construction of the project, provided that progress toward completion of the project continues to be demonstrated.

- b) Construction Release Expiration and Extension. Expiration, and possible extension, of the Construction Release shall be the same as for the Construction Plans (see Sections 10.05.001(g) and 10.05.001(h)).

10.05.004 Timing of public improvements.

a) Completion Prior to Final Plat Approval and Recordation.

- 1) Completion of all required Public Improvements, in accordance with the approved Preliminary Plat and the approved Construction Plans, shall occur prior to Final Plat approval and recordation.
- 2) A Final Plat shall not be accepted for filing, nor shall it be considered for approval, prior to completion of such improvements except as provided in Sec. 10.05.004(b).

b) Completion after Final Plat Approval and Recordation.

- 1) The Building Official, upon written request by the Applicant, may allow construction of Public Improvements after Final Plat approval and recordation.
- 2) Postponement of Public Improvements shall be conditioned on execution of a Development Agreement and provision of security, in accordance with Sec. 10.05.005 Development Agreements and Security for Completion.
- 3) It shall be at the Building Official's discretion to determine whether postponing construction of Public Improvements until after Final Plat approval and recordation is appropriate, and therefore, whether financial guarantee is acceptable through a Development Agreement.
- 4) All construction of the required Public Improvements shall be completed within two (2) years of construction release; an extension may be granted by the city council for up to one (1) year.

- c) Deferral of Obligation. The City Administrator may defer the Developer's obligation to construct Public Improvements to serve a new development upon execution of a Development Agreement

and upon provision of adequate security (see Sec. 10.05.005 Development Agreements and Security for Completion).

- d) Phased Development. If the development is being platted and constructed in phases, improvements shall be completed as platted areas are approved and phases are constructed.
- e) Easements for Utility Providers.
 - 1) The Applicant is responsible for contacting all utility providers prior to beginning construction, and for securing all necessary easements for same prior to Final Plat approval and recordation.
 - 2) The Applicant's engineer shall provide the Building Official with written certification that all necessary easements are secured for the various utility providers, and such easements shall be shown on the Final Plat with the recording information for each.
- f) Off-Site Easements.
 - 1) All necessary public and/or private off-site easements required for installation of required off-site improvements to serve the development shall be acquired by the Applicant prior to the Pre-Construction Meeting (see Sec. 10.05.002 Pre-Construction Meeting), or prior to approval and recordation of the Final Plat, whichever occurs first. Any off-site private improvements shall be designed by a professional engineer licensed in the State of Texas.
 - 2) Off-site easements shall be conveyed and recorded at the County by an instrument approved by the City.
 - 3) If the property on which the off-site easement is required has been platted, a separate instrument shall be required to dedicate the easement.
 - 4) The Applicant shall be responsible for the acquisition of all required off-site easements. If the Applicant is unable to acquire the necessary off-site easements, the Applicant may request assistance from the City. The Applicant shall provide the City with easement or Right-of-Way survey documents and exhibits, documentation, including evidence of a reasonable offer made to the affected property owner. Upon receiving a written request for assistance, the City may secure the services of a Right-of-Way agent, at the developer's cost. The City may secure easements through eminent domain proceedings, should the City deem it appropriate.
 - 5) The Applicant shall reimburse the City for the costs of acquiring the necessary easements including but not limited to attorney's fees and costs.

10.05.005 Development agreements and security for completion.

- a) Development Agreements. When any of the required Public Improvements (i.e., water, wastewater, streets, drainage, park improvements etc.) will be postponed and constructed after Final Plat approval and recordation, the Final Plat shall not be accepted for filing, nor shall it be approved, unless and until the Applicant enters into a Development Agreement of standardized format approved by the City by which the
 - 1) Applicant:
 - A) Will complete the improvements;
 - B) Warrants the improvements for a period of two (2) years following final and formal acceptance by the City;
 - C) Provides a maintenance bond in the amount of one hundred and ten percent (110%) of the costs of the improvements for such period to ensure the repair and replacement of all defects due to faulty materials and workmanship that

- appear within the two (2) year period following date of acceptance;
 - D) Provides provisions (e.g., performance and payment bonds) for securing the obligations of the agreement consistent with Sec. 10.05.005(d) Security for Completion of Improvements; and
 - E) Outlines other terms and conditions as are agreed to by the Applicant and the City, or as may be required by this Subdivision Ordinance, including insurance requirements and covenants to comply with other ordinances of the City.
 - 2) Exception:
 - A) If escrow is provided in agreement with Sec. 10.05.005(e) (Escrow Policies and Procedures), then the requirement for a Development Agreement may be waived by the City Administrator.
- b) Development Agreements to Run with the Land.
 - 1) The Development Agreement shall provide that the covenants and other items of agreement contained therein shall run with the land and shall bind all successors, heirs and assignees of the Applicant.
 - 2) All existing owners shall be required to execute the agreement or provide written consent to the covenants and other items contained in the agreement.
- c) Development Agreement Decision by the City Council.
 - 1) The City Administrator and City Attorney shall review all Development Agreements.
 - 2) The City Administrator shall recommend an action to the City Council for all Development Agreements.
 - 3) The Development Agreement shall require the approval of the City Council. The City Council may approve, approve with conditions, or deny a Development Agreement.
 - A) The City Council may authorize the City Administrator to approve specific Development Agreements on behalf of the City Council. In the event of a disagreement between the City staff and the Subdivider concerning stipulations of the Development Agreement, the Subdivider may request City Council approval of alternative provisions.
- d) Security for Completion of Improvements.
 - 1) Type of Security.
 - A) When any of the required Public Improvements will be constructed after approval and recordation of the Final Plat, the Applicant shall guarantee proper construction of such postponed improvements and payment of all claimants supplying labor and materials for the construction of the improvements, in accordance with the City's standards and with this Subdivision Ordinance, by a bond executed by a surety company holding a license to do business in the State of Texas, and acceptable to the City, on the form provided by the City.
 - B) The performance and payment bonds shall be approved as to form by the City Attorney.
 - C) In lieu of security, the City may accept a developer agreement drafted in a form suitable to the City Attorney.
 - 2) Estimated Cost and Security Approval.
 - A) Security shall be issued in the amount of one hundred and ten percent (110%) of the cost to construct and complete all required Public Improvements to the City's standards as estimated by the Applicant's professional engineer licensed

in the State of Texas, and as reviewed and approved by the City Engineer and City Administrator.

- B) Security shall be subject to the review and approval of the City Attorney.
- C) The Applicant shall reimburse the City for all related legal costs for review (this reimbursement shall be paid in full prior to filing of the Final Plat).

e) Escrow Policies and Procedures.

1) Request for Escrow.

- A) The City may require or the Developer may petition the City to defer required improvements in exchange for a deposit of escrow up to an amount not to exceed \$15,000 for a period of two (2) years from acceptance of the project. An example may include a timing issue due to pending street improvements by another agency such as TxDOT.
- B) The City Administrator may require studies and other information to support the Developer's request to escrow.

2) Escrow Deposit with the City.

- A) When the City Administrator requires or agrees to accept escrow deposits, the Developer shall deposit in escrow with the City, at a financial institution to be approved by the City, an amount equal to one hundred and ten percent (110%) of the total "turnkey" costs including, but not limited to, the design, permitting, acceptance and inflation costs related to the improvement(s). The full amount of escrow shall remain deposited with the City until completion of the project.
- B) The City Administrator shall review and approve the amount, which shall be approved and paid prior to recordation of the Final Plat.

3) City Usage of Escrowed Funds. The City may also use the escrowed funds in participation with another entity (such as TxDOT or the County, etc.) to jointly construct the Public Improvement(s).

4) Termination of Escrow.

- A) Escrows, or portions of escrowed amounts, which remain unused after a period of ten (10) years following the date of such payment shall, upon written request, be returned to the Developer.
- B) Such return of escrowed funds does not remove any obligations of the Developer for construction of the required improvement(s).

5) Refund. If all or a portion of a street or other type of Public Improvement for which escrow is deposited is constructed by a party other than the City, the remaining unused escrowed funds, upon written request shall be refunded to the Developer after completion and City acceptance of the street or Public Improvement. The City shall require thirty (30) days from the request to process the refund.

6) Interest on Escrowed Funds. When escrowed funds are returned or refunded to the escrowing Developer, the City shall retain all of the interest accrued by the funds.

7) Escrow Fee Agreement. The City Administrator, at his/her discretion, may require an escrow fee agreement be executed.

f) Pro-rata Policy for Infrastructure Reimbursement.

- 1) The subdivider shall be fully responsible for the construction of utilities necessary for the subdivision and the surrounding area, unless other provisions are approved by the City Council. Provisions for reimbursement of costs required by the City but exceeding those necessary to serve the subdivision, and any other provisions, shall be made a part of a

facilities agreement. For any subsequent subdivision utilizing such facilities, any costs due prior subdividers shall be prorated by the use the new subdivision bears to the amount due. Such prorated amounts will be made a part of any subsequent facilities agreement, collected by the City, and repaid to the original developer making such improvements.

- 2) All such reimbursements or prorations shall be based on the actual cost of the improvements at the time of their construction, subject to comparison with other current unit and/or project costs. The original subdivider shall therefore provide the City with acceptable documentation of actual construction costs from which calculation of reimbursable amounts will be made for inclusion in a facilities agreement.
- 3) Non-residential versus residential requirements.
 - A) As concerns all non-residential property: In cases that a Subdivision utilizes utilities or infrastructure already constructed through use of city funds, the subdivider shall pay to the City for the use of such facilities an amount equal to that which would be required to serve the subdivision under the requirements of this ordinance, based upon policies developed and approved by the City Council.
 - B) As concerns residential property: All provisions that subjected residential property to a reimbursement policy are void and of no affect.
- 4) Notwithstanding the foregoing, the adjacent owner shall pay 100 percent of the costs incurred by the subdividers to acquire an easement from the adjacent owner. The pro-rata share paid by the adjacent owner to the City will be forwarded to the subdivider within 60 days of receipt by the City. All pro rata payments levied are a personal liability and charge against the real and true owners of the premises described, notwithstanding such owners may not be named, or may be incorrectly named.

g) City Infrastructure Participation.

- 1) The City may participate with the subdivider on major items of construction such as lift stations, bridges or streets adjacent to the subdivision, which benefit existing or future development in addition to that being subdivided. The City shall participate in the street construction within and adjacent to new subdivisions on the following basis:
 - A) All streets not exceeding forty-five (45) feet from curb back to curb back shall be paid for and constructed by the subdivider.
 - B) If the subdivider's property abuts only one side of a street right-of-way, the subdivider shall provide not less than twenty-four (24) feet of paved width.
 - C) Streets in excess of forty-five (45) feet in width shall be provided by the subdivider in accordance with the City's transportation plan, or on request of the City Council, but the City shall pay the cost of developing the width of the street in excess of forty-five (45) feet, excluding the cost of curbs or turning lanes.
- 2) The construction of certain facilities required by the provisions of this ordinance may not be possible or practical at the time the subdivider prepares their plans for public improvements. Such deletion or delay of improvements may be specified in a facilities agreement, together with provisions for escrow deposits or future payments by the City and/or subdivider. The City shall not be responsible for payment until the street is extended into or through property other than that being subdivided, and/or until funds are available, unless otherwise provided in the facilities agreement for the subdivision.

10.05.006 Inspection, maintenance, and acceptance of public improvements.

a) Inspection of Public Improvements.

1) Timing and Contact.

- A) The City Administrator, Building Official, Public Works Director, and City Engineer shall inspect the construction of improvements while in progress, as well as upon completion.
- B) The Applicant, or Applicant's contractor, shall maintain contact with the Building Official during construction of improvements.

2) Conformance with Construction Plans.

- A) Construction shall be in accordance with the approved Construction Plans.
- B) Any significant change in design required during construction shall be made and documented by the Applicant's engineer, and shall be subject to approval by the Building Official.

3) Corrections to Improvements. If the City Administrator, Building Official, Public Works Director, or City Engineer finds, upon inspection, that any of the required Public Improvements have not been constructed properly and in accordance with the approved Construction Plans, the Applicant shall be responsible for completing and/or correcting the Public Improvements to bring such into compliance.

4) No building permit shall be issued until completion of all improvements within the subdivision and acceptance by the city. The City Administrator, upon the recommendation of the Building Official and Public Works Director shall have the authority, after reviewing the improvements, to release parts of the subdivision for building permits. The engineer responsible for the design of the proposed improvements shall submit testing reports performed by the engineer of an independent testing laboratory with a verification statement to the Building Official and Public Works Director that the improvements have been constructed in accordance with the plans and specifications as approved by the City Council and in accordance with any other provisions of any other ordinance of the city applicable thereto.

b) Public Works Inspection Fees.

1) A public works inspection fee of one percent (1%) of the actual contract costs of city-maintained improvements shall be established. The fee shall be based on a percentage of the estimated cost of public improvements including, but not limited to water, sanitary sewer, storm sewer, drainage structures, bridges, culverts, paving, screening walls, etc. The fee shall be due and payable at the time of the preconstruction meeting for residential developments and at the time of the building permit issuance for industrial and commercial developments.

2) Fee Standards.

- A) The subdivider is required to retain a professional engineer to supervise the construction of all public improvements as required in Title 6 of the Texas Occupation Code, §1001.407. The supervision of the construction shall include, but not be limited to construction inspection and verifying the compliance with the construction plans and specifications.
- B) Inspections shall be conducted during normal business hours, 8:00 A.M. to 5:00 P.M., Monday through Friday.

3) Exceptions.

- A) Where excavations are made by a public utility company operating under a

franchise agreement issued by City or under the direct supervision of the Public Works Director, a permit may be granted without making the advance permit payment, or waived if the franchise agreement permits waiver and approved by the Public Works Director.

- 4) Cost for Construction.
 - A) The Developer shall submit to the City a cost for construction of the public infrastructure to be dedicated to the City and upon which the maintenance bond and inspection fees will be based.
 - B) The cost of construction shall be reviewed and approved by the City Engineer.
- 5) Inspection During Non-Business Hours.
 - A) Public works inspections may be conducted at times other than normal working hours with prior approval.
 - B) A minimum forty-eight (48) hour notice must be given to the City by the Developer for any work that, in the City's sole opinion, requires inspection and occurs during non-business hours, and the Developer shall reimburse the City a minimum of four (4) hours at the current overtime rate per hour upon receipt of an invoice.
- c) Maintenance during Construction. The Applicant shall maintain all required Public Improvements during construction of the development.
- d) Engineer's Certification and Submission of Record Drawings.
 - 1) Upon completion of the construction of all improvements, a certificate shall be provided, signed by the subdivision's professional engineer, that any and all improvements constructed in the subdivision have been completed in accordance with the approved construction plans
 - 2) The City shall not accept dedication of required Public Improvements until the Applicant's engineer has certified to the Building Official, through submission of detailed Record Drawings, which have been approved by the City, of the project and filed copies of any off-site easements that the Public Improvements have been built in accordance with the approved Construction Plans.
 - 3) Each record drawing sheet shall show all changes made in the Construction Plans during construction, and on each sheet, there shall be a "record" stamp bearing the signature of the engineer and date, which shall be maintained by the Building Official.
 - 4) Digital files of all the Record Drawings shall be submitted by the Applicant in a format acceptable by the City and received by the City.
- e) Acceptance or Rejection of Improvements by the City Administrator.
 - 1) Responsible Official. The City Administrator shall be responsible for inspecting all required Public Improvements shown in the Construction Plans, and for accepting completed subdivision improvements intended for dedication to the City.
 - 2) Final Inspection. After completion of all improvements, franchise utilities, grading, and erosion control, the City Administrator, Building Official, Public Works Director and City Engineer (if the latter's involvement is deemed appropriate) will perform a final inspection before recommending acceptance of the improvements via a Letter of Final Acceptance.
 - 3) Letter of Final Acceptance. If all improvements are completed, inspected, tested (if applicable), and determined by the City to be in conformance with Subdivision Ordinance

regulations and with the City's design standards and all inspection fees have been paid, then the City Administrator shall issue a Letter of Final Acceptance to the Applicant, thereby notifying the Applicant of the City's approval of improvements and acceptance or future acceptance subject to approval of a Final Plat.

- A) In cases where a Final Plat has not been approved, the Letter of Final Acceptance will indicate that the City's acceptance of the Public Improvements will occur concurrently with the approval of a Final Plat.
- B) In cases where a Final Plat has already been approved with a Development Agreement, then the Letter of Final Acceptance will indicate that the City's acceptance of the Public Improvements.
- 4) Meaning of Acceptance. Acceptance of the Improvements shall mean that the Applicant has transferred all rights to all the Public Improvements to the City for title, use, and maintenance.
- 5) Rejection. The City Administrator shall reject those Improvements that fail to comply with the City's standards and specifications. The City shall enforce the guarantee provided by agreement(s).
- f) Disclaimer.
 - 1) Approval of a Preliminary Plat or Final Plat by the Commission, or Construction Plans by the City Administrator, shall not constitute acceptance of any of the Public Improvements required to serve the Subdivision or development.
 - 2) No Public Improvements shall be accepted for dedication by the City except in accordance with this Section.
- g) Maintenance Bond.
 - 1) Per requirements established and maintained by the City Administrator, the Developer shall furnish maintenance bonds to the City for Public Improvements for a period of two (2) years from the date of acceptance by the City (see Sec. 10.05.006(e)(3) Letter of Final Acceptance for acceptance dates).
 - 2) The maintenance bond shall be a good and sufficient bond executed by a corporate surety approved by the City in an amount equal to the total cost of said improvements and guaranteeing their maintenance for two (2) years from the date of Final Plat approval.
 - 3) The maintenance bond shall be for a full period of two years from the date of final approval of the contractual project and shall be in the amount of 20% of the contract price for the first year and in the amount of 10% of the contract price for the second year.
 - 4) A licensed professional engineer shall write and seal an itemized letter verifying the accuracy of the maintenance of the items that were constructed.

SECTION 7
CREATE ARTICLE 10.06 SUBDIVISION STANDARDS
RENUMBER SECTIONS 10.02.034, 10.02.035, AND 10.02.037

Article 10.06 *Subdivision Standards* is hereby, created and adopted.

Section 10.02.034 *General Requirements* is hereby renumbered and incorporated as Section 10.06.001.
 Section 10.02.035 *Easement Standards*, is hereby renumbered and incorporated as Section 10.06.002.
 Section 10.02.037 *Drainage Study Required* is hereby renumbered and incorporated as Section 10.06.003.

SECTION 8
CREATION OF ARTICLE 10.07 RELIEF FROM SUBDIVISION DESIGN STANDARDS

Article 10.07 *Relief from Subdivision Design Standards* is hereby created and adopted in its entirety:

ARTICLE 10.07 RELIEF FROM SUBDIVISION DESIGN STANDARDS

10.07.001 Petition for subdivision waiver.

- a) Purpose. The purpose of a petition for a Subdivision Waiver to a particular standard or requirement with these Subdivision Regulations, as such are applicable to Plats or Construction Plans, is to determine whether such particular standard or requirement should be applied to an application.
- b) Definitions. Subdivision Waivers shall be classified as a Minor Subdivision Waiver or Major Subdivision Waiver.
- c) Decision-Maker.
 - 1) Minor Subdivision Waiver.
 - A) Decision-Maker Authority.
 - i. The City Administrator shall act upon a Minor Subdivision Waiver listed in Table 4.
 - B) Appeal of a Minor Subdivision Waiver Decision.
 - i. Appeal Review and Recommendation. An appeal of the Minor Subdivision Waiver decision may be considered by the Commission.
 - ii. Appeal Decision. If further appeal is made, the City Council shall then act on such an appeal. (See Sec. 10.07.001(j) Minor Subdivision Waiver Appeal)

Minor Subdivision Waiver		
Section	Standard	City Administrator
10.01.005(g)	Thoroughfare Plan	Approve
10.03.001(b)	Waiver of Application Information	Approve
10.06.001(d)(1)(D)(ii)	Water Lines Extended to Subdivision Borders	Approve
10.06.001(c)(6)	Wastewater Lines Extended to Subdivision Borders	Approve

- 2) Major Subdivision Waiver.
 - A) Decision Maker Authority. After review and recommendation from the Commission, the City Council shall decide a Major Subdivision Waiver.
- 3) Waiver from the Requirements for Sidewalks, Curbs, and/or Gutters.
 - A) The City Administrator is authorized to grant waivers for Sidewalks, Curbs, and/or Gutters if the property was platted prior to June 14, 2022; and
 - B) Waivers requested that do not qualify under the conditions outlined in Sec. 10.07.003(a) above must follow the procedure for a Major Subdivision Waiver.
 - C) Applicants whose request for waiver is denied by the City Administrator may appeal this decision. Appeals under Sec. 10.07.003 will follow the procedures for appealing a Minor Subdivision Waiver as set forth in Sec. 10.07.001(j).
 - D) All approved waivers require the payment of a fee equal to 25% of the total

improvement cost as determined by the city's current bid contract for such improvements.

d) Subdivision Waiver Applicability.

1) Waiver of Standard or Requirement.

- A) An Applicant may request a Subdivision Waiver of a particular standard or requirement applicable to a Preliminary Plat, to Construction Plans, or where no Preliminary Plat Application has been submitted for approval, to a Final Plat or a Replat.
- B) A Subdivision Waiver petition shall be specific in nature, and shall only involve relief consideration for one particular standard or requirement.
- C) An Applicant may, if desired, submit more than one Subdivision Waiver petition if there are several standards or requirements at issue.
- D) For processing a Subdivision Waiver in relationship with a Plat Application, an Applicant shall submit a Waiver of Right to 30-Day Action in accordance with Sec. 10.03.003(d) Waiver of Right to 30-Day Action.

2) Waiver Petition Acceptance.

- A) A petition for a Subdivision Waiver shall not be accepted in lieu of:
 - i. A Subdivision Proportionality Appeal (Sec. 10.07.002); or
 - ii. A Subdivision Vested Rights Petition (Sec. 10.07.003).
- B) If there is a question as to whether a Subdivision Proportionality Appeal or Subdivision Vested Rights Petition is required instead of a Subdivision Waiver petition, such determination shall be made by the City Administrator.

e) Subdivision Waiver Submission Procedures.

1) Written Waiver Request with Application.

- A) A request for a Subdivision Waiver shall be submitted in writing by the Applicant with the filing of a Preliminary Plat, Construction Plans, Final Plat or Replat, as applicable.
- B) No Subdivision Waiver may be considered or granted unless the Applicant has made such written request.

2) Grounds for Waiver.

- A) The Applicant's request shall state the grounds for the Subdivision Waiver request and all of the facts relied upon by the Applicant.
- B) Failure to do so, will result in denial of the Application unless the Applicant submits a Waiver of Right to 30-Day Action in accordance with Sec. 10.03.003(d) Waiver of Right to 30-Day Action.

f) Subdivision Waiver Criteria.

- 1) Undue Hardship Present. A Subdivision Waiver to regulations within this Subdivision Ordinance may be approved only when, in the Decision-Maker's opinion, undue hardship will result from strict compliance to the regulations.
- 2) Consideration Factors. The Decision-Maker shall take into account the following factors:
 - A) The nature of the proposed land use involved and existing uses of the land in the vicinity;
 - B) The number of persons who will reside or work in the proposed development; and
 - C) The effect such Subdivision Waiver might have upon traffic conditions and upon

the public health, safety, convenience and welfare in the vicinity.

- 3) Findings. No Subdivision Waiver shall be granted unless the Decision-Maker finds:
 - A) That there are special circumstances or conditions affecting the land involved or other constraints such that the strict application of the provisions of this Subdivision Ordinance would deprive the Applicant of the reasonable use of his or her land; and
 - B) That the Subdivision Waiver is necessary for the preservation and enjoyment of a substantial property right of the Applicant, and that the granting of the Subdivision Waiver will not be detrimental to the public health, safety or welfare or injurious to other property in the area; and
 - C) That the granting of the Subdivision Waiver will not have the effect of preventing the orderly subdivision of other lands in the area in accordance with the provisions of this Subdivision Ordinance.
- 4) Intent of Subdivision Regulations.
 - A) A Subdivision Waiver may be granted only when in harmony with the general purpose and intent of the Subdivision Ordinance so that the public health, safety and welfare may be secured and substantial justice done.
 - B) Financial hardship to the Applicant shall not be deemed to constitute undue hardship.
- 5) Minimum Degree of Variation. No Subdivision Waiver shall be granted unless it represents the minimum degree of variation of requirements necessary to meet the needs of the Applicant.
- 6) Violations and Conflicts. The Decision-Maker shall not authorize a Subdivision Waiver that would constitute a violation of, or conflict with, any other valid ordinance, code, regulation, master plan or Comprehensive Plan of the City.
- 7) Falsification of Information.
 - A) Any falsification of information by the Applicant shall be cause for the Subdivision Waiver request to be denied.
 - B) If the Subdivision Waiver request is approved based upon false information, whether intentional or not, discovery of such false information shall nullify prior approval of the Subdivision Waiver, and shall be grounds for reconsideration of the Subdivision Waiver request.
- g) Burden of Proof. The Applicant bears the burden of proof to demonstrate that the requirement for which a Subdivision Waiver is requested, if uniformly applied, imposes an undue hardship or disproportionate burden on the Applicant. The Applicant shall submit the burden of proof with the original submittal.
- h) Subdivision Waiver Decision.
 - 1) The Decision-Maker shall consider the Subdivision Waiver petition and, based upon the criteria set forth in Sec. 10.07.001(f) Subdivision Waiver Criteria, shall take one of the following actions:
 - A) Deny the petition, and impose the standard or requirement as it is stated in this Subdivision Ordinance; or
 - B) Grant the petition, and waive in whole or in part the standard or requirement as it is stated in this Subdivision Ordinance.
 - 2) Decision Process for a Minor Subdivision Waiver. The Decision-Maker shall deny or grant a request for a Minor Subdivision Waiver concurrently with the decision of a Preliminary

Plat, Construction Plans, Final Plat or Replat, as applicable.

3) Decision Process for a Major Subdivision Waiver.

A) Recommendation of the Planning and Zoning Commission.

- i. The Commission shall consider the Major Subdivision Waiver request at a public meeting no later than thirty (30) calendar days after the date on which the notice of Major Subdivision Waiver is submitted to the City Administrator.
- ii. The Commission shall recommend to the City Council to approve or deny a request for a Major Subdivision Waiver by majority vote.

B) Decision by City Council.

- i. After the recommendation from the Commission has been made, the City Council shall consider the Major Subdivision Waiver request at a public meeting no later than thirty (30) calendar days after the date on which the Commission's recommendation was made.
- ii. The City Council may or shall approve or deny a request for a Major Subdivision Waiver by a vote of all members.
- iii. The decision of the City Council is final.

i) Notification of Decision on Petition—14 Days. The Applicant shall be notified of the decision on the Subdivision Waiver by the applicable Decision-Maker (e.g., the City Administrator, Commission or City Council, as applicable), within fourteen (14) calendar days following the decision.

j) Minor Subdivision Waiver Appeal.

1) Initiation of an Appeal.

- A) The Applicant may appeal a Minor Subdivision Waiver decision of the City Administrator, as allowed within the Subdivision Ordinance.
- B) The written request to appeal shall be submitted to the City Administrator within thirty (30) calendar days following the denial decision.

2) Recommendation of the Planning and Zoning Commission.

- A) The Commission shall consider the appeal at a public meeting no later than thirty (30) calendar days after the date on which the notice of appeal is submitted to the City Administrator.
- B) At this meeting, new information may be presented and considered, if available, that might alter the previous decision to deny the Minor Subdivision Waiver.
- C) The Commission shall recommend to the City Council to affirm, modify or reverse the previous decision by simple majority vote.

3) Appeal to City Council.

- A) The Applicant may appeal the Commission's decision by submitting a written notice of appeal to the City Administrator within thirty (30) calendar days following the Commission's decision.
- B) After the recommendation from the Commission has been made, the City Council shall consider the appeal at a public meeting no later than thirty (30) calendar days after the date on which the Commission's recommendation was made.
- C) The City Council may affirm, modify or reverse the decision by simple majority vote.

D) The decision of the City Council is final.

k) Effect of Approval.

- 1) Submission and Processing. Following the granting of a Subdivision Waiver, the Applicant may submit or continue the processing of a Plat or Construction Plans, as applicable.
- 2) Expirations. The Subdivision Waiver granted shall remain in effect for the period the Plat or Construction Plans are in effect, and shall expire upon expiration of either or both of those Applications.
- 3) Extensions. Extension of those Applications shall also result in extension of the Subdivision Waiver.

10.07.002 Subdivision proportionality appeal.

a) Purpose and Applicability.

- 1) Purpose. The purpose of a petition for relief from a dedication, construction requirement, or a requirement to pay a fee, other than an impact fee authorized by Chapter 395 of the TLGC is to ensure that the imposition of uniform dedication, construction, and fee standards to a proposed development does not result in a disproportionate burden on the property owner, taking into consideration the nature and extent of the demands created by the proposed development on the City's roadways and public facilities systems.
- 2) Applicability.
 - A) An Applicant may file a petition for relief under this Sec. 10.07.002 Subdivision Proportionality Appeal to contest any requirement to dedicate land or to construct Public Improvements as required by this Subdivision Ordinance, other ordinance, or attached as a condition to approval of the Application.
 - B) A petition under this Sec. 10.07.002 Subdivision Proportionality Appeal shall not be used to waive standards on grounds applicable to any Subdivision Waiver Application, as outlined in Sec. 10.07.001 Petition for Subdivision Waiver.

b) Petition Requirements.

- 1) Form of Petition. The petition for relief from a dedication, construction, or fee requirement shall allege that Application of the standard relating to the requirement is not roughly proportional to the nature and extent of the impacts created by the proposed development on the City's water, wastewater, storm drainage, parks or roadway system or does not reasonably benefit the proposed development.
- 2) Study Required. The Applicant shall provide a study in support of the petition for relief that includes the following information:
 - A) Capacity Utilized.
 - i. Total capacity of the City's water, wastewater, storm drainage, parks or roadway system to be utilized by the proposed development, employing standard measures of capacity and equivalency tables relating the type of development proposed to the quantity of system capacity to be consumed by the development.
 - ii. If the proposed development is to be developed in phases, such information also shall be provided for the entire development proposed, including any phases already developed.
 - B) Capacity Supplied.
 - i. Total capacity to be supplied to the City's water, wastewater, storm

- drainage, parks or roadway system by the proposed dedication of an interest in land or construction of Public Improvements.
- ii. If the Application is part of a phased development, the information shall include any capacity supplied by prior dedications or construction of Public Improvements.
- C) Capacity Comparison.
 - i. Comparison of the capacity of the City's public facilities system(s) to be consumed by the proposed development with the capacity to be supplied to such system(s) by the proposed dedication of an interest in land, construction of Public Improvements, or payment of a fee.
 - ii. In making this comparison, the impacts on the City's public facilities system(s) from the entire development shall be considered.
 - D) Oversizing. The effect of any City participation in the costs of oversizing the Public Improvement to be constructed in accordance with the City's requirements.
 - E) Other Information. Any other information that shows the alleged disproportionality between the impacts created by the proposed development and the dedication or construction requirement imposed by the City.
- 3) Time for Filing Petition and Study.
- A) A petition for relief from a dedication, construction, or fee requirement shall be filed with the City Administrator within fourteen (14) calendar days following the City Council's decision to conditionally approve or deny an Application.
 - B) The study in support of the petition shall be filed within sixty (60) calendar days following the initial decision, unless the Applicant (petitioner for relief) seeks an extension in writing.
 - C) The City Administrator may extend the time for submitting the study for a period not to exceed an additional thirty (30) calendar days for good cause shown.
- 4) Land in ETJ. Where land or facilities to be dedicated are located in the ETJ of the City and are to be dedicated to the County, a petition for relief or study in support of the petition shall be accepted as complete for review by the City Administrator only when such petition or study is accompanied by verification that a copy has been delivered to and accepted by the County, as applicable.
- c) Processing of Subdivision Proportionality Appeal Petitions and Decision.
- 1) Responsible Official. The City Administrator shall be the Responsible Official for a petition for relief from a dedication or construction requirement.
 - 2) Review and Recommendation.
 - A) The City Administrator shall review the petition and supporting study and shall make a recommendation to:
 - i. The Commission, and
 - ii. The City Council.
 - B) In response to a petition for relief from a dedication or construction requirement pursuant to Sec. 10.07.002 Subdivision Proportionality Appeal and to achieve proportionality between the demands created by a proposed development on public facilities and the obligation to provide adequate public facilities, the City may participate in the costs of Public Improvements, credit or offset the obligations against payment of impact fees, or relieve the property

owner any of the obligations.

- 3) Decision-Maker. The City Council shall decide the Subdivision Proportionality Appeal petition, after receiving a recommendation from the Planning and Zoning Commission.
 - 4) Hearing Held within 60 Days after Receipt of Study. The City Council shall conduct a public hearing within sixty (60) calendar days after the study supporting the petition (refer to Sec. 10.07.002(b) is filed with the City Administrator.
 - 5) Burden of Proof. The Applicant bears the burden of proof to demonstrate that the Application of a dedication or construction requirement that is uniformly applied imposes a disproportionate burden on the Applicant.
 - 6) Decision. The City Council shall consider the petition for relief from a dedication or construction requirement based upon the following criteria:
 - A) The City Council shall determine whether the Application of the standard or condition is roughly proportional to the nature and extent of the impacts created by the proposed development on the City's water, wastewater, storm drainage, parks or roadway system, and whether the Application of the standard or condition reasonably benefits the development.
 - B) In making such determination, the City Council shall consider the evidence submitted by the Applicant, the report and recommendation of the City Administrator and, where the property is located within the City's ETJ, any recommendations from the County, as applicable.
 - 7) Action. Based on the criteria in Sec. 10.07.002(c)(6), the City Council shall take one of the following actions:
 - A) Deny the petition for relief, and impose the dedication or construction requirement as required by this Ordinance; or
 - B) Grant the petition for relief, and waive any dedication or construction requirement to the extent necessary to achieve proportionality; or
 - C) Grant the petition for relief, and direct that the City participate in the costs of acquiring land for or constructing the Public Improvement under standard participation policies.
 - 8) Notification of Decision on Petition. The City Administrator shall notify the Applicant of the decision on the petition for relief within fourteen (14) calendar days following the City Council's decision.
- d) Expiration or Failure to File Application. Where an Application was denied based upon the imposition of the standard requiring dedication of land or construction of a required Public Improvement and the City Council's decision is to grant some level of relief, the Applicant shall resubmit the Application within sixty (60) calendar days following the date the petition for relief is granted, in whole or in part, showing conformity with the City Council's decision on the petition.
- 1) If the Application is not resubmitted within the sixty (60) day period, the relief granted by the City Council on the petition shall expire.
 - 2) If the re-submittal of the Application is modified in any other way, a new petition for relief may be required by the City Administrator.
 - 3) If the Application for which relief was granted is denied on other grounds, a new petition for relief may be required by the City Administrator.
- e) Effect of Relief.
- 1) The City Administrator may require the Applicant to submit a modified Application or supporting materials consistent with the relief granted by the City Council on the petition.

- 2) The relief granted on the petition shall remain in effect for the period the Application is in effect, and shall expire upon expiration of the plat or related Application.

10.07.003 Subdivision vested rights petition.

- a) Purpose. In accordance with TLGC, Chapter 245 or successor statute, the purpose of a Subdivision Vested Rights Petition is to determine whether an application should be processed under the terms of a previous ordinance, to provide a process for determination of possible vested status, and to determine when certain permits are subject to expiration.
- b) Applicability of a Subdivision Vested Rights Petition.
 - 1) Any Application. A Subdivision Vested Rights Petition may be submitted for any Application authorized by this Subdivision Ordinance.
 - 2) Prohibit Joint Submission. A Subdivision Vested Rights Petition cannot be submitted by an Applicant along with submission of a request for a text amendment to this Subdivision Ordinance, a Zoning Map amendment, or any other request for a legislative decision by the City Council.
- c) Petition Submission.
 - 1) Filing. A Subdivision Vested Rights Petition shall be submitted to the City's Responsible Official and shall be in accordance with the TLGC, Chapter 245 or successor statute.
 - 2) Automatic Waiver. Submission of a Subdivision Vested Rights Petition shall require a Waiver of Right to 30-Day Action (see Sec. 10.03.003(d)).
 - 3) Stay of Further Proceedings. Submission of a Subdivision Vested Rights Petition shall stay further proceedings on the related Application until a final decision is reached on the Subdivision Vested Rights Petition.
- d) Time for Filing a Petition and Application.
 - 1) A Subdivision Vested Rights Petition shall be filed jointly with an Application for which a vested right is claimed.
 - 2) A Subdivision Vested Rights Petition may be filed without a joint Application if the petition is filed pursuant to Sec. 10.07.003(k) Dormant Projects.
 - 3) Where more than one Application is authorized to be filed simultaneously by this Subdivision Ordinance, the petition may be filed simultaneously for each Application.
- e) Petition Requirements. The Subdivision Vested Rights Petition shall allege in writing that the Applicant has a vested right for some or all of the land subject to the Application under TLGC, Chapter 245 or successor statute, or pursuant to TLGC, Sec. 43.002 or successor statute or other applicable law, that requires the City to review and decide the Application under standards that were in effect prior to the effective date of the currently applicable standards. The petition shall include the following information and documents:
 - 1) The name, mailing address, phone number and fax number of the property owner (or the property owner's duly authorized agent).
 - 2) Identification of the property for which the person claims a vested right.
 - 3) Identification of the project, as that term is defined in TLGC Sec. 245.001(3), and the permit application, permit, or plan for development giving rise to the project.
 - 4) A narrative description of the grounds for the petition, including a statement as to whether the petition asserts a vested right related to a specific standard or to an entire project;

- 5) A copy of each approved or pending Application which is the basis for the contention that the City may not apply current standards to the Application which is the subject of the petition;
 - 6) The Official Vesting Date of the Application;
 - 7) The date the subdivision for which the Application was submitted was commenced;
 - 8) Identification of all standards otherwise applicable to the Application from which relief is sought;
 - 9) Identification of any current standards which Applicant agrees can be applied to the Application at issue;
 - 10) A narrative description of how the Application of current standards affect proposed landscaping, Usable Open Space or park dedication, shown on the Application for which the petition is filed;
 - 11) A copy of any prior vested rights determination involving the same land; and
 - 12) Whenever the Applicant alleges that an Application subject to expiration should not be terminated, a description of the events constituting Progress Towards Completion of the subdivision for which the application was approved.
- f) Decision of a Subdivision Vested Rights Petition.
- 1) Reviewing a Subdivision Vested Rights Petition.
 - A) The Responsible Official for a Subdivision Vested Rights Petition is the same as that for reviewing the Application with which the petition is associated.
 - B) Where multiple Applications are submitted, and there is more than one Responsible Official, the decision of each Responsible Official shall be coordinated with that of any other Responsible Official on the Subdivision Vested Rights Petition.
 - C) The City Attorney shall also be notified of the Subdivision Vested Rights Petition following its filing and acceptance for processing.
 - D) The Applicant shall reimburse the City for all related legal costs for review of a Subdivision Vested Rights Petition. This reimbursement shall be paid in full prior to filing of the Final Plat.
 - 2) Decision by the Responsible Official on a Subdivision Vested Rights Petition.
 - A) If the City Administrator or Responsible Official is the Decision-Maker on the original related Application, that official shall determine whether the relief requested in the Subdivision Vested Rights Petition should be granted in whole or in part, and shall formulate a written report summarizing the Decision-Maker's reasoning and recommendation.
 - B) The Applicant shall be notified of the decision within fourteen (14) calendar days following the date the Subdivision Vested Rights Petition was filed at the City.
 - C) The City Administrator or Responsible Official may defer making a decision on the Subdivision Vested Rights Petition and instead forward the petition to the Commission for a decision, in accordance with the process outlined in Sec. 10.07.003(f)(3).
 - 3) Decision by Commission on a Subdivision Vested Rights Petition.
 - A) If the original related Application is to be decided by the Commission, or if the City Administrator or Responsible Official defers making a decision on a Subdivision Vested Rights Petition pursuant to Sec. 10.07.003(f)(2)(C), the Responsible Official for that type of Application shall submit a report in the form

- of a recommendation on the petition to the Commission.
 - B) The Commission shall render a decision on the petition within thirty (30) calendar days following the date the petition was filed at the City or deferred by the City Administrator or Responsible Official.
 - C) The Commission's decision on a petition shall be upon a simple majority vote of the full Commission's voting members.
- 4) Decision by City Council on a Subdivision Vested Rights Petition.
 - A) Where the City Council is the final Decision-Maker on the related Application, or for any petition submitted pursuant to Paragraph K Dormant Projects, the Responsible Official for that type of Application shall submit a report in the form of a recommendation on the petition to the City Council.
 - B) The City Council shall render a decision on the petition within thirty (30) calendar days following the date the petition was filed at the City.
 - C) The City Council's decision on a petition shall be upon a simple majority vote of the full City Council's voting members, and shall be final.
- 5) Appeal to the Council of a Decision on Subdivision Vested Rights Petition.
 - A) For an Applicant-Initiated Appeal. The Applicant may appeal the City Administrator or Responsible Official's or Commission's decision on the Subdivision Vested Rights Petition to the City Council by submitting written notice of appeal to the applicable Responsible Official within fourteen (14) calendar days following the date of such decision.
 - i. A letter stating the reasons for the appeal, citing the specific applicable section(s) of the Subdivision Ordinance, shall be submitted by the Applicant.
 - B) For a City Council-Initiated Appeal. No less than four (4) voting members of the City Council may appeal the Responsible Official's or Commission's decision on the Subdivision Vested Rights Petition to the entire City Council by submitting written notice of appeal to the applicable Responsible Official within fourteen (14) calendar days following the date of such decision.
 - i. The Council shall consider and act on whether it will appeal the decision at its first regular meeting (for which there is time to include such appeal on its posted agenda, as required by State law) that occurs after the date at which the decision was made.
 - ii. Written notice of the City Council's vote to appeal shall be submitted to the City Administrator within seven (7) calendar days following the City Council's vote to appeal the decision.
 - C) The City Council shall hear and decide the appeal within thirty (30) calendar days following receipt of the notice of appeal by the City.
 - D) Approval of an appeal by the City Council shall only be upon a favorable vote of at least four (4) of the City Council's voting members, and shall be final.
- g) Criteria for Subdivision Vested Rights Petition Approval.
 - 1) Factors. The Decision-Maker shall decide the Subdivision Vested Rights Petition based upon the following factors:
 - A) The nature and extent of prior Applications filed for the land subject to the petition;
 - B) Whether any prior vested rights determinations have been made with respect to the property subject to the petition;

- C) Whether any prior approved Applications for the property have expired or have been terminated in accordance with State law or local ordinances;
 - D) Whether current standards adopted after commencement of the project affect proposed use of the land, landscaping or tree preservation, open space or park dedication, lot size, lot dimensions, lot coverage or building size based upon the proposed Application;
 - E) Whether any statutory exception applies to the standards in the current Subdivision Regulations from which the Applicant seeks relief;
 - F) Whether any prior approved Applications relied upon by the Applicant have expired; and
 - G) Any other applicable provisions outlined in Chapter 245 or Sec. 43.002 of the TLGC, or successor statutes.
 - 2) Conditions for a Pending Application. If the claim of vested rights is based upon a pending Application, subject to standards that have been superseded by current standards of this Subdivision Ordinance, the Decision-Maker may condition any relief granted on the Subdivision Vested Rights Petition on the approval of the pending Application.
- h) Action and Record of Action on the Subdivision Vested Rights Petition.
- 1) Action. The Decision-Maker may take any of the following actions:
 - A) Deny the relief requested in the petition, and direct that the Application shall be reviewed and decided under currently applicable standards; or
 - B) Grant the relief requested in the petition, and direct that the related Application be reviewed and decided in accordance with the standards contained in identified prior regulations; or
 - C) Grant the relief requested in part, and direct that certain identified current standards be applied to the related Application, while standards contained in identified prior regulations also shall be applied.
 - 2) Record. The Responsible Official's report and the decision on the Subdivision Vested Rights Petition shall be recorded in writing in an order identifying the following:
 - A) The nature of the relief granted, if any;
 - B) The related Application(s) upon which relief is premised under the petition;
 - C) Current standards that shall apply to the related Application for which relief is sought, if applicable;
 - D) Prior standards that shall apply to the related Application for which relief is sought, including any procedural standards, if applicable;
 - E) The statutory exception or other grounds upon which relief is denied in whole or in part on the petition; and
 - F) To the extent feasible, subsequent related Applications that are subject to the same relief granted on the petition.
- i) Effect of the Final Petition Decision on Related Applications.
- 1) Petition Decision Required Before Proceeding with Application. A final decision on the Subdivision Vested Rights Petition must be achieved prior to further processing, and prior to any consideration of, or decision on, the related Application.
 - 2) Revision Made (if necessary) to Related Application After Petition Decision. Following the City's final decision on a petition, the Applicant shall, if necessary, revise the related Application such that it conforms to the City's decision on the petition.
 - 3) Related Applications with Revisions. After submission of a revised related Application, the

Decision-Maker on the related Application shall review and consider the revised Application in accordance with the procedures for deciding that type of Application, as outlined in this Subdivision Ordinance, and in conformity with any relief granted.

- 4) Related Applications without Revisions. If the relief granted on the petition is consistent with the related Application on file, no revisions shall be necessary, and the related Application shall be deemed submitted at the time of the final decision on the petition.

- j) Expiration and Extension of a Subdivision Vested Rights Petition.
 - 1) Expiration. Relief granted on a Subdivision Vested Rights Petition shall expire on occurrence of one of the following events:
 - A) The Applicant fails to submit a revised Application that is consistent with the relief granted, if any, within sixty (60) calendar days following the final decision on the petition;
 - B) The Application for which relief was granted on the petition is denied; or
 - C) The Application for which relief was granted on the petition expires.
 - 2) Extension. Extension of the date of expiration for the Application for which relief was granted on a petition shall result in extension of the relief granted on the petition for the same time period.

- k) Dormant Projects.
 - 1) Definitions. For purposes of this Sec. 10.07.003(k) only:
 - A) Dormant Project. A dormant project shall meet the following criteria:
 - i. An Initial Permit does not have an expiration date; and
 - ii. No Progress Towards Completion has been made within the project over 5 years.
 - B) Initial Permit. Initial permit means any of the following types of approvals granted under these Subdivision Regulations, or any predecessor subdivision or development-related regulation or ordinance that was in effect prior to the adoption of this Subdivision Ordinance:
 - i. Preliminary Plat
 - ii. Construction Plans
 - iii. Construction Release
 - iv. Subdivision Waivers to any requirement in this Subdivision Ordinance (per Sec. 10.07.001 Petition for Subdivision Waiver) or
 - v. Any other Application that was approved subject to a schematic drawing illustrating the location, arrangement, orientation or design of development, lots or improvements on a site intended for development.
 - C) Final Permit. Final permit means a Final Plat approved under this Subdivision Ordinance, or any predecessor subdivision or development-related regulation or ordinance that was in effect prior to the adoption of this Subdivision Ordinance.
 - 2) Expiration Date Established for an Initial Permit. Any Application for an Initial Permit that was approved or filed two (2) years prior to the adoption date of this Subdivision Ordinance, and was not subject to an expiration date shall expire on the effective date of this Subdivision Ordinance.
 - 3) Reinstatement of an Expired Initial Permit.
 - A) The property owner of the land subject to an Initial Permit that expires under Sec. 10.07.003(k)(2) (above) may petition the City Council to reinstate such

Initial Permit by filing a written petition within one (1) year following the effective date of this Subdivision Ordinance.

- B) The petition shall clearly state the grounds for reinstatement, and shall be accompanied by documentation the following:

- i. of two (2) years prior to the effective date of this Subdivision Ordinance, one of the following events had occurred:

- 1) A Final Permit to continue toward completion of the project was submitted to the City for all or part of the land subject to the approved Initial Permit and was approved by the City, or was filed and was subsequently approved by the City;
- 2) An Application for a Final Permit to continue toward completion of the project was submitted to the City for all or part of the land subject to the expired Initial Permit, but such Application was rejected on grounds of incompleteness (consistent with TLGC, Sec. 245.005(c)(2));
- 3) Costs for development of the land subject to the Initial Permit, including costs associated with roadway, utility and other infrastructure facilities designed to serve the land in whole or in part, but exclusive of land acquisition costs, were incurred in the aggregate amount of five percent (5%) of the most recent appraised market value of the land;
- 4) Fiscal security was posted with the City to guarantee performance of obligations required under this Subdivision Ordinance, including the construction of required improvements associated with the proposed development, for all or a part of the land subject to the approved Initial Permit; or
- 5) Utility connection fees for all or part of the land subject to the approved Initial Permit were paid to the City.

- 4) City Council Action on Reinstatement of a Dormant Project's Expired Initial Permit. The City Council may take one of the following actions:

- A) Reinstatement the expired Initial Permit without an expiration date, if it finds that the Applicant has met any one of the criteria listed in Sec. 10.07.003(k)(3)(B)(i).
- B) Reinstatement the Initial Permit for all or part of the land subject thereto, if it finds that the Applicant has met any one of the criteria listed in Sec. 10.07.003(k)(3)(B)(i), subject to expiration dates or other conditions that ensure that the remaining land that is not subject to an approved or pending Final Permit Application will be developed in a timely fashion.
 - i. In granting relief under this provision, the City Council may require that development of such remaining land is subject to standards enacted after approval of the Initial Permit.
- C) Deny the reinstatement petition, if it finds that the Applicant has failed to meet any of the criteria in Sec. 10.07.003(k)(3) Reinstatement of an Expired Initial Permit); or
- D) Reinstatement the permit for only that part of the land subject to a pending Final Permit Application, if it finds that the Applicant has met the criteria in Sec. 10.07.003(k)(3)(B)(i) and the pending Application subsequently was approved, and deny the reinstatement petition for the remaining land subject to the expired Initial Permit.

SECTION 9 CREATE ARTICLE 10.08 DEFINITIONS

Article 10.08 *Definitions* is hereby created and adopted in its entirety:

ARTICLE 10.08 DEFINITIONS

10.08.001 Usage and interpretation.

- a) Usage and Interpretation Rules. For the purpose of this Subdivision Ordinance certain terms or words herein shall be interpreted or defined as follows:
 - 1) Words used in the present tense include the future tense;
 - 2) The singular includes the plural;
 - 3) The word "person" includes a corporation as well as an individual;
 - 4) The term "shall" is always mandatory;
 - 5) The term "may" is discretionary;
 - 6) The male gender shall include the female and the neutral.
- b) Words and Terms not Expressly Defined. Words and terms not expressly defined herein are to be construed according to the normally accepted meaning of such words or terms or, where no definition appears, then according to their customary usage in the practice of municipal planning and engineering.
- c) References. All references to Sections (Sec.) and Articles (Art.) shall be taken as referring to Sections (Sec.) and Articles (Art.) within this Subdivision Ordinance, unless noted otherwise.

10.08.002 Words and terms defined.

For the purpose of this Subdivision Ordinance, certain terms and words are herewith defined and shall have the meaning here applied; any word not defined herein shall be determined by the City Council; to wit:

Abutting. Adjacent, adjoining and contiguous to. It may also mean having a lot line in common with a right-of-way or easement, or with a physical improvement such as a street, waterline, park, or open space.

Access. A means of approaching or entering a property, or the ability to traverse a property (such as in the use of the phrase "pedestrian access easement").

Alley. A public Right-of-Way, not intended to provide the primary means of access to abutting lots, which is used primarily for vehicular service access to the back or sides of properties otherwise abutting on a street.

Amending Plat. An Amending Plat applies minor revisions to a recorded plat consistent with provisions of State law, see Sec. 10.04.009 Amending Plat.

Applicant. The person or entity responsible for the submission of an application. The Applicant must be the actual owner of the property for which an Application is submitted, or shall be a duly authorized representative of the property owner. Also see Developer.

Application. The package of materials, including but not limited to an Application Form, Plat, completed

checklist, tax certificate, Construction Plans, special drawings or studies, and other informational materials, that is required by the City to initiate City review and approval of a development project.

Application Form. The written form (as provided by and as may be amended by the City Administrator) that is filled out and executed by the Applicant and submitted to the City along with other required materials as a part of an Application.

Approval.

- a) Approval constitutes a determination by the official, board, commission or City Council responsible for such determination that the Application is in compliance with the minimum provisions of this Subdivision Ordinance.
- b) Such approval does not constitute approval of the engineering or surveying contained in the plans, as the design engineer or surveyor that sealed the plans is responsible for the adequacy of such plans.

Arterial, Major/Thoroughfare Street.

- a) A street designated within the Comprehensive Plan.
- b) A principal traffic way more or less continuous across the City or areas adjacent thereto and shall act as a principal connecting street with highways as indicated in the Comprehensive Plan.

Base Flood. The flood having a one (1) percent chance of being equaled or exceeded in any given year, determined based upon FEMA (Federal Emergency Management Agency) guidelines and as shown in the current effective Flood Insurance Study.

Block. A tract or parcel of land bounded by streets, or by a combination of streets and public parks, cemeteries, railroad Right-of-Way, highway, stream, or corporate boundary lines.

Block Face. The portion of a Block that abuts a street.

Block Length. The length of the Block Face between two intersections.

Bond. Any form of security including cash deposit, surety bond, collateral, instrument or credit in an amount and form satisfactory to the city. All bonds shall be approved by the city attorney wherever a bond is required by the subdivision ordinance.

Building. Any structure built for support, shelter or enclosure of persons, animals, personal property, records or other movable property and when separated in a manner sufficient to prevent fire, each portion of such building shall be deemed a separate building.

Building line. A line designated on an approved subdivision plat which is parallel or approximately parallel to a street, beyond which buildings may not be erected.

Building Official. The Building Official of the City or his or her designee.

Building Permit. A permit issued by the City before a building or structure is started, improved, enlarged or altered as proof that such action is in compliance with the City code.

Building Setback Line. The line within a property defining the minimum horizontal distance between a

building or other structure and the adjacent street Right-of-Way/property line.

Centerline, street. A point equidistant from opposite right-of-way lines of a street, roadway, thoroughfare or alley.

Certificate of Occupancy. An official certificate issued by the City through the enforcement official which indicates conformance with the City's rules and regulations and which authorizes legal use of the premises.

City. The City of Glen Rose, Texas, together with all its governing and operating bodies.

City Administrator. The officially appointed and authorized City Administrator of the City of Glen Rose, Texas, and may include the City Administrator's duly authorized representative or designee, per the City Administrator's discretion.

City Attorney. The person(s) so designated by the City Council to provide oversight for and have legal responsibility for the City. This term shall also include any designee of the City Attorney.

City Council. The duly elected governing body of the City of Glen Rose, Texas.

City Engineer. The Licensed Professional Engineer or firm of Licensed Professional Consulting Engineers that has been specifically designated or contracted as such by the City Administrator.

City Secretary. The person appointed by the City Council to provide clerical and official services for the City Council. This term shall also include any designee of the City Secretary.

Collector Street. A street which is continuous through several residential districts and is intended as a connecting street between residential districts and Major Arterial/Thoroughfare Streets, highways or business districts.

Commission. The Planning and Zoning Commission of the City.

Comprehensive Plan

- a) The plan, including all revisions thereto, adopted by the City Council as the official policy regarding the guidance and coordination of the development of land in the City.
- b) The plan indicates the general location recommended for various land uses, transportation routes, public and private buildings, streets, utilities, parks other public and private developments and improvements and population projections.
- c) The plan may consist but is not limited to the following plan elements: Future Land Use Plan, Mobility, Housing, Livability, and Infrastructure.

Construction Details. A separate and stand-alone document not included within this Subdivision Ordinance that provides technical construction drawings of the City's required Improvements, such as a "Standard Storm Drain Curb Inlet." The Construction Details document is developed and maintained by the City Administrator.

Construction Plans. A set of drawings and/or specifications, including paving, water, wastewater, drainage, or other required plans, submitted to the City for review in conjunction with a subdivision or a

development.

Conveyance Plat. An interim step in the subdivision and development of land, a Conveyance Plat is a plat designed to subdivide land and to provide for recordation for the purpose of conveying (i.e., selling) the property without developing it. A Conveyance Plat does not constitute approval for any type of development on the property.

Council. See City Council.

County. Somervell County.

Criteria Manual. The iSWM Criteria Manual for Site Development and Construction, Revised January 14, 2015, developed by the North Central Texas Council of Governments (NCTCOG), except for Sec. 3.2 Water Quality Protection.

Crosswalk Way. A public Right-of-Way, four (4) feet or more in width between property lines, which provides pedestrian circulation.

Cul-de-Sac. A short, residential street having but one vehicular access to another street, and terminated on the opposite end by a vehicular turnaround.

Curb Level.

- a) The level of the established curb in front of the building measured at the center of such front.
- b) Where no curb has been established, the City Administrator shall establish such curb or its equivalent for the purpose of this Subdivision Ordinance.

Date of Adoption. The date of adoption of this Subdivision Ordinance shall be the date this ordinance becomes effective.

Dead-End Street. A street, other than a cul-de-sac, with only one outlet.

Decision-Maker. The City official or group, such as the City Administrator, Building Official, City Council, or Planning and Zoning Commission, responsible for deciding action on an Application authorized by this Subdivision Ordinance.

Dedication. An act transmitting property or interest to the city or other entity.

Design review committee. Representatives from the City, including the City Administrator, Building Official, Public Works Director, City Engineer (if deemed appropriate), and Fire Marshal (if deemed appropriate) and the utility companies (if deemed appropriate), who provide design recommendations and determine the viability of a new subdivision.

Developer.

- a) A person or entity, limited to the property owner or duly authorized representative thereof, who proposes to undertake or undertakes the division, developments, or improvement of land and other activities covered by this Subdivision Ordinance.
- b) The word Developer is intended to include the terms Subdivider, property owner, and, when submitting platting documents, Applicant.

Development. Any manmade change to improved or unimproved real estate, including but not limited to, buildings and/or other structures, paving, drainage, utilities, storage, and agricultural activities.

Development Agreement. Agreement between the City and a Subdivider, which includes provisions for construction of Public Improvements, City participation, pro rata agreements, escrow deposits, and other provisions for the development of land. (See Sec. 10.05.005 Development Agreements and Security for Completion for details.)

Development Application. An Application, developed and updated by the City Administrator, for any type of plan, permit, plat or Construction Plans/drawings authorized or addressed by this Subdivision Ordinance. Also may be referred to as a permit within the TLGC Chapter 245.

Development Application Handbook. A collection of Application Forms created, updated, and managed by the Building Official. (See Sec. 10.03.001(d).)

Development Plat. A Plat required prior to development (i.e., any new construction or the enlargement of any exterior dimension of any building, structure, or improvement), in accordance with TLGC 212, Subchapter B (212.045), in lieu of other Subdivision Plats (established in TLGC 212, Subchapter A) required by this Subdivision Ordinance and in accordance with Sec. 10.04.011 Development Plat.

Dwelling, Multi-Family. Any building, or portion thereof, which is designed, built, rented, leased or let to be occupied as three or more dwelling units or apartments, or which is occupied as a home or place of residence by three or more families living in independent and separate housekeeping units.

Dwelling, Single Family (attached—duplex). A building designed for occupancy for two (2) families living independently of each other. A two family attached unit (also known as a duplex) has a lot line dividing the building and separating the building's two (2) dwellings units onto two (2) separate lots.

Dwelling, Single Family (attached—townhouse). A dwelling which is joined to another dwelling at one or more sides by a party wall or abutting separate wall, and which is designed for occupancy by one family and is located on a separate lot delineated by front, side and rear lot lines.

Dwelling, Single Family (detached). A dwelling designed and constructed for occupancy by one family and located on a lot or separate building tract and having no physical connection to a building located on any other lot or tract and occupied by one family.

Dwelling Unit. One or more rooms, which are arranged, designed, used, or intended to be used for occupancy by a single family or group of persons living together as a family or by a single person.

Easement.

- a) Authorization by a property owner for another to use any designated part of the owner's property for a specified purpose or use and evidenced by an instrument or plat filed with the County Clerk. Among other things, easements may be used to install and maintain utility lines, drainage ditches or channels, or for other City or public services.
- b) An area established for public purposes on private property upon which the City shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, or other improvements or growths which in any way endanger or interfere with the construction,

maintenance, or efficiency of City systems.

- c) The City shall at all times have the right of ingress and egress to and from and upon the said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, and adding to or removing all or part of its respective systems without the necessity at any time or procuring the permission of anyone.

Easement, Common Access. An easement to provide shared access to and from commercial, and industrial owned and maintained by the owners of the property upon which the easement is located or as otherwise provided by deed restrictions or the terms of the easement instrument.

Engineer. A person duly authorized under the provisions of the Texas Engineering Practice Act, as heretofore or hereafter amended, to practice the profession of engineering and who is specifically qualified to design and prepare Construction Plans and specifications for public works improvements.

Engineering Plans. See Construction Plans.

Extraterritorial Jurisdiction (ETJ). The unincorporated area, not a part of any other municipality, which is contiguous to the corporate limits of the City, the outer limits of which are measured from the extremities of the corporate limits of the City outward for the distance as stipulated in Chapter 42 of the TLGC, according to the population of the City, and in which area the City may regulate subdivisions and enjoin violation of provisions of this Subdivision Ordinance.

Fee Schedule. A listing of fees for various City Applications, which is prepared by the City Administrator and approved by City Council and may be amended periodically. The Fee Schedule is approved separately from this Subdivision Ordinance.

FEMA. Federal Emergency Management Agency.

Final Acceptance. The acceptance by the City of all infrastructure improvements constructed by the Developer in conjunction with the development of land.

Final Plat.

- a) The one official and authentic map of any given subdivision of land prepared from actual field measurement and staking of all identifiable points by a Surveyor or Engineer with the subdivision location referenced to a survey corner and all boundaries, corners and curves of the land division sufficiently described so that they can be reproduced without additional references.
- b) The Final Plat of any lot, tract, or parcel of land shall be recorded in the Deed Records of Somervell County, Texas.
- c) A Final Plat may also be referenced as a Record Plat or Final Plat.

Floodplain. The area subject to be inundated by water from the Base Flood.

Floodway. A natural drainage area which accommodates the design flood for existing creeks and open drainage ways.

Floor Area. The habitable area of a building that is served by a conditioned air system, but specifically excluding porches, patios, breeze-ways, automobile storage areas, garages, workshops, attic storage areas and basements.

Frontage. All the property abutting on one (1) side of the street, or between two (2) intersecting streets, measured along the street line.

Greenbelt. A linear park, generally in or near a floodplain.

Homeowners' or Property Owners' Association. A formal nonprofit organization operating under recorded land agreements through which:

- a) Each lot and/or property owner in a specific area is automatically a member; and
- b) Each lot or property interest is automatically subject to a charge for a proportionate share of the expense for the organization's activities, such as the maintenance of common property; and
- c) The charge if unpaid, becomes a lien against the nonpaying member's property.

Improvement. Any man-made fixed item which becomes part of or placed upon real property, see also Public Improvement.

Infrastructure. All streets, alleys, sidewalks, storm drainage, water, and wastewater facilities, utilities, lighting, transportation, and other facilities as required by the City.

Land Planner. A person(s) other than Surveyors or Engineers who also possess and can demonstrate a valid proficiency in the planning of residential, commercial, industrial and other related developments; such proficiency often having been acquired by education in the field of landscape architecture or other specialized planning curriculum and/or by actual experience and practice in the field of land planning and who is a member of the American Planning Association.

Letter of Final Acceptance. Notification to an Applicant from the City Administrator that all improvements are completed, inspected, tested (if applicable), and determined by the City to be in conformance with this Subdivision Ordinance and with the City's design/engineering standards and all improvements are accepted by the City or will be accepted contingent to the approval of a Final Plat.

Lot. Land occupied or to be occupied by a building and its accessory buildings, together with such open spaces as are required under this Subdivision Ordinance, and having its principal frontage upon a street or officially approved place.

Lot, Corner.

- a) A lot situated at the junction of two (2) or more streets.
- b) A corner lot shall be deemed to front on the street on which it has its smallest dimensions, or as otherwise designated by the Planning and Zoning Commission.

Lot, Depth. The mean horizontal distance from the front street line to the rear line.

Lot, Double. See Lot, Through.

Lot, Interior. A lot, the side line of which does not abut on any street.

Lot, Reverse. See Lot, Through.

Lot, Through. An interior lot having frontage on two (2) streets. Such through lot shall provide a front yard on each street. Also known as a double or reverse lot.

Lot Lines. The lines bounding a lot as defined herein.

Lot of Record. A lot which is part of a subdivision, a map of which has been recorded in the office of the County Clerk.

Lot Width. The mean horizontal distance between side lines measured at right angles to the depth.

Major Subdivision Waiver. See Waiver, Major Subdivision.

Manual on Uniform Traffic Control Devices. The Manual on Uniform Traffic Control Devices, or MUTCD defines the standards used by road managers nationwide to install and maintain traffic control devices on all public streets, highways, bikeways, and private roads open to public traffic. The MUTCD is published by the Federal Highway Administration (FHWA) under 23 Code of Federal Regulations (CFR), Part 655, Subpart F.

Metes and bounds. A system of describing and identifying land by measures (metes) and direction (bounds) from an identifiable point of reference such as a monument or other marker, the corner of intersecting streets, or in a rural area, a tree or other permanent fixture.

Minor Plat. A plat dividing land into no more than four (4) lots that meets the submission and approval requirements of Sec. 10.04.007 Minor Plat. Such plat is also considered a Final Plat.

Minor Replat. Pursuant to TLGC 212.0065, a Minor Replat is a Replat involving four or fewer lots fronting on an existing street and not requiring the creation of any new street or the extension of municipal facilities. See Sec. for 10.04.008(g)(2) Minor Replat details.

Minor Subdivision Waiver. See Waiver, Minor Subdivision.

Monument. A permanent structure set on a line to define the location of property lines, important horizontal subdivision control points and other important features on a plat.

Official Submission Date.

- a) A calendar of official submission dates for subdivision related Applications requiring City review and approval pursuant to TLGC Chapter 212.
- b) See 10.03.002 Official Submission Date and Official Vesting Date for further details and standards.

Official Vesting Date.

- a) Pursuant to TLGC Chapter 245, an Application or plan for development is considered filed on the date the Applicant delivers the Application or plan to the City or deposits the application or plan with the United States Postal Service by certified mail addressed to the City.
- b) See Sec. 10.03.002 Official Submission Date and Official Vesting Date for further details and standards.

Owner. The fee simple owner(s) of property being platted or their representative(s) when authorized by a power of attorney, corporate resolution or other appropriate document.

Parcel. See definition of tract.

Parkway. Within the Right-of-Way, the area between the property line and the nearest curb or edge of the roadway (if no curb exists.) See Figure 10: Example of a Parkway for visual depiction of a parkway.

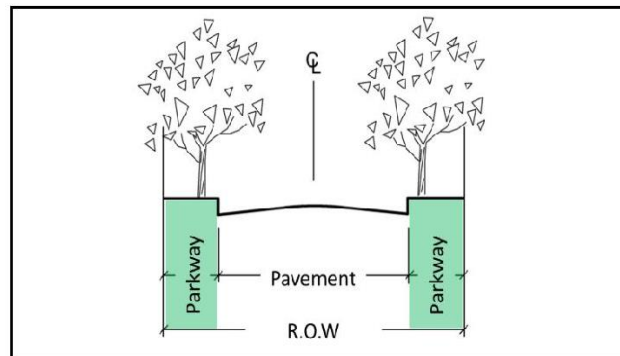


Figure 10: Example of a Parkway

Park, Playground, or Community Center, Public. An open recreational facility or park owned and operated by a public agency such as the City or the school district, and available to the general public.

Parking Space. Open space or garage space reserved exclusively for the parking of a vehicle.

Paved Driveways. Paved driveways are constructed of brick pavers, concrete pavers, hot mix asphaltic concrete, or portland cement concrete.

Pavement Width. The portion of a street available for vehicular traffic. Where curbs are laid, it is the portion between the back of the curbs.

Perimeter Street. A street which abuts a parcel of land to be subdivided on one side.

Person. Person means an individual, firm, association, organization, partnership, trust, foundation, company or corporation.

Planning and Zoning Commission. The Planning and Zoning Commission of the City.

Plat.

- a) A map or chart of the subdivision, lot or tract of land.
- b) It shall include the term plan, plat or re-plat, in both singular or plural.

Preliminary Drainage Plan. This plan shows the watershed affecting the development and how the runoff from the fully-developed watershed will be conveyed to, through, and from the development.

Preliminary Plat.

- a) The graphic expression of the proposed overall plan for subdividing, improving and developing a tract shown by superimposing a scale drawing of the proposed land division on a topographic map and showing in plan view existing and proposed drainage features and facilities, street layout and direction of curb flow, and other pertinent features with notations sufficient to substantially identify the general scope and detail of the proposed development.
- b) The Preliminary Plat shall serve as a means for the City to review and study the proposed division

of land and/or improvements.

Preliminary Storm Water Management Plan. The purpose of the Preliminary SWMP is to identify permanent water quality feature opportunities for Subdivision development.

Preliminary SWMP. Preliminary SWMP is an abbreviation for the graphic expression of the proposed overall plan for subdividing, improving and developing a tract shown by superimposing a scale drawing of the proposed land division on a topographic map and showing in plan view existing and proposed drainage features and facilities, street layout and direction of curb flow, and other pertinent features with notations sufficient to substantially identify the general scope and detail of the proposed development.

Preliminary Utility Plan. A plan detailing both Water Utility and Wastewater Utility requirements.

Progress Towards Completion. Progress towards completion of the project shall include any one of the following:

- a) An Application for a Final Plat or plan for development is submitted;
- b) A good-faith attempt is made to file with the City or County an Application for a permit necessary to begin or continue towards completion of the project;
- c) Costs have been incurred for developing the project including, without limitation, costs associated with roadway, utility, and other infrastructure facilities designed to serve, in whole or in part, the project (but exclusive of land acquisition) in the aggregate amount of five percent of the most recent appraised market value of the real property on which the project is located;
- d) Fiscal security is posted with a regulatory agency to ensure performance of an obligation required by the regulatory agency; or
- e) Utility connection fees for the project have been paid to a regulatory agency.

Pro-rata. Pro-rata means a charge made against an existing lot abutting a utility or other city infrastructure that is the average per foot cost of the improvement, multiplied by the front footage of the land, and that is imposed to reimburse the original subdivider their cost of installing or paying for the improvement. The pro-rata must be approved as part of a subdivider agreement.

Public Improvement. Any Improvement, facility or service together with its associated public site, Right-of-Way or easement necessary to provide transportation, storm drainage, public or private utilities, parks or recreational, energy or similar essential public services and facilities, for which the City ultimately assumes the responsibility, upon a Letter of Final Acceptance being issued, for maintenance, operation and/or ownership.

Record Drawings. A group of drawings or plans that depicts the final configuration of the installed or constructed improvements of a development, improvements that have been verified by the contractor as their installation or construction occurs during development. The Record Drawings shall reflect the Construction Plans (or working drawings) used, corrected, and/or clarified in the field.

Record Plat. See Final Plat.

Replat. The re-subdivision of any or part or all of any block or blocks of a previously platted subdivision, addition, lot or tract, that is beyond the definition of an Amending Plat and which does not require the vacation of the entire preceding plat. Such plat also conforms to Section 10.04.008 Replat of this Subdivision Ordinance. A Replat can function as a Final Plat for a property.

Residential District. Residential district means a single family, patio home, duplex, townhouse, multifamily or mobile home zoning district as defined in the zoning ordinance.

Residential Street. A street which is intended primarily to serve traffic within a neighborhood or limited residential district and which is used primarily for access to abutting properties.

Residential Use. Residential use means use of a structure as a residence.

Responsible Official. The City staff person who has been designated by the City Administrator to accept a type of development Application for filing, to review and make recommendations concerning such Applications, and where authorized, to initially decide such Applications, to initiate enforcement actions, and to take all other actions necessary for administration of the provisions of development Applications. Also includes any designee of the designated City staff person.

Retaining Wall. A non-building, structural wall supporting soil loads and live and dead surcharge loads to the soil, such as additional soil, structures and vehicles.

Right-of-Way:

- a) A parcel of land occupied or intended to be occupied by a street or alley.
- b) A Right-of-Way may be used for other facilities and utilities, such as sidewalks, railroad crossings, electrical communication, oil or gas, water or sanitary or storm sewer facilities, or for any other use.
- c) The use of Right-of-Way shall also include parkways and medians outside of pavement.
- d) For platting purposes, the term "Right-of-Way" shall mean that every Right-of-Way shown on a Final Plat is to be separate and distinct from the lots or parcels adjoining such Right-of-Way and not included within the dimensions or areas of such lots or parcels.

Screening wall. A wall, not less than 6 feet in height measured at the highest finished grade.

Sec. Abbreviation for section.

Setback Line. A line within a lot, parallel to and measured from a corresponding lot line, establishing the minimum required yard and governing the placement of structures and uses on the lot.

Sidewalk. A paved travel way intended for pedestrian use.

Single-family lot. A lot in a single-family zoning district, or a lot in an identifiable single-family component of a planned development district.

Site Plan. A Site Plan is a detailed, scaled drawing of all surface improvements, structures, and utilities proposed for development and is associated with the zoning ordinance.

Sketch Plat. A sketch or informal plan prepared prior to the preparation of the Preliminary Plat describing the proposed design of the subdivision to be reviewed during the pre-application review process.

Street. A public Right-of-Way that provides vehicular traffic access to adjacent lands.

Street Width. The shortest distance between the property or easement lines which delineate the Right-of-Way of a street.

Structure. Anything constructed or erected, which requires location on the ground, or attached to something having a location on the ground, including, but not limited to advertising signs, billboards and poster panels, but exclusive of customary fences or boundary of retaining walls, sidewalks and curbs.

Subdivider.

- a) Any person or any agent thereof, dividing or proposing to divide land so as to constitute a subdivision.
- b) In any event, the term "subdivider" shall be restricted to include only the owner, equitable owner or authorized agent of such owner or equitable owner, of land to be subdivided.

Subdivision.

- a) The division of a tract or parcel of land into two or more parts or lots for the purpose, whether immediate or future, of sale or building development or transfer of ownership with the exception of transfer to heirs of an estate, and shall include re-subdivision.
- b) Any other subdivision or re-subdivision of land contemplated by the provisions of Chapter 212, TLGC.

Subdivision Ordinance. The adopted Subdivision Ordinance of the City, as may be amended in the future, and may be referred as "this Ordinance."

Subdivision Plat. A Plat (e.g., Preliminary Plat, Final Plat, Minor Plat, Replat, or Amending Plat) established in TLGC 212, Subchapter A involving the subdividing of land in two (2) or more parts or the amending of a recorded Plat.

Subdivision Regulations. Any regulations and standards contained within the Subdivision Ordinance.

Subdivision Waiver. Either a Minor Subdivision Waiver or Major Subdivision Waiver, see Section 7.01 Petition for Subdivision Waiver.

Surveyor. A licensed State Land Surveyor or a Registered Public Surveyor, as authorized by the State of Texas to practice the profession of surveying.

TLGC. Texas Local Government Code.

Temporary. Used or lasting for only a limited period of time; not a permanent structure or use. For temporary on-site construction offices, administrative offices and batching plants, temporary shall mean the period of time limited to the actual on-site construction of the structure, facility or subdivision, as the case may be. For all other uses, temporary shall mean a period of time not to exceed 90 calendar days from the date of commencement of the use.

Thoroughfare. See Major Arterial/Thoroughfare Street.

Thoroughfare Plan. The plan that guides the development of adequate circulation within the City, and connects the City street system to regional traffic carriers. Also, referred to as the Thoroughfare Plan.

Tract. All contiguous property in common ownership.

Usable Open Space. An area or recreational facility that is designed and intended to be used for outdoor living and/or recreation. Usable Open Space may include recreational facilities, water features, required perimeter landscape areas, floodplain areas, and decorative objects such as art work or fountains. Usable Open Space shall not include the following:

- a) Walks
- b) Rooftops
- c) Buildings, except those portions or any building designed specifically for recreation purposes
- d) Parking areas
- e) Landscaped parking requirements
- f) Driveways
- g) Turnarounds
- h) Rights-of-Way or easements for streets and alleys.

Utilities. An agency under public franchise or ownership which provides a regulated service to the public, such as electric, gas or communication services.

Utility Easement. See Easement.

Vested Right. A right of an Applicant requiring the City to review and decide the Application under standards in effect prior to the effective date of the standards of this Subdivision Ordinance and/or of any subsequent amendments.

Vested Rights Petition.

- a) A request for relief from any standard or requirement of the Subdivision Regulations based on an assertion that the Applicant (petitioner for relief) has acquired a Vested Right.
- b) Such petition is regulated under Sec. 10.07.003 Subdivision Vested Rights Petition.

Vision Clearance. A space left open and unobstructed by fences, structures, shrubs, trees or other plant life along streets at the corner in front of the building line of lots contiguous to intersecting streets.

Waiver, Major Subdivision.

- a) A significant change to both the standards and intent of the Subdivision Regulations, which involves Planning and Zoning Commission and City Council approval.
- b) See Sec. 10.07.001 Petition for Subdivision Waiver for details.

Waiver, Minor Subdivision.

- a) A minor change to the standards, but not the intent, of these Subdivision Regulations, which involves the City Administrator approval unless otherwise noted.
- b) See Sec. 10.07.001 Petition for Subdivision Waiver for details.

Wastewater facilities. An underground piping system that conveys wastewater from a lot or subdivision, and includes pipe, manholes and associated appurtenances.

Water Treatment Facility. The facility or facilities within the water supply system which can alter the physical, chemical, or bacteriological quality of the water.

Yard.

- a) An open space other than a court, on the same lot with a building, unoccupied and unobstructed from the ground upward, except as otherwise provided herein.
- b) In measuring to determine the width of a side yard, the depth of a front yard or the depth of a rear yard, the least horizontal distance between the lot line and the main building shall be used.

Yard, Front. A yard across the full width of a lot extending from the front line of the main building to the front street line of the lot.

Yard, Rear. A yard extending across the full width of the lot and measured between the rear line of the lot and rear line of the main building, except that area included in the side yard as defined below.

Yard, Side. A yard between the building and the side line of the lot and extending from the front yard to the required minimum rear yard.

Zoning Ordinance. The adopted Zoning Ordinance of the City, as may be amended in the future.

SECTION 10 SAVINGS/REPEALING CLAUSE

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

SECTION 11 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 12 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 13 PUBLICATION REQUIREMENT

The City Secretary shall see to it that the caption of this Ordinance is published in the City's Official

Newspaper.

**SECTION 14
EFFECTIVE DATE**

This Ordinance shall take effect upon publication.

PASSED AND APPROVED this the 13th day of September, 2022.

Julia Douglas, Mayor

ATTEST:

Stacy L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on direction regarding the City's Comprehensive Plan Update.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	9/02/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Abra Nusser with Peloton Land Services will be providing an update on the City's Comprehensive Plan and will be looking for some guidance concerning the path forward.			
RECOMMENDED ACTION: 			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Public hearing on the proposed 2022 Ad Valorem Tax Rate		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	9/02/2022
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:	9/13/2022		
AGENDA SUBJECT:	Public hearing regarding a request to rezone 309 Sam Houston St (Hwy 144), Glen Rose, TX 76043; legally described as Acres 0.413, Abst A41, RAILROAD, BLOCK 1, LOT 10, 11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/31/2022
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:	9/13/2022		
AGENDA SUBJECT:	Public hearing regarding a request to rezone 401 Sam Houston St, Glen Rose, TX 76043; being legally described as Acres 0.321, Abst A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/31/2022
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:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on Ordinance Adopting the City's 2022 Ad Valorem Tax Rate.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED	9/02/2022
EXHIBITS:	Ordinance Setting the 2022 Ad Valorem Tax Rate		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Now that the budget has been adopted, the notices on the tax rate hearing have been published, and the public hearing has been conducted, it is time to adopt the City's 2022 Ad Valorem Tax Rate. State law specifies the motion which must be made when adopting the tax rate. The FY 2022-23 Budget that was adopted was based upon a tax rate of \$0.306298/\$100 valuation. As you will recall, the Council previously ratified the increased in ad valorem tax revenue included in that budget. After the tax rate has been adopted, the following statements must be placed on the homepage of the City's website. The 10.8% increase referenced is the amount of increase over the no-new-revenue rate. We know from the worksheet included in this year's tax notice, as provided by the State, that City property taxes on the average homestead, which has a value of \$218,289, will decrease by \$1.53. That number contradicts the number the City is required to report on its website. "THE CITY OF GLEN ROSE ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE" and THE TAX RATE WILL EFFECTIVELY BE RAISED BY 10.8% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$29.84."			
RECOMMENDED ACTION: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.306298 per \$100 valuation, which is effectively a 10.8% percent increase in the tax rate."			

NOTICE OF PUBLIC HEARING ON TAX INCREASE

PROPOSED TAX RATE	\$0.306298 per \$100
NO-NEW-REVENUE TAX RATE	\$0.27646410 per \$100
VOTER-APPROVAL TAX RATE	\$0.30629865 per \$100

The no-new-revenue tax rate is the tax rate for the 2022 tax year that will raise the same amount of property tax revenue for the City of Glen Rose from the same properties in both the 2021 tax year and the 2022 tax year.

The voter-approval tax rate is the highest tax rate that the City of Glen Rose may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that the City of Glen Rose is proposing to increase property taxes for the 2022 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 13, 2022 at 5:30 p.m. at City Hall at 201 NE Vernon Street.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, the City of Glen Rose is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the the City Council of the City of Glen Rose at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

FOR the proposal: Demetra Conrad, Kelly Harris, Chip Joslin, and T. J. Walker
 AGAINST the proposal: George Freas
 PRESENT and not voting: NONE
 ABSENT: NONE

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state. Item 11.

The following table compares the taxes imposed on the average residence homestead by the City of Glen Rose last year to the taxes proposed to be imposed on the average residence homestead by the City of Glen Rose this year.

	2021	2022	Change
Total tax rate (per \$100 of value)	2021 adopted tax rate \$0.359597	2022 proposed tax rate \$0.306298	Decrease of \$0.053299 per \$100, or 15%
Average homestead taxable value	2021 average taxable value of residence homestead \$186,444.00	2022 average taxable value of residence homestead \$218,389.00	Increase of 17%
Tax on average homestead	2021 amount of taxes on average taxable value of residence homestead \$670.45	2022 amount of taxes on average taxable value of residence homestead \$668.92	Decrease of \$1.53, or 0.2%.
Total tax levy on all properties	2021 levy \$781,779.48	(2022 proposed rate x current total value)/100 \$829,382.67	Increase of \$47,603, or 6%.

ORDINANCE NO. 2022.09.13__

AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF GLEN ROSE, TEXAS FOR THE FISCAL YEAR 2022-2023: PROVIDING FOR THE TIME AND MANNER OF PAYING SAID TAXES; AND ESTABLISHING PENALTIES FOR DELINQUENT PAYMENTS.

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

SECTION 1

That there is hereby levied and there shall be collected for the use and support of the Municipal Government of the City of Glen Rose, Texas, for the year Two Thousand Twenty-Two (2022), upon all real property, within the corporate limits of said City subject to taxation, a tax of \$0.306298 on each One Hundred Dollars (\$100.00) valuation of property, said tax being so levied and apportioned to the specific purpose herein set forth:

For the maintenance and support of the General Government and for the operation of the City Government to be placed in the General Fund, of the total amount received, being \$0.306298 on each One Hundred Dollars (\$100.00) valuation of property.

SECTION 2

All monies collected under this ordinance for the specific items therein named, be and the same are hereby apportioned and set apart for the specific purpose indicated in each item and that the Assessor & Collector of taxes, the City Secretary shall keep these accounts so as to readily and distinctly show the amount collected, the amounts expended and the amount on hand at any time, belonging to such funds, it is hereby made the duty of the Tax Assessor & Collector and every such person collecting money for the City of Glen Rose to deliver to the City Secretary at the time of depositing any monies, a statement showing to what fund such deposit should be made and from what source received. All receipts for the City not specifically apportioned by this ordinance are hereby made payable to the General Fund of the City of Glen Rose.

SECTION 3.

That the ad valorem taxes herein levied shall be payable on the 1st day of October, 2022, and may be paid up to and including the following January 31st without penalty, but if not paid, such taxes shall become delinquent on the following day, February 1st, and the following penalty shall be payable thereon, to-wit: if paid during the month of February, six percent (6%); during the month of March, seven percent (7%); during the month of April, eight percent (8%); during the month of May, nine percent (9%); during the month of June, ten percent (10%); and on and after the 1st day of July, twelve percent (12%). Such unpaid taxes shall bear interest at the rate of twelve percent (12%) per annum from February 1st, 2023.

SECTION 4.

Should any part of this ordinance be declared invalid, for any reason, that invalidity shall not affect the remainder of the ordinance, which remainder shall continue in full force and effect.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 10.8% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$29.84.

The above and foregoing Ordinance was duly introduced on the motion of Councilmember_____, seconded by Councilmember _____, and by the following vote of the City Council, was duly adopted and ordered filed this the 13th day of September 2022:

FOR:

AGAINST:

ABSTAINING:

PASSED AND APPROVED this the 13th day of September, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request to rezone 309 Sam Houston St (Hwy 144), Glen Rose, TX 76043; being legally described as Acres 0.413, Abst A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/31/2022
EXHIBITS:	1. Request for Zoning Change 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. B-1 Restricted Commercial District		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: • 07/15/2022 – Request for Zoning Change Application was received • 07/29/2022 - Notice of Public Hearing was posted in the local newspaper • 07/29/2022 - 17 Property owner letters were sent representing 15 properties. 12 Letters have been confirmed as received 00 Letters unconfirmed as received 05 Letters were returned 03 Favorable response has been returned 00 Opposition response has been returned A Planning and Zoning meeting was held on 8/21/22 where the matter was reviewed and approved for recommendation to Council by a vote of 4/0.			
RECOMMENDED ACTION: Move to approve or deny as presented.			

Staff use only
Date Received 7-15-22



Code Enforcement Officer
City of Genoa, Texas 75443 Tel: (254) 897-9373 Fax: (254) 897-7989

Request for Zoning Change

Address of property: 309 + 401 SAM HOUSTON

Applicant's Name: LORETTA Whitworth,
Judy Thompson

Date: _____

Property Owner Information

Full Name Judy Thompson

LORETTA Whitworth Estate

Address: _____

Telephone No: _____

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

Full Name SCOTT W KNAPP

Address: _____

Telephone No: _____

Email: _____

Present zoning at site: R-1 New zoning requested IS-1

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

Reason for zoning change (must be specific):

We Are Selling Our Two Lots To Scott & Michelle Knapp.
They Are The Owners of The LandPost Apartments At 400 Bailey St.
They Want To Replicate Those Apartments To Bring More
Affordable Housing To This Area. They Try To Rent To SS
AND OLDER AND HAVE KEPT THOSE APARTMENTS IN GREAT SHAPE.
We Believe It Will Be A Good Fit For Both Genoa Rose and
The Knapps Is They Are Able To Do This.

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

Owner(s) Signature: _____

Signature of Loretta Whitworth

Judy Thompson, Co-executor

Date: 07/13/2022

To whom it may concern,

We are letting the P&Z committee and the city council know that we would like Scott Knapp to ask for a zoning change to our two properties at 309 and 401 Sam Houston St on our behalf.

Thank you,

Sharon Whitworth ~~Sharon Whitworth~~ 07/10/2022

Judy Thompson ~~Judy Thompson Corrales~~ 07/10/2022



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

Item 12.

NOTIFICATION

July 29, 2022

NOTICE OF PUBLIC HEARING ON PROPERTY LOCATED AT 401 SAM HOUSTON ST.

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on August 18, 2022 before the Planning and Zoning Commission and on September 13, 2022 before the City Council on a request by owner, Alfredo Garcia, to rezone the property located at Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, also known as 0 Sam Houston St. (309), from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).

Dear Property Owner:

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

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

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

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

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 0 Sam Houston St. 309 (144), Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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: _____ **DATE:** _____

ADDRESS: _____

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

Reasons/Comments:

**Kyle Reeves,
Building Official, Planning and Zoning (P&Z)**

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

City of Glen Rose B-1 Zoning

14.02.047 B-1 Restricted Commercial District

1. **Purpose.** The B-1 Restricted Commercial District has been established to limit commercial uses and operations within enclosed buildings and prohibiting the outside storage and display of goods, materials, vehicles and equipment. This district is intended to accommodate the basic shopping and service needs of residents and to provide retail and office space for merchants and financial, administrative, government and business services.
2. **Permitted uses.** The uses permitted in the B-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
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 such uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
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. No enclosed or covered parking is specifically required.
6. **All commercial operations and sales to be enclosed; exception.** All commercial uses, operations and sales, except for off-street parking and off-street loading facilities, shall be conducted within completely enclosed buildings. However, the city council may grant a permit to businesses for sidewalk sales for a period up to 30 days.

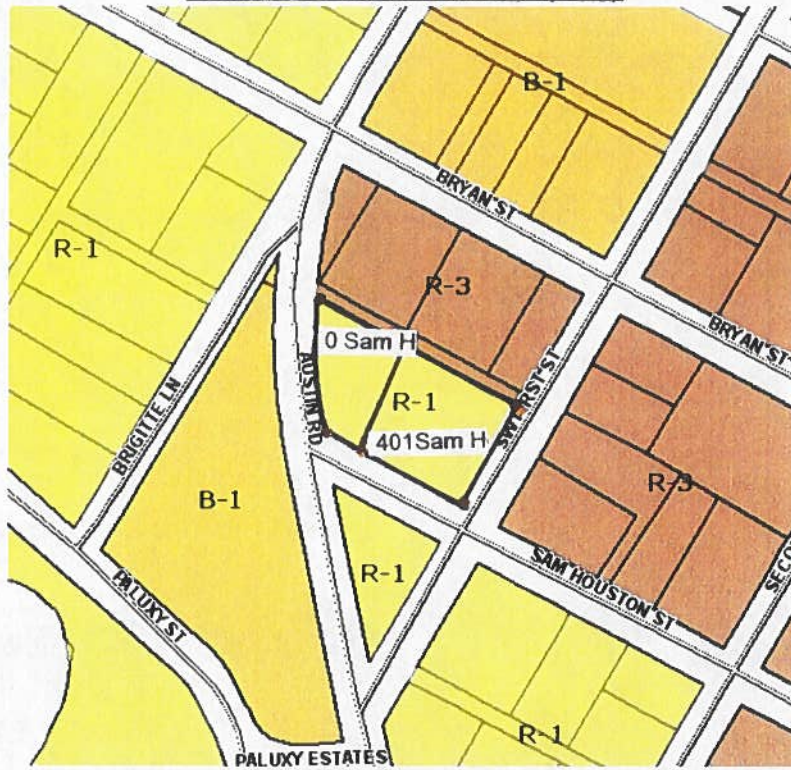
(Ordinance 240 adopted 3/15/94; 2007 Code, sec. 155.21)

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

0 SAM HOUSTON ST 309 (144)
R-1 to B-1



Current Zoning for 401 Sam Houston St.
&
0 Sam Houston St. 309 (144)



Future Zoning



Future Land Use Legend

LEGEND

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

0 Sam Houston St 309 (144)
R-1 to B-1
200 Ft Mailing List

1. ESCALERA ROSAICELA
PO BOX 484
GLEN ROSE, TX 76043
2. WEST LANA KIM
P.O. BOX 982
GLEN ROSE, TX 76043
3. SIMPSON DAVID
P.O. BOX 2083
GLEN ROSE, TX 76043
4. SPURGEON MAURITTA FAE
300 STIN RD
GLEN ROSE, TX, 76043
5. STARLET PROPERTIES
P.O. BOX 1665
GLEN ROSE, TX 76043
6. JOHNSON JENNIFER L.
P.O BOX 1665
GLEN ROSE, TX 76043
7. COOK ANNIE
P.O. BOX 1113
STEPHENVILLE, TX 76401
8. REYNOLDS RONNIE
P O BOX 154
GLEN ROSE, TX 76043-0154
9. VANCIL DONALD R.
11049 EAST COLORADO DR
AURORA, CO 80012
10. GREENE DENVER BRYAN AND CAITLYN
407 1ST
GLEN ROSE, TX 76043

11. STREUN DONALD L SR & JUDY A
408 T ST
GLEN ROSE, TX 76043
12. PITTS MARK
P O BOX 1518
GLEN ROSE, TX 76043-1518
13. SANDERSON PROPERTIES
PO BOX 1979
GLEN ROSE, TX 76043-1979
14. WHITWORTH LORETTA
PO BOX 478
GLEN ROSE, TX 76043-0478
15. WHITWORTH LORETTA
PO BOX 478
GLEN ROSE, TX 76043-0478
16. JUOY THOMPSON
PO BOX 891
GLEN ROSE, TX 76043
17. SCOTT KNAPP
6207 TEZCUCO CT
GRANBURY, TX 76049

NOTICE OF PUBLIC HEARING

Item 12.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 0 Sam Houston St. 309 (144), Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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: Annie Cook DATE: 8-8-22

ADDRESS: P.O. Box 1113 Stephenville, TX 76401

I AM ☒ IN FAVOR ☐ IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

Kyle Reeves,
Building Official, Planning and Zoning (P&Z)

NOTICE OF PUBLIC HEARING

Item 12.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 0 Sam Houston St. 309 (144), Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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.

Donald R Vancil

NAME: DON VANCE DATE: 8/8/2022

ADDRESS: 405 SW 1st St, GLEN ROSE TX 76043

I AM ☒ IN FAVOR ☐ IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

I have no objections.

Kyle Reeves,
Building Official, Planning and Zoning (P&Z)

NOTICE OF PUBLIC HEARING

Item 12.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 0 Sam Houston St. 309 (144), Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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: SCOTT W KNAPP DATE: 8/3/2022

ADDRESS: 6207 TEZCUCO CT GRANBURY TX 76049

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

Reasons/Comments:

I AM THE REPRESENTATIVE FOR BOTH JUDY THOMPSON
AND LORETTA WHITWORTH ESTATE (SHARON WHITWORTH)
WHO ARE IN THE PROCESS OF SELLING THE TWO PROPERTIES
AT 401 AND 309 SAM HOUSTON STREET IN GLEN ROSE.
PLEASE SEE ATTACHED

Scott Knapp 8/3/2022

Kyle Reeves,
Building Official, Planning and Zoning (P&Z)

To whom it may concern,

We are letting the P&Z committee and the city council know that we would like Scott Knapp to ask for a zoning change to our two properties at 309 and 401 Sam Houston St on our behalf

Thank you,

Sharon Whitworth *Sharon Whitworth* 07/10/2022

Judy Thompson *Judy Thompson* 07/10/2022



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

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

Date and time of public hearing: August 18, 2022, 5:30 pm

Purpose of hearing:

- Request to rezone the property at Sam Houston St 309 (144), Acres 0.413, Lot 10,11 & PT OF 9, Blk 00001, Subd R0100, Abst A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9, from R-1 (Single Family Residential District) to B-1 (Restricted Commercial District).

Request submitted by: Owner, Loretta Whitworth (Sharon Whitworth), and owner's representative, Scott Knapp.

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

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

☐ Deny the request.

1. Reason for decision: _____ Owners Sharon Whitworth and Judy Thompson gave permission for Scott Knapp, the proposed buyer to discuss the zoning change for them. The lots in question are Sam Houston adjacent to 144 (Austin St) across from the Dollar General. As they are directly adjacent to a B1, this would not be targeted zoning. Scott Knapp currently owns the Apartments located just down the street from these properties, and is proposing to build more apartments on the new lots. The application for the zoning change was made prior to the new schedule of uses being voted on, where it appears a clerical error was made, as B1 no longer allow for apartments or multifamily housing on the new schedule of uses; however they were allowed on the prior schedule of uses and also on the P&Z version of the new schedule of uses.

With no further discussion, motion was made by William Green and seconded by Larry Cremean. Motion was passed 4-0

Signature: _____

Date: 8/31/2022

Position: _____ Chair, P&Z

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

☐ Approve

☐ Disapprove

this recommendation.

Approval Date: _____

Staff Representative Signature _____

Comments: _____

ORDINANCE NO. 2022.08.09.C

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, REZONING THE PROPERTY LOCATED AT 309 SAM HOUSTON, BEING LEGALLY DESCRIBED AS ACRES 0.413, ABST A41, RAILROAD, BLOCK 1, LOT 10,11 & PT OF 9 IN THE CITY OF GLEN ROSE, SOMERVELL COUNTY, TEXAS, AND IDENTIFIED AS PARCEL NO. R4127 BY THE SOMERVELL COUNTY APPRAISAL DISTRICT, FROM SINGLE-FAMILY RESIDENTIAL DISTRICT (R-1) TO RESTRICTED COMMERCIAL DISTRICT (B-1); PROVIDING SAVINGS/REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, after conducting a Public Hearing on August 18, 2022, the City's Planning and Zoning Commission considered the rezoning request, voting to recommend that the City Council approve said request; and

WHEREAS, after conducting a Public Hearing on September 13, 2022, the City Council determined for the good government, peace, and order of the City to approve the request to rezone the subject property.

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

SECTION 1

FINDINGS INCORPORATED

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

SECTION 2

DESCRIPTION OF THE SUBJECT PROPERTY

Being Acres 0.413, Abst A41, Railroad, Block 1, Lot 10,11 & Pt Of 9 In the City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R4127 by the Somervell County Appraisal District and; located at 309 Sam Houston, Glen Rose, Texas.

SECTION 3

ZONING RECLASSIFICATION GRANTED

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

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

SECTION 4

SAVINGS/REPEALING CLAUSE

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

SECTION 5

SEVERABILITY

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

SECTION 6

PROPER NOTICE, MEETING, AND QUORUM

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

SECTION 7

EFFECTIVE DATE

This Ordinance shall take effect immediately upon its passage.

PASSED AND APPROVED This the 13th day of September, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request to rezone 401 Sam Houston St, Glen Rose, TX 76043; being legally described as Acres 0.321, Abst A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District.).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	8/31/2022
EXHIBITS:	1. Request for Zoning Change 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. B-1 Restricted Commercial District		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: • 07/15/2022 – Request for Zoning Change Application was received • 07/29/2022 - Notice of Public Hearing was posted in the local newspaper • 07/29/2022 - 18 Property owner letters were sent representing 16 properties. 11 Letters have been confirmed as received 01 Letters unconfirmed as received 06 Letters were returned 03 Favorable response has been returned 00 Opposition response has been returned A Planning and Zoning meeting was held on 8/21/22 where the matter was reviewed and approved for recommendation to Council by a vote of 4/0.			
RECOMMENDED ACTION: Move to approve or deny as presented.			

STAFF USE ONLY
Date Received 7-15-22



Code Enforcement Unit
City of Georgetown, Texas 77626 Tel: (512) 837-3373 Fax: (254) 837-7989

Request for Zoning Change

Address of property: 309 + 401 SAM HOUSTON

Applicant's Name: LORETTA Whitworth
Judy Thompson

Date: _____

Property Owner Information

Full Name Judy Thompson | Loretta Whitworth Estate

Address: _____

Telephone No: _____

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

Full Name SCOTT W KNAPP

Address: _____

Telephone No: _____ Email: _____

Present zoning at site: R New zoning requested 151

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

Reason for zoning change (must be specific):

We Are Selling Our Two Lots To Scott & Michelle Knapp.
They Are The Owners of The LampPost Apartments At 400 Bailey St.
They Want To Replicate Those Apartments To Bring More
Affordable Housing To This Area. They Try To Rent To SS
and Older and Have Kept Their Apartments in Great Shape.
We Believe It Will Be A Good fit For Both Georgetown and
The Knapps as They Are Able To Do This.

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

Owner(s) Signature

Name (Print Name) (Print or Stamp Name)

Judy Thompson, Co-executor

Date: 07/13/2022

To whom it may concern,

We are letting the P&Z committee and the city council know that we would like Scott Knapp to ask for a zoning change to our two properties at 309 and 401 Sam Houston St on our behalf.

Thank you,

Sharon Whitworth ~~Sharon Whitworth~~ 07/10/2022

Judy Thompson ~~Judy Thompson Co-executor~~ 07/10/2022



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

Item 13.

NOTIFICATION

July 29, 2022

NOTICE OF PUBLIC HEARING ON PROPERTY LOCATED AT 401 SAM HOUSTON ST.

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on August 18, 2022 before the Planning and Zoning Commission and on September 13, 2022 before the City Council on a request by owner, Alfredo Garcia, to rezone the property located at 401 Sam Houston St; Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District).

Dear Property Owner:

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

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

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

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

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING

Item 13.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 401 Sam Houston St., Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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: _____ **DATE:** _____

ADDRESS: _____

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

Reasons/Comments:

**Kyle Reeves,
Building Official, Planning and Zoning (P&Z)**



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

City of Glen Rose B-1 Zoning

14.02.047 B-1 Restricted Commercial District

1. **Purpose.** The B-1 Restricted Commercial District has been established to limit commercial uses and operations within enclosed buildings and prohibiting the outside storage and display of goods, materials, vehicles and equipment. This district is intended to accommodate the basic shopping and service needs of residents and to provide retail and office space for merchants and financial, administrative, government and business services.
2. **Permitted uses.** The uses permitted in the B-1 district include those listed in the schedule of uses found in appendix A of this article. Any use not expressly authorized and permitted herein is expressly prohibited in this district, unless otherwise allowed in conformance with section 14.02.107 dealing with new and unlisted uses.
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 such uses allowed in the schedule of uses in appendix A of this article. The issuance of the permit by the city council shall be contingent upon reasonable and appropriate conditions and safeguards, including the length of time, so as to properly protect any adjacent property, use or neighborhood character, as well as ensure the appropriate conduct of the conditional use of the land and buildings granted.
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. No enclosed or covered parking is specifically required.
6. **All commercial operations and sales to be enclosed; exception.** All commercial uses, operations and sales, except for off-street parking and off-street loading facilities, shall be conducted within completely enclosed buildings. However, the city council may grant a permit to businesses for sidewalk sales for a period up to 30 days.

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

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

401 Sam Houston St
R-1 to B-1

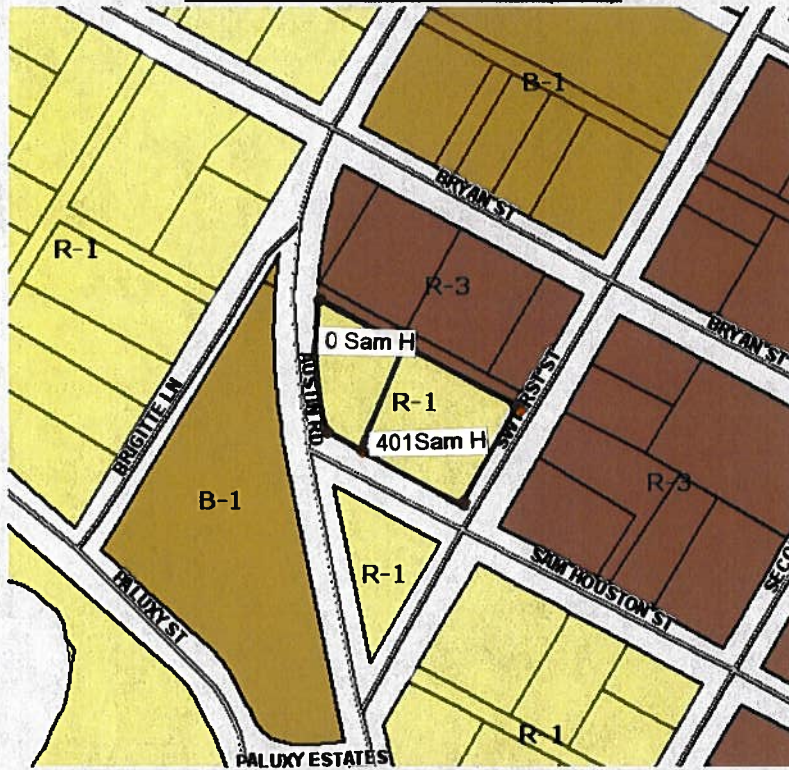


401 SAM HOUSTON STREET
R-1 to B-1
200 Ft Mailing List

1. STARLET PROPERTIES
P.O. BOX 1665
GLEN ROSE, TX 76043
2. JOHNSON JENNIFER L.
P.O BOX 1665
GLEN ROSE, TX 76043
3. COOK ANNIE
P.O. BOX 1113
STEPHENVILLE, TX 76401
4. REYNOLDS RONNIE
P O BOX 154
GLEN ROSE, TX 76043-0154
5. VANCIL DONALD R.
11049 EAST COLORADO DR
AURORA, CO 80012
6. GREENE DENVER BRYAN AND CAITLYN
407 1ST
GLEN ROSE, TX 76043
7. STREUN DONALD L SR & JUDY A
408T ST
GLEN ROSE, TX 76043
8. PITTS MARK
P O BOX 1518
GLEN ROSE, TX 76043-1518
9. SANDERSON PROPERTIES
PO BOX 1979
GLEN ROSE, TX 76043-1979
10. JUDY THOMPSON
PO BOX 891
GLEN ROSE, TX 76043

11. SCOTT KNAPP
6207 TEZCUCO CT
GRANBURY, TX 76049
12. SIMMONS CLIFF AND PATRICIA
PO BOX 124
GLEN ROSE, TX
13. FINSTAD ERIKA RHEA
502 YAN ST
GLEN ROSE, TX 76043
14. EPPS JACKIE LAVERNE
6429 WY 67
WALNUT SPRINGS, TX 76990
15. SHADY LANE PROPERTIES, LLC
A TEXAS LIMITED COMPANY
505 M HOUSTON
GLEN ROSE, TX 76043
16. SUMMERS TYLER
PO BOX 66
GLEN ROSE, TX 76043
17. RAMSEY LORETTA RIVES
PO BOX 74
GLEN ROSE, TX 76043
18. LORETTA WHITWORTH ESTATE
PO BOX 479
GLEN ROSE, TX 76043

Current Zoning for 401 Sam Houston St.
&
0 Sam Houston St. 309 (144)



Future Zoning



Future Land Use Legend

LEGEND

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

NOTICE OF PUBLIC HEARING

Item 13.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 401 Sam Houston St., Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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: ANNIE COOK DATE: 8-8-22

ADDRESS: P.O. Box 1113 Stephenville, Tx 76401

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

Reasons/Comments:

Kyle Reeves,
Building Official, Planning and Zoning (P&Z)

NOTICE OF PUBLIC HEARING

Item 13.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 401 Sam Houston St., Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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

Donald R Vance
NAME: DON VANCE DATE: 8/8/2022

ADDRESS: 405 SW 1st St, Glen Rose, TX 76043

I AM ☒ IN FAVOR ☐ IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

I have no objections.

Kyle Reeves,
Building Official, Planning and Zoning (P&Z)

NOTICE OF PUBLIC HEARING

Item 13.



City of Glen Rose, Texas

Building, Planning, Code Enforcement Department

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

Ph: (254) 897-2272

Fax: (254) 897-7989

Email: buildingofficial@glenrosetexas.org

Re: Property owners' representative, Scott Knapp request to rezone the property located at 401 Sam Houston St., Glen Rose, TX 76043; also known as Subd: R0100, Abst: A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single-Family Residential District) to B-1 (Restricted Commercial District)

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: SCOTT W KNAPP DATE: 8/9/22

ADDRESS: 6207 TEZCOCO CT, GRANBURY TX. 76049

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

Reasons/Comments:

I AM THE REPRESENTATIVE FOR BOTH JUDY THOMPSON
AND LORETTA WHITWORTH ESTATE (SARAH WHITWORTH) WHO ARE
IN THE PROCESS OF SELLING THE TWO PROPERTIES AT 401 AND 309
SAM HOUSTON STREET IN GLEN ROSE NOTICE FOR 309 SAM HOUSTON
PLEASE SEE ATTACHED TO PREVIOUS

Kyle Reeves,
Building Official, Planning and Zoning (P&Z)



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

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

Date and time of public hearing: August 18, 2022, 5:30 pm

Purpose of hearing:

- Request to rezone the property at 401 Sam Houston, Acres Acres 0.321, Lot 7, 8 & PT 9, Blk 00001, Subd R0100, Abst A41, RAILROAD, BLOCK 1, LOT 7, 8 & PT 9, from R-1 (Single Family Residential District) to B-1 (Restricted Commercial District).

Request submitted by: Owner, Judy Kay Thompson, and owner's representative, Scott Knapp.

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

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

1. Reason for decision: _____ Owners Sharon Whitworth and Judy Thompson gave permission for Scott Knapp, the proposed buyer to discuss the zoning change for them. The lots in question are Sam Houston adjacent to 144 (Austin St) across from the Dollar General. As they are directly adjacent to a B1, this would not be targeted zoning. Scott Knapp currently owns the Apartments located just down the street from these properties, and is proposing to build more apartments on the new lots. The application for the zoning change was made prior to the new schedule of uses being voted on, where it appears a clerical error was made, as B1 no longer allow for apartments or multifamily housing on the new schedule of uses; however they were allowed on the prior schedule of uses and also on the P&Z version of the new schedule of uses.

With no further discussion, motion was made by William Green and seconded by Larry Cremean.

Motion was passed 40

Signature: _____
Position: _____

Date: 8/31/2022

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

☐ Approve ☐ Disapprove this recommendation.

Staff Representative Signature _____

Approval Date: _____

Comments: _____

ORDINANCE NO. 2022.08.09.D

AN ORDINANCE OF THE CITY OF GLEN ROSE, TEXAS, REZONING THE PROPERTY LOCATED AT 401 SAM HOUSTON, BEING LEGALLY DESCRIBED AS ACRES 0.321, ABST A41, RAILROAD, BLOCK 1, LOT 7, 8, & PT OF 9 IN THE CITY OF GLEN ROSE, SOMERVELL COUNTY, TEXAS, AND IDENTIFIED AS PARCEL NO. R4672 BY THE SOMERVELL COUNTY APPRAISAL DISTRICT, FROM SINGLE-FAMILY RESIDENTIAL DISTRICT (R-1) TO RESTRICTED COMMERCIAL DISTRICT (B-1); PROVIDING SAVINGS/REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

WHEREAS, after conducting a Public Hearing on August 18, 2022, the City's Planning and Zoning Commission considered the rezoning request, voting to recommend that the City Council approve said request; and

WHEREAS, after conducting a Public Hearing on September 13, 2022, the City Council determined for the good government, peace, and order of the City to approve the request to rezone the subject property.

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

SECTION 1**FINDINGS INCORPORATED**

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

SECTION 2**DESCRIPTION OF THE SUBJECT PROPERTY**

Being Acres 0.321, Abst A41, Railroad, Block 1, Lot 7, 8, & Pt Of 9 In The City of Glen Rose, Somervell County, Texas, and identified as Parcel No. R4672 by the Somervell County Appraisal District and; located at 401 Sam Houston, Glen Rose, Texas.

SECTION 3**ZONING RECLASSIFICATION GRANTED**

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

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

SECTION 4

SAVINGS/REPEALING CLAUSE

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

SECTION 5

SEVERABILITY

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

SECTION 6

PROPER NOTICE, MEETING, AND QUORUM

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

SECTION 7

EFFECTIVE DATE

This Ordinance shall take effect immediately upon its passage.

PASSED AND APPROVED This the 13th day of September, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a Sewer System Grease Management Ordinance.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	09/02/2022
EXHIBITS:	Sewer System Grease Management Ordinance		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: As you know, the City has had a long-term problem with the grease going into the City's sewer system from one local restaurant. The grease congeals in the City's mains, causing problems for Public Works and for other customers on the main serving the offending party. The P&Z recently considered the attached Sewer System Grease Management Ordinance and has recommended that the City Council adopt it. It will give the City more authority to address grease problems.			
RECOMMENDED ACTION: Move to adopt the Sewer System Grease Management Ordinance.			

ORDINANCE NO. 2022.09.13.____

AN ORDINANCE ESTABLISHING REGULATIONS FOR THE INSTALLATION, USE, MAINTENANCE, REQUIREMENTS, MONITORING, AND ENFORCEMENT OF GREASE TRAPS AND INTERCEPTORS FOR NON-DOMESTIC USERS OF THE CITY'S WASTEWATER COLLECTION AND TREATMENT SYSTEM GENERATING FATS, OILS, AND/OR GREASE; ESTABLISHING A PENALTY OF UP TO TWO THOUSAND DOLLARS (\$2,000) PER VIOLATION; AUTHORIZING ENFORCEMENT; PROVIDING REPEALING, SEVERABILITY, AND PROPER NOTICE, MEETING, AND QUORUM CLAUSES; REQUIRING PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the City operates a Wastewater Treatment Plant, also known as a Publicly Owned Treatment Works (POTW); and

WHEREAS, pursuant to §26.09(f) of the Texas Water Code (TWC) the Texas Commission on Environmental Quality (TCEQ) is directed "to establish criteria for evaluating whether to initiate an enforcement action related to sanitary sewer overflows that occur as the result of a blockage due to grease. The criteria shall include consideration of whether the discharge: (1) could reasonably have been prevented; (2) was minimized; and (3) was reported and the notice required by §26.039(e) was given; and

WHEREAS, pursuant to §26.09(g) of the TWC, "The adoption and enforcement by a separate sanitary sewer system of model standards for grease management recognized by the executive director shall be considered by the commission to be evidence tending to show that reasonable measures have been taken to prevent or minimize sanitary sewer overflows that occur as a result of blockage due to grease"; and

WHEREAS, in response to §26.09(g) of the TWC in August, 2004 the TCEQ adopted Model Standards for grease management; and,

WHEREAS, to prevent the accumulation of grease within the City's sewer system which can lead to sanitary sewer main blockages and subsequent back-ups and sanitary sewer overflows; to reduce the costs of maintaining the sewer system by preventing the accumulation of grease within the sewage system; to establish guidelines for installation and maintenance and provide enforcement controls for failure to comply with the guidelines; to protect public health and insure the quality of water in the waterways of the State of Texas from pollution caused by sanitary sewer overflows; and to protect the City from enforcement action by TCEQ related to "sanitary sewer overflows that occur as the result of a blockage due to grease," the City Council has decided to adopt TCEQ's Model Standards for grease management with local amendments and provide for enforcement of the same.

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

**SECTION 1
INCORPORATION OF RECITALS**

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

SECTION 2 TITLE AND CODIFICATION

- a) This Ordinance and subsequent grease management regulations of the City of Glen Rose, Texas shall be known as, and may be cited and referred to as "Sewer System Grease Management Standards."
- b) This Ordinance shall be codified as ARTICLE 13.09 SEWER SYSTEM GREASE MANAGEMENT STANDARDS and may be referred to in the body of this Ordinance as "this Article".

SECTION 3 ARTICLE 13.09 SEWER SYSTEM GREASE MANAGEMENT STANDARDS

Article 13.09 *Sewer and Grease Management Standards* is hereby adopted in its entirety.

Sec. 13.09.001 Applicability and Prohibitions

- a) This Article shall apply to all non-domestic users of the Publicly Owned Treatment Works (POTW), as defined in this Article.
- b) Grease traps or grease interceptors shall not be required for residential users.
- c) Facilities generating fats, oils, or greases as a result of food manufacturing, processing, preparation, or food service shall install, use, and maintain appropriate grease traps or interceptors as required in Sec. 13.09.003 of this Article. These facilities include but are not limited to restaurants, food manufacturers, food processors, hospitals, hotels and motels, prisons, nursing homes, and any other facility preparing, serving, or otherwise making any foodstuff available for consumption.
- d) No user may intentionally or unintentionally allow the direct or indirect discharge of any petroleum oil, non-biodegradable cutting oil, mineral oil, or any fats, oils, or greases of animal or vegetable origin into the POTW system in such amounts as to cause interference with the collection and treatment system, or as to cause pollutants to pass through the treatment works into the environment.

Sec. 13.09.002 Definitions

All terms used in this Article shall be given their meaning as provided by the Texas Food Establishment Rules found in 25 Tex. Admin. Code, Ch. 229, §§ 161-171 and 173-175, including any future amendments of such rules, unless otherwise defined in the following list of definitions. Words and terms not expressly defined in the above referenced Texas Food Establishment Rules or in the following list of definitions are to be construed according to the normally accepted meaning of such words or terms.

Act. Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. 1251, et. seq.

BOD. The value of the five (5) day test for Biochemical Oxygen Demand, as described in the latest edition of "Standard Methods for the Examination of Water & Wastewater."

City. City of Glen Rose, Texas.

COD. The value of the test for Chemical Oxygen Demand, as described in the latest edition of "Standard Methods for the Examination of Water & Wastewater."

EPA. The United States Environmental Protection Agency.

Fats, oils, and greases (FOG). Organic polar Compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures established in 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as "grease" or "greases."

Generator. Any person who owns or operates a grease trap/grease interceptor, or whose act or process produces a grease trap waste.

Grease trap or interceptor. A device designed to use differences in specific gravities to separate and retain light density liquids, waterborne fats, oils, and greases prior to the wastewater entering the sanitary sewer collection system. These devices also serve to collect settleable solids, generated by and from food preparation activities, prior to the water exiting the trap and entering the sanitary sewer collection system. Grease traps and interceptors are also referred to herein as "grease traps/interceptors."

Grease Trap Waste. Material collected in and from a grease trap/interceptor in the sanitary sewer service line of a commercial, institutional, or industrial food service or processing establishment, including the solids resulting from de-watering processes.

Indirect Discharge or Discharge. The introduction of pollutants into a POTW from any non-domestic source.

Interference. A discharge which alone or in conjunction with a discharge or discharges from other sources inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal, or is a cause of a violation of the city's TPDES permit.

pH. The measure of the relative acidity or alkalinity of water and is defined as the negative logarithm (base 10) of the hydrogen ion concentration.

POTW or Publicly Owned Treatment Works. A treatment works which is owned by a state or municipality as defined by section 502(4) of the Clean Water Act. This definition includes any devices and systems used in the storage, treatment, recycling and reclamation of municipal sewage or industrial wastes of a liquid nature. It also includes all sewers, pipes and other conveyances that convey wastewater to a POTW Treatment Plant. The term also means the municipality as defined in section 502(4) of the Act, which has jurisdiction over the indirect discharges to and the discharges from such a treatment works. For purposes of this ordinance, the terms "sanitary sewer system" and "POTW" may be used interchangeably.

TCEQ. The Texas Commission on Environmental Quality, and its predecessor and successor agencies.

Transporter. A person who is registered with and authorized by the TCEQ to transport sewage sludge, water treatment sludge, domestic septage, chemical, toilet waste, grit trap waste, or grease trap waste in accordance with 30 Texas Administrative Code §312.142.

TSS. The value of the test for Total Suspended Solids, as described in the latest edition of "Standard Methods for the Examination of Water & Wastewater."

User. Any person, including those located outside the jurisdictional limits of the city, who contributes causes or permits the contribution or discharge of -wastewater into the POTW, including persons who contribute such wastewater from mobile sources.

Sec. 13.09.003 Installation and Maintenance Requirements

a) Installations

- 1) **New Facilities.** Food processing or food service establishments which are newly proposed or constructed, or existing facilities which will be expanded or renovated to include a food service facility, where such facility did not previously exist, shall be required to design, operate and maintain a grease trap/interceptor in accordance with locally adopted plumbing codes or other applicable ordinances. The minimum size of the grease trap/interceptor for new facilities shall be five hundred (500) gallons unless a justifiable design can be provided at the time of plan review, or special exceptions are granted from the Building Official or Public Works Director. Grease traps/interceptors shall be installed and inspected prior to issuance of a Certificate of Occupancy.
- 2) **Existing Facilities.** Existing grease traps/interceptors must be operated and maintained in accordance with the manufacturer's recommendations and in accordance with these Model Standards, unless specified in writing and approved by the POTW.

b) Cleaning and Maintenance

- 1) Grease traps and grease interceptors shall be maintained in an efficient operating condition at all times.
- 2) Each grease trap pumped shall be fully evacuated unless the trap volume is greater than the tank capacity on the vacuum truck in which case the transporter shall arrange for additional transportation capacity so that the trap is fully evacuated within a (twenty-four) 24-hour period, in accordance with 30 Texas Administrative Code §312.143.
- 3) All grease trap/interceptor waste shall be properly disposed of at a facility in accordance with federal, state, or local regulation.

c) Self-Cleaning

- 1) Grease trap self-cleaning operators must receive approval from the POTW annually prior to removing grease from their own grease trap(s) located inside a building, provided:
 - A) the grease trap is no more than fifty (50) gallons in liquid/operating capacity;
 - B) proper on-site material disposal methods are implemented (e.g., absorb liquids into solid form and dispose into trash after being double bagged);
 - C) the local solid waste authority allows such practices;
 - D) grease trap waste is placed in a leak proof, sealable container(s) located on the premises and in an area for the transporter to pump-out; and
 - E) detailed records on these activities are maintained.
- 2) Grease trap self-cleaning operators must submit a completed self-cleaning request to the POTW for approval. The written request shall include the following information:

- A) Business name and street address;
 - B) Grease trap/interceptor operator name, title, and phone number;
 - C) Description of maintenance frequency, method of disposal, method of cleaning and size (in gallons) of the grease trap/interceptor; and
 - D) Signed statement that the operator will maintain records of waste disposal and produce them for compliance inspections.
 - 3) Self-cleaners must adhere to all the requirements; procedures and detailed record keeping outlined in their approved application, to ensure compliance with this ordinance. A maintenance log shall be kept by self-cleaning operators that indicates, at a minimum, the following information:
 - A) Date the grease trap/interceptor was serviced;
 - B) Name of the person or company servicing the grease trap/interceptor;
 - C) Waste disposal method used;
 - D) Gallons of grease removed and disposed of;
 - E) Waste oil added to grease trap/interceptor waste; and
 - F) Signature of the operator after each cleaning that certifies that all grease was removed, disposed of properly, grease trap/interceptor was thoroughly cleaned, and that all parts were replaced and in operable condition.
 - 4) Violations incurred by grease trap self-cleaners will be subject to enforcement action including fines and/or removal from the self-cleaner program.
- d) Cleaning Schedules
- 1) Grease traps and grease interceptors shall be cleaned as often as necessary to ensure that sediment and floating materials do not accumulate to impair the efficiency of the grease trap/interceptor; to ensure the discharge is in compliance with local discharge limits; and to ensure no visible grease is observed in discharge.
 - 2) Grease traps and grease interceptors subject to these standards shall be completely evacuated a minimum of every ninety (90) days for traps greater than fifty (50) gallons and every thirty (30) days for traps up to 50 gallons, or more frequently when:
 - A) Twenty-five (25) percent or more of the wetted height of the grease trap or grease interceptor, as measured from the bottom of the device to the invert of the outlet pipe, contains floating materials, sediment, oils or greases; or
 - B) The discharge exceeds BOD, COD, TSS, FOG, pH, or other pollutant levels established by the POTW; or
 - C) If there is a history of non-compliance.
 - 3) Any person who owns or operates a grease trap/interceptor may submit to the POTW a request in writing for an exception to the ninety (90) day pumping frequency of their grease trap/interceptor. The POTW may grant an extension for required cleaning frequency on a case-by-case basis when:
 - A) The grease trap/interceptor owner/operator has demonstrated the specific trap/interceptor will produce an effluent, based on defensible analytical results, in consistent compliance with established local discharge limits such as BOD, TSS, FOG, or other parameters as determined by the POTW, or
 - B) Less than twenty-five (25) percent of the wetted height of the grease trap or grease interceptor, as measured from the bottom of the device to the invert of the outlet pipe, contains floating materials, sediment, oils or greases.
 - 4) In any event, a grease trap and grease interceptor shall be fully evacuated, cleaned, and inspected at least once every one hundred eighty (180) days.

e) Manifest Requirements

- 1) Each pump-out of a grease trap or interceptor must be accompanied by a manifest to be used for record keeping purposes.
- 2) Persons who generate, collect and transport grease waste shall maintain a record of each individual collection and deposit. Such records shall be in the form of a manifest.

The manifest shall include:

- A) Name, addresses, telephone, and commission registration number of transporter;
 - B) Name, signature, address, and phone number of the person who generated the waste and the date collected;
 - C) Type and amount(s) of waste collected or transported;
 - D) Name and signature(s) of responsible person(s) collecting, transporting, and depositing the waste;
 - E) Date and place where the waste was deposited;
 - F) Identification (permit or site registration number, location, and operator) of the facility where the waste was deposited;
 - G) Name and signature of facility on-site representative acknowledging receipt of the waste and the amount of waste received;
 - H) The volume of the grease waste received; and
 - I) A consecutive numerical tracking number to assist transporters, waste generators, and regulating authorities in tracking the volume of grease transported.
- 3) Manifests shall be divided into five parts and records shall be maintained as follows.
 - A) One part of the manifest shall have the generator and transporter information completed and given to the generator at the time of waste pickup.
 - B) The remaining four parts of the manifest shall have all required information completely filled out and signed by the appropriate party before distribution of the manifest.
 - C) One part of the manifest shall go to the receiving facility.
 - D) One part shall go to the transporter, who shall retain a copy of all manifests showing the collection and disposition of waste.
 - E) One copy of the manifest shall be returned by the transporter to the person who generated the wastes within fifteen (15) days after the waste is received at the disposal or processing facility.
 - F) One part of the manifest shall go to the POTW within fifteen (15) days after the waste is received at the disposal or processing facility.
 - 4) Copies of manifests returned to the waste generator shall be retained for five (5) years and be readily available for review by the POTW.

f) Alternative Treatment

- 1) A person commits an offense if the person introduces, or causes, permits, or suffers the introduction of any surfactant, solvent or emulsifier into a grease trap. Surfactants, solvents, and emulsifiers are materials which allow the grease to pass from the trap into the collection system, and include but are not limited to enzymes, soap, diesel, kerosene, terpene, and other solvents.
- 2) It is an affirmative defense to an enforcement of Sec. 13.09.003(f)(1) that the use of surfactants or soaps is incidental to normal kitchen hygiene operations.

- 3) Bioremediation media may be used with the POTW's approval if the person has proved to the satisfaction of the POTW that laboratory testing which is appropriate for the type of grease trap to be used has verified that:
- A) The media is a pure. Live bacterial product which is not inactivated by the use of domestic or commercial disinfectants and detergents, strong alkalis, acids, and/or water temperatures of 160F (71C).
 - B) The use of the media does not reduce the buoyancy of the grease layer in the grease trap and does not increase the potential for oil and grease to be discharged to the sanitary sewer.
 - C) The use of the bioremediation media does not cause foaming in the sanitary sewer.
 - D) The BOD, COD, and TSS discharged to the sanitary sewer after use of the media does not exceed the BOD, COD, and TSS which would be discharged if the product were not being used and the grease trap was being properly maintained. pH levels must be between five (5) and eleven (11).
 - E) All testing designed to satisfy the criteria set forth in Sec. 13.09.003(f)(3) shall be scientifically sound and statistically valid. All tests to determine oil and grease, TSS, BOD, COD, pH, and other pollutant levels shall use appropriate tests which have been approved by the Environmental Protection Agency and the Texas Commission on Environmental Quality and which are defined in Title 40, Code of Federal Regulations, Part 136 or Title 30, TEXAS ADMINISTRATIVE CODE §319.11. Testing shall be open to inspection by the POTW, and shall meet the POTW's approval.

Sec. 13.09.004 Penalties

- a) If the POTW determines that a generator is responsible for a blockage of a collection system line the generator shall owe a civil penalty of one thousand dollars (\$1,000) for the first violation, fifteen hundred dollars (\$1,500) for a second violation, and two thousand dollars (\$2,000) for the third violation within a two-year period. Continuous violations shall result in an increase in penalty by five hundred dollars (\$500) and may also result in termination of services.
- b) Any person violating any of the provisions of this Ordinance shall be subject to a written warning for the first violation, a one thousand dollar (\$1,000) civil penalty for the second violation, a fifteen hundred dollar (\$1,500) civil penalty for the third violation, and a two thousand dollar (\$2,000) civil penalty for the fourth violation within a two- year period. Consistent violations will result in a five hundred dollar (\$500) increase in civil penalty and may result in termination of service.

Sec. 13.09.005 Enforcement

- a) The Public Works Director or his designee shall have the administrative authority to enforce this ordinance. Whenever the City finds that any user has violated or is violating this ordinance, or any prohibition, limitation, or requirements contained in the ordinance, the City will implement enforcement action. Enforcement action necessary to initiate corrective action may include but not be limited to the following:
 - 1) Notice of violation. The City may serve upon any user a written notice stating the nature of a violation. Within twenty-four (24) hours of the time and date of the notice or on the first regular business day after the notice has been served, a plan for the satisfactory correction thereof shall be submitted for approval by the Public Works Director.

- 2) The City of Glen Rose may immediately suspend water service to a customer when, in the opinion of the Public Works Director, such suspension is necessary to stop an actual or threatened discharge which:
 - A) Presents or may present an imminent or substantial endangerment to the health or welfare of persons or pollute the environment; and/or
 - B) Causes stoppages or excessive maintenance to be performed to prevent stoppages in the sanitary sewer system.
- 3) Any person notified of a suspension of water service shall immediately stop or eliminate the discharge causing said suspension. In the event of a failure of the person to comply voluntarily with the suspension order, the City may take such steps as deemed necessary, including immediate termination of water utility services, to prevent or minimize damage to the sanitary sewer collection system or endangerment of any individuals or the environment.
- 4) The City of Glen Rose shall reinstate utility services when such conditions causing the suspension have been corrected or eliminated. A detailed written statement submitted by the user describing the cause(s) of the violation and the measure(s) taken to prevent any future occurrence shall be submitted to the City of Glen Rose, Public Works Director, within fifteen days of the date of the occurrence.

SECTION 4 SAVINGS/REPEALING CLAUSE

Chapter 13 Utilities of the City's Code of Ordinances shall remain in full force and effect, save and except as repealed, replaced and/or amended by this or any other ordinance. All provisions of any ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances shall remain in full force and effect.

SECTION 5 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 6 PROPER NOTICE, MEETING, AND QUORUM CLAUSE

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

**SECTION 7
PUBLICATION REQUIREMENT**

The City Secretary shall see to it that the caption of this Ordinance is published in the City's Official Newspaper.

**SECTION 8
EFFECTIVE DATE**

This Ordinance shall take effect upon publication.

PASSED AND APPROVED this the 13th day of September, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a resolution establishing an Employee Benefit Trust and authorizing the City Administrator and City Secretary to execute a Trust Agreement on behalf of the City of Glen Rose		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	9/02/2022
EXHIBITS:	1. Trust Agreement 2. Resolution Creating the City of Glen Rose Employee Benefit Trust		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Chapter 222 of the Texas Insurance Code allows for political subdivisions to exempt themselves from premium taxes paid to the state by insurance companies. The tax is 0.75% for HMO and 1.75% for PPO plans. To allow for this exemption, the City must adopt a Single Non-Profit Trust, and submit documentation to their health insurance company. With BCBS once the Trust is established, a Statement of Understanding will be issued; this document will explain that BCBS will refund the tax amount to the City once per year, typically in February, for the prior year.			
RECOMMENDED ACTION: Motion to approve a Resolution establishing an Employee Benefit Trust and authorizing the City Administrator and City Secretary to execute a Trust Agreement on behalf of the City of Glen Rose.			

RESOLUTION NO. 2022-__**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE, TEXAS ESTABLISHING THE CITY OF GLEN ROSE, TEXAS INSURANCE TRUST FUND, AUTHORIZING THE TRUST AGREEMENT AND APPOINTING TRUSTEES FOR THE CITY OF GLEN ROSE, TEXAS**

WHEREAS, the goal of the City of Glen Rose, Texas is to provide policies and benefits that are competitive; and

WHEREAS, the City of Glen Rose, Texas realizes the importance of containing costs where possible; and

WHEREAS, the City of Glen Rose, Texas desires exempt status from imbedded insurance premium taxes on applicable group insurance plans; and

WHEREAS, the Texas Insurance Code § 222.002 allows cities to pay insurance premiums through a single non-profit trust to achieve exemption from embedded insurance premium taxes.

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

SECTION 1

The City of Glen Rose, Texas City Council does hereby approve the establishment of the City of Glen Rose, Texas Insurance Trust Fund.

SECTION 2

The City of Glen Rose, Texas City Council does hereby authorize the Trust Agreement, as attached hereto as Exhibit "A", and appoints the City Administrator and City Secretary as Trustee for the City of Glen Rose, Texas Insurance Trust Fund.

SECTION 3:

This Resolution shall become effective upon the date of its passage.

PASSED AND APPROVED this 13th day of September, 2022

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary

TRUST AGREEMENT

THIS TRUST AGREEMENT (the "Agreement") is made and entered into as of September 13, 2022 by and between the City of Temple, Texas (the "City") and the City Administrator and City Secretary (the "Trustees").

PREMISES

WHEREAS, the City has heretofore adopted one or more insured employee welfare benefit plans which are set forth in Exhibit A attached hereto (the "Plan") the sole purpose of which is to provide health, medical, and /or life benefits solely for the employees of the City and their eligible dependents covered by the Plan;

WHEREAS, the City is the Plan Administrator appointed to administer the Plan and the claims thereunder;

WHEREAS, the insurance policy or policies described on Exhibit A attached hereto and made a part hereof for all purposes (individually and collectively, the "Policy"), as and when issued in the name of the Trustee, will continue a trust fund (the "Trust Fund") to be held for the benefit of the employees and their eligible dependents under and in accordance with the Plan;

WHEREAS, the City desires the Trustee to hold and administer the Trust Fund under the trust created by this Agreement (the "Trust"), and the Trustee is willing to hold and administer such Trust Fund, pursuant to the terms of this Agreement; and

NOW THEREFORE, in consideration of the premises and of the mutual covenants contained herein, the City and the Trustee agree as follows:

ARTICLE I -- CONTRIBUTIONS

1.1 Receipt of Contributions. The Trustee shall receive any contributions paid to it in cash or in the form of such property as it may from time to time deem acceptable and which shall have been delivered to it. All contributions so received, together with the income therefrom and any other increment thereon shall be held, invested, reinvested, and administered by the Trustee pursuant to the terms of this Agreement without distinction between principal and income. The Trustee shall not be responsible for the calculation or collection of any contribution under the Plan, but shall be responsible only for property received by it pursuant to this Agreement.

1.2 Premiums. Premiums to keep the Policy in force shall be paid by the City or by its employees or by a combination thereof.

ARTICLE II -- PAYMENTS FROM TRUST FUND

2.1 Payments Directed by Plan Administrator. The Trustee shall from time to time at the Plan Administrator's direction make payments out of the Trust Fund to the persons or entities to whom such monies are to be paid in such amounts and for such purposes as may be specified in the Plan Administrator's directions. To the extent permitted by law, the Trustee shall be under no liability for any payment made pursuant to the direction of the Plan Administrator. Any direction of the Plan

Administrator shall constitute a certification that the distribution or payment so directed is one which the Plan Administrator is authorized to direct.

2.2 Payment of Funds. Payments from the trust will be limited to those which pay the group accident, health and life premiums of employees or dependents of the City who are insured under the insurance policies held by the trust or the City and those expenses reasonable and necessary for a trustee to conduct the business of the trust as limited by the nature of the trust described by section 222.02 of the Texas Insurance Code.

2.3 Impossibility of Diversion. It shall be impossible at any time for any part of the Trust Fund to be used for, or diverted to, purposes other than to provide the benefits contemplated under the Plan for the exclusive benefit of covered employees and their dependents, except that any taxes and administration expenses for which the Trust is liable may be made from the Trust Fund as provided for herein.

ARTICLE III -- INVESTMENTS

3.1 Powers. The Trustee is a nondiscretionary Trustee who does not have discretion or authority with respect to the investment or administration of the Trust Fund. The Trustee will act solely as a directed trustee of the Policy and any other funds contributed to the Trust Fund; provided, however, that the contributions of any other such funds shall be consistent with the purpose of the Trust as described above in the PREMISES section of the Agreement. The Plan Administrator shall have the sole authority to direct the Trustee with respect to the exercise of its powers under this Agreement. Subject to the foregoing provisions of this section, the Trustee, in addition to all powers and authorities under common law, statutory authority, and other provisions of this Agreement, shall have the following powers and authorities:

- a) To Purchase, or subscribe for, any securities or other property and to retain the same trust; provided however, that the Trustee is prohibited from selling or purchasing stock options;
- b) To sell, exchange, convey, transfer, grant options to purchase, or otherwise dispose of any securities or other property held by the Trustee, by private contract or at public auction, and any sale may be made for cash or upon credit, or partly for cash and partly for credit. No person dealing with the Trustee shall be bound to see to the application of the purchase money or to inquire into the validity, expediency or propriety of any such sale or other disposition;
- c) To vote upon any stocks, bonds, or other securities; to give general or special proxies or powers of attorney with or without power of substitution; to exercise any conversion privileges, subscription rights, or other similar rights, and to make any payments incidental thereto; to oppose, or consent to, or otherwise participate in, corporate reorganizations or other changes affecting corporate securities, and to delegate discretionary powers, and to pay assessments or charges in connection therewith; and generally to exercise any powers of an owner with respect to stock, bonds, securities or other property held as part of the Trust Fund;
- d) To cause any securities or other property held as part of the Trust Fund to be registered in the Trustee's own name or in the name of one or more of the Trustee's nominees, and to hold any investments in bearer form, but the books and records of the Trustee shall at all times show that all such investments are part of the Trust Fund;

- e) To borrow or raise money for the purpose of the Trust in such amount, and upon such terms and conditions, as the Trustee shall deem advisable; and for any sum so borrowed, to issue a promissory note as Trustee, and to secure the repayment thereof by pledging all, or any part, of the Trust Fund; and no person lending money to the Trustee shall be bound to see the application of the money lent or inquire into the validity, expediency, or propriety of any borrowing;
- f) To keep such portion of the Trust Fund in cash or balances as may be in the best interests of the trust created hereby, without liability for interest thereon;
- g) To accept and retain for such time as it may deem advisable any securities or other property received or acquired by it as Trustee hereunder, whether or not such securities or other property would normally be purchased as investments hereunder;
- h) To make, execute, acknowledge, and deliver any and all documents of transfer and conveyance and any and all other instruments that may be necessary or appropriate to carry out the powers herein granted;
- i) To settle, compromise, or submit to arbitration any claims, debt, or damages to or owing to or from the Trust Fund, to commence or defend suits or legal or administrative proceedings, and to represent the Trust Fund in all suits and legal administrative proceedings;
- j) To employ suitable agents and counsel and to pay their expenses and compensation, such agents or counsel may or may not be agents or counsel for the City;
- k) To acquire real estate by purchase, exchange, or as a result of any foreclosure, liquidation, or other salvage as the result of any foreclosure, liquidation, or other salvage of any investment previously made hereunder; to hold such real estate in such manner and upon such terms as the Trustee may deem advisable; and to manage, operate, repair, develop, improve, partition, mortgage, or lease for any term or terms of years any such real estate or any other real estate constituting a part of the Trust Funds, upon such terms and conditions as the Trustee deems proper, using other trust assets for any of such purposes if deemed advisable;
- l) To invest funds of the Trust Fund in night deposits or savings accounts bearing a reasonable rate of interest in a Trustee's bank;
- m) To invest in Treasury Bills and other forms of United States government obligations;
- n) To deposit monies in federally insured savings accounts or certificates of deposit in banks or savings and loan associations; and;
- o) To do all such acts, take all such proceedings, and exercise all such rights and privileges, although not specifically mentioned herein, as the Trustee may deem necessary to administer the Trust Fund, and to carry out the purpose of this Trust.

3.2 More Than One Trustee. If there shall be more than one trustee under this Agreement, they shall act by a majority of their number, but may authorize any one or more of them to sign papers and instruments on their behalf.

3.3 Fees and Expenses. The Trustee may be paid such reasonable compensation as shall from time to time be agreed upon in writing by the City and the Trustee. An individual serving as Trustee who already receives compensation as an employee from the City shall not receive compensation from the Trust except for reimbursement of expenses, including reasonable counsel and accounting fees, incurred by the Trustee in the administration of the Trust Fund. Such compensation and expenses shall be paid from the Trust Fund.

ARTICLE IV – TRUSTEE’S DUTIES

4.1 General. The Trustee shall discharge its duties under this Agreement solely in the interest of the employees covered under the Plan and their dependents and for the exclusive purpose of providing benefits to such persons and defraying reasonable expenses of administering the Trust, with the care, skill, prudence and diligence under prevailing circumstances that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims, and by diversifying the investments of the Trust so as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so, all in accordance with the provisions of this Agreement insofar as they are consistent with the provisions of applicable law, as this Agreement and such law may be from time to time amended; but the duties and obligations of the Trustee as such shall be limited to those expressly imposed upon it by this Agreement notwithstanding any reference herein to the Plan, or the provisions thereof, it being hereby expressly agreed that the Trustee is not a party to the Plan.

4.2 Indemnification. The City agrees, to the extent permitted by law, to indemnify and hold the Trustee harmless from and against any liability that the Trustee may incur in the administration of the Trust Funds, unless arising from the Trustee's own willful breach of the provisions of this Agreement. The Trustee shall not be required to give any bond or any other security for the faithful performance of its duties under this Agreement, except such as may be required by a law which prohibits the waiver thereof.

4.3 Accounts and Records. The Trustee shall keep accurate and detailed accounts of all investments, receipts, disbursements, and other transactions hereunder, and all such accounts and other records relating thereto shall be open to inspection and audit at all reasonable times by any person designated by the Plan Administrator.

4.4 Limitation on Trustee's Liability. The Plan Administrator shall administer the Plan as provided therein, and the Trustee shall not be responsible in any aspect for administering the Plan nor shall the Trustee be responsible for the adequacy of contributions to the Trust Fund to meet or discharge any payments or liabilities under the Plan. The trustee shall be entitled conclusively to rely upon notice, instruction, direction or other communication of the Plan Administrator.

ARTICLE V -- RESIGNATION, REMOVAL AND SUCCESSION OF TRUSTEE

5.1 Resignation. The Trustee may resign at any time by giving 30 days' notice in writing to the City.

5.2 Removal. The City may remove the Trustee at any time upon 30 days' notice in writing to the Trustee.

5.3 Successor Trustee. Upon resignation or removal of the Trustee, the City shall appoint a successor trustee who shall have the same powers and duties as those conferred upon the Trustee hereunder. Upon acceptance of such appointment by the successor trustee, the Trustee assign, transfer, and pay over to

such successor trustee the funds and properties then constituting the Trust Fund. The Trustee is authorized, however, to reserve such reasonable sum or money, as it may deem advisable for payment of its fees and expenses in connection with the settlement of its account or otherwise, and any balance of such reserve remaining after the payment of such fees and expenses shall be paid over to the successor trustee.

5.4 Waiver of Notice. In the event of any resignation or removal of the Trustee, the Trustee and the City may in writing waive any notice of resignation or removal as may otherwise be provided hereunder.

ARTICLE VI -- AMENDMENT AND TERMINATION OF AGREEMENT

6.1 Amendment. Any or all of the provisions of this Agreement may be amended at any time and from time to time, in whole or in part, by an instrument in writing. No such amendment shall authorize or permit any part of the Trust Fund (other than such part as is required to pay taxes and administrative expenses) to be used for or diverted to purposes other than for the exclusive benefit of the employees and their dependents; no such amendment shall cause or permit any portion of the Trust Fund to revert to or become the property of the City; and no such amendment which affects the rights or duties of the Trustee may be made without the Trustee's written consent.

6.2 Termination. This Agreement may be terminated at any time by the City, and upon such termination, the Trust Fund shall be paid out and/or transferred by the Trustee as and when directed by the Plan Administrator or the City, in accordance with the provisions of Article II hereof and the terms of the Plan.

ARTICLE VII -- GENERAL

7.1 Limited Effect of Plan and Trust. Neither the establishment of the Plan nor the Trust nor any modification thereof, nor creation of any fund or account, nor the payment of any welfare benefits, shall be construed as giving to any person covered under the Plan or other person any legal or equitable right against the Trustee, the City, or any officer or employee thereof, except as may otherwise be provided in the Plan or in the Trust. Under no circumstances shall the term of employment of any employee be modified or in any way affected by the Plan or this Trust.

7.2 Protective Clause. Neither the City nor the Trustee shall be responsible for the validity of any contract of insurance issued in connection with the Plan or Trust or for the failure on the part of the insurer to make payments provided by such contract, or for the action of any person which may delay payment or render a contract null and void or unenforceable in whole or in part.

7.3 Construction of Trust. This Trust shall be construed and enforced according to the laws of the State of Texas. If any provision of this Trust shall be held illegal or invalid for any reason, such determination shall not affect the remaining provisions of the Trust.

7.4 Gender and Number. Wherever any words are used herein in the masculine, feminine or neuter, they shall be construed as though they were also used in another gender in all cases where they would so apply, and wherever any words are used herein in the singular or plural form, they shall be construed as though they were also used in the other form in all cases where they would so apply.

7.5 Headings. The headings and sub-headings of this Trust have been inserted for convenience of reference and are to be ignored in any construction of the provisions hereof.

IN WITNESS WHEREOF, this Agreement has been executed the day and year first above written.

City of Template, Texas
PO Box 1949
Glen Rose, Texas 76043

By:

Staci L. King, City Secretary
Trustee

Michael Leamons, City Administrator
Trustee

CITY OF GLEN ROSE
COUNTY OF SOMERVELL
STATE OF TEXAS

Sworn to and subscribed before me by Staci L. King, City Secretary, this 13th day of September, 2022.

Notary Public

CITY OF GLEN ROSE
COUNTY OF SOMERVELL
STATE OF TEXAS

Sworn to and subscribed before me by Michael Leamons, City Administrator, this 13th day of September, 2022.

Notary Public



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding approval of employee benefits for the 2022-2023 plan year		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	9/02/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: A request for proposals for employee benefits was advertised on August 19 and August 26. At the submission deadline, one proposal was received from Wellspring Insurance Agency, a division of HUB International Texas, Inc. Several options were presented, however, the broker recommended that the City offer the same plans as Benefit Year 2021-2022. This plan year's benefits will also include Teladoc services at a cost of \$9.50 per month per employee (family members are also included at this price). Aflac will administer the City's cafeteria plan.			
RECOMMENDED ACTION: Motion to approve the employee benefits package for plan year 2022-2023 as presented.			



EMPLOYEE BENEFITS GUIDE 2022 - 2023



City of Glen Rose offers you and your family members a comprehensive and valuable benefits program. Our employees are our most valuable asset. That is why we are committed to an employee benefit program that helps our employees stay healthy, feel secure, and maintain a work/life balance. Every effort is made to provide you with a thorough plan of benefits while still keeping costs fair and manageable for both the company and our employees. We encourage you to take the time to educate yourself about your options and choose the best coverage for you and your family.

We encourage you to use this Guide as a reference throughout the year. If you have questions, contact the Benefits Department or the plan providers directly. Plan phone numbers and websites are listed throughout the document and in the Vendor Contact List section of this Guide.

ANNUAL OPEN ENROLLMENT

September 14—22 2022

BENEFITS CONTACT

HUB International Argyle

940-464-4400

M-F, 9am-5pm (CST)

The information in this Benefits Guide is presented for illustrative purposes. The text contained in this Guide was taken from various summary plan descriptions and benefit information and has been summarized for your review. Please consult the plan documents for a complete description of benefits. While every effort was taken to accurately report your benefits, discrepancies or errors are always possible. In case of a discrepancy between the Guide and the actual plan documents the actual plan document will prevail. All information is confidential, pursuant to the Health Insurance Portability and Accountability Act of 1996. If you have any questions about your Guide, contact HR.

When to Enroll?

New Hires - you will become eligible for benefits on the **1st of the month following 60 days of employment.**

Current Employees - Open enrollment will occur annually during the month of September. The benefits you elect during open enrollment this year will be effective from **October 1, 2022 through September 30, 2023** or on the last day of the month that you are employed with City of Glen Rose.



When to Make Changes?

You cannot make changes to the benefits you elect until the next open enrollment period unless you have one of the following events:

- Marriage, divorce, or legal separation
- Birth/adoption of child or change in child's dependent status
- Death of spouse, child or other qualified dependent
- Commencement of termination of adoption proceedings
- Change in spouse's benefits or employment status
- Loss of eligibility for other coverage

You must notify HR within 30 days of a qualifying event in order to make changes. Documentation will be required to verify your qualifying event.

How to Enroll?

Step 1: Review your current benefits elections. Verify all of your personal information and make any necessary changes.

Step 2: Make sure you understand your new options and ask any questions you may have.

Step 3: Make your benefits elections on the consolidated election form provided to you during open enrollment. Submit your form to HR once your forms is completely filled out.

WHAT'S INSIDE

- Medical Plans (2 choices)
- Accident Insurance
- Critical Illness Insurance
- Dental Plan
- Vision Plan
- Voluntary Life and AD&D
- LifeTime Benefit Term Life Insurance
- Short Term Disability
- Important Notices
- Contact Information

HR Contact:

Staci King
staci.king@glenrosetexas.org
254-897-2272 ext. 102

The City of Glen Rose will provide a defined contribution amount of \$800 to be used toward the following benefits:

- **Medical**
- **Dental**
- **Vision**
- **HSA Bank—Health Savings Account if enrolled in the HSA qualified medical plan (not to exceed the annual contribution amount)**

Medical Insurance

Item 16.

Benefits	S642ADT HMO Plan	B660ADT HMO HSA
Deductible (Individual / Family)	\$3,500 / \$10,500	\$6,900 / \$13,800
Coinsurance	70% Carrier / 30% Employee	100% Carrier / 0% Employee
Out-of-Pocket Max (Individual / Family)	\$8,550 / \$17,100	\$6,900 / \$13,800
Preventive Care	100% of Allowable Amount Deductible Waived	
Virtual Visit	\$50 Copay	~ \$50 Copay
Office / Specialist Visit	\$50 Copay / \$80 Copay	Deductible
Urgent Care	\$100 Copay (Ded. Waived)	Deductible
Emergency Room	\$600 Copay + Deductible + 30%	Deductible
Inpatient Hospital Services	Deductible + 30%	Deductible
Outpatient Surgeries/ Therapies	Deductible + 30%	Deductible
Prescription Drugs Non-Preferred Generic Preferred Brand Non-Preferred Specialty Mail Order	Preferred / Non Preferred \$10 Copay / \$20 Copay \$50 Copay / \$70 Copay \$100 Copay / \$120 Copay \$150 Copay / \$250 Copay 3 X Copay (90 day supply)	Preferred / Non Preferred Deductible Deductible Deductible Deductible Deductible

You must pick a Primary Care Provider (PCP) on an HMO plan.

Additional costs may apply when you receive other services such as lab work, surgery, biopsies, scans—see outpatient imaging costs.

The City of Glen Rose will provide a defined contribution amount of \$800 to be used toward the following benefits:

- Medical
- Dental
- Vision
- HSA Bank—Health Savings Account if enrolled in the HSA qualified medical plan (not to exceed the annual contribution amount)

Total Monthly Costs		
	S642ADT HMO	B660ADT HMO HSA
Employee Only	\$492.17	\$423.28
Employee + Spouse	\$984.34	\$846.56
Employee + Child(ren)	\$984.34	\$846.56
Family	\$1,476.51	\$1,269.84



**BlueCross BlueShield
of Texas**

Group Number: 198139



bcbstx.com



800-528-7264



**Network: Blue
Advantage**

Certain high cost drugs require Prior Authorization (PA) and non - preferred drugs require Step Therapy (ST) to be covered by the pharmacy benefit plan. Visit bcbstx.com or call the number on the back of your ID card for the complete list of drugs that require these programs.

The BCBSTX App!

Stay connected with Blue Cross and Blue Shield of Texas and access important health benefit information wherever you are.

- Find in-network providers and facilities
- Access claims and deductible information
- View and email your member ID card
- Download and share your Explanation of Benefits



There are several advantages of choosing the Medical high deductible health plan (HSA):

1. You can set aside money in a Health Savings Account (HSA) before taxes to pay for eligible medical, dental and vision expenses. You are allowed to pay for eligible expenses with pre tax dollars. Certain items such as cosmetic procedures are NOT eligible.
2. Unused money in an HSA account is NOT forfeited at the end of the year and is carried forward. There is NO "use it or lose it" policy, therefore providing incentive to save and grow your money!
3. The HSA account is yours to keep which means that you can take it with you if you change jobs or retire. If you have any money remaining in your HSA after retirement, you may withdraw the money as cash (after age 65) with no penalty. If you should choose not to participate in an HSA plan again next year, you can still use the funds in the account for qualified expenses. However, you are no longer eligible to put money in the account if you do not have a high deductible health plan that meets the IRS requirements, such as the HSA plan offered by your employer.
4. You can use the HSA funds for any immediate family member, even if they are not covered on your medical plan. However, if you have a spouse or dependents covered on a plan with copays they can NOT be enrolled as a dependent on the HSA plan.
5. Per IRS regulations, you are NOT eligible to contribute to an HSA pre-tax if you are currently enrolled in a traditional Flexible Spending Account (FSA) or if you are eligible for or enrolled in Medicare.

HSA Limits for 2022 and 2023:

HSA Maximum Contribution Amount	2022	2023
Individual	\$3,650	\$3,650
Family	\$7,300	\$7,300
Catch-Up Contributions (age 55 and older)	\$1,000	\$1,000

Additional HSA resources:

For a complete list of all HSA eligible health care expenses, go to: <http://www.irs.gov/pub/irs-pdf/p502.pdf>

Preventive Care

Preventive care is important. All medical plan options provide 100% coverage for preventive care including wellness visits for the whole family, mammograms and other services.

Children and Adolescents

- Well-Child Exam
- Immunizations
 - Diphtheria, tetanus, pertussis
 - Hepatitis A and B
 - HPV
 - Influenza (Flu)
 - Measles, mumps, rubella
- Screening Tests
- Preventive Treatments

Adults

- Preventive Exam
- Immunizations
 - Hepatitis A and B
 - HPV
 - Influenza (Flu)
 - Measles, mumps, rubella
 - Varicella (chickenpox)
- Screening Tests
- Health Counseling

Women's Preventive Care

- Annual well woman visit
- Breast cancer screening
- Cervical cancer screening
- Contraception
- Pregnant Women
 - Alcohol screening and counseling
 - Anemia screening
 - Gestational diabetes screening
 - HIV screening
 - Tobacco use and cessation counseling

For a full list of preventive services please visit: www.healthcare.gov/what-are-my-preventive-care-benefits

URGENT CARE VS. EMERGENCY ROOM

You can benefit from significant savings using an urgent care facility versus a hospital Emergency Room (ER) without sacrificing quality of care.

URGENT CARE

Sprains
Strains
Minor broken bones
Mild asthma attacks
Minor infections
Small cuts
Minor burns
Urinary tract infections
Pelvic infections
Sore throats
Rashes

Emergency Room

Heavy Bleeding
Trouble breathing
Sever head injury
Chest pain or pressure
Sudden or severe pain
Coughing or vomiting blood
Sudden dizziness, weakness or changes in vision
Severe or persistent vomiting or diarrhea
Changes in mental status, such as confusion
Loss of consciousness
Major burns
Spinal injuries

Pharmacy and Prescription Plan Information

Reminder: CVS Pharmacy is not in network with BCBSTX

Prescription Drug List

A drug list is a list of drugs that are covered under your prescription drug benefit. How much you pay out of pocket is determined by whether your drug is on the list and at what coverage level, or tier. A generic drug is often at the lowest tier. See if your drug is covered by visiting goodrx.com



Preferred Pharmacy Network

- When you visit a preferred pharmacy, you'll get the lowest copay or coinsurance amount
- Preferred pharmacies include Walgreens, Walmart, Albertsons, Brookshire's, H-E-B, Health Mart Atlas



Find a PPN

- You can find preferred pharmacies on myprime.com by using the "preferred" filter



90-Day Supply

- You may be able to fill up to a 90-day supply of prescription drugs at these preferred pharmacies.
- For your convenience you can switch to home delivery service.

GoodRx

www.goodrx.com



Search & Compare Prices

Find the lowest prices for your prescriptions at more than 75,000 pharmacies



Get Free Coupons

GoodRx coupons can save up to 80% on your prescriptions at no cost to you



Save to My Rx

Save your prescriptions to track prices, receive savings alerts and refill reminders



Show to Your Pharmacist

It's easy, just show the GoodRx app to your pharmacist when picking up your

Save up to 80% on your prescriptions with the free Good Rx app

★★★★★ 100,000 + Ratings

GoodRx is the #1 free medical app for iOS and Android

Download on the App Store | GET IT ON Google Play

PLEASE NOTE: You have a choice to use your insurance or the coupon but you cannot use both. If you use the coupon, the cost of that medication will not apply toward your deductible or max out of pocket.



**BlueCross BlueShield
of Texas**

Blue Cross Blue Shield made it effective on June 4, 2018, that you may be required to pay the entire ER bill if you go to an ER as a convenience for a condition that isn't serious or life-threatening.

If you think your health issue is life-threatening, don't wait! Call 911 or go to the nearest ER.

Deciding Where to Go? Doctor, Retail Clinic, Urgent Care or ER.

	Doctor's Office  \$	Retail Health Clinic  \$	Urgent Care Center  \$\$	Hospital ER  \$\$\$\$\$	Freestanding ER  \$\$\$\$\$\$
Who usually provides care	Primary Care Doctor	Physician Assistant or Nurse Practitioner	Internal Medicine, Family Practice, Pediatric and ER Doctors	ER Doctors, Internal Medicine, Specialists	ER Doctors, Internal Medicine, Specialists
Sprains, strains	■	■	■	• Any life-threatening or disabling condition	• Most life-threatening or disabling conditions
Animal bites	■	■	■	• Sudden or unexplained loss of consciousness	• Most major injuries
X-rays			■	• Major injuries	• Do not always accept ambulances
Stitches			■	• Chest pain; numbness in the face, arm or leg; difficulty speaking	• Look like urgent care centers, but can care for emergencies
Mild asthma	■	■	■	• Severe shortness of breath	• Open 24 hours a day, seven days a week
Minor headaches	■	■	■	• High fever with stiff neck, mental confusion or difficulty breathing	• Physically separate from a hospital
Back pain	■	■	■	• Coughing up or vomiting blood	• Subject to the same copay as hospital ER
Nausea, vomiting, diarrhea	■	■	■	• Cut or wound that won't stop bleeding	• Staffed by ER physicians
Minor allergic reactions	■	■	■	• Possible broken bones	
Coughs, sore throat	■	■	■		
Bumps, cuts, scrapes	■	■	■		
Rashes, minor burns	■	■	■		
Minor fevers, colds	■	■	■		
Ear or sinus pain	■	■	■		
Burning with urination	■	■	■		
Eye swelling, irritation, redness or pain	■	■	■		
Vaccinations	■	■	■		

Urgent Care Center or Freestanding ER? Knowing the Difference Can Save You Money.

Urgent care centers and freestanding ERs can be hard to tell apart. Freestanding ERs often look a lot like urgent care centers, but costs are higher. A visit to a freestanding ER often results in surprise medical bills that can be four to five times the rate charged by urgent care centers for the same services.¹ Here are some ways to know if you are at a freestanding ER.

Freestanding ERs:

- Look like urgent care centers, but include EMERGENCY in facility names.
- Are open 24 hours a day, seven days a week.
- Are physically separate from a hospital
- Are subject to the same copay as hospital ERs and are staffed by ER physicians.

Visit bcbstx.com/heb for more information or text **PCT** to **33633** to get quick access to the Partner Care Team.²

Need help finding a doctor?
Call your Partner Care Team at **866-432-7289**.

CareNow
Urgent Care



BlueCross BlueShield
of Texas

Looking for the right doctor?

Provider Finder is the quick and easy way to make better health care decisions for you and your family



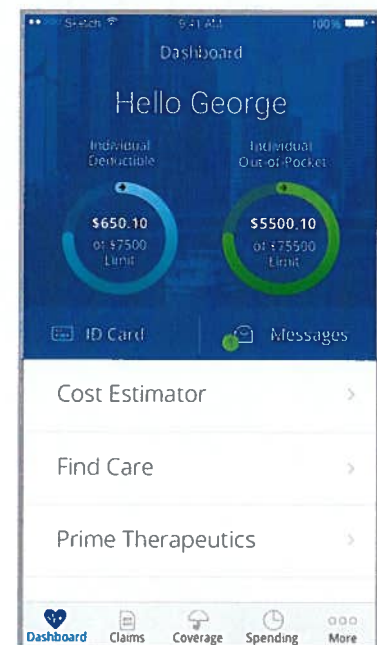
- 1 Go to **bcbstx.com**
- 2 Click the **Log In** tab, and then click **Register Now** link
- 3 Use the information on your BCBSTX ID card to complete the process
- 4 Then, log in to BAM. Provider Finder is located under the **Doctors & Hospitals** tab

The BCBSTX App!

Stay connected with Blue Cross and Blue Shield of Texas and access important health benefit information wherever you are.

- Find an in-network doctor, hospital or urgent care facility
- Access your claims coverage and deductible information
- View and email your member ID card
- Download and share your Explanation of Benefits
- Get push notifications and access to Message Center

Text **BCBSTX APP** to **33633** to DOWNLOAD





SAVE TIME AND MONEY

So there's more leftover for the things that really matter.

Your employer is giving you access to several convenient benefits.
This program includes your immediate family—so everyone is healthy and happy!

Teladoc (\$0 Visit Fee)

Feel better now! 24/7 access to a doctor is only a call or click away—anytime, anywhere with no per visit fee. With Teladoc, you can talk to a doctor by phone or online video to get a diagnosis, treatment options and prescription, if medically necessary. Save time and money by avoiding crowded waiting rooms in the doctor's office, urgent care clinic or ER. Just use your phone, computer, smartphone or tablet to get a quick diagnosis by a U.S. licensed physician.

Doctors Online

The fast, easy way to get health information from an online resource you can trust. You have 24/7 access to doctors, pharmacists, psychologists, dentists, dieticians and more by email or smartphone app. You'll get treatment options and advice you understand. With Doctors Online, the doctor's always in!

Health Advocate™ Solutions

Healthcare is becoming harder to understand. Personal Health Advocates help you navigate through insurance and healthcare systems. Advocates research treatments, resolve claims and locate doctors, specialists, hospitals, dentists and pharmacies. Skilled negotiators will attempt to negotiate discounts on your behalf, no matter your benefit status. Registered nurses are on-call 24/7 to answer questions and provide medical explanations.

Retail & Mail Order Pharmacy

Don't let the cost of medications keep you from managing your health. Enjoy discounts on your prescription medications with Retail and Mail Order Pharmacy. Save 10% to 85% on most prescriptions at 60,000 retail pharmacies nationwide, and on 30+ day supply prescriptions shipped directly to your home with free standard shipping.

Durable Medical Equipment

Need an easy way to order medical equipment online or by phone? Not only will your supplies ship to you, but you'll save 20% to 50% and an additional \$5 on orders over \$100! Save on walking aids, wheelchairs, scooters, hospital beds, bathroom safety, orthopedic products and more.

Hearing Aids

If you suffer from hearing loss, you shouldn't have to empty your wallet to access hearing aids. Retail Hearing Care by Amplifon and Home Delivery Hearing Aids by Hearing Assist, the #1 direct to consumer hearing aid brand, will help you find an affordable solution with the fit, comfort, and amplification you need.

Lab Testing

Know your numbers! You have direct access to major clinical laboratories nationwide where you can save 10% to 80% on typical costs for lab work. Find a location near you and order online or by phone. Confidential results are available online in as little as 24 hours for most tests. Lab benefit not available in MD, ND, NJ, NY and RI.

MRI & CT Scans

A better image leads to a better diagnosis, better treatment and a better recovery. Save 40% to 75% on usual charges for MRI and CT Scans at thousands of credentialed radiology centers nationwide.

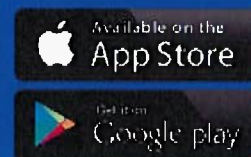
ACCESS YOUR BENEFITS ON THE GO!

With the **My Benefits Work™** mobile app



What to Expect?

- Membership materials (booklet and ID card) will be mailed to your home address
- Your **Wellspring** membership provides access to 24/7 doctor visits by phone, mobile app, or online video for \$0 out-of-pocket
- Once you receive your membership kit, download My Benefits Work™ from the App Store or Google Play (you will need your Member ID and Group ID from the front of your membership card to complete your registration)
- New app feature: My Wallet. Keep all your benefit cards in one convenient location!



DISCLOSURES

This program is NOT insurance and does not meet the minimum creditable coverage requirements under the Affordable Care Act or Massachusetts M.G.L. c. 111M and 956 CMR 5.00. It contains a 30 day cancellation period, provides discounts only at the offices of contracted health care providers, and each member is obligated to pay the discounted medical charges in full at the point of service. The range of discounts for medical or ancillary services provided under the plan will vary depending on the type of provider and medical or ancillary service received. Member shall receive a reimbursement of all periodic membership fees if membership is cancelled within the first 30 days after the effective date. Discount Plan Organization: New Benefits, Ltd., Attn: Compliance Department, PO Box 803475, Dallas, TX 75380-3475, 800-800-7616. Website to obtain participating providers: MyBenefitsWork.com. Not available to residents of UT, VT & WA.

© 2021 Teladoc, Inc. All rights reserved. Teladoc and the Teladoc logo are registered trademarks of Teladoc, Inc. and may not be used without written permission. Teladoc does not replace the primary care physician. Teladoc does not guarantee that a prescription will be written. Teladoc operates subject to state regulation and may not be available in certain states. Teladoc does not prescribe DEA controlled substances, non-therapeutic drugs and certain other drugs which may be harmful because of their potential for abuse. Teladoc physicians reserve the right to deny care for potential misuse of services.

Dental Insurance

Item 16.



Group Number: G000BG3X



www.dentalselect.com



1-800-999-9789



Network: Platinum

Dental PPO Plan	
Plan Features	
Benefit Maximum (Calendar Year)	\$1,000 per person
Deductible (Individual / Family)	\$50 / \$150
Preventive Services (cleanings)	100%
Basic Services (fillings, sealants, spacers)	Deductible then 20%
Major Services (crowns, dentures, root canals)	Deductible then 50%
Orthodontia Services	Deductible then 50%
Orthodontia Lifetime Max (dependent children to age 19)	\$1,000 per child
Periodontal & Endodontics	Deductible then 50%

The Mutual of Omaha dental plan allows you to seek treatment from the provider of your choice.

However, you will get the benefit of network discounts and have a lower out of pocket cost if you use providers in the Network.

You may find a participating vision provider at www.mutualofomaha.com.

The City of Glen Rose will provide a defined contribution amount of \$800 to be used toward the following benefits:

- Medical
- Dental
- Vision
- HSA Bank—Health Savings Account if enrolled in the HSA qualified medical plan (not to exceed the annual contribution amount)

Total Monthly Costs	
Employee Only	\$25.72
Employee + Spouse	\$57.79
Employee + Child(ren)	\$71.90
Family	\$100.95

Vision Insurance

Item 16.



Group Number: G000BG3X

www.eyemed.com

1-800-999-9789

Network: Eye Med



The Mutual of Omaha vision plan allows you to seek treatment from the provider of your choice.

However, you will get the benefit of network discounts and have a lower out of pocket cost if you use providers in the Network.

You may find a participating vision provider at www.eyemed.com.

The City of Glen Rose will provide a defined contribution amount of \$800 to be used toward the following benefits:

- Medical
- Dental
- Vision
- HSA Bank—Health Savings Account if enrolled in the HSA qualified medical plan (not to exceed the annual contribution amount)

Vision PPO Plan	
Plan Features	
Eye Exam / Refraction	\$10 Copay
Glass Lenses Single Bifocal Trifocal Lenticular	\$25 Copay
Frames	\$130 Allowance plus 20% off balance
Contact Lenses (In lieu of frames)	\$130 Allowance plus 15% off balance
Frequency (based on date of service)	Exam: once every 12 months Lenses: once every 12 months Frames: once every 24 months

Total Monthly Costs	
Employee Only	\$5.49
Employee + Spouse	\$12.61
Employee + Child(ren)	\$13.98
Family	\$21.34



Basic Life Insurance

The City of Glen Rose provides all full-time employees with a **\$40,000** group Term Life and Accidental Death and Dismemberment (AD&D) policy through Mutual of Omaha and pays the full cost of this benefit. If you were to pass away as the result of an accident, the benefit is twice the amount of the term life. There is an age reduction in the benefit by 35% in force amount at age 65, and an additional 15% of original amount at age 70. Benefits will terminate at retirement. **If you experience some type of a change of status such as marriage or divorce, please always remember to update your beneficiary.**

Voluntary Life Insurance

Employees who want to supplement their group life insurance benefits may purchase additional coverage through Mutual of Omaha. When you enroll yourself and/or your dependent(s) in this benefit, you pay the full cost through payroll deductions.

Voluntary Life Plan Features	
Employee	
Benefit Increments	\$10,000
Maximum Amount	\$300,000
Guarantee Issue Amount (new hires only)	\$70,000
Spouse	
Benefit Increments	\$5,000
Maximum Amount (not to exceed 100% of employee's benefit)	\$100,000
Guarantee Issue Amount (new hires only)	\$20,000
Child	
Benefit Increments	\$10,000

Voluntary Life Rate Grid

Item 16.



Group Number: G000BG3X

COST SUMMARY*

Voluntary Term Life

Age Band	Employee & Spouse Rate per \$1,000	All Children Rate per \$1,000
<25	\$0.099	\$0.160
25 - 29	\$0.099	--
30 - 34	\$0.099	--
35 - 39	\$0.177	--
40 - 44	\$0.229	--
45 - 49	\$0.411	--
50 - 54	\$0.723	--
55 - 59	\$1.347	--
60 - 64	\$2.023	--
65 - 69	\$3.323	--
70 - 74	\$4.961	--
75 - 79	\$4.961	--
80 - 84	\$4.961	--
85 - 89	\$4.961	--
90 - 100	\$4.961	--



www.mutualofohama.com



1-800-877-5176



Network: N/A

Voluntary AD&D

Employee Rate per \$1,000	Spouse Rate per \$1,000	All Children Rate per \$1,000
\$0.031	\$0.031	\$0.040

Long Term Disability Insurance

Item 16.



Group Number: G000BG3X

The City of Glen Rose provides all full-time employees with a long term disability income benefit. In the event you become disabled from a non-work related injury or sickness, disability income benefits are provided as a source of income.

LTD Plan Features	
Employee	
Monthly Benefit	60% to \$6,000
Elimination Period	90 Days
Own Occupation	2 year own occupation
Maximum Benefit Duration	Up to Social Security Normal Retirement Age (SSNRA)
Pre-Existing Limitation	3 months look back / 12 months exclusion



www.mutualofohama.com



1-800-877-5176



Network: N/A

*** Own Occupation means the usual and customary employment, business, trade, profession or vocation that the Employee performed as it is generally recognized in the national economy immediately prior to the first date Total or Partial Disability began. Own Occupation is not limited to the job or position the Employee performed for the Employer or performed at any specific location.**

Do you have questions concerning your benefits?

The HUB team is here to assist you with all your benefits needs. Your designated account manager is an expert when it comes to your benefits package and is able to assist you with the following:

- Benefits plan selection
- Submission of claims
- Appeal of claims
- Provider networks
- Qualifying life events
- And much more!



HUB offers a direct line for all of your employee benefits related claims and questions. You can send your questions by email or call to speak with a representative. A HUB team member will respond to your inquiry as promptly as possible.

HUB Argyle Office

124 Old Town Blvd N
Ste 100
Argyle, TX 76226
(940) 464-4400

Supplemental Specialist

Colonial Life

Whitney Bieler
whitney.bieler@coloniallifesales.com
(512) 757-3860



RENEWAL REPORT

Service Commitment and
Plan Analysis

Wellspring Insurance Agency,
a division of HUB International Texas, Inc

City of Glen Rose



TABLE OF CONTENTS

Spectrum of Services

Market Overview

Renewal

Compliance

Tech Services

Next Steps

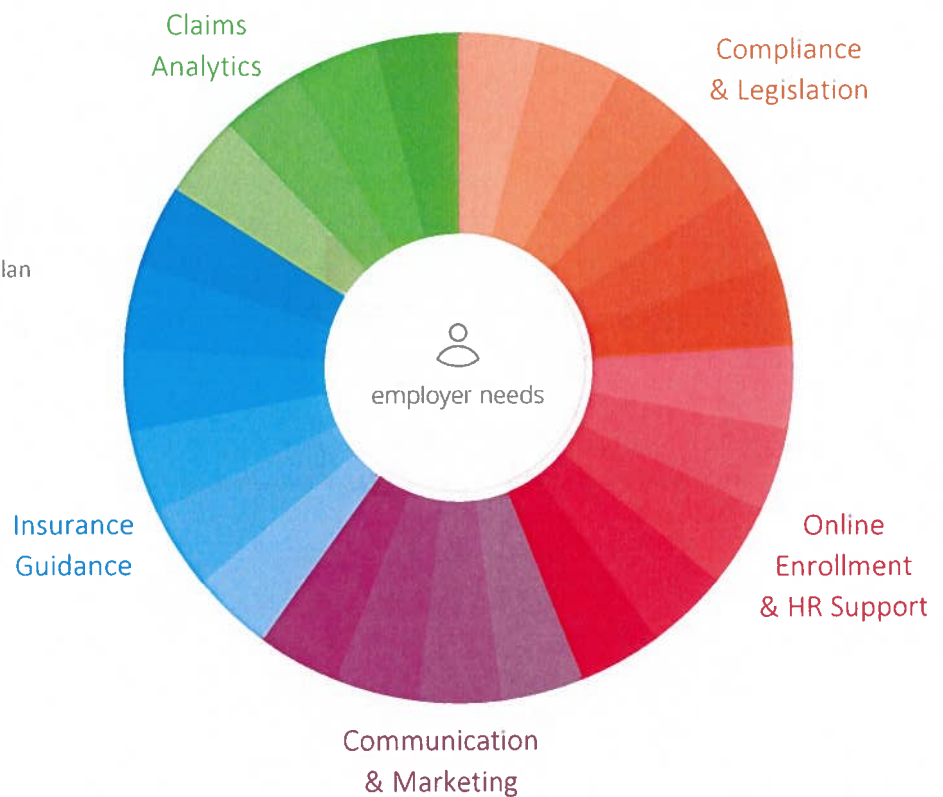
How We Get Paid

EXCEEDING EXPECTATIONS:

Employee Benefits Solutions

From compliance to communication, let us provide a full spectrum of solutions for you and your company. We understand the challenges today's employers face, and we know you're asked to take on more than ever before. Expect more from a broker—expect our full spectrum of solutions.

- ACA & DOL Compliance
- 6055/6056 Reporting
- 1094/1095 Filing
- HR Assistance
- Employee Benefits Statements
- Employee Handbook
- Vacation Tracking
- Online Enrollment
- Onboarding/Offboarding Assistance Plan
- Design Decision Support
- Employee Portal/HR Intranet
- Health & Wellness Information
- Healthy Lifestyles/Fitness Programs
- Employee Newsletters & Videos
- Employee Communications
- Quote Plans
- Claims & Billing Assistance
- Negotiate Renewal
- Plan Comparison
- Coverage & Policy Expertise
- Application Submission
- Plan Design & Selection Support
- Medical & Prescription Analytics
- Plan Disruption Analysis
- Employee Retention Strategies



Typical Services



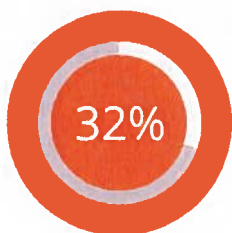
From Brokers

Break away from the mold of the traditional broker. The average broker meets your basic needs when it comes to claims, plans and renewal negotiation. What about open enrollment? New legislation? Department of Labor (DOL) compliance?



From Technology Companies

New tech giants can be focused on curing the pains of HR, such as benefits administration and small compliance issues, but lack the personal touch and insurance expertise that an independent broker like us provides.

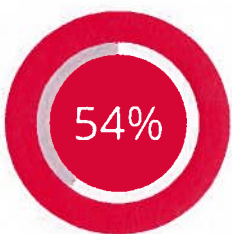


32 percent of business plans audited by the DOL received fines of over \$10,000.

No need to worry—you can rest easy with our regular compliance newsletters, articles, action plans and support to keep you up to date and in the know.

89 percent of employees expect decision-making tools during open enrollment.

Our decision support tools match your industry, region and company size from a plan design perspective. We'll provide medical and prescription analytics, employee retention plans and open enrollment assistance specified to your business needs and goals.



54 percent of employees say selecting a health plan is more complicated than solving a Rubik's Cube.

Take the guesswork out of plan selection and simplify your day-to-day operations with our streamlined online enrollment, vacation tracking and more on a customized intranet site.

Only 34 percent of employees were aware of wellness plans offered by their employer. An inactive employee can cost you up to \$1,500 extra in health costs per year.

Communication is the most important part of any relationship. Let us help you engage and educate your employees by providing health and wellness plans, benefits guides, and numerous safety and awareness materials.



We're your trusted source.

Get all these services, plus the guidance to navigate the complexities of insurance, from a partner you can trust.

Wellspring Insurance Agency, Inc
940.464.4400
calthoff@wellspringagency.com
<http://wellspringagency.com/>



Market Overview

Every year, we educate ourselves on the newest technology, plan design trends and employee resources to ensure that you have the best options that align with your strategic benefit plan needs.

The employee benefits market today looks different than in years past, largely due to the effects of the coronavirus (COVID-19) pandemic. In previous years, employers had been primarily concerned with mitigating rising health care costs, improving attraction and retention, and meeting compliance obligations. While compliance concerns and high health care costs remain a trending concern year-in and year-out for employers, the COVID-19 pandemic has brought other workplace trends to center stage.

- **Remote work**—Before the COVID-19 pandemic, the merits and pitfalls of working remotely were often debated. As states went into lockdown to help stop the spread of the coronavirus, many workforces were forced to go online and quickly adapt to a remote-only work environment. Employers across the country are dealing with a variety of concerns related to remote work, including, but not limited to the following:
 - Leading, managing and engaging remote teams
 - Recruiting, hiring, onboarding and terminating remote employees
 - Dealing with an influx of work-from-home requests, even as the office reopens
- **Telehealth**—Telemedicine has been gaining traction in recent years, but due to the constraints of the pandemic, demand for telehealth services has significantly increased. Virtual health care has been around for decades, but we are only now seeing its true potential in the fight against COVID-19, including reducing emergency room visits, conserving health care resources and avoiding the spread of COVID-19. As telehealth services become more widely used, insurance companies are acting to cover more of these expenses. While the pandemic has directly resulted in the recent uptick in telehealth utilization, increased insurance support and platform convenience will continue to resonate with employees, resulting in an increased demand and utilization of telehealth visits.
- **Post-pandemic health care costs**—Mitigating health care costs is always a top-of-mind concern for employers, but many employers are concerned about the post-pandemic rise in costs heading into next year. While the effects that pandemic-related claims will have on overall health care costs and premiums for the next plan year remain to be seen, the market is bracing itself for prices rising with some volatility compared to the steady rise seen in years past.



City of Glen Rose

Medical Plan Analysis

Effective Date: 10/1/2022	Current	8CB5 Renewal	8CB5 Alternates
Plan Nickname	Blue Cross Blue Shield of Texas Blue Advantage Silver HMO 806 (1846AD1)	Blue Cross Blue Shield of Texas Blue Advantage Silver HMO 818 (1846AD1)	Blue Cross Blue Shield of Texas Blue Advantage Silver HMO 803 (1846AD1)
Carrier	Blue Cross Blue Shield of Texas	Blue Cross Blue Shield of Texas	Blue Cross Blue Shield of Texas
Plan Name	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Plan Type	HMO / HDHP / HSA Fully Insured	HMO / HDHP / HSA Fully Insured	HMO / HDHP / HSA Fully Insured
Funding Type	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Network	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Medical Level	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Referrals Required	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
In Network	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Deductible: Single	\$6,900	\$6,900	\$6,000
Deductible: Family	\$13,800	\$13,800	\$12,000
Deductible Type	Embedded	Embedded	Embedded
Co-insurance	100%	100%	80%
Out-of-Pocket Limit: Single	\$6,900	\$6,900	\$7,900
Out-of-Pocket Limit: Family	\$13,800	\$13,800	\$15,800
Inpatient Facility	100% after deductible	100% after deductible	\$250 plus 80% after deductible
Outpatient Surgery	100% after deductible	100% after deductible	\$200 plus 80% after deductible
Copays	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
PCP	100% after deductible	100% after deductible	\$40
Specialist	100% after deductible	100% after deductible	\$80
Urgent Care	100% after deductible	100% after deductible	\$100
ER	\$650 after deductible	\$650 after deductible	\$750 plus 80% after deductible
Other Services	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Diagnostic X-Ray & Lab	100% after deductible / Not Covered	100% after deductible / Not Covered	80% after deductible / Not Covered
MRI & CT Scan	100% after deductible	100% after deductible	80% after deductible
Telemedicine	100% after deductible	100% after deductible	Covered
Prescription Drugs	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Individual Prescription Deductible	Included in Medical	Included in Medical	\$0
Family Prescription Deductible	Included in Medical	Included in Medical	\$0
Preferred Generic Rx	100% after deductible	100% after deductible	100% / Tier-2: \$10 per script
Non-Preferred Generic Rx	100% after deductible	100% after deductible	\$10 per script / Tier-2: \$20 per script
Preferred Brand Rx	100% after deductible	100% after deductible	\$50 per script / Tier-2: \$70 per script
Non-Preferred Brand Rx	100% after deductible	100% after deductible	\$100 per script / Tier-2: \$120 per script
Preferred Specialty Rx	100% after deductible	100% after deductible	\$150 per script
Out of Network	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Deductible: Single	Not Covered	Not Covered	Not Covered
Deductible: Family	Not Covered	Not Covered	Not Covered
Co-insurance	Not Applicable	Not Applicable	Not Applicable
Out-of-Pocket Limit: Single	Not Covered	Not Covered	Not Covered
Out-of-Pocket Limit: Family	Not Covered	Not Covered	Not Covered
Inpatient Facility	Not Covered	Not Covered	Not Covered
Outpatient Surgery	Not Covered	Not Covered	Not Covered
Enrollment	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Employee Only	12	12	0
Employee + Spouse	5	5	0
Employee + Child(ren)	0	0	0
Family	1	1	0
Monthly Premiums	Blue Advantage Silver HMO 806	Blue Advantage Silver HMO 818	Blue Advantage Silver HMO 803
Employee Only	\$455.57	\$423.28	\$491.53
Employee + Spouse	\$782.82	\$846.56	\$983.06
Employee + Child(ren)	\$782.82	\$846.56	\$983.06
Family	\$1,174.23	\$1,269.84	\$1,474.59
Monthly Premium Per Plan	\$785.25	\$776.75	\$12,288.25
Change From Current (\$)	---	---	\$0.00
Change From Current (%)	---	8.14%	25.58%
Monthly Premium Per Option	\$785.25	\$776.75	\$12,288.25
Change From Current (\$)	---	---	\$2,503.00
Change From Current (%)	---	---	25.58%
Annual Premium Per Plan	\$117,423.00	\$128,984.00	\$147,459.00
Change From Current (\$)	---	---	\$0.00
Change From Current (%)	---	8.14%	25.58%
Annual Premium Per Option	\$117,423.00	\$128,984.00	\$147,459.00
Change From Current (\$)	---	---	\$30,034.00
Change From Current (%)	---	---	25.58%



Effective Date: 10/1/2022

City of Glen Rose
Medical Plan Analysis

Carrier		EMI Health		United Healthcare		Scott & White of Texas	
Plan Nickname	Plan Name	EMI Health	EMI Health	United Healthcare	United Healthcare	Scott & White of Texas	Scott & White of Texas
		T 6500 QHDHP (6500 Ded, 7000 OOP, \$0/0, 20% Med Only)	T 5000 (5000 Ded, 6800 OOP, \$35/70, 20% Med Only)	Navigate HSA w/Motion - HSA - \$7,000 - COBS (COBS-1831)	Navigate Premier - \$3,500 - CEGO (CEGO-K351)	Bronze PPO HSA \$500 - \$7755TX010005	Silver PPO 70 4000 - \$7755TX010014
Plan Type	Plan Type	EMI Health	EMI Health	United Healthcare	United Healthcare	Scott & White of Texas	Scott & White of Texas
Funding Type	Funding Type	/ HDHP	/ HDHP	HMO / HDHP	HMO / HDHP	PPO / HDHP	PPO
Network	Network	All Funded	All Funded	Fully Insured	Fully Insured	Fully Insured	Fully Insured
Metallc Level	Metallc Level	-	-	NEXUSACO R	NEXUSACO R	BSW PLUS PPO	BSW PLUS PPO
Referrals Required	Referrals Required	No	No	Bronze	Bronze	Expanded Bronze	Silver
In Network				Yes	Yes	No	No
Deductible: Single	Deductible: Single	\$6,500	\$5,000	\$7,000	\$3,500	\$6,900	\$4,000
Deductible: Family	Deductible: Family	-	-	\$14,000	\$7,000	\$13,800	\$8,000
Deductible Type	Deductible Type	-	-	Embedded	Embedded	Embedded	Embedded
Coinsurance	Coinsurance	80%	80%	100%	80%	100%	70%
Out-of-Pocket Limit: Single	Out-of-Pocket Limit: Single	\$7,000	\$6,800	\$7,000	\$8,500	\$6,900	\$8,150
Out-of-Pocket Limit: Family	Out-of-Pocket Limit: Family	-	-	\$13,700	\$17,000	\$13,800	\$16,300
Inpatient Facility	Inpatient Facility	-	-	100% after deductible	80% after deductible	100% after deductible	70% after deductible
Outpatient Surgery	Outpatient Surgery	-	-	100% after deductible / Tier-2: 80% after deductible	100% after deductible	100% after deductible	70% after deductible
Copay							
PCP	PCP	\$0	\$35	100% after deductible / Tier-2: 80% after deductible	\$15	100% after deductible	\$35
Specialist	Specialist	0	70	100% after deductible / Tier-2: 80% after deductible	\$50 / Tier-2: \$100	100% after deductible	\$80
Urgent Care	Urgent Care	-	-	100% after deductible	\$25	100% after deductible	\$80
ER	ER	-	-	100% after deductible	\$300 plus 80% after deductible	100% after deductible	\$750 after deductible
Other Services							
Diagnostic X-Ray & Lab	Diagnostic X-Ray & Lab	-	-	100% after deductible / Not Covered	80% after deductible / Not Covered	100% after deductible / 50% after deductible	70% after deductible / 50% after deductible
MRI & CT Scan	MRI & CT Scan	-	-	100% after deductible	80% after deductible	100% after deductible	70% after deductible
Telemedicine	Telemedicine	-	-	Covered	Covered	Not Covered	Not Covered
Prescription Drugs							
Individual Prescription Deductible	Individual Prescription Deductible	-	-	Included in Medical	Included in Medical	Included in Medical	\$0
Family Prescription Deductible	Family Prescription Deductible	-	-	Included in Medical	Included in Medical	Included in Medical	\$0
Preferred Generic Rx	Preferred Generic Rx	-	-	100% after deductible	100% after deductible	100% after deductible	\$15 per script
Non-Preferred Generic Rx	Non-Preferred Generic Rx	-	-	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Preferred Brand Rx	Preferred Brand Rx	-	-	100% after deductible	100% after deductible	100% after deductible	\$55 per script
Non-Preferred Brand Rx	Non-Preferred Brand Rx	-	-	100% after deductible	100% after deductible	100% after deductible	\$150 per script
Preferred Specialty Rx	Preferred Specialty Rx	-	-	100% after deductible	\$300 per script	100% after deductible	\$500 per script
Out of Network							
Deductible: Single	Deductible: Single	-	-	Not Covered	Not Covered	\$13,800	\$8,000
Deductible: Family	Deductible: Family	-	-	Not Covered	Not Covered	\$27,600	\$16,000
Coinsurance	Coinsurance	-	-	Not Applicable	Not Applicable	50%	50%
Out-of-Pocket Limit: Single	Out-of-Pocket Limit: Single	-	-	Not Covered	Not Covered	\$20,700	\$24,450
Out-of-Pocket Limit: Family	Out-of-Pocket Limit: Family	-	-	Not Covered	Not Covered	\$41,400	\$48,900
Inpatient Facility	Inpatient Facility	-	-	Not Covered	Not Covered	50% after deductible	50% after deductible
Outpatient Surgery	Outpatient Surgery	-	-	Not Covered	Not Covered	50% after deductible	50% after deductible
Enrollment							
Employee Only	Employee Only	12	0	0	0	12	0
Employee + Spouse	Employee + Spouse	5	0	0	0	5	0
Employee + Child(ren)	Employee + Child(ren)	0	0	0	0	0	0
Family	Family	1	0	0	0	1	0
Monthly Premiums							
Employee Only	Employee Only	\$362.32	\$489.00	\$655.69	\$736.62	\$469.51	\$546.50
Employee + Spouse	Employee + Spouse	\$760.89	\$1,026.90	\$1,311.38	\$1,473.24	\$939.03	\$1,097.01
Employee + Child(ren)	Employee + Child(ren)	\$688.42	\$929.11	\$1,286.62	\$1,473.24	\$939.03	\$1,097.01
Family	Family	\$1,159.46	\$1,544.82	\$1,929.93	\$2,209.86	\$1,408.54	\$1,645.51
Monthly Premium Per Plan	Monthly Premium Per Plan	\$9,311.75	\$0.00	\$18,082.75	\$0.00	\$11,737.81	\$0.00
Change From Current (\$)	Change From Current (\$)	-\$473.50	\$0.00	\$6,277.50	\$0.00	\$1,952.56	\$0.00
Change From Current (%)	Change From Current (%)	-4.84%	0.00%	64.36%	0.00%	19.95%	0.00%
Monthly Premium Per Option							
Change From Current (\$)	Change From Current (\$)	-\$473.50	-\$473.50	\$4,297.50	\$4,297.50	\$1,952.56	\$1,952.56
Change From Current (%)	Change From Current (%)	-4.84%	-4.84%	64.36%	64.36%	19.95%	19.95%
Annual Premium Per Plan							
Change From Current (\$)	Change From Current (\$)	\$111,741.00	\$0.00	\$182,933.00	\$0.00	\$140,853.72	\$0.00
Change From Current (%)	Change From Current (%)	-4.84%	0.00%	64.36%	0.00%	19.95%	0.00%
Annual Premium Per Option							
Change From Current (\$)	Change From Current (\$)	\$111,741.00	-\$55,482.00	\$182,933.00	\$0.00	\$140,853.72	\$23,430.72
Change From Current (%)	Change From Current (%)	-4.84%	-4.84%	64.36%	0.00%	19.95%	19.95%

City of Glen Rose - 2022-2023 PLAN YEAR



Dental Plan Analysis

Benefits	Current		Renewal		Market 1	Market 2	Market 3	Market 4	Market 5	Market 6
	Mutual of Omaha	Mutual of Omaha	Mutual of Omaha	Mutual of Omaha	Principal	SunLife	EMI Health	Dental Select	Guardian	MetLife
Annual Deductible (single/family)	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150	\$50 / \$150
Preventive Care	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Basic Services	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%
Major Services	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Endodontics / Periodontics	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Orthodontics	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%
Annual Max Per Member	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Child Orthodontics	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Orthodontics Lifetime Max	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Out of Network Benefits	90th %	90th %	90th %	90th %	90th %	90th %	90th %	90th %	90th %	90th %
Waiting Period	None	None	None	None	None	None	None	None	None	None
CarryOver Benefits	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rate Guarantee	12 Months	12 Months	12 Months	12 Months	12 Months	12 months	12 Months	12 Months	12 Months	12 Months
EMPLOYEE COUNTS:										
Employee Only	4	4	4	4	4	4	4	4	4	4
Employee & Spouse	3	3	3	3	3	3	3	3	3	3
Employee & Child(ren)	2	2	2	2	2	2	2	2	2	2
Employee & Family	2	2	2	2	2	2	2	2	2	2
TOTAL EMPLOYEE COUNT	11	11	11	11	11	11	11	11	11	11
BILLED PREMIUM:										
Employee Only	\$24.97	\$25.72	\$24.79	\$28.03	\$26.60	\$24.31	\$24.62	\$29.35		
Employee & Spouse	\$56.11	\$57.79	\$55.71	\$62.98	\$55.50	\$54.62	\$49.98	\$60.20		
Employee & Child(ren)	\$69.81	\$71.90	\$69.32	\$78.36	\$59.60	\$67.96	\$71.33	\$69.91		
Employee & Family	\$98.01	\$100.95	\$97.32	\$110.01	\$93.00	\$95.41	\$103.87	\$108.29		
Total Monthly Premium	\$603.85	\$621.95	\$599.57	\$677.80	\$578.10	\$587.84	\$598.82	\$654.40		
Total Annual Premium	\$7,246.20	\$7,463.40	\$7,194.84	\$8,133.60	\$6,937.20	\$7,054.08	\$7,185.84	\$7,852.80		
TOTAL \$ Change in Premium		\$217.20	-\$51.36	\$887.40	-\$309.00	-\$192.12	-\$60.36	\$606.60		
TOTAL % Change in Premium		3.0%	-0.7%	12.2%	-4.3%	-2.7%	-0.8%	8.4%		
EMPLOYER COST	\$274.67	\$282.92	\$272.69	\$308.33	\$292.60	\$267.41	\$270.82	\$322.85		
Employee Cost Per Pay Period (26pp)										
Employee Only	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Employee Spouse	\$14.37	\$14.80	\$14.27	\$16.13	\$13.34	\$13.99	\$11.70	\$14.24		
Employee Child(ren)	\$20.70	\$21.31	\$20.55	\$23.23	\$15.23	\$20.15	\$21.56	\$18.72		
Employee Family	\$33.71	\$34.72	\$33.48	\$37.84	\$30.65	\$32.82	\$36.58	\$36.43		

additional 2% if bundle with Vision

Declined to quote: The Standard, Renaissance, Ameritas, Unum, Lincoln, MOO

City of Glen Rose - 2022-2023 PLAN YEAR

Vision Plan Analysis

Benefits	Current/Renewal	Plan Option 1	Plan Option 2	Plan Option 3	Plan Option 4	Plan Option 5	Plan Option 6	Plan Option 7
Network	Mutual of Omaha	Principal	SunLife	Dearborn	EMI Health	Dental Select	Guardian	MetLife
Benefit Frequency	EyeMed	VSP	VSP	EyeMed	VSP	EyeMed	VSP	VSP
Exam Copay	12 / 12 / 24	12 / 12 / 24	12 / 12 / 24	12 / 12 / 24	12 / 12 / 12	12 / 12 / 12	12 / 12 / 24	12 / 12 / 12
Materials Copay	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Frame Allowance	\$25	\$25	\$25	\$25	\$10	\$25	\$25	\$25
Contacts Allowance	\$130, 20% off balance	\$130, 20% off balance	\$130, 20% off balance	\$130, 20% off balance	\$130, 20% off balance	\$130, 20% off balance	\$130, 20% off balance	\$130, 20% off balance
Contact Fitting Fee Allowance	\$150, 15% off balance	\$130, 15% off balance	\$130, 15% off balance	\$130, 15% off balance	\$130, 15% off balance	\$150, 15% off balance	\$150, 15% off balance	\$150, 15% off balance
Progressive Lenses - Standard	N/A	Up to \$60	Up to \$60	Up to \$40	\$0 Copay	Up to \$40	N/A	Up to \$60
Progressive Lenses - Tier 1	N/A	N/A	N/A	\$90 Copay	\$0 Copay	N/A	N/A	\$55 Copay
Progressive Lenses - Tier 2	N/A	N/A	N/A	\$110 Copay	\$95 Copay	N/A	N/A	\$95 Copay
Progressive Lenses - Tier 3	N/A	N/A	N/A	\$120 Copay	\$105 Copay	N/A	N/A	\$105 Copay
Progressive Lenses - Tier 4	N/A	N/A	N/A	\$135 Copay	\$150 Copay	N/A	N/A	\$150 Copay
Rate Guarantee	N/A	N/A	N/A	\$90 Copay + 80% of charge, less \$120 allowance	\$175 Copay	N/A	N/A	\$175 Copay
EMPLOYEE COUNTS:	N/A	2 year	1 year	4 year	1 year	1 year	1 year	2 year
Employee Only	4	4	4	4	4	4	4	4
Employee & Spouse	1	1	1	1	1	1	1	1
Employee & Child(ren)	0	0	0	0	0	0	0	0
Employee & Family	6	6	6	6	6	6	6	6
BILLED PREMIUM:								
Employee Only	\$5.49	\$5.48	\$5.71	\$7.60	\$7.20	\$6.18	\$7.03	\$7.37
Employee & Spouse	\$12.61	\$12.58	\$13.11	\$14.44	\$15.40	\$14.20	\$13.31	\$14.79
Employee & Child(ren)	\$13.98	\$13.95	\$14.54	\$15.20	\$16.60	\$15.75	\$13.56	\$12.52
Employee & Family	\$21.34	\$21.30	\$22.19	\$22.35	\$23.80	\$24.04	\$21.46	\$20.65
Total Monthly Premium	\$162.61	\$162.30	\$169.09	\$178.94	\$187.00	\$183.16	\$170.19	\$168.17
Total Annual Premium	\$1,951.32	\$1,947.60	\$2,029.08	\$2,147.28	\$2,244.00	\$2,197.92	\$2,042.28	\$2,018.04
TOTAL \$ Change in Premium		-\$3.72	\$77.76	\$195.96	\$292.68	\$246.60	\$90.96	\$66.72
TOTAL % Change in Premium		-0.2%	4.0%	10.0%	15.0%	12.6%	4.7%	3.4%
Employee Cost Per Pay Period (26 pp)								
Employee Only	\$2.53	\$2.53	\$2.64	\$3.51	\$3.32	\$2.85	\$3.24	\$3.40
Employee Spouse	\$5.82	\$5.81	\$6.05	\$6.66	\$7.11	\$6.55	\$6.14	\$6.83
Employee Child(ren)	\$6.45	\$6.44	\$6.71	\$7.02	\$7.66	\$7.27	\$6.26	\$5.78
Employee Family	\$9.85	\$9.83	\$10.24	\$10.32	\$10.98	\$11.10	\$9.90	\$9.53

Declined to quote: The Standard, Renaissance, Ameritas, Unum, Lincoln, MOO, VSP

City of Glen Rose



Basic Life and LTD Plan Analysis

Rates	Current	Renewal	Market 1	Market 2
	Mutual of Omaha	Mutual of Omaha	Principal	SunLife
Basic Life			24 Month RG	24 Month RG
Employee Maximum Amount	Flat \$40,000	Flat \$40,000	Flat \$40,000	Flat \$40,000
Employee Life - Monthly Premium Per \$1,000	\$0.127	\$0.138	\$0.215	\$0.388
Employee AD&D - Monthly Premium Per \$1,000	\$0.031	\$0.034	\$0.031	\$0.033
Total Volume:	\$720,000	\$720,000	\$720,000	\$720,000
Total Volume:	\$720,000	\$720,000	\$720,000	\$720,000
Monthly Cost	\$113.76	\$123.840	\$177.120	\$303.120
Annual Cost	\$1,365.120	\$1,486.080	\$2,125.440	\$3,637.440
TOTAL \$ Change in Premium		\$120.960	\$760.320	\$2,272.320
TOTAL % Change in Premium		9%	56%	166%
Short Term Disability				
60% up to \$1,000/wk - 14/14/11				
STD - Monthly Rate per \$10	\$0.000	\$0.000	\$0.240	\$0.222
Total Volume:	\$0.000	\$0.000	\$10,108.860	\$10,108.860
Monthly Cost	\$0.00	\$0.00	\$242.61	\$224.42
Annual Cost	\$0.000	\$0.000	\$2,911.352	\$2,693.000
Long Term Disability				
60% up to \$6,000/mo - 90 Day EP - SSNRA				
LTD - Monthly Rate per \$100 MCP	\$0.380	\$0.410	\$0.550	\$0.746
Total Volume:	\$73,819	\$73,819	\$73,819	\$73,819
Monthly Cost	\$280.51	\$302.66	\$406.00	\$550.69
Annual Cost	\$3,366.146	\$3,631.895	\$4,872.054	\$6,608.277
TOTAL \$ Change in Premium		\$265.748	\$1,505.908	\$3,242.130
TOTAL % Change in Premium		8%	45%	96%

*Carriers that Declined to Quote (Uncompetitive): Hartford, Standard, Lincoln, New York Life, Boston Mutual, Unum, Renaissance, Guardian

City of Glen Rose

Voluntary Life / AD&D Plan Analysis



Rates	Renewal			Market 1		Market 2	
	Current	Mutual of Omaha	Mutual of Omaha	Principal	Principal	SunLife	SunLife
Employee:							
Benefit Amount	\$10,000 - \$300,000	\$10,000 - \$300,000	\$10,000 - \$300,000	\$10,000 - \$300,000	\$10,000 - \$300,000	\$10,000 - \$300,000	\$10,000 - \$300,000
Benefit Increments	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Maximum Amount	Lesser of 5X Salary or \$300,000	Lesser of 5X Salary or \$300,000	Lesser of 5X Salary or \$300,000	\$300,000	\$300,000	Lesser of 5X Salary or \$300,000	Lesser of 5X Salary or \$300,000
Minimum Amount	\$10,000	\$10,000	\$10,000	10000	10000	\$10,000	\$10,000
Guarantee Issue Amount	\$70,000	\$70,000	\$70,000	\$100,000 for under 70, \$10,000 for over 70	\$100,000 for under 70, \$10,000 for over 70	\$50,000	\$50,000
Spouse:							
Benefit Amount	Not to exceed 100% of Employee Amount	Not to exceed 100% of Employee Amount	Not to exceed 100% of Employee Amount	Not to exceed 100% of Employee Amount	Not to exceed 100% of Employee Amount	Not to exceed 100% of Employee Amount	Not to exceed 100% of Employee Amount
Benefit Increments	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Maximum Amount	\$500,000	\$500,000	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000
Guarantee Issue Amount	\$20,000	\$20,000	\$20,000	\$20,000 for under 70, \$10,000 for over 70	\$20,000 for under 70, \$10,000 for over 70	\$20,000	\$20,000
Child:							
Benefit Amount	\$2,000 - \$10,000	\$2,000 - \$10,000	\$2,000 - \$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Benefit Increments	\$2,000	\$2,000	\$2,000	\$10,000	\$10,000	\$2,500	\$2,500
Guarantee Issue Amount	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
AD&D Benefits	100% of Vol. Life Amount	100% of Vol. Life Amount	100% of Vol. Life Amount	100% of Vol. Life Amount	100% of Vol. Life Amount	100% of Vol. Life Amount	100% of Vol. Life Amount
Age Reductions	35% at age 70, 55% at age 75	35% at age 70, 55% at age 75	35% at age 70, 55% at age 75	35% at age 70, 50% at age 75	35% at age 70, 50% at age 75	33% at age 65, 50% at age 70	33% at age 65, 50% at age 70
Other Features							
Waiver of Premium	Included	Included	Included	Included	Included	Included	Included
Accelerated Benefits	Included	Included	Included	Included	Included	Included	Included
Portability / Conversion	Convert to individual policy	Convert to individual policy	Convert to individual policy	Convert to individual policy	Convert to individual policy	Convert to individual policy	Convert to individual policy
Rate Guarantee	2 Years	2 Years	2 Years	2 Years	2 Years	2 Years	2 Years
Participation Requirements	50% Enrolled	50% Enrolled	50% Enrolled	20% Enrolled	20% Enrolled	20% Enrolled	20% Enrolled
Additional Notes	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age
Rates							
Age Brackets	Employee/Spouse Life	Employee/Spouse Life	Employee/Spouse Life	Employee Life	Employee Life	Employee Life	Employee Life
< 25	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000
25 - 29	\$0.099	\$0.108	\$0.108	\$0.105	\$0.105	\$0.122	\$0.122
30 - 34	\$0.099	\$0.108	\$0.108	\$0.105	\$0.105	\$0.122	\$0.122
35 - 39	\$0.177	\$0.193	\$0.193	\$0.175	\$0.175	\$0.139	\$0.139
40 - 44	\$0.229	\$0.250	\$0.250	\$0.272	\$0.272	\$0.187	\$0.187
45 - 49	\$0.411	\$0.448	\$0.448	\$0.438	\$0.438	\$0.310	\$0.310
50 - 54	\$0.723	\$0.788	\$0.788	\$0.699	\$0.699	\$0.468	\$0.468
55 - 59	\$1.347	\$1.468	\$1.468	\$1.080	\$1.080	\$0.754	\$0.754
60 - 64	\$2.023	\$2.205	\$2.205	\$1.654	\$1.654	\$1.169	\$1.169
65 - 69	\$3.323	\$3.622	\$3.622	\$2.712	\$2.712	\$3.548	\$3.548
70 - 74	\$4.961	\$5.407	\$5.407	\$4.599	\$4.599	\$7.639	\$7.639
75 +	\$4.961	\$5.407	\$5.407	\$4.599	\$4.599	\$14.788	\$14.788
AD&D Rate	\$0.031	\$0.034	\$0.034	\$0.031	\$0.031	\$0.035	\$0.035
Child Life Rate	\$0.160	\$0.174	\$0.174	\$0.160	\$0.160	\$0.199	\$0.199
Child AD&D Rate	\$0.040	\$0.044	\$0.044	\$0.040	\$0.040	\$0.038	\$0.038

*Carriers that Declined to Quote (Uncompetitive): Hartford, Standard, Lincoln, New York Life, Boston Mutual, Unum, Renaissance, Guardian

City of Glen Rose

Voluntary Life / AD&D Plan Analysis


 Wellpoint
Insurance
Agency, Inc.

Rates

	Current Mutual of Omaha	Market 3 Dearborn	Market 4 One America	Market 5 MetLife
Employee:				
Benefit Amount	\$10,000 - \$300,000	\$10,000 - \$500,000	\$10,000 - \$300,000	\$10,000 - \$500,000
Benefit Increments	\$10,000	\$10,000	\$25,000	10000
Maximum Amount	Lesser of 5X Salary or \$300,000	\$500,000	Lesser of 5X Salary or \$300,000	Lesser of 5X Salary or \$500,000
Minimum Amount	\$10,000	\$10,000	\$10,000	10000
Guarantee Issue Amount	\$70,000	\$175,000	\$70,000	50000
Spouse:				
Benefit Amount	Not to exceed 100% of Employee Amount	Not to exceed 50% of Employee Amount	Not to exceed 50% of Employee Amount	Not to exceed 50% of Employee Amount
Benefit Increments	\$5,000	\$5,000	\$5,000	\$5,000
Maximum Amount	\$500,000	\$150,000	\$150,000	\$100,000
Guarantee Issue Amount	\$20,000	\$25,000	\$20,000	\$25,000
Child:				
Benefit Amount	\$2,000 - \$10,000	\$10,000	\$10,000	\$1,000 - \$10,000
Benefit Increments	\$2,000	\$10,000	\$10,000	\$1,000, \$2,000, \$4,000, \$5,000 or \$10,000
Guarantee Issue Amount	\$10,000	\$10,000	\$10,000	\$10,000
AD&D Benefits				
Age Reductions	100% of Vol. Life Amount 35% at age 70, 55% at age 75	100% of Vol. Life Amount 35% at age 70, 50% at age 75	100% of Vol. Life Amount 50% at age 70	100% of Vol. Life Amount NO AGE REDUCTION
Other Features				
Waiver of Premium	Included	Included	Included	Included
Accelerated Benefits	Included	Included	Included	Included
Portability / Conversion	Convert to individual policy	Convert to individual policy	Convert to individual policy	Convert to individual policy
Rate Guarantee	2 Years	2 Years	2 Years	2 Years
Participation Requirements	50% Enrolled	20% Enrolled	25% Enrolled	20% Enrolled
Additional Notes	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age	Spouse based on employee's age
Rates				
Age Brackets	Employee/Spouse Life	Employee Life	Employee Life	Employee Life
< 25	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000	Rate per \$1,000
25 - 29	\$0.099	\$0.099	\$0.099	\$0.099
30 - 34	\$0.099	\$0.099	\$0.099	\$0.099
35 - 39	\$0.177	\$0.177	\$0.177	\$0.177
40 - 44	\$0.229	\$0.229	\$0.229	\$0.229
45 - 49	\$0.411	\$0.411	\$0.411	\$0.411
50 - 54	\$0.723	\$0.723	\$0.723	\$0.723
55 - 59	\$1.347	\$1.347	\$1.347	\$1.347
60 - 64	\$2.023	\$2.023	\$2.023	\$2.023
65 - 69	\$3.323	\$3.323	\$3.323	\$3.323
70 - 74	\$4.961	\$4.961	\$4.961	\$4.961
75 +	\$4.961	\$4.961	\$4.961	\$4.961
AD&D Rate	\$0.031	\$0.043	\$0.031	0.02
Child Life Rate	\$0.160	\$0.160	\$0.160	\$0.240
Child AD&D Rate	\$0.040	\$0.057	\$0.031	\$0.0510

*Carriers that Declined to Quote (Uncompetitive): Hartford, Standard, Lincoln, New York Life, Boston Mutual, Unum, Renaissance, Guardian

City of Glen Rose		
 	New Benefits	
Benefits		Rates
New Benefits Teledoc Services		
Medical Bill Review and cost Comparison		
Assistance Understanding Benefits		
Urgent Care and Doctor recommendations		
Cost PEPM		\$9.50
Monthly Cost for:		
Full Time Employees (13)		\$124
Annual Cost For:		
Full Time Employees		\$1,482



SAVE TIME AND MONEY

So there's more leftover for the things that really matter.

Your employer is giving you access to several convenient benefits. This program includes your immediate family—so everyone is healthy and happy!

Teladoc (\$0 Visit Fee)

Feel better now! 24/7 access to a doctor is only a call or click away—anytime, anywhere with no per visit fee. With Teladoc, you can talk to a doctor by phone or online video to get a diagnosis, treatment options and prescription, if medically necessary. Save time and money by avoiding crowded waiting rooms in the doctor's office, urgent care clinic or ER. Just use your phone, computer, smartphone or tablet to get a quick diagnosis by a U.S. licensed physician.

Doctors Online

The fast, easy way to get health information from an online resource you can trust. You have 24/7 access to doctors, pharmacists, psychologists, dentists, dieticians and more by email or smartphone app. You'll get treatment options and advice you understand. With Doctors Online, the doctor's always in!

Health Advocate™ Solutions

Healthcare is becoming harder to understand. Personal Health Advocates help you navigate through insurance and healthcare systems. Advocates research treatments, resolve claims and locate doctors, specialists, hospitals, dentists and pharmacies. Skilled negotiators will attempt to negotiate discounts on your behalf, no matter your benefit status. Registered nurses are on-call 24/7 to answer questions and provide medical explanations.

Retail & Mail Order Pharmacy

Don't let the cost of medications keep you from managing your health. Enjoy discounts on your prescription medications with Retail and Mail Order Pharmacy. Save 10% to 85% on most prescriptions at 60,000 retail pharmacies nationwide, and on 30+ day supply prescriptions shipped directly to your home with free standard shipping.

Durable Medical Equipment

Need an easy way to order medical equipment online or by phone? Not only will your supplies ship to you, but you'll save 20% to 50% and an additional \$5 on orders over \$100! Save on walking aids, wheelchairs, scooters, hospital beds, bathroom safety, orthopedic products and more.

Hearing Aids

If you suffer from hearing loss, you shouldn't have to empty your wallet to access hearing aids. Retail Hearing Care by Amplifon and Home Delivery Hearing Aids by Hearing Assist, the #1 direct to consumer hearing aid brand, will help you find an affordable solution with the fit, comfort, and amplification you need.

Lab Testing

Know your numbers! You have direct access to major clinical laboratories nationwide where you can save 10% to 80% on typical costs for lab work. Find a location near you and order online or by phone. Confidential results are available online in as little as 24 hours for most tests. *Lab benefit not available in MD, ND, NJ, NY and RI.*

MRI & CT Scans

A better image leads to a better diagnosis, better treatment and a better recovery. Save 40% to 75% on usual charges for MRI and CT Scans at thousands of credentialed radiology centers nationwide.

ACCESS YOUR BENEFITS ON THE GO!

With the **My Benefits Work**TM mobile app



What to Expect?

- Membership materials (booklet and ID card) will be mailed to your home address
- Your **Wellspring** membership provides access to 24/7 doctor visits by phone, mobile app, or online video for \$0 out-of-pocket
- Once you receive your membership kit, download My Benefits WorkTM from the App Store or Google Play (you will need your Member ID and Group ID from the front of your membership card to complete your registration)
- New app feature: My Wallet. Keep all your benefit cards in one convenient location!



DISCLOSURES

This program is NOT insurance and does not meet the minimum creditable coverage requirements under the Affordable Care Act or Massachusetts M.G.L. c. 111M and 956 CMR 5.00. It contains a **30 day cancellation period**, provides discounts only at the offices of contracted health care providers, and each member is obligated to pay the discounted medical charges in full at the point of service. The range of discounts for medical or ancillary services provided under the plan will vary depending on the type of provider and medical or ancillary service received. Member shall receive a reimbursement of all periodic membership fees if membership is cancelled within the first 30 days after the effective date. Discount Plan Organization: New Benefits, Ltd., Attn: Compliance Department, PO Box 803475, Dallas, TX 75380-3475, 800-800-7616. Website to obtain participating providers: MyBenefitsWork.com. Not available to residents of UT, VT & WA.

© 2021 Teladoc, Inc. All rights reserved. Teladoc and the Teladoc logo are registered trademarks of Teladoc, Inc. and may not be used without written permission. Teladoc does not replace the primary care physician. Teladoc does not guarantee that a prescription will be written. Teladoc operates subject to state regulation and may not be available in certain states. Teladoc does not prescribe DEA controlled substances, non-therapeutic drugs and certain other drugs which may be harmful because of their potential for abuse. Teladoc physicians reserve the right to deny care for potential misuse of services.

Wellspring Insurance Agency, Inc

COMPLIANCE SERVICES OVERVIEW



ARE YOU COMPLIANT WITH ALL FEDERAL BENEFITS LAWS, RULES AND REGULATIONS?

- There are countless rules and regulations governing employee benefit plans, many of which are complex. Our resources will help you meet your compliance obligations and keep you up to date on laws and regulations that affect your employee benefits program.

DO YOU HAVE ACCESS TO CONSTANTLY UPDATED COMPLIANCE BULLETINS AND GUIDES?

- Our easy-to-read articles will help you find answers to your common COBRA, FMLA, health care reform, HIPAA, Medicare Part D and Section 125 questions.

DO YOU WANT TO KNOW ABOUT BENEFIT CHANGES AT A GLANCE?

- Our monthly and quarterly newsletters provide concise, attorney-reviewed summaries of benefits rule changes to keep you up to date with the latest regulations.

940.464.4400

<http://wellspringagency.com/>

124 Old Town Blvd North, Suite 100, Argyle, TX 76226

© 2014-2017 Zywave, Inc. All rights reserved.

HEALTH CARE REFORM

Health care reform is a primary concern for employers. We have a vast array of materials on health care reform to make it easy to stay on top of the ever-changing laws associated with health care reform.

FMLA COMPLIANCE

Complying with the Family Medical Leave Act (FMLA) is an important responsibility for HR and benefit managers. We have easy-to-understand informational materials and forms you need to administer FMLA within the law.

COBRA COMPLIANCE

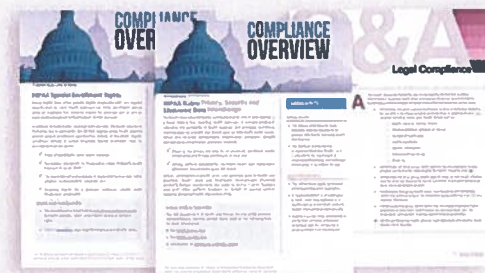
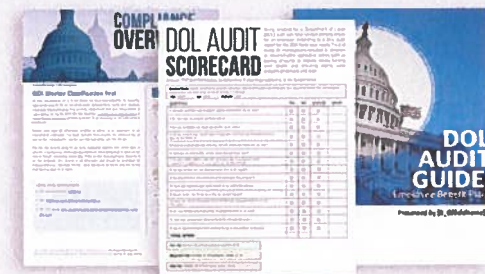
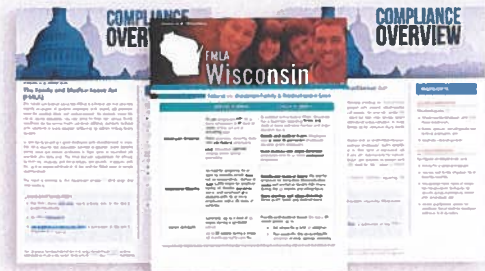
Administering the Consolidated Omnibus Budget Reconciliation Act (COBRA) is another vital HR responsibility. Access numerous employer- and employee-facing educational pieces, as well as model forms and notices to help you remain compliant.

DOL COMPLIANCE

Over the past few years, the Department of Labor (DOL) has ramped up its enforcement of federal laws, such as the Fair Labor Standards Act (FLSA). Attorney-created resources can help you learn about DOL compliance obligations and make sure you are following all of the rules.

HIPAA COMPLIANCE

Plan sponsors know the importance of complying with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and HIPAA Privacy and Security regulations, but sometimes the implications of those laws on a business can be unclear. We can help our clients understand HIPAA laws and stay current with updates, as well as make administration easier with notices and forms.



Technology-based Services

Benefits Administration

You were provided an HR employee communication site that helps you streamline HR functions. This platform provides the following benefits to your company:

- Onboarding, including e-signature of W4 and I9, and acknowledgement of your new hire packet materials
- Robust task management with virtual employee folders for easy access of completed materials
- Employee access to important benefits paperwork and benefit plan information, which reduces reliance on paper and the administrative burden on HR
- Storage of employees' personal information, which employees can update at any time
- Online vacation and time-off requests, approvals and tracking
- Enhanced employee communication through the ability to post company updates, training information, upcoming events, policies and procedures, and more
- Easy and efficient reporting capabilities
- Mobile access for employees for onboarding and task management, the employee directory, time-off tracking and benefit plan information



Email Communications

Technology-based Services

Throughout the year, we have provided you with the resources to support your ongoing business needs and goals. Whether it's a year-round wellness campaign or an FMLA concern, Wellspring Insurance Agency, Inc will provide the resources to make sure you are covered.

Resources on the following topics are available upon request:

- Legislative information, updates and forms to help keep you in compliance with COBRA, HIPAA, FMLA, health care reform, Medicare Part D, and other benefit and employment laws
- Workplace wellness program support
- Employee benefits communication pieces
- Employee health and wellness resources
- Employee and employer newsletters
- Access to survey results on important benefit topics
- Human resources articles

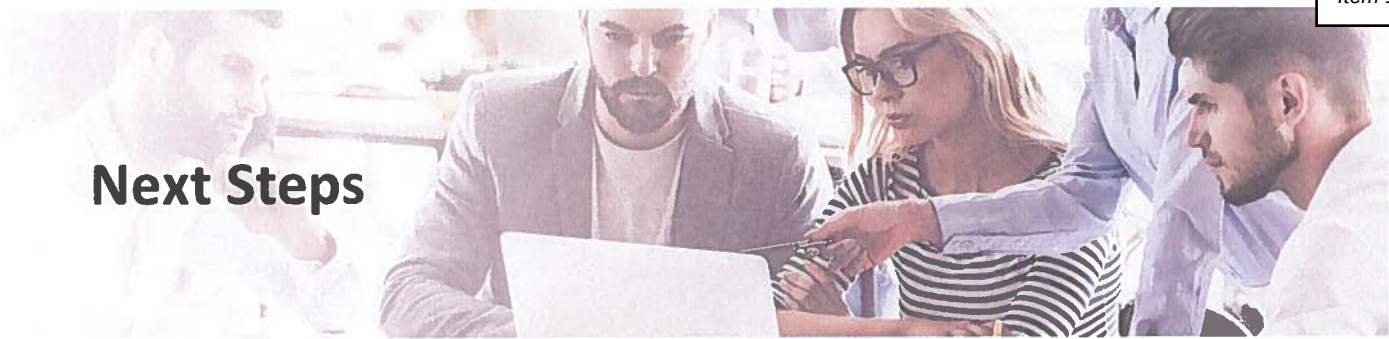


Technology-based Services

Health Plan Consulting

We use our Health Plan Consulting Tool to help you make smarter plan design decisions. The components of this tool can help you create a plan that best fits your budget and employees.

- The Claims Analysis Tool benchmarks your claims data against nationally recognized norms to create a report that helps us isolate cost and utilization problem areas.
- Benchmark surveys provide data from employers across the country on a variety of benefit plan information, so you can see how your plan stacks up.
- The Plan Modeler lets us test out potential plan design modifications to evaluate the financial impact of the change and craft the best plan design for your group.
- The Renewal Estimator allows us to calculate projected future costs to assist with budgeting and future planning. Plus, this tool can give us additional leverage in negotiating with stop-loss carriers.
- For open enrollment, we can provide your employees with access to the Plan Selector to help them choose the best plan for their own budget and health needs.



Next Steps

We just want to thank you again for the opportunity to be your employee benefits broker. We will continue to work tirelessly to help you achieve your goals. Please review what comes next and let us know if you have any questions.

- ☐ Finalize next year's strategic benefit plan and benefit choices.
- ☐ Select open enrollment dates.
- ☐ Determine how to administer open enrollment and prepare that process.
- ☐ Develop communication strategy for employees and make enrollment announcements
- ☐ Determine next year initiatives and find ways we can assist.

Notes: _____



EXCLUSIVE INSURANCE PROGRAM

WATER LOSS
WATER SERVICE LINE REPAIR
SEWER LINE REPAIR

Don't write off water losses, transfer the loss to an insurance company!

HUB International and their wholesale broker have collaborated with a global A+ Rated property & casualty insurance carrier, to provide unique solutions for municipalities as well as commercial and residential properties. We provide unique water loss solutions for your costly water losses.

Value to Cities

- Value Add for Municipalities and Residents
- Removes Administrative Burdens
- Custom Coverages
- Global Insurance Surety
- Dedicated 24/7 Claims Center

Value to Residents

- Not Covered on a Homeowner's Policy
- No Deductibles
- Residential and Commercial
- Simple Claims Submission
- Peace of Mind

WATER LOSS

Residents are enrolled via an OPT OUT notification sent out from the utility department. Covers water losses up to \$1,000 per household, per year.

WATER SERVICE LINE REPAIR

Residents are enrolled via an OPT IN notification sent out from the utility department. Covers repairs to service line up to \$10,000 per household, per year. Coverage applies from the street to the home, the area not covered by the city nor a homeowner's policy.

SEWER LINE REPAIR

Residents are enrolled via an OPT IN notification sent out from the utility department. Covers repairs to sewer line up to \$10,000 per household per year.

Molly Wilson

817-239-3057

molly.wilson@hubinternational.com

HUB

How We Get Paid

HUB International takes pride in the services our brokerages provide to you, our client, for insurance and risk management programs. For our efforts we are compensated in a variety of ways, primarily in the form of commissions and contingency amounts paid by insurance companies and, in some cases, fees paid by clients or third parties. The means by which we are compensated are described below.

Commission income - Commission, normally calculated as a percentage of the premium paid to the insurer for the specific policy, is paid to us by the insurer to distribute and service your insurance policy. Our commission is included in the premium paid by you. The individuals at HUB International who place and service your insurance may be paid compensation that varies directly with the commissions we receive.

Contingency income - We also receive income through contingency arrangements with most insurers. They are called "contingent" because to qualify for payment we normally need to meet certain criteria, usually measured on an annual basis. Contingency arrangements vary, but payment under these agreements is normally the result of growing the business by attracting new customers, helping the insurance company gather and assess underwriting information and/or working to renew the policies of existing insureds. There is currently no meaningful method to determine the exact impact that any particular insurance policy has on contingency arrangements. However, brokers tend to receive higher contingency payments when they grow their business and retain clients through better service. In other words, the amount of earned contingency income depends on the overall size and/or profitability of all of a group of accounts, as opposed to the placement or profitability of any particular insurance policy. For this reason, the individuals involved in placing or servicing insurance are rarely, if ever, compensated directly for the contingent income that we receive.

Supplemental Commissions - Some insurance companies have recently replaced contingent commissions with supplemental commissions. These commissions, in fixed amounts, are established annually in advance based on historical performance measured by criteria comparable to those by which contingent commissions are calculated. We refer to these commissions as guaranteed supplemental commissions, or "GSCs".

Fees paid by clients - On occasion, with more complex business insurance programs and where additional resources, products or services are appropriate, a fee may be negotiated for placement of insurance coverage or additional services. Fees charged for the placement of insurance will be outlined in a proposal and approved, usually in writing, prior to the insurer binding coverage. On occasion, we may receive both commissions and client-paid fees for placing insurance, which generally will be disclosed in writing to you in advance. In certain circumstances clients pay us mutually agreed-upon fees for additional services, such as third party administration of employee benefits or workers' compensation programs.

Wholesale Operations - We own wholesale insurance brokerages in both the U.S and Canada. These are intermediaries through which other brokers, typically retail brokers that have a relationship and deal directly with their clients, place coverage. Our own retail brokers may place client policies through HUB-owned wholesale brokers. In such cases, both the HUB retail broker and the HUB wholesale broker will earn commissions, and they are included in the client's premium payment. Ordinarily wholesale brokers, whether owned by HUB International or not, are included in the transaction because they offer products that are particularly suitable to a client's needs that are not available through normal insurance brokerage retail channels.

Other Compensation and Benefits - We may receive revenue or further benefits from our insurance brokerage activities in other ways, including, but not limited to, from insurance company promotional events, payments from insurers for promotional marketing and/or employee training and development, fees or a percentage of the interest paid to us for the administration of premium finance contracts, interest paid

to us by financial institutions earned on fiduciary or trust accounts in which we hold your premium payments pending remittance to the insurance company, and fees paid to us for policy and/or claims administration and/or loss control services that we provide.

Related Party Transactions – In limited circumstances, our subsidiaries or employees may have interests in insurers and reinsurers with whom policies are placed. We own a reinsurance broker that arranges reinsurance for carriers. It is possible that coverage placed by our retail brokers could be reinsured pursuant to placements made by our reinsurance subsidiary. Ownership of a reinsurance broker also creates an additional, mutually beneficial dimension to our relationships with insurance companies.

Customer Centric Carriers – We have access to the products and services of hundreds of insurers. However, we believe our ability to provide the best combination of products, service, value and ongoing access to capacity is enhanced by focusing on a manageable number of carrier relationships. These strategic relationships include many of the most respected national and regional insurance companies in the insurance industry (the “Strategic Carriers”). Although we will continue to access our other insurance company relationships where appropriate, we expect that many of our clients’ insurance needs may be met through the Strategic Carriers. The Strategic Carriers may pay us enhanced compensation, which we intend to use in part to invest in initiatives to improve our ability to serve our customers’ and to optimize their insurance buying experience. A portion of any enhanced compensation from our Strategic Carriers may be used to incentivize our employees to prioritize, investigate and access the products and services of our Strategic Carriers for the purpose of consolidating the number of insurance markets we deal with, while at the same time addressing the needs and best interests of our clients. More information regarding our Strategic Carrier relationships is available upon request from your HUB International insurance advisor or by visiting our website at www.HUBinternational.com.

Our goal is to be your insurance brokerage of choice. We know you have many brokerages to choose from, so to earn your confidence, we hold ourselves to the

highest standard of service, a standard reflected in our written Client Commitment - we call it the "The HUB Advantage." We hope you will review the principles embodied in The HUB Advantage, a copy of which is attached for your convenience. You should also feel free to visit our website at www.HUBinternational.com for more information regarding HUB International and how we do business.

Please also feel free to ask any questions about our compensation generally, or as to your specific insurance proposal or placement, by contacting your HUB broker or customer service representative directly, or by calling our client hotline at 1-866-857-4073.

We want you to choose a HUB International broker to be your insurance advisor - and we intend to make your decision an educated one.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on Resolution authorizing opening an account at InterBank and signatories for the same.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	09/02/2022
EXHIBITS:	Resolution authorizing InterBank account and signatories; InterBank flyer, IntraFi flyer; Fed Funds Rate History; public entities with InterBank IntraFi accounts		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: Councilman Freas had recommended that staff look into opening an account with Interbank to secure a higher interest rate on the City's funds than is being paid by either its depository bank or its governmental investment pool accounts. InterBank's rate mirrors the Fed Funds rate. So, as I'm sure you know, that rate has been steadily rising in recent months. When the initial inquiries were made, the InterBank IntraFi Networks Deposit account was paying about 1% more than the City's other accounts. Through the IntraFi network, any amount of funds deposited at InterBank would be fully insured by FDIC. The City's current depository agreement recognizes the City's right to keep funds in other places. GRISD has had an IntraFi account with InterBank for several years.			
RECOMMENDED ACTION: Move to approve the Resolution authorizing the InterBank account and signatories.			

ICS® and CDARS® deposit products are now called IntraFi® Network DepositsSM

Cash management today: safe, simple, smart.

With IntraFi Network Deposits (formerly known as ICS and CDARS deposit products), you can enjoy the safety and simplicity that comes with access to multi-million-dollar FDIC insurance through a single bank relationship.



Peace of mind

Rest assured knowing that funds are eligible for FDIC insurance protection in amounts well into the millions, all backed by the full faith and credit of the federal government. And since deposit accounts are not subject to floating net asset values, you can feel secure knowing that market volatility will not negatively affect principal.

Interest

Put cash balances to work in demand deposit accounts, money market deposit accounts, or CDs.

Liquidity

Enjoy access to funds placed through IntraFi Network Deposits into demand deposit accounts and money market deposit accounts. With CD placements, select from multiple term options to meet your liquidity needs.

Time savings

Work directly with just us—a bank you know and trust—to access multi-million-dollar FDIC insurance and forego the need to use repo sweeps, to track collateral on an ongoing basis, or to manually consolidate statements and disbursements from multiple banks.

Community support

Feel good knowing that the full amount of funds placed through IntraFi Network Deposits can stay local to support lending opportunities that build a stronger community.¹

How does IntraFi Network Deposits work?

We, like other institutions that offer IntraFi Network Deposits, are members of a special network. When we place your deposit through IntraFi Network Deposits, that deposit is divided into amounts under the standard FDIC insurance maximum of \$250,000. The amounts are then placed into deposit accounts or CDs at multiple FDIC-insured banks. As a result, you can access FDIC coverage from many institutions while working directly just with us.

Receive one statement from our bank for each product option in which you participate and access key details about demand and savings accounts online, 24/7. And, as always, know that your confidential information is protected.

Treasury Services

405-782-4224

treasury@interbank.com


InterBank®

[1] When deposited funds are exchanged on a dollar-for-dollar basis with other institutions that use IntraFi Network Deposits, our bank can use the full amount of a deposit placed through IntraFi Network Deposits for local lending, satisfying some depositors' local investment goals or mandates. Alternatively, with a depositor's consent, our bank may choose to receive fee income instead of deposits from other participating institutions. Under these circumstances, deposited funds would not be available for local lending.

Placement of funds through IntraFi Network Deposits is subject to the terms, conditions, and disclosures in the program agreements, including the Deposit Placement Agreement ("DPA"). Limits apply and customer eligibility criteria may apply. Program withdrawals may be limited to six per month for funds placed in MMDAs. Although funds are placed at destination banks in amounts that do not exceed the FDIC standard maximum deposit insurance amount ("SMDIA"), a depositor's balances at the relationship institution that places the funds may exceed the SMDIA (e.g., before settlement for a deposit or after settlement for a withdrawal) or be ineligible for FDIC insurance (if the relationship institution is not a bank). As stated in the DPA, the depositor is responsible for making any necessary arrangements to protect such balances consistent with applicable law. If the depositor is subject to restrictions on placement of its funds, the depositor is responsible for determining whether its use of IntraFi Network Deposits satisfies those restrictions. IntraFi Network Deposits and the IntraFi logo are service marks, and IntraFi, ICS and CDARS are registered service marks, of IntraFi Network LLC.

Strategic Growth Built on a Strong Foundation

1987

Olney Bancshares of Texas, Inc. was formed as a holding company to purchase its first bank, the First National Bank of Olney in Olney, TX.

1989-97

A series of strategic acquisitions in Texas with the purchase of community banks in Seymour, Coleman, Graham, Breckenridge, Canadian, Childress, Borger, Vega, Stinnett, Panhandle, Follett and Friona.

2005

The holding company first enters the Oklahoma market by acquiring a group of banks in Enid, Hennessey, Kingfisher, El Reno and Oklahoma City.

2006-08

Acquired *InterBank* and their five locations in Clinton, Sayre, Elk City and Hobart, OK. Acquired Union Bank and their five OKC metro locations.

2010

Olney Bancshares consolidated 10 banks and 30 locations to a single charter named *InterBank*.

2011

InterBank acquired locations in Guthrie, OK.

2013

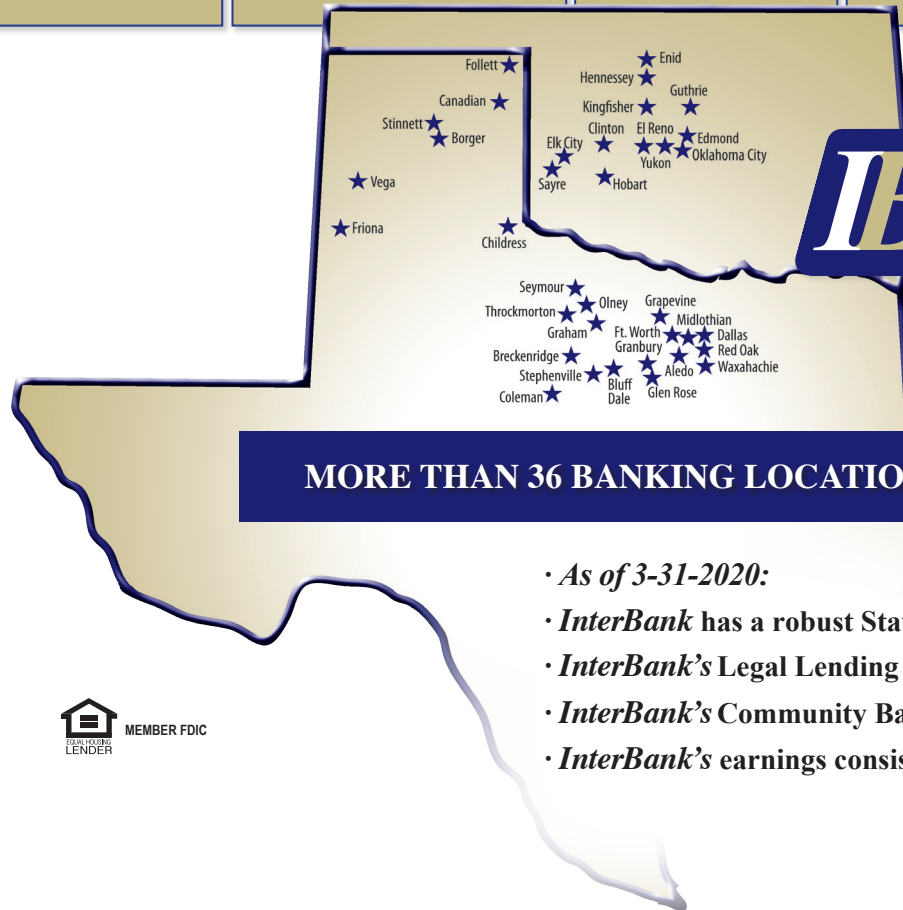
InterBank acquired Town & Country Bank and their 5 locations in Stephenville, Granbury, Glen Rose, Bluff Dale and Aledo.

2014

InterBank acquired Park Cities Bank and their 4 locations in Dallas and Fort Worth.

2015

InterBank acquired banks in Grapevine, Waxahachie, Red Oak and Midlothian, TX and Yukon, OK.



IB *InterBank*®

MORE THAN 36 BANKING LOCATIONS IN OKLAHOMA AND TEXAS • www.interbank.com

• *As of 3-31-2020:*

- *InterBank* has a robust Statement of Condition with Assets of \$3.36 billion.
- *InterBank's* Legal Lending Limit is \$113,689,923.00.
- *InterBank's* Community Bank Leverage Ratio is 10.59%.
- *InterBank's* earnings consistently exceed those of our peer banks.



Past 10 year Fed Funds Index Rate -Currently 2.5% (9/8/2022)



July 28, 2022 – **2.5% (Current)**

June 16, 2022 – **1.75%**

May 5, 2022 – **1.00%**

March 17, 2022 - **.50%**

March 16, 2020 - **.25%**

March 4, 2020 – **1.25%**

October 31, 2019 – **1.75%**

September 27, 2019– **2.0%**

August 1, 2019 - **2.25%**

December 20, 2018 – **2.5%**

September 27, 2018 – **2.25%**

June 14, 2018 – **2.00%**

March 22, 2018 -**1.75%**

December 14, 2017- **1.50%**

June 15, 2017 – **1.25%**

March 16, 2017 – **1.00%**

December 15, 2016 - **.75%**

December 17, 2015 - **.50%**

December 16, 2008 - **.25%**

PUBLIC ENTITIES WITH INTERBANK INTRAFI ACCOUNTS

Glen Rose Independent School District – Kayla O’Quinn

Somervell County Water District – Kevin Taylor / Kim Daniels

Somervell County Hospital District – Becky Whitsitt

Bluff Dale Independent School District

City of Robinson – Karen Sanchez

City of Mineral Wells – Peggy Clifton

Fort Worth Transit Authority - Gregory Dickey

City of Highland Village – Kenneth Herman

City of Cresson

RESOLUTION NO. 2022-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLEN ROSE AUTHORIZING THE CITY OF GLEN ROSE TO OPEN AN ACCOUNT WITH INTERBANK; AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR THE OPENING AND MANAGEMENT OF THE ACCOUNT AND TO PERFORM ALL OTHER ACTS NECESSARY TO ACCOMPLISH THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, after comparing interest rates being paid by government investment pools, the City's depository, and InterBank, it has been determined that the City can earn more interest on some of its reserves and have those reserves fully insured by the FDIC by opening an account at InterBank that is part of the IntraFi Network, LLC; and

WHEREAS, the City's Depository Agreement with First Financial Bank does not require the City to keep all of its funds deposited in that institution; and

WHEREAS, FDIC insurance is authorized as collateral under the City's Investment Policy; and

WHEREAS, InterBank requires that a resolution be duly adopted by the City Council naming certain persons to be authorized to execute documents related to said account and to authorize signatories on said account; and

WHEREAS, the City Council finds that a Resolution authorizing the City to open an IntraFi Network Deposits account with InterBank currently paying an higher interest rate than the City's investment pool and depository accounts, relocate some of the City's reserve funds into said account, and designate account signatories is beneficial to the citizens.

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

1. The opening of an IntraFi Networks Deposit account, with all funds deposited therein being fully insured by the FDIC, by the City at InterBank is hereby authorized.
2. The Mayor is hereby authorized to execute on behalf of the City of Glen Rose all documents necessary to effect the opening and management of the account and to perform all other acts necessary to accomplish the intent of this Resolution.
3. Any checks drawn on the account shall require two signatures.
4. The following are authorized as signatories on the account:
 - a. Mayor Julia Douglas
 - b. Mayor Pro Tem Chip Joslin
 - c. City Administrator Michael Leamons
 - d. City Secretary Staci L. King
 - e. Deputy City Secretary Rosario Sosol

5. That this resolution shall be effective immediately from and after its passage.

PASSED AND APPROVED this 13th day of September, 2022.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on Texas Municipal League Intergovernmental Risk Pool Board of Trustees election ballot.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	09/02/2022
EXHIBITS:	TML IRP Board of Trustees election ballot		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: A TML IRP Board of Trustees election ballot was received at City Hall. Does the Council wish to take action and cast its ballot?			
RECOMMENDED ACTION:			

OFFICIAL BALLOT

Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election

This is the official ballot for the election of Places 6 – 9 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees. The names of the candidates for each Place on the Board of Trustees are listed in alphabetical order on this ballot.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2022. Ballots received after September 30, 2022, cannot be counted. **The ballot must be properly signed and all pages of the ballot must be mailed to: Trustee Election, David Reagan, Secretary of the Board, P.O. Box 149194, Austin, Texas 78714-9194. If the ballot is not signed, it will not be counted.**

PLACE 6

- ☐ **Allison Heyward.** Councilmember for the City of Schertz (Region 7) since 2018. She also serves as the Mayor Pro Tem. Mrs. Heyward was appointed to represent the Texas Municipal League Board of Directors as an ex-officio non-voting member of the Board of Trustees of the Texas Municipal League Intergovernmental Risk Pool. She earned a Bachelor's Degree in Accounting from Texas Southern University in 1990 and is a 2020 graduate of the Chamber Leadership Core Program. She is a TML Leadership Fellow, a Certified Municipal Officer (CMO), as well as a member of the TMRS Advisory Board on Benefit Design.
- ☐ **Kimberly Meismer.** Assistant City Manager for the City of Kerrville (Region 7). Ms. Meismer has over 25 years of public service, which includes serving Kerrville and La Porte. She earned a Master's Degree in Public Administration from the University of Texas at Arlington and a Bachelor's Degree in Human Resource Management from Columbia Southern University. She is a member of TCMA and serves on the Ethics Committee as the Region 8 Representative. She is also serving a second year as the Chair of the Ethics and Integrity Award subcommittee.

WRITE IN CANDIDATE:

PLACE 7

- ☐ **Mary Dennis** (Incumbent). Mayor for the City of Live Oak (Region 7) since 2010. Mayor Dennis has served on the TML Risk Pool Board since 2018. She is currently Vice-Chair of the TML Risk Pool Board, and on October 1, 2022, will begin a two-year term as Chair. Among her numerous civic activities are serving as 2016/2017 President for the Texas Municipal League, 2021-2023 NLC Board Director, Treasurer of the Greater Bexar County Council of Governments, Chair of the Judson ISD Facilities Committee, Chair of the Bexar County Suburban Cities Committee, and President of the Live Oak Economic Development Corporation. She is also a 2019 Inductee of the San Antonio Women's Hall of Fame and the 2019 San Antonio Women's Chamber of Commerce "Comet Award."
- ☐ **James A. Douglas, Ph.D.** City Councilmember for the City of Kenedy (Region 7). Dr. Douglas is a current criminal justice instructor at Kenedy ISD. He is a national Law and Public Safety Education Network (LAPSEN) Honor Teacher who, along with some of his students, recently participated in the Washington, D.C. National Academy of Law and Justice. The LAPSEN Honor Teachers were identified from a national application process to identify educators with a passion for law and justice, excellence in leadership and teaching.
- ☐ **Rebecca (Becky) Haas.** Mayor of Richmond (Region 14). Mayor Haas is a business-owner in the historic downtown district of Richmond. She is a direct descendant of one of Stephen F. Austin's first settlers in Texas who are known as the Old Three Hundred. She is Chaplain for and a charter board member of the Descendants of Austin's Old Three Hundred organization. She is passionate about Texas history, a member of the Fort Bend County Historical Commission, a former member of the Richmond Historical Commission, a member of the Fort Bend County Museum, a board member of the Black Cowboy Museum, member of Historic Richmond Association, and is a Fort Bend Docent.
- ☐ **James Hotopp.** City Manager for Weatherford (Region 8) since 2019. Mr. Hotopp joined the City in 2007 as its Director of Water/Wastewater and Engineering and served the City in several capacities, including Utility Engineer, Director of Planning and Development, and Assistant City Manager. He serves as a voting member of Region C Water Planning Group for Texas, which prepares a regional water plan for a 16-county group in North Texas. Mr. Hotopp is a member of the North Texas City Manager's Association, the North Texas Commission, and a board member of the Texas Public Power Association. Previously, he worked in consulting engineering where he designed water treatment plants, wastewater treatment plants, water pump stations, wastewater lift stations, and distribution/collection lines.

WRITE IN CANDIDATE:

PLACE 8

- ☐ **Chris Coffman.** City Manager of Granbury (Region 8). Mr. Coffman has 24 years in public management. He has served as City Manager for Sealy, Borger, the Village of Timbercreek Canyon, and Panhandle. He has also served as the Director of Local Government Services of the Panhandle Regional Planning Commission and served as Interim City Manager for the Cities of Fritch and Stratford. During his time at the Panhandle Regional Planning Commission, he served 26 counties and 62 cities in the Panhandle. He is a past President of the TCMA. Mr. Coffman holds a Bachelor of Science Degree in Public Administration from West Texas A&M University and has a Certified Public Manager designation through Texas Tech University.
- ☐ **Brett Haney.** City Administrator for the City of Cockrell Hill (Region 13) since 2015. Mr. Haney has been with Cockrell Hill since 2006 and was promoted to Assistant City Administrator in 2011. He is originally from Southern California and moved to North Texas in 2000. Mr. Haney earned Bachelor of Applied Arts and Sciences and Master of Public Administration degrees from the University of North Texas. He is a member of TCMA and currently serves on the Public Policy Committee and has served on the TCMA Advocacy Committee in recent years. He is very active as Cubmaster and Den Leader for Cub Scout Pack 717 in Keller, Texas.
- ☐ **Mike Land.** City Manager for the City of Coppell (Region 13) since 2017, and Deputy City Manager from 2012-2017. Previously, he was Town Manager for Prosper, City Manager for Gainesville, and Executive Director for the Southwestern Diabetic Foundation. Mr. Land has served on the International City/County Management (ICMA) Board of Directors, ICMA's Advisory Board on Graduate Education, Texas A&M University's Development Industry Advisory Council, School Board Trustee for Gainesville Independent School District, and President of TCMA. Currently, he serves on the Texas Women's Leadership Institute Advisory Board and the UTA MPA Advisory Board.
- ☐ **Marian Mendoza.** City Administrator for the City of Helotes (Region 7) since 2020. Ms. Mendoza has held positions with the City of Alamo Heights, as Assistant to the City Manager (2005-2020), and with the City of San Antonio as a Management Analyst (2003-2005). Previously she served as a Director overseeing homeless transition housing programs for the Salvation Army. She also serves as the Ex-Officio Board Member of the Helotes Economic Development Corporation. Ms. Mendoza earned a Bachelor's Degree from St. Mary's University and is part of the Certified Public Management program at Texas State University. She is a member of the ICMA, TCMA, and the International Hispanic Network.
- ☐ **Louis R. Rigby.** Mayor of the City of La Porte (Region 14) since 2010. Mayor Rigby previously served as the District 5 Councilperson from 2004 until 2010, before being elected Mayor. He is a member and past Director of the La Porte-Bayshore Chamber of Commerce and has held the offices of Treasurer, Vice-President, and President of the Harris County Mayors and Councils Association. He graduated from San Jacinto College and the University of Houston before earning an MPA from the University of Houston-Clear Lake. Mayor Rigby served in the U.S. Airforce from 1968-1972. He has actively advocated for the La Porte region on issues including heavy haul and solutions for hurricane damage and management.

WRITE IN CANDIDATE:

PLACE 9

- ☐ **Barry Beard.** Commissioner for the City of Richmond (Region 14) since 2016. Mr. Beard retired from Moody National Bank where he was the Senior Vice President. He has served on many civic and community boards. He was President of the Board for Oak Bend Hospital, past Chair of the Central Fort Bend Chamber Alliance, past Chair of Arc of Fort Bend, Congressman Olson's Service Academy Interview Committee and Fort Bend Partnership for Youth. He also served on the original Richmond Charter Commission, Richmond Parks Commission, Richmond Development Corporation, Richmond Historical Commission, Richmond Comprehensive Planning Advisory Committee, and the Richmond Rosenberg Local Government Corporation.

- ☐ **Stephanie Fisher.** Councilmember for Johnson City (Region 7). In 2021, she was appointed as the Johnson City representative to the General Assembly of the Capital Area Council of Governments. The Executive Committee of the Capital Area COG appointed her to represent the COG on the Unified Scoring Committee of the Texas Department of Agriculture's Community Block Grant program. She serves on the Board of Directors for the Hill Country 100 Club and the Johnson City Community Education Foundation. She also is the Commissioner for the Johnson City Youth Football program and sits on an advisory committee for the Johnson City Youth Sports Association. She is active in her church, as well as multiple activities within Johnson City ISD, and is a member of the Blanco County Eclipse Task Force.

- ☐ **Carl Joiner.** Mayor for the City of Kemah (Region 14) since 2015. Prior to that, he served as a Kemah City Councilmember for three years. He has served as President of the Kemah Community Development Corporation, Chairman of the Bay Area Houston Transportation Partnership, member of the Convention and Visitors Bureau Board, Chairman of the Clear Creek Education Foundation, board member of the Chris Reed Foundation, Chairman of the Clear Lake Area Chamber, and Treasurer of the League City Regional Chamber of Commerce. He has received awards such as the Chairman's Award in 2020 for the League City Regional Chamber of Commerce and the Sam Walton Award for Integrity in Business.

- ☐ **Opal Mauldin-Jones (Incumbent).** City Manager for the City of Lancaster (Region 13) since 2011, and in various other roles for Lancaster since 2003. Under her leadership, the City has experienced two consecutive bond rating increases without issuing debt. The City has been designated a 2019 All-America City and received the CiCi Award. It is one of less than 25 communities with all five Transparency Stars awarded by the Texas Comptroller. Ms. Mauldin-Jones earned her Bachelor Business Administration and Master Public Administration degrees from the University of Texas at Arlington. She currently serves on the TCMA Board as Director-at-Large and as Vice President-Elect, and on the Board of the TML Intergovernmental Risk Pool.

- ☐ **William Linn.** City Manager of Kenedy (Region 7). Mr. Linn is a member of TCMA and ICMA. He earned a Bachelor of Science Degree in Business from Indiana University's Southeast campus. Thereafter, he was accepted to several law schools where he intended to specialize in business and intellectual property law. However, Mr. Linn opted to enroll in Southern New Hampshire University where he earned a Master of Business Administration and Master of Science in Organizational Leadership concurrently. He is a Certified Fraud Examiner and a Certified Public Manager. He is working to complete the Lean Six Sigma Black Belt and Project Manager Professional Certifications.

WRITE IN CANDIDATE:

Certificate

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness my hand, this _____ day of _____, 2022.

Signature of Authorized Official

Title

Printed Name of Authorized Official

Printed Name of Political Entity

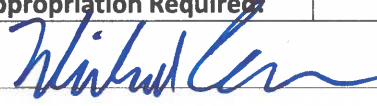


CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a request for proposals for depository services.		
PREPARED BY:	City Administrator Michael Leamons	DATE SUBMITTED:	09/02/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
The City's contract with First Financial Bank for depository services will be ending on November 12, 2022. Chapter 105 of the Texas Local Government Code regulates the selection of a city depository. City's are required to solicit proposals for depository services and post notice in the City's official newspaper 21 days prior to the deadline for receipt of proposals. Depository contracts may not be for more than a 5 year term. The depository must provide security for the funds deposited by the City. Staff is seeking authorization to issue an RFP for depository services conforming to the requirements of state law and the City's financial and investment policies based on maintaining the current array of services being provided to the City. Responses to the RFP will be brought back to the City Council at its October meeting.			
RECOMMENDED ACTION:			
Move to authorize staff to issue an RFP for depository services.			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Consider approval or other action regarding minutes for August 9, 2022 and August 23, 2022		
PREPARED BY:	Staci L. King, City Secretary	DATE SUBMITTED:	09/13/2022
EXHIBITS:	August 9, 2022 minutes August 23, 2022 minutes		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL

REGULAR MEETING

Tuesday, August 09, 2022 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, August 09, 2022 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

CALL TO ORDER

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

INVOCATION

City Administrator Leamons led the invocation.

PLEDGES OF ALLEGIANCE

Mayor Douglas led the Pledges of Allegiance to the United States and Texas flags.

ROLL CALL

Council Present

Julia Douglas, Mayor
 Chip Joslin, Mayor Pro Tem
 Kelly Harris, Council member
 Demetra Conrad, Council member
 TJ Walker, Council member
 George Freas, Council member (joined via Zoom at 5:40 p.m.)

Staff Present

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

CITIZEN/VISITOR COMMENTS

No one came forward to address the council.

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

1. Section 551.071 Consultation with Attorney – City Administrator Contract

Mayor Douglas called the meeting in to executive session at 5:33 p.m.; the meeting was called back to regular session at 6:15 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

2. Section 551.071 Consultation with Attorney – City Administrator Contract

No action was taken on this item.

PUBLIC HEARINGS

Mayor Douglas opened the public hearings at 6:16 p.m.

3. Public Hearing on an Ordinance Amending the City's Historic Landmark Preservation Ordinance to revise, ratify, and recodify it as Article 14.03 of the City's Zoning Ordinance.

No one spoke in favor of or opposition to amending the Historic Landmark Preservation Ordinance.

4. **Public hearing regarding a request to rezone 2322 CR 312, Glen Rose, TX 76043; being legally described as Tracts 1-6, Three Rivers Addition, Abst: A136, 45.99 acres, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District)**
No one spoke in favor of or opposition to the rezone request.
5. **Public hearing regarding a request for a Specific Use Permit to operate an “Athletic or fitness club” within the Central Business District (B-3) at the property located at 102 NE Barnard Street, being legally described as Lot 7 (25X100), Block 5 of the Glen Rose Townsite, Subd: G0500, Abst: A136**
No one spoke in favor of or opposition to the request for a specific use permit.
6. **Public hearing regarding a request for a Specific Use Permit to operate a short term rental in the Central Business District (B-3) at the property located at 103 SW Vernon, being legally described as Lots 1 & 2 (57X100), Block: 2, Glen Rose Townsite, Subd: G0500, Abst: A136**
No one spoke in favor of or opposition to the request for a specific use permit.

Mayor Douglas closed the public hearings at 6:17 p.m.

INDIVIDUAL ITEMS FOR CONSIDERATION

7. **Discussion, consideration, and possible action on Ordinance Amending the City’s Historic Landmark Preservation Ordinance to revise, ratify, and recodify it as Article 14.03 of the City’s Zoning Ordinance**
MOTION by Chip Joslin, second by Kelly Harris, to approve Ordinance No. 2022.08.09.A amending the City’s Historic Landmark Preservation Ordinance. MOTION CARRIED by unanimous vote.
8. **Discussion, consideration, and possible action regarding a request to rezone 2322 CR 312, Glen Rose, TX 76043; being legally described as Tracts 1-6, Three Rivers Addition, Abst: A136, 45.99 acres, from R-1 (Single-Family Residential District) to P&R (Parks & Recreation District)**
MOTION by Demetra Conrad, second by Chip Joslin, to approve Ordinance No. 2022.08.09.B rezoning the property located at 2322 CR 312, being Tracts 1-6 of the Three Rivers Addition, from R-1 to P&R. MOTION CARRIED by unanimous vote.
9. **Discussion, consideration, and possible action regarding a request for a Specific Use Permit to operate an “Athletic or fitness club” within the Central Business District (B-3) at the property located at 102 NE Barnard Street, being legally described as Lot 7 (25X100), Block 5 of the Glen Rose Townsite, Subd: G0500, Abst: A136**
Kyle Reeves, Building Official, presented the request to council. On July 21, 2022, the Planning and Zoning Commission voted unanimously to recommend approving the request for a Specific Use Permit at 102 NE Barnard.

Brent Rosenkranz, applicant, was in attendance to answer questions. Pam Streeter, chair of the Planning and Zoning Commission, reiterated the Commission’s support of the request.

MOTION by TJ Walker, second by Kelly Harris, to approve a Specific Use Permit for 102 NE Barnard as presented. MOTION CARRIED with Demetra Conrad casting a dissenting vote.
10. **Discussion, consideration, and possible action regarding a request for a Specific Use Permit to operate a short term rental in the Central Business District (B-3) at the property located at 103 SW Vernon, being legally described as Lots 1 & 2 (57X100), Block: 2, Glen Rose Townsite, Subd: G0500, Abst: A136**

Kyle Reeves, Building Official, presented the request to council. On July 21, 2022, the Planning and Zoning Commission voted unanimously to recommend approving the request for a Specific Use Permit at 103 SW Vernon.

Donia Gill was in attendance on behalf of the property owner to answer questions. Pam Streeter, chair of the Planning and Zoning Commission explained that prior to the vote for a positive recommendation, lengthy discussions were held by the Commission regarding parking, noise, etc.

MOTION by Chip Joslin, second by Kelly Harris, to approve a Specific Use Permit for 103 SW Vernon as presented. MOTION CARRIED by unanimous vote.

11. Discussion, consideration, and possible action regarding a Preliminary Plat for Squaw Valley Estates Phase I, as submitted by owners Oaktree Assets LLC, being legally identified as Squaw Valley Estates, Lots 1-27, being an 18.54 Acre Tract out of the Milam County School Land Survey, Abst.136, in the City of Glen Rose, Somervell County, Texas.

Kyle Reeves, Building Official, presented the request to council. On July 21, 2022, the Planning and Zoning Commission voted unanimously to recommend approving the preliminary plat for Squaw Valley Estates.

Chris Hays, Enprotec | Hibbs & Todd, was in attendance to answer questions.

MOTION by Demetra Conrad, second by Chip Joslin, to approve the preliminary plat for Squaw Valley Estates. MOTION CARRIED by unanimous vote. *Council member Freas did not have video feed at the time of the vote, and therefore was marked as absent during the vote.*

12. Discussion, consideration, and possible action on award of the Valley View Street Improvements Project

Chris Hays, Enprotec | Hibbs & Todd, presented the bids to council, with Talbran Enterprises, LLC being the lowest bidder. James Cage and Larry Wilson spoke in favor of the project.

MOTION by TJ Walker, second by Demetra Conrad, to award the Valley View Street Improvement Project to Talbran Enterprises, LLC.

13. 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)

Council member Conrad and Planning and Zoning Commission chairperson Streeter presented the item to council.

MOTION by Kelly Harris, second by TJ Walker, to approve Ordinance No. 2022.08.09.C amending the City of Glen Rose Code Zoning Ordinance and Schedule of Uses. MOTION CARRIED by unanimous vote.

14. Discussion, consideration, and possible action regarding the formation and appointment of a committee to explore opportunities for youth after school programs

Council member Walker presented this item to council. After discussion, Council member Harris agreed to serve as the city's representative. No action taken.

CONSENT AGENDA

Council member Walker removed item 16 from the consent agenda. Council member Harris removed item 20 from the consent agenda.

15. **Consider approval or other action regarding minutes of the Glen Rose City Council
July 7, 2022 Special City Council Meeting
July 12, 2022 Regular City Council Meeting
July 26, 2022 Regular City Council Meeting.**
17. **Consider approval or other action regarding the financial report for July 2022**
18. **Consider approval or other action authorizing the Mayor to sign the Prairielands Historic Water Use Permit**
19. **Approval or other action regarding the City of Glen Rose's Texas Municipal League membership for 2022-2023**
21. **Approval of request by the Glen Rose Wine and Art Festival for temporary street closures and an alcohol special use permit**
22. **Consider approval or other action regarding the Glen Rose Strategic Plan 2022-2024**
23. **Consider approval or other action regarding scheduling public hearings at 5:30 p.m. at City Hall on August 23, 2022 for the FY 2022-23 Budget and on September 13, 2022 for the 2022 Tax Rate.**

MOTION by Kelly Harris, second by TJ Walker to approve the consent agenda. MOTION CARRIED by unanimous vote.

16. **Consider approval or other action regarding an accounts payable report for payments made during July 2022 (R.Sosol)**
Council member Walker asked Administrator Leamons about the AT&T Mobility payments, as she has previously requested that the associated phone numbers be listed on the payable report. Mr. Leamons explained that Deputy City Secretary Rosario Sosol had attempted to add the numbers to the report, however in doing so, it caused issues in the accounting software. Ms. Sosol will be working with the software vendor to find a solution.

MOTION by TJ Walker, second by Chip Joslin, to approve the July 2022 accounts payable report. MOTION CARRIED by unanimous vote.

20. **Approval of a request for temporary street closure for the Glen Rose Homecoming Parade**
Council member Harris stated that she has received a complaint from the Sheriff's Department regarding traffic congestion on Barnard Street as the parade floats stopped to let people off the float. Rick Douglas, Vice President of the Glen Rose Athletic Booster Club, assured council that there was a plan in place to prevent it from happening this year.

MOTION by Demetra Conrad, second by Kelly Harris, to approve a temporary street closure for the Glen Rose Homecoming Parade. MOTION CARRIED by unanimous vote.

STAFF REPORTS

24. **Public Works Director Report**
25. **Police Chief Report**
26. **Building/Planning/Code Enforcement Report**
27. **CVB Director Report**
28. **City Administrator Report**
29. **City Secretary Report**

MAYOR AND COUNCIL MEMBER REPORTS**30. Update from Council member Walker regarding Active Shooter Safety Discussion with Glen Rose ISD**

Council member Walker briefed the council on her conversation with Superintendent Overbo regarding school safety in Glen Rose ISD.

Mayor Douglas told council about an upcoming community meeting being held by the Commissioner's Court; a notice of possible quorum will be posted.

BUDGET WORK SESSION**31. FY2022-2023 Budget Work Session**

Council and staff discussed the proposed budget. No action taken.

ADJOURN

The meeting was adjourned at 8:10 p.m.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Staci King, City Secretary

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL

REGULAR MEETING

Tuesday, August 23, 2022 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, August 23, 2022 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

CALL TO ORDER

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

INVOCATION

Dennis Moore led the invocation.

PLEDGES OF ALLEGIANCE

Mayor Douglas led the Pledges of Allegiance to the United States and Texas flags.

ROLL CALL

Council Present

Julia Douglas, Mayor
 Chip Joslin, Mayor Pro Tem
 Kelly Harris, Council member
 George Freas, Council member (via Zoom)
 Demetra Conrad, Council member
 TJ Walker, Council member

Staff Present

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

CITIZEN/VISITOR COMMENTS

No one came forward to address the council.

Mayor Douglas moved item number 6 was moved to the beginning of the agenda.

6. **Discussion, consideration, and possible action on an Ordinance amending the City of Glen Rose Code of Ordinances, Chapter 13.03.104 Sewer Rates; Residential Winter Averaging**
 David English and Owen McKnight, First United Methodist Church, addressed the council regarding this item.

MOTION by Chip Joslin, second by Kelly Harris, to approve Ordinance No. 2022.08.23.A amending the City of Glen Rose Code of Ordinances, Chapter 13 *Sewer Rates*. MOTION CARRIED by unanimous vote.

ANNOUNCEMENTS/PRESENTATIONS

1. **Discussion, consideration, and possible action regarding membership in Transportation Excellence for the 21st Century (TEX-21)**
 David Dean made a presentation to council regarding TEX-21. At the conclusion of the presentation, council discussed becoming a member of TEX-21. It was decided that the membership fee would be included in the upcoming budget, but that Council member(s) would attend at least one meeting before making a decision regarding membership.

PUBLIC HEARING

2. Public hearing on the City of Glen Rose Fiscal Year 2022-2023 Budget

Mayor Douglas opened the public hearing at 6:40 p.m.

No one came forward to address the council regarding the FY2022-2023 budget.

Mayor Douglas closed the public hearing at 6:40 p.m.

INDIVIDUAL ITEMS FOR CONSIDERATION

3. Discussion, consideration, and possible ratification of the property tax revenue increase reflected in the proposed City of Glen Rose Fiscal Year 2022-2023 Budget

City Administrator Michael Leamons presented the item to council. Mr. Leamons stated that it is a statutory requirement that the council ratify an increase in property tax revenue, if applicable. He stated that the proposed budget would have a property tax revenue increase of \$53,417.

MOTION by Kelly Harris, second by Demetra Conrad, to ratify the property tax revenue increase reflected in the proposed FY2022-2023 budget. MOTION CARRIED by unanimous vote.

4. Discussion, consideration, and possible action on amending and adopting, via resolution, the City of Glen Rose Fiscal Year 2022-2023 Budget.

Stan Lowry, City Attorney, advised council that the budget should be adopted in two parts to prevent a conflict of interest with Council member Kelly Harris, who is employed by the Somervell County Convention and Visitors Bureau.

MOTION by Demetra Conrad, second by Chip Joslin, to approve Resolution No. 2022-20 adopting the City of Glen Rose FY2022-2023 budget, with the exception of the Convention and Visitors Bureau budget. MOTION CARRIED by unanimous vote.

MOTION by Demetra Conrad, second by TJ Walker, to approve Resolution No. 2022-21 adopting the City of Glen Rose FY2022-2023 Convention and Visitors Bureau budget. MOTION CARRIED by unanimous vote. Council member Harris abstained from voting and filed a conflict of interest form with City Secretary Staci King.

5. Discussion, consideration, and possible action regarding a resolution amending the FY2021-2022 budget

MOTION by Chip Joslin, second by Demetra Conrad, to approve Resolution No. 2022-22 amending the FY2021-2022 budget.

7. Discussion, consideration, and possible action on ongoing City Hall remodel project

City Administrator Leamons updated council on the current projects in the City Hall remodel. He asked for feedback regarding flooring, cabinetry, and countertops. No action taken.

CONSENT AGENDA

Council member Conrad removed item 9 from the consent agenda. Mayor Pro Tem Joslin removed item number 10 from the consent agenda.

8. Consider approval or other action regarding an ordinance amending the City of Glen Rose's sanitation rates, to be effective January 1, 2023

MOTION by Kelly Harris, second by TJ Walker, to approve Ordinance No. 2022.08.23.B amending the City's sanitation rates. MOTION CARRIED by unanimous vote.

9. **Consider approval or other action regarding a resolution requesting that the Texas Department of Transportation install a traffic signal at the intersection of Highway 144 and Highway 56 in downtown Glen Rose**

City Administrator Leamons explained that the resolution was to show support for the installation of a traffic signal downtown. He stated that he would meet with representatives of the other taxing entities to encourage them to support a traffic signal as well.

MOTION by Chip Joslin, second by TJ Walker, to approve Resolution No. 2022-23 requesting a traffic signal in downtown Glen Rose. MOTION CARRIED by unanimous vote.

10. **Consider approval or other action regarding the proposed Thomas Heap Memorial Stone for placement beside the trees planted in his honor along the Riverwalk.**

MOTION by Chip Joslin, second by TJ Walker, to approve the placement of a memorial stone in honor of former employee Tom Heap. MOTION CARRIED by unanimous vote.

MAYOR AND COUNCIL MEMBER REPORTS

There were no reports from the mayor or council.

Mayor Douglas recessed the meeting from 7:14 p.m. to 7:19 p.m.

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:

11. **Section 551.074 Personnel Matters** - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Code Compliance Officer

Mayor Douglas called the meeting into executive session at 7:19 p.m. The meeting was called back to regular session at 7:43 p.m.

ACTION TAKEN ON ITEMS DISCUSSED IN EXECUTIVE SESSION, IF NECESSARY

12. **Discussion, consideration, and possible action regarding item discussed in Executive Session: Personnel Matters - Code Compliance Officer**

No action was taken on this item.

ADJOURN

The meeting was adjourned at 7:45 p.m.

Julia Douglas, Mayor

ATTEST:

Staci L. King, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	9/13/2022		
AGENDA SUBJECT:	Consider approval or other action regarding an accounts payable report for payments made during August 2022		
PREPARED BY:	Deputy City Secretary Sosol	DATE SUBMITTED:	9/06/2022
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: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	8/1/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 7/3/2022	\$2,054.83
	8/1/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 7/3/2022	\$4,165.43
	8/1/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employee 7/17/2022	\$2,025.21
	8/1/2022	Texas Municipal Retirement	10-2026	Tmrs W/H	TMRS-Employer 7/17/2022	\$4,105.37
	8/3/2022	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 7/3/2022	\$291.98
	8/3/2022	HSA Bank	10-2024	Health Ins W/H	HSA City 7/3/2022	\$1,022.56
	8/3/2022	HSA Bank	10-2024	Health Ins W/H	HSA Employee 2 7/17/2022	\$291.97
	8/3/2022	HSA Bank	10-2024	Health Ins W/H	HSA City 7/17/2022	\$1,022.51
	8/5/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 7/31/2022	\$414.02
	8/5/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 7/31/2022	\$1,770.22
	8/5/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 7/31/2022	\$2,124.09
	8/5/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 7/31/2022	\$414.02
	8/5/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 7/31/2022	\$1,770.22
	8/5/2022	Office Of Attorney General	10-2020	Child Support W/H	CHSUP 7/31/2022	\$240.00
	8/5/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 7/31/2022	\$136.15
	8/17/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 8/14/2022	\$136.15

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	8/19/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employee 8/14/2022	\$411.31
	8/19/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employee 8/14/2022	\$1,758.67
	8/19/2022	Internal Revenue Service	10-2018	Fed Tax W/H	FEDERAL WITHHOLDING 8/14/2022	\$2,111.53
	8/19/2022	Internal Revenue Service	10-2015	Medicare Tax W/H	Medicare W/H-Employer 8/14/2022	\$411.31
	8/19/2022	Internal Revenue Service	10-2012	Fica Tax W/H	Fica W/H-Employer 8/14/2022	\$1,758.67
	8/19/2022	Office Of Attorney General	10-2020	Child Support W/H	CHSUP 8/14/2022	\$240.00
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 7/31/2022	\$75.00
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 7/31/2022	\$5.10
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Short Term Disability 7/31/2022	\$22.44
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Specified Health 7/31/2022	\$14.94
	8/24/2022	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre-Tax 7/31/2022	\$56.31
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 7/31/2022	\$5.10
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 8/14/2022	\$75.00
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 8/14/2022	\$5.10
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Short Term Disability 8/14/2022	\$22.44

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Specified Health 8/14/2022	\$14.94
	8/24/2022	Aflac	10-2027	Cancer Ins W/H	AFLAC Cancer Insurance Pre- Tax 8/14/2022	\$56.31
	8/24/2022	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 8/14/2022	\$5.10
	8/24/2022	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 7/31/2022	\$22.22
	8/24/2022	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 8/14/2022	\$22.22
	8/23/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 7/31/2022	\$71.13
	8/23/2022	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 7/31/2022	\$99.20
	8/23/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 7/31/2022	\$44.24
	8/23/2022	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 7/31/2022	\$174.43
	8/23/2022	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 7/31/2022	\$64.23
	8/23/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE INS 8/14/2022	\$71.13
	8/23/2022	Mutual Of Omaha	10-2024	Health Ins W/H	LTD 8/14/2022	\$105.01
	8/23/2022	Mutual Of Omaha	10-2021	Life Ins W/H	LIFE 8/14/2022	\$44.24
	8/23/2022	Mutual Of Omaha	10-2029	Dental Ins W/H	Dental Ins 8/14/2022	\$174.35
	8/23/2022	Mutual Of Omaha	10-2023	Vision Ins W/H	VSNIN 8/14/2022	\$64.19
	8/24/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 7/31/2022	\$165.64
	8/24/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 7/31/2022	\$3,552.80

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	8/24/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 8/14/2022	\$165.64
	8/24/2022	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 8/14/2022	\$3,552.71
	8/31/2022	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 8/28/2022	\$136.15
Total						\$37,563.53
Streets & Parks						
	8/3/2022	AT&T Mobility	10-40-5401	Telephone	Maintenance Barn (On call) cell phone	\$45.42
	8/3/2022	Atmos Energy	10-40-5405	Gas	Gas consumption @ Maintenance barn	\$26.16
	8/3/2022	Higginbotham Bros. & Co., LLC	10-40-5100	Supplies	Garden hose splitter	\$9.49
	8/3/2022	Higginbotham Bros. & Co., LLC	10-40-5100	Supplies	Paint supplies	\$59.53
	8/3/2022	Spikes Auto Parts	10-40-5602	Repair & Maint - Equip	Spark plug for wacker packer	\$3.99
	8/3/2022	Spikes Auto Parts	10-40-5602	Repair & Maint - Equip	Hydraulic hose for backhoe	\$76.52
	8/3/2022	Smith Supply, Inc.	10-40-5604	Repair & Maint - Struct	air conditioner filters, cable ties for string lights on square	\$53.00
	8/3/2022	TXU Energy	10-40-5403	Electric	Electricity usage Invoice # 054006220251	\$793.75
	8/3/2022	TXU Energy	10-40-5421	Street Lighting	Electricity usage Invoice # 054006220251	\$2,383.70
	8/11/2022	Frontier Waste Gr-Transfer	10-40-5804	Service Fees	Fees for dumping limbs/brush	\$312.00
	8/11/2022	Glen Rose Auto Parts	10-40-5600	Vehicle Repair	Filters for 2018 Chevy p/u	\$25.00

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	8/11/2022	Spinks & Green Auto Supply	10-40-5600	Vehicle Repair	Repair & Maint 2009 Chevy p/u replace radiator-fluids	\$988.42
	8/12/2022	Fuelman	10-40-5608	Gas/Oil/Lube	Public Works Gasoline usage	\$229.21
	8/19/2022	United Cooperative Services	10-40-5421	Street Lighting	Electric Cactus Creek	\$118.48
	8/19/2022	AT&T (Scada)	10-40-5401	Telephone	Phone for SCADA system at Maintenance Barn	\$17.49
	8/24/2022	Charter Business	10-40-5401	Telephone	Internet 401 Farr Plaza	\$42.87
	8/24/2022	Cleburne Welding And Industrial Supply	10-40-5100	Supplies	Cylinder rental for oxygen acetylene	\$33.36
	8/24/2022	Citibank	10-40-5859	Street Signs	Street signs Ruth Parker Ln.	\$98.10
	8/24/2022	Enprotec/Hibbss/Todd	10-40-5700	Capital Expenditures	Engineer services-Valleyview paving improvements	\$2,330.00
	8/24/2022	Riverbend Landscaping	10-40-5804	Service Fees	Mowing/trimming @ various city properties	\$805.00
	8/26/2022	Fuelman	10-40-5608	Gas/Oil/Lube	Public Works gasoline usage	\$198.22
	8/31/2022	Atmos Energy	10-40-5405	Gas	Gas usage Far 401 Farr Plaza	\$28.75
	8/31/2022	TXU Energy	10-40-5403	Electric	Electricity usage	\$1,030.26
	8/31/2022	TXU Energy	10-40-5421	Street Lighting	Electricity usage	\$2,400.68
	8/31/2022	AT&T Mobility	10-40-5401	Telephone	Maintenance Barn (On call) cell phone	\$45.46
Total						\$12,154.86

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Legislative						
	8/3/2022	AT&T Mobility	10-05-5145	Exp Mayor & Council	Mayor Cell phone	\$43.23
	8/3/2022	Boyle & Lowry, L.L.P.	10-05-5201	Attorney	Attorney services	\$3,706.25
	8/24/2022	Citibank	10-05-5503	Mayor & Council Training	TML conference registration Council members	\$2,070.00
	8/31/2022	Boyle & Lowry, L.L.P.	10-05-5201	Attorney	Professional services for period ending August 25, 2022	\$4,275.00
	8/31/2022	AT&T Mobility	10-05-5145	Exp Mayor & Council	Mayor Cell phone	\$43.23
Total						\$10,137.71
Code Enforcement						
	8/3/2022	AT&T Mobility	10-50-5401	Telephone	Code Enforcement Cell phone	\$43.23
	8/11/2022	Cherryroad Media	10-50-5210	Legal Notices & Advertising	Public Hearing 06/03/2022	\$31.07
	8/11/2022	International Code Council, Inc	10-50-5801	Miscellaneous Exp	Governmental Members Dues Pop up	\$145.00
	8/12/2022	Fuelman	10-50-5608	Gas/Oil/Lube	Code Enforcement Gasoline usage	\$58.06
	8/19/2022	Pitney Bowes Bank Inc	10-50-5106	Postage	Postage charges Code Enforcement	\$500.00
	8/24/2022	Citibank	10-50-5500	Training	Plan examiner course/Plan examiner fire emergency-protection/ Kyle Reeves	\$451.75
	8/26/2022	Fuelman	10-50-5608	Gas/Oil/Lube	Code Enforcement gasoline usage	\$105.27
	8/31/2022	AT&T Mobility	10-50-5401	Telephone	Code Enforcement Cell phone	\$43.23

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
------------	------------	-------------	------------	---------------------	-------------	--------

10 - GENERAL FUND

Code Enforcement

Total \$1,377.61

Animal Control

8/3/2022	AT&T Mobility	10-55-5401	Telephone	Animal Control Cell Phone (x2)	\$86.44
8/3/2022	TXU Energy	10-55-5403	Electric	Electricity usage Invoice # 054006220251	\$309.32
8/3/2022	Terry Veterinary Clinic	10-55-5165	Euth. & Medication	Medication for cats	\$55.60
8/11/2022	Dinosaur Valley Pest Service	10-55-5203	Contract Labor	Pest control services Animal Control Facilities	\$65.00
8/12/2022	Fuelman	10-55-5608	Gas/Oil/Lube	Animal Control Gasoline usage	\$108.95
8/24/2022	Citibank	10-55-5501	Travel	Toll Tag charges AC	\$50.00
8/24/2022	Citibank	10-55-5604	Repair & Maint - Struct	A/C diagnostic for AC facilities	\$75.00
8/24/2022	Nextlink Broadband	10-55-5402	Internet	Internet services for AC facilities	\$110.83
8/26/2022	Fuelman	10-55-5608	Gas/Oil/Lube	Animal Control gasoline usage	\$204.50
8/31/2022	TXU Energy	10-55-5403	Electric	Electricity usage	\$336.91
8/31/2022	AT&T Mobility	10-55-5401	Telephone	Animal Control Cell Phone (x2)	\$86.46

Total \$1,489.01

Administration

8/3/2022	AT&T Mobility	10-60-5401	Telephone	City Secretary/Front desk cell phones	\$86.45
8/3/2022	AT&T Mobility	10-60-5401	Telephone	City Administrator cell phone	\$43.23

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Administration						
	8/3/2022	Archivesocial	10-60-5804	Service Fees	Social media archiving subscription	\$2,988.00
	8/3/2022	TXU Energy	10-60-5406	CVB/Oakdale Electric	Electricity usage Invoice # 054006220251	\$8,710.25
	8/11/2022	Texas Comptroller Of Public Accounts	10-60-5800	Dues	Texas SmartBuy Membership Program	\$100.00
	8/11/2022	Zoom Video Communications Inc	10-60-5803	Software	Zoom Rooms Annual Subscription	\$499.00
	8/12/2022	Fuelman	10-60-5608	Gas/Oil/Lube	Administration Gasoline usage	\$61.98
	8/19/2022	Allied 100	10-60-5602	Repair & Maint - Equip	2 PC-Electrode adult ready-pak-quik-combo City Hall	\$92.00
	8/19/2022	Allied 100	10-60-5602	Repair & Maint - Equip	1 PC-Electrode-infant/child ready-pak-quik-combo City Hall	\$132.00
	8/19/2022	Allied 100	10-60-5804	Service Fees	Shipping charges	\$5.95
	8/19/2022	Column Software	10-60-5210	Legal Notices & Advertising	Public Hearing FY 2022-2023 Budget	\$15.84
	8/19/2022	Texas Municipal League	10-60-5800	Dues	Membership fees from 2022-10-01 to 2023-09-30	\$369.00
	8/24/2022	Citibank	10-60-5401	Telephone	Data usage for PW Director	\$0.99
	8/24/2022	Citibank	10-60-5803	Software	Software for CS computer	\$16.23
	8/24/2022	Citibank	10-60-5500	Training	TML conference registration admin staff	\$690.00
	8/24/2022	Citibank	10-60-5804	Service Fees	Software management TXMyGov	\$2,500.00
	8/24/2022	Citibank	10-60-5218	Legal Updates	Budget amendment filing	\$118.67
	8/24/2022	Petty Cash/City of Glen Rose	10-60-5801	Miscellaneous Exp	Drinking water for meetings at CH	\$8.38

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Administration						
	8/31/2022	TXU Energy	10-60-5406	CVB/Oakdale Electric	Electricity usage	\$8,872.55
	8/31/2022	AT&T Mobility	10-60-5401	Telephone	City Secretary/Front desk cell phones	\$86.46
	8/31/2022	AT&T Mobility	10-60-5401	Telephone	City Administrator cell phone	\$43.23
Total						\$25,440.21
Law Enforcement						
	8/3/2022	AT&T Mobility	10-90-5401	Telephone	Police department cellphones/unit routers	\$301.20
	8/3/2022	Brenda Lozano De Reza	10-90-5225	Janitorial Services	Janitorial services for the month of July	\$250.00
	8/3/2022	TXU Energy	10-90-5403	Electric	Electricity usage Invoice # 054006220251	\$116.26
	8/12/2022	Fuelman	10-90-5608	Gas/Oil/Lube	Police Department Gasoline usage	\$184.74
	8/19/2022	Allied 100	10-90-5603	Equipment	2 PC-Electrode adult ready-pak-quik-combo Police Department	\$92.00
	8/19/2022	Allied 100	10-90-5603	Equipment	1 PC-Electrode-infant/child ready-pak-quik-combo Police Department	\$132.00
	8/19/2022	Allied 100	10-90-5603	Equipment	Shipping charges	\$5.95
	8/24/2022	Allied 100	10-90-5602	Repair & Maint - Equip	PC-Battery LP1000 AED unit Police Department	\$374.40
	8/24/2022	Citibank	10-90-5500	Training	Breakfast during training for Officer Ramirez & Chief of Police	\$9.49
	8/24/2022	Citibank	10-90-5106	Postage	Postage for DPS case	\$24.15

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Law Enforcement						
	8/24/2022	Petty Cash/City of Glen Rose	10-90-5801	Miscellaneous Exp	05-27-2022 car wash money for patrol cars	\$40.00
	8/24/2022	Petty Cash/City of Glen Rose	10-90-5801	Miscellaneous Exp	07-25-2022 car wash money for patrol cars	\$20.00
	8/26/2022	Fuelman	10-90-5608	Gas/Oil/Lube	Law Enforcement gasoline usage	\$194.37
	8/31/2022	Brenda Lozano De Reza	10-90-5225	Janitorial Services	Janitorial services for the month of August	\$250.00
	8/31/2022	TXU Energy	10-90-5403	Electric	Electricity usage	\$123.54
	8/31/2022	AT&T Mobility	10-90-5401	Telephone	Police department cellphones X 2/unit routers X 2	\$180.21
Total						\$2,298.31
Non Departmental						
	8/3/2022	Atmos Energy	10-65-5405	Gas	Gas usage for CH	\$59.24
	8/3/2022	Brenda Lozano De Reza	10-65-5225	Janitorial Services	Janitorial services for the month of July	\$650.00
	8/3/2022	Kinect Communications, LLC	10-65-5401	Telephone	Phone system/portal desktop monthly charges	\$420.95
	8/3/2022	TXU Energy	10-65-5403	Electric	Electricity usage Invoice # 054006220251	\$355.55
	8/3/2022	FAST Inc.	10-65-5223	Accounting Software & Support	Annual subscription FundView	\$7,935.00
	8/11/2022	Charter Business	10-65-5401	Telephone	Internet backup for server and phone system	\$62.82
	8/11/2022	Charter Business	10-65-5402	Internet	Internet backup for server and phone system	\$62.82

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non Departmental						
	8/11/2022	Xerox Corporation	10-65-5217	Postage, Copier Lease	Copier rental including color copies	\$435.99
	8/19/2022	BizProtect	10-65-5224	It Support	Remap Google Drive RS computer	\$52.50
	8/19/2022	BizProtect	10-65-5224	It Support	Copier/Fax issues	\$52.50
	8/19/2022	Pitney Bowes Bank Inc Purchase Power	10-65-5106	Postage	Postage charges main office	\$150.00
	8/19/2022	Pitney Bowes Bank Inc Purchase Power	10-65-5217	Postage, Copier Lease	Finance charges for postage machine	\$5.00
	8/19/2022	Peloton Land Solutions, Inc.	10-65-5230	Comprehensive Plan Consultant	Comprehensive Plan/Professional Services	\$26,980.00
	8/19/2022	Boyd Enterprises	10-65-5107	Janitorial Supplies	Trash bags/toilet paper/mop heads/disinfecting wipes for CH	\$290.57
	8/24/2022	3cGeo	10-65-5202	Engineering	Monthly Maint/Hosting Fee for GIS	\$400.00
	8/24/2022	Citibank	10-65-5230	Comprehensive Plan Consultant	Supplies for community forum	\$89.37
	8/24/2022	Citibank	10-65-5109	Office Supplies	Office supplies/CS office	\$212.20
	8/24/2022	Windstream	10-65-5401	Telephone	Fax and long distance service for CH	\$61.75
	8/24/2022	Windstream	10-65-5401	Telephone	Internet service for CH	\$257.98
	8/24/2022	Windstream	10-65-5402	Internet	Internet service for CH	\$257.98
	8/31/2022	Brenda Lozano De Reza	10-65-5225	Janitorial Services	Janitorial services for the month of August	\$650.00
	8/31/2022	Dell Marketing L.P.	10-65-5870	Office Equip/Furn	Laptops X 2 Town Hall	\$4,065.86
	8/31/2022	Pitney Bowes Global Financial Services LLC	10-65-5217	Postage, Copier Lease	Postage machine leasing charges	\$456.15

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non Departmental						
	8/31/2022	Staples Credit Plan	10-65-5109	Office Supplies	Dual monitor stand Deputy City Secretary office	\$109.99
	8/31/2022	Staples Credit Plan	10-65-5109	Office Supplies	Labels for label maker Deputy City Secretary office	\$7.98
	8/31/2022	Staples Credit Plan	10-65-5009	Other Insurance Tmlirp	Manila folders CH	\$61.98
	8/31/2022	Staples Credit Plan	10-65-5109	Office Supplies	Copy paper CH	\$179.96
	8/31/2022	Staples Credit Plan	10-65-5109	Office Supplies	File pockets Ch	\$56.99
	8/31/2022	Staples Credit Plan	10-65-5109	Office Supplies	Sign here post it CS	\$21.53
	8/31/2022	TXU Energy	10-65-5403	Electric	Electricity usage	\$803.79
Total						\$45,206.45
Municipal Court						
	8/3/2022	Clayton Bryant	10-80-5201	Attorney Fees	Prosecutor services for 08-02-22	\$500.00
	8/3/2022	FAST Inc.	10-80-5224	FundView Support	Annual subscription FundView	\$3,605.00
	8/19/2022	Pitney Bowes Bank Inc Purchase Power	10-80-5106	Postage	Postage charges Court	\$300.00
	8/24/2022	Mickey Garrett	10-80-5203	Contract Labor	Judge services for the month of August	\$500.00
Total						\$4,905.00

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	8/1/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 7/3/2022	\$751.63
	8/1/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 7/3/2022	\$1,523.66
	8/1/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employee 7/17/2022	\$751.15
	8/1/2022	Texas Municipal Retirement	20-2026	Tmrs W/H	TMRS-Employer 7/17/2022	\$1,522.67
	8/3/2022	HSA Bank	20-2024	Health Ins W/H	HSA Employee 2 7/3/2022	\$20.00
	8/3/2022	HSA Bank	20-2024	Health Ins W/H	HSA City 7/3/2022	\$471.39
	8/3/2022	HSA Bank	20-2024	Health Ins W/H	HSA Employee 2 7/17/2022	\$20.00
	8/3/2022	HSA Bank	20-2024	Health Ins W/H	HSA City 7/17/2022	\$471.39
	8/5/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 7/31/2022	\$151.28
	8/5/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 7/31/2022	\$646.87
	8/5/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 7/31/2022	\$738.45
	8/5/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 7/31/2022	\$151.28
	8/5/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 7/31/2022	\$646.87
	8/19/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employee 8/14/2022	\$143.79
	8/19/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employee 8/14/2022	\$614.82
	8/19/2022	Internal Revenue Service	20-2018	Fed Tax W/H	FEDERAL WITHHOLDING 8/14/2022	\$708.86

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	8/19/2022	Internal Revenue Service	20-2015	Medicare Tax W/H	Medicare W/H-Employer 8/14/2022	\$143.79
	8/19/2022	Internal Revenue Service	20-2012	Fica Tax W/H	Fica W/H-Employer 8/14/2022	\$614.82
	8/24/2022	Amber Gassaway	20-2003	Meter Refunds Payable	Refunds	\$22.92
	8/24/2022	Steve Dollar	20-2003	Meter Refunds Payable	Refunds	\$89.16
	8/24/2022	Catherine Tomerlin	20-2003	Meter Refunds Payable	Refunds	\$89.16
	8/24/2022	Jrc Repair Services	20-2003	Meter Refunds Payable	Refunds	\$138.29
	8/24/2022	Realty Capital Holdings Llc	20-2003	Meter Refunds Payable	Refunds	\$235.67
	8/24/2022	Kyle Dunn	20-2003	Meter Refunds Payable	Refunds	\$89.62
	8/24/2022	Alan Robertson	20-2003	Meter Refunds Payable	Refunds	\$94.56
	8/24/2022	Lindsey Livingston	20-2003	Meter Refunds Payable	Refunds	\$91.07
	8/24/2022	Cynthia Garner	20-2003	Meter Refunds Payable	Refunds	\$26.74
	8/24/2022	Carl Fason	20-2003	Meter Refunds Payable	Refunds	\$91.07
	8/24/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 7/31/2022	\$28.14
	8/24/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 7/31/2022	\$4.74
	8/24/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 8/14/2022	\$28.14
	8/24/2022	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance After Tax 8/14/2022	\$4.74

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	8/24/2022	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 7/31/2022	\$18.68
	8/24/2022	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 8/14/2022	\$18.68
	8/23/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 7/31/2022	\$47.41
	8/23/2022	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 7/31/2022	\$34.63
	8/23/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 7/31/2022	\$18.96
	8/23/2022	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 7/31/2022	\$180.59
	8/23/2022	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 7/31/2022	\$33.34
	8/23/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE INS 8/14/2022	\$47.41
	8/23/2022	Mutual Of Omaha	20-2024	Health Ins W/H	LTD 8/14/2022	\$34.62
	8/23/2022	Mutual Of Omaha	20-2021	Life Ins W/H	LIFE 8/14/2022	\$18.96
	8/23/2022	Mutual Of Omaha	20-2029	Dental Ins W/H	Dental Ins 8/14/2022	\$180.53
	8/23/2022	Mutual Of Omaha	20-2023	Vision Ins W/H	VSNIN 8/14/2022	\$33.32
	8/24/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 7/31/2022	\$82.82
	8/24/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 7/31/2022	\$1,482.84
	8/24/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 8/14/2022	\$82.82
	8/24/2022	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 8/14/2022	\$1,482.80
Total						\$14,925.15

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non Departmental						
	8/3/2022	USIO Output Solutions	20-65-5106	Postage	Postage for mailing water bills	\$583.63
	8/3/2022	USIO Output Solutions	20-65-5110	Utility Billing Cards	Printing job water bills	\$330.74
	8/3/2022	FAST Inc.	20-65-5225	Utility Billing System&Support	Annual subscription FundView	\$3,910.00
	8/11/2022	Brenda L. James	20-65-5226	Cpa	June's bank accounts reconciliations	\$247.50
	8/19/2022	Pitney Bowes Bank Inc Purchase Power	20-65-5106	Postage	Postage charges UB and WWTP	\$50.00
	8/29/2022	USIO Output Solutions	20-65-5106	Postage	Postage for water bills job # 230423	\$529.93
	8/29/2022	USIO Output Solutions	20-65-5106	Postage	Postage for late notices job # 230017	\$78.66
Total						\$5,730.46
Water						
	8/3/2022	AT&T Mobility	20-10-5401	Telephone/Internet	PW Director cell phone	\$43.22
	8/3/2022	Atmos Energy	20-10-5405	Gas	Gas consumption @ Maintenance barn	\$26.16
	8/3/2022	DPC Industries, Inc	20-10-5160	Process Chemicals	Chlorine cylinders for water system	\$1,292.89
	8/3/2022	Higginbotham Bros. & Co., LLC	20-10-5601	System Repair	Saw, bit drill, hardware	\$31.12
	8/3/2022	Higginbotham Bros. & Co., LLC	20-10-5100	Supplies	Electrical parts for auto transfer well 4	\$21.77
	8/3/2022	Smith Supply, Inc.	20-10-5601	System Repair	meter box, parts for meter set, saw saw blades	\$31.71

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	8/3/2022	Smith Supply, Inc.	20-10-5120	Tools	saw saw blades, curb stop wrench	\$34.15
	8/3/2022	Smith Supply, Inc.	20-10-5741	Generator Quick Wire + Generators	parts for auto transfer @ well # 4	\$357.69
	8/3/2022	Smith Supply, Inc.	20-10-5741	Generator Quick Wire + Generators	parts for auto transfer @ well # 4	\$45.25
	8/3/2022	TXU Energy	20-10-5400	Utilities (Elec)	Electricity usage Invoice # 054006220251	\$1,852.05
	8/12/2022	Fuelman	20-10-5608	Gas/Oil/Lube	Public Works Gasoline usage	\$232.42
	8/19/2022	AT&T (Scada)	20-10-5401	Telephone/Internet	Phone for SCADA system at Maintenance Barn	\$17.49
	8/24/2022	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	Monthly bacteriology samples	\$49.00
	8/24/2022	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	Bacteriology sample for boil water notice-Summit Rldge water leak	\$102.00
	8/24/2022	Charter Business	20-10-5401	Telephone/Internet	Internet 401 Farr Plaza	\$42.87
	8/24/2022	Citibank	20-10-5741	Generator Quick Wire + Generators	Punch driver kit/electrical job for generator	\$114.95
	8/24/2022	Citibank	20-10-5501	Travel	Toll Tag charges PW	\$200.00
	8/24/2022	Citibank	20-10-5741	Generator Quick Wire + Generators	Covers for auto transfer switches @ well sites	\$270.95
	8/24/2022	DPC Industries, Inc	20-10-5846	Demurrage	Chlorine gas cylinder rental for water system	\$112.00
	8/24/2022	Enprotec/Hibbss/Todd	20-10-5700	Capital Improvements	Engineer services-Spanish Oak/Hilltop DR water line improvements	\$1,149.34
	8/24/2022	Wallace Controls & Electric, Inc	20-10-5601	System Repair	Labor for tech to work on SCADA system well 4	\$239.00

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	8/24/2022	Wallace Controls & Electric, Inc	20-10-5601	System Repair	Labor for tech to adjust set points Scada at well 2	\$239.00
	8/26/2022	Fuelman	20-10-5608	Gas/Oil/Lube	Public Works gasoline usage	\$295.51
	8/31/2022	Atmos Energy	20-10-5405	Gas	Gas usage Far 401 Farr Plaza	\$28.75
	8/31/2022	Gen-Tech, Inc	20-10-5741	Generator Quick Wire + Generators	Electric supplies for generator	\$2,344.90
	8/31/2022	Peterson Pump & Motor Services	20-10-5601	System Repair	Replacement claval check valves for well site # 6	\$2,600.00
	8/31/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 3 Water consumption from 07/22/22-08/24/22	\$127.75
	8/31/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 4 Water consumption from 07/22/22-08/24/22	\$110.25
	8/31/2022	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 5 Water consumption from 07/22/22-08/24/22	\$12.25
	8/31/2022	TXU Energy	20-10-5400	Utilities (Elec)	Electricity usage	\$2,516.39
	8/31/2022	Wallace Controls & Electric, Inc	20-10-5601	System Repair	Tested/adjusted breaker at Well # 6 pump 2	\$239.00
	8/31/2022	AT&T Mobility	20-10-5401	Telephone/Internet	PW Director cell phone	\$43.23
Total						\$14,823.06
WWTP						
	8/3/2022	AT&T Mobility	20-21-5401	Telephone	WWTP cell phones (x2)	\$86.44

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
WWTP						
	8/3/2022	Bio Chem Lab, Inc.	20-21-5238	Lab Fees	Lab fees for WWTP	\$1,198.00
	8/3/2022	Charter Business	20-21-5401	Telephone	Internet services for WWTP	\$120.61
	8/3/2022	DPC Industries, Inc	20-21-5115	Chemical Supplies	Chlorine WWTP	\$1,108.19
	8/3/2022	Higginbotham Bros. & Co., LLC	20-21-5120	Tools	Saw blade kit	\$31.67
	8/3/2022	Higginbotham Bros. & Co., LLC	20-21-5100	Supplies	Trash bags	\$53.44
	8/3/2022	Smith Supply, Inc.	20-21-5604	Repair & Maint - Struct	pvc glue WWTP	\$13.28
	8/3/2022	Smith Supply, Inc.	20-21-5601	System Repair	pvc parts for chlorine room WWTP	\$408.31
	8/3/2022	Smith Supply, Inc.	20-21-5120	Tools	impact drill WWTP	\$443.12
	8/3/2022	Smith Supply, Inc.	20-21-5601	System Repair	pipe & fittings WWTP	\$93.98
	8/3/2022	Smith Supply, Inc.	20-21-5601	System Repair	pvc fittings WWTP	\$14.30
	8/11/2022	Glen Rose Auto Parts	20-21-5600	Vehicle Repair	Battery for WWTP truck	\$186.16
	8/12/2022	Fuelman	20-21-5608	Gas/Oil/Lube	Public Works Director Gasoline usage	\$82.33
	8/12/2022	Fuelman	20-21-5608	Gas/Oil/Lube	WWTP Gasoline usage	\$91.20
	8/19/2022	Brookshire Brothers	20-21-5100	Supplies	Toilet paper, water for WWTP	\$31.74
	8/19/2022	Bio Chem Lab, Inc.	20-21-5238	Lab Fees	Lab analysis WWTP	\$1,287.00
	8/19/2022	Grainger	20-21-5601	System Repair	Y strainer, 5 7/8" H, 20 Mesh PVC	\$447.11
	8/19/2022	United Cooperative Services	20-21-5400	Utilities	Electric usage for WWTP	\$7,492.32

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58 Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
WWTP						
	8/24/2022	Citibank	20-21-5108	Uniforms	Uniforms (Lance Powell) WWTP	\$290.59
	8/24/2022	DPC Industries, Inc	20-21-5115	Chemical Supplies	Chlorine WWTP	\$1,108.19
	8/24/2022	Windstream	20-21-5401	Telephone	Phone service for SCADA system WWTP	\$53.52
	8/26/2022	Fuelman	20-21-5608	Gas/Oil/Lube	PW Director gasoline usage	\$75.94
	8/31/2022	Entrance Outfitters	20-21-5604	Repair & Maint - Struct	Gate repair at WWTP	\$865.00
	8/31/2022	AT&T Mobility	20-21-5401	Telephone	WWTP cell phones (x2)	\$86.46
Total						\$15,668.90
Sewer						
	8/3/2022	Atmos Energy	20-20-5405	Gas	Gas consumption @ Maintenance barn	\$26.16
	8/3/2022	Higginbotham Bros. & Co., LLC	20-20-5602	Repair & Maint - Equip	Sewer machine gauge	\$0.84
	8/3/2022	Smith Supply, Inc.	20-20-5601	System Repair	pvc parts, repair parts for lift station	\$159.04
	8/3/2022	Smith Supply, Inc.	20-20-5601	System Repair	repair parts	\$1.42
	8/3/2022	TXU Energy	20-20-5400	Utilities (Elec)	Electricity usage Invoice # 054006220251	\$1,121.15
	8/3/2022	Underground, Inc	20-20-5602	Repair & Maint - Equip	Replacement parts for sewer jetter	\$228.64
	8/11/2022	Enprotec/Hibbss/Todd	20-20-5738	Grand Lift Station (Edap)	Engineer services/Grand Ave. Lift Station	\$1,540.00
	8/11/2022	Rey-Mar Construction	20-20-5738	Grand Lift Station (Edap)	Application # 11 Grand Ave. Lift Station	\$77,043.01

City of Glen Rose
Council Report
Check Date: 8/1/2022 to 8/31/2022

8/31/2022 2:58

Item 22.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Sewer						
	8/12/2022	Fuelman	20-20-5608	Gas/Oil/Lube	Public Works Gasoline usage	\$302.20
	8/19/2022	Wallace Controls & Electric, Inc	20-20-5601	System Repair	Replace defective radio @ 3 Rios Liftstation in SCADA	\$236.00
	8/19/2022	AT&T (Scada)	20-20-5401	Telephone	Phone for SCADA system at Maintenance Barn	\$17.49
	8/24/2022	Charter Business	20-20-5401	Telephone	Internet 401 Farr Plaza	\$42.86
	8/24/2022	Enprotec/Hibbss/Todd	20-20-5738	Grand Lift Station (Edap)	Engineer services-Grand Avenue lift station Post contract phase	\$1,680.00
	8/24/2022	Windstream	20-20-5401	Telephone	Phone service for SCADA system PW	\$26.77
	8/26/2022	Fuelman	20-20-5608	Gas/Oil/Lube	Public Works gasoline usage	\$129.25
	8/31/2022	Atmos Energy	20-20-5405	Gas	Gas usage Far 401 Farr Plaza	\$28.74
	8/31/2022	Rental 1 Supply	20-20-5609	Equipment Rental	Rental fee	\$2,456.26
	8/31/2022	Spinks & Green Auto Supply	20-20-5600	Vehicle Repair	State vehicle inspection PW & crown victoria	\$14.00
	8/31/2022	Spikes Auto Parts	20-20-5602	Repair & Maint - Equip	Replacement hydraulic hose sewer jetter	\$100.20
	8/31/2022	TXU Energy	20-20-5400	Utilities (Elec)	Electricity usage	\$1,507.55
Total						\$86,661.58
Sanitation						
	8/11/2022	Republic Services # 794	20-45-5403	Trash Pickup	Trash services for the month of July	\$33,751.96
Total						\$33,751.96

City of Glen Rose
Council Report
8/1/2022 to 8/31/2022

8/31/2022 2:58

Item 22.

Fund Totals

10	GENERAL FUND	\$140,572.69
20	UTILITY FUND	\$171,561.11
	Grand Total:	\$312,133.80



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	Consider approval or other action regarding a financial report for August 2022		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	09/06/2022
EXHIBITS:	Discussion Regarding August Financial Report Bonded Indebtedness Sales and Use Tax Cash and Investment Report Utility Billing Report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

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

9/7/2022

Item 23.

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Property & Sales Tax							
10-4000 Sales Tax	161,247.24	125,000.00	36,247.24	1,548,101.95	1,500,000.00	103.21%	(48,101.95)
10-4001 Mixed Drinks Tax	1,798.61	2,166.67	(368.06)	20,248.98	26,000.00	77.88%	5,751.02
10-4002 Gross Receipts Tax	18,512.80	16,666.67	1,846.13	198,960.55	200,000.00	99.48%	1,039.45
10-4005 Property Taxes	3,467.39	65,148.33	(61,680.94)	746,958.54	781,780.00	95.55%	34,821.46
10-4010 Property Taxes (Delinquent)	753.64	1,416.67	(663.03)	60,446.30	17,000.00	355.57%	(43,446.30)
Property & Sales Tax Totals	185,779.68	210,398.34	(24,618.66)	2,574,716.32	2,524,780.00	101.98%	(49,936.32)
Interest Income							
10-4006 Penalites & Interest	718.07	833.33	(115.26)	27,440.79	10,000.00	274.41%	(17,440.79)
10-4500 Interest Income	4,498.50	333.33	4,165.17	27,273.55	4,000.00	681.84%	(23,273.55)
Interest Income Totals	5,216.57	1,166.66	4,049.91	54,714.34	14,000.00	390.82%	(40,714.34)
Other Revenue Sources							
10-4200 Permits	16,352.10	7,500.00	8,852.10	116,049.39	90,000.00	128.94%	(26,049.39)
10-4700 Miscellaneous Income	102.74	1,250.00	(1,147.26)	29,516.30	15,000.00	196.78%	(14,516.30)
10-4703 Vrc Loan Repayment	0.00	833.33	(833.33)	12,500.00	10,000.00	125.00%	(2,500.00)
Other Revenue Sources Totals	16,454.84	9,583.33	6,871.51	158,065.69	115,000.00	137.45%	(43,065.69)
Fines, Fees & Forfeitures							
10-4300 Pound Fees	120.00	41.67	78.33	680.00	500.00	136.00%	(180.00)
10-4301 Municipal Court Fine Revenue	3,493.49	5,833.33	(2,339.84)	40,003.11	70,000.00	57.15%	29,996.89
10-4303 Deferred Adjudication	750.00	1,583.33	(833.33)	7,409.24	19,000.00	39.00%	11,590.76
10-4305 Time Payment Reimbursement	0.00	41.67	(41.67)	504.00	500.00	100.80%	(4.00)
10-4316 Court Costs	710.95	1,375.00	(664.05)	7,846.53	16,500.00	47.55%	8,653.47
10-4318 Warrant Fee-Muni Court	50.00	16.67	33.33	1,047.17	200.00	523.59%	(847.17)
10-4319 Omnibase Reimbursement Fee	40.00	0.00	40.00	150.00	0.00	0.00%	(150.00)
10-4320 Court Col Fee	0.00	16.67	(16.67)	0.00	200.00	0.00%	200.00

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

9/7/2022

Item 23.

10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
10-4322 Indigent Fee	0.00	45.83	(45.83)	0.00	550.00	0.00%	550.00
10-4331 Clear The Shelter	50.00	166.67	(116.67)	979.00	2,000.00	48.95%	1,021.00
10-4332 County Res Impound Fee	255.75	83.33	172.42	1,795.75	1,000.00	179.58%	(795.75)
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	525.00	125.00	400.00	2,085.00	1,500.00	139.00%	(585.00)
10-4348 Euthanasia Fee	125.00	16.67	108.33	450.00	200.00	225.00%	(250.00)
Fines, Fees & Forfeitures Totals	6,120.19	9,391.68	(3,271.49)	63,009.80	112,700.00	55.91%	49,690.20
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	8,227.66	88,291.17	(80,063.51)	8,227.66	1,059,494.00	0.78%	1,051,266.34
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	8,227.66	92,507.84	(84,280.18)	9,453.52	1,110,094.00	0.85%	1,100,640.48
Business & Franchise							
10-4704 Glen Rose Wrecker	0.00	500.00	(500.00)	6,250.00	6,000.00	104.17%	(250.00)
10-4705 Nextlink	1,500.00	1,500.00	0.00	16,500.00	18,000.00	91.67%	1,500.00
Business & Franchise Totals	1,500.00	2,000.00	(500.00)	22,750.00	24,000.00	94.79%	1,250.00
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	223,298.94	337,547.85	(114,248.91)	2,882,709.67	4,050,574.00	71.17%	1,167,864.33

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5000 Wages Streets & Parks	3,654.73	11,815.50	(8,160.77)	117,234.55	141,786.00	82.68%	24,551.45
10-40-5001 Overtime Streets & Parks	209.16	637.50	(428.34)	5,912.43	7,650.00	77.29%	1,737.57
10-40-5003 Payroll Taxes Streets/Pks	692.70	979.83	(287.13)	9,538.51	11,758.00	81.12%	2,219.49
10-40-5004 Retirement	1,336.07	1,817.42	(481.35)	18,431.19	21,809.00	84.51%	3,377.81
10-40-5005 Health Insurance	2,121.34	2,800.00	(678.66)	27,747.92	33,600.00	82.58%	5,852.08
10-40-5006 Life & Add Insurance	50.23	76.67	(26.44)	552.55	920.00	60.06%	367.45
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)	71.04	4,302.00	1.65%	4,230.96
10-40-5010 Longevity	2,100.00	183.33	1,916.67	2,100.00	2,200.00	95.45%	100.00
10-40-5013 On Call	3,520.00	347.58	3,172.42	3,520.00	4,171.00	84.39%	651.00
10-40-5100 Supplies	102.38	266.67	(164.29)	1,744.81	3,200.00	54.53%	1,455.19
10-40-5107 Janitorial Supplies	0.00	150.00	(150.00)	1,207.30	1,800.00	67.07%	592.70
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	(68.25)	208.33	(276.58)	(7.43)	2,500.00	(0.30%)	2,507.43
10-40-5122 Crack Sealant	0.00	1,100.83	(1,100.83)	0.00	13,210.00	0.00%	13,210.00
10-40-5156 Asphalt	0.00	666.67	(666.67)	2,188.96	8,000.00	27.36%	5,811.04
10-40-5175 Herbicides & Insecticides	0.00	333.33	(333.33)	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	151.24	291.67	(140.43)	1,159.06	3,500.00	33.12%	2,340.94
10-40-5403 Electric	1,824.01	1,083.33	740.68	8,295.19	8,000.00	103.69%	(295.19)
10-40-5404 Water	0.00	458.33	(458.33)	524.24	5,500.00	9.53%	4,975.76
10-40-5405 Gas	54.91	208.33	(153.42)	891.17	2,500.00	35.65%	1,608.83
10-40-5421 Street Lighting	4,902.86	2,750.00	2,152.86	28,211.32	33,000.00	85.49%	4,788.68
10-40-5500 Training	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-40-5600 Vehicle Repair	1,013.42	500.00	513.42	5,155.50	6,000.00	85.93%	844.50
10-40-5602 Repair & Maint - Equip	80.51	583.33	(502.82)	3,781.47	7,000.00	54.02%	3,218.53

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5604 Repair & Maint - Struct	53.00	833.33	(780.33)	1,766.73	10,000.00	17.67%	8,233.27
10-40-5608 Gas/Oil/Lube	427.43	625.00	(197.57)	6,544.68	7,500.00	87.26%	955.32
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)	379.09	1,500.00	25.27%	1,120.91
10-40-5637 Bridge Decorations	0.00	700.00	(700.00)	0.00	1,400.00	0.00%	1,400.00
10-40-5655 Concrete	0.00	125.00	(125.00)	810.66	1,500.00	54.04%	689.34
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	2,330.00	34,416.67	(32,086.67)	25,830.00	413,000.00	6.25%	387,170.00
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)	24,683.00	1,129,982.00	2.18%	1,105,299.00
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	8,612.17	(8,612.17)	0.00	179,791.00	0.00%	179,791.00
10-40-5801 Miscellaneous Exp	0.00	41.67	(41.67)	100.00	500.00	20.00%	400.00
10-40-5804 Service Fees	1,117.00	2,500.00	(1,383.00)	11,268.00	30,000.00	37.56%	18,732.00
10-40-5859 Street Signs	98.10	333.33	(235.23)	1,571.10	4,000.00	39.28%	2,428.90
Streets & Parks Totals	25,770.84	181,653.90	(155,883.06)	319,898.84	2,255,142.00	14.19%	1,935,243.16

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-50-5000 Wages Code Enforcement	17,194.31	12,370.92	4,823.39	129,179.39	148,451.00	87.02%	19,271.61
10-50-5001 Overtime Code Enforcement	40.50	297.50	(257.00)	816.44	3,570.00	22.87%	2,753.56
10-50-5003 Payroll Taxes Code Enf	1,322.60	992.92	329.68	9,369.53	11,915.00	78.64%	2,545.47
10-50-5004 Retirement	2,485.34	1,843.00	642.34	17,785.81	22,116.00	80.42%	4,330.19
10-50-5005 Health Insurance	2,106.32	2,100.00	6.32	15,030.34	25,200.00	59.64%	10,169.66
10-50-5006 Life & Add Insurance	56.48	62.75	(6.27)	393.34	753.00	52.24%	359.66
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)	258.02	4,358.00	5.92%	4,099.98
10-50-5013 On Call	280.00	304.17	(24.17)	2,400.00	3,650.00	65.75%	1,250.00
10-50-5106 Postage	500.00	425.00	75.00	2,790.07	2,600.00	107.31%	(190.07)
10-50-5108 Uniforms	0.00	41.67	(41.67)	82.16	500.00	16.43%	417.84
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	1,851.20	(1,851.20)	1,550.00	6,500.00	23.85%	4,950.00
10-50-5210 Legal Notices & Advertising	31.07	166.67	(135.60)	858.07	2,000.00	42.90%	1,141.93
10-50-5215 Code Replacement	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-50-5219 Abatements	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
10-50-5247 Mapping	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-50-5401 Telephone	86.46	65.75	20.71	580.48	789.00	73.57%	208.52
10-50-5500 Training	451.75	333.33	118.42	1,124.80	4,000.00	28.12%	2,875.20
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	163.33	237.50	(74.17)	1,074.44	1,100.00	97.68%	25.56
10-50-5801 Miscellaneous Exp	145.00	166.67	(21.67)	408.86	2,000.00	20.44%	1,591.14
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

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-50-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Code Enforcement Totals	24,863.16	23,864.38	998.78	186,502.12	266,408.00	70.01%	79,905.88

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-55-5000 Wages Animal Control	2,705.60	3,019.75	(314.15)	33,974.14	36,237.00	93.76%	2,262.86
10-55-5001 Overtime Animal Control	53.73	297.50	(243.77)	1,431.28	3,570.00	40.09%	2,138.72
10-55-5003 Payroll Taxes Animal Cont	255.45	277.50	(22.05)	3,153.78	3,330.00	94.71%	176.22
10-55-5004 Retirement	473.85	515.08	(41.23)	5,908.00	6,181.00	95.58%	273.00
10-55-5005 Health Insurance	700.00	700.00	0.00	7,844.00	8,400.00	93.38%	556.00
10-55-5006 Life & Add Insurance	14.22	23.83	(9.61)	215.31	286.00	75.28%	70.69
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	300.00	25.00	275.00	300.00	300.00	100.00%	0.00
10-55-5013 On Call	280.00	529.17	(249.17)	3,900.00	4,100.00	95.12%	200.00
10-55-5100 Supplies	0.00	125.00	(125.00)	1,296.33	1,500.00	86.42%	203.67
10-55-5108 Uniforms	0.00	100.00	(100.00)	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	55.60	166.67	(111.07)	612.84	2,000.00	30.64%	1,387.16
10-55-5203 Contract Labor	65.00	166.67	(101.67)	975.00	2,000.00	48.75%	1,025.00
10-55-5224 It Support	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
10-55-5236 Employee Rabies Shots	0.00	133.33	(133.33)	1,524.00	1,600.00	95.25%	76.00
10-55-5237 Adoption Reimbursement	0.00	133.33	(133.33)	710.00	1,600.00	44.38%	890.00
10-55-5401 Telephone	172.90	166.67	6.23	877.68	2,000.00	43.88%	1,122.32
10-55-5402 Internet	110.83	116.67	(5.84)	1,219.13	1,400.00	87.08%	180.87
10-55-5403 Electric	646.23	466.67	179.56	4,278.69	5,600.00	76.41%	1,321.31
10-55-5500 Training	0.00	125.00	(125.00)	1,303.00	1,500.00	86.87%	197.00
10-55-5501 Travel	50.00	125.00	(75.00)	351.55	1,500.00	23.44%	1,148.45
10-55-5600 Vehicle Repair	0.00	250.00	(250.00)	320.38	3,000.00	10.68%	2,679.62
10-55-5602 Repair & Maint - Equip	0.00	2,833.34	(2,833.34)	9,355.30	10,000.00	93.55%	644.70
10-55-5603 Equipment	0.00	83.33	(83.33)	324.09	1,000.00	32.41%	675.91

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-55-5604 Repair & Maint - Struct	75.00	333.33	(258.33)	726.04	4,000.00	18.15%	3,273.96
10-55-5608 Gas/Oil/Lube	313.45	333.33	(19.88)	3,181.82	4,000.00	79.55%	818.18
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)	389.95	600.00	64.99%	210.05
10-55-5803 Software	0.00	162.50	(162.50)	649.98	700.00	92.85%	50.02
10-55-5804 Service Fees	0.00	25.00	(25.00)	52.50	300.00	17.50%	247.50
10-55-5839 Rabies Test Fees	0.00	41.67	(41.67)	354.69	500.00	70.94%	145.31
10-55-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5870 Office Equip/Furn	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Animal Control Totals	6,271.86	11,845.19	(5,573.33)	87,915.45	114,642.00	76.69%	26,726.55

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

9/7/2022 8 Item 23.

10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-60-5000 Wages Administration	18,707.78	24,543.42	(5,835.64)	259,986.45	294,521.00	88.27%	34,534.55
10-60-5003 Payroll Taxes Admin	1,686.32	1,904.17	(217.85)	19,763.56	22,850.00	86.49%	3,086.44
10-60-5004 Retirement	3,236.40	3,532.25	(295.85)	38,435.00	42,387.00	90.68%	3,952.00
10-60-5005 Health Insurance	2,800.00	2,800.00	0.00	28,004.43	33,600.00	83.35%	5,595.57
10-60-5006 Life & Add Insurance	107.57	103.92	3.65	1,046.62	1,247.00	83.93%	200.38
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)	41.23	8,246.00	0.50%	8,204.77
10-60-5010 Longevity	4,100.00	341.67	3,758.33	4,100.00	4,100.00	100.00%	0.00
10-60-5015 Dental Insurance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
10-60-5108 Uniforms	0.00	62.50	(62.50)	128.76	750.00	17.17%	621.24
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
10-60-5207 Intern program	0.00	166.67	(166.67)	0.00	500.00	0.00%	500.00
10-60-5210 Legal Notices & Advertising	15.84	250.00	(234.16)	1,045.70	3,000.00	34.86%	1,954.30
10-60-5218 Legal Updates	118.67	625.00	(506.33)	264.91	7,500.00	3.53%	7,235.09
10-60-5401 Telephone	260.36	183.33	77.03	1,223.48	2,200.00	55.61%	976.52
10-60-5406 CVB/Oakdale Electric	8,872.55	0.00	8,872.55	4,438.43	0.00	0.00%	(4,438.43)
10-60-5500 Training	690.00	416.67	273.33	3,060.00	5,000.00	61.20%	1,940.00
10-60-5501 Travel	0.00	500.00	(500.00)	2,109.40	6,000.00	35.16%	3,890.60
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	224.00	83.33	140.67	509.12	1,000.00	50.91%	490.88
10-60-5604 Repair & Maint - Struct	0.00	833.33	(833.33)	753.81	10,000.00	7.54%	9,246.19
10-60-5608 Gas/Oil/Lube	61.98	83.33	(21.35)	161.09	1,000.00	16.11%	838.91
10-60-5800 Dues	469.00	208.33	260.67	1,242.00	2,500.00	49.68%	1,258.00
10-60-5801 Miscellaneous Exp	8.38	166.67	(158.29)	657.63	2,000.00	32.88%	1,342.37

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-60-5803 Software	515.23	1,000.00	(484.77)	3,514.24	12,000.00	29.29%	8,485.76
10-60-5804 Service Fees	5,680.28	1,250.00	4,430.28	11,552.16	15,000.00	77.01%	3,447.84
10-60-5860 Hardware Replacement	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
Administration Totals	47,554.36	35,355.42	12,198.94	384,832.35	490,622.00	78.44%	105,789.65

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5009 Other Insurance Tmlirp	61.98	2,448.57	(2,386.59)	32,201.40	32,140.00	100.19%	(61.40)
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	150.00	454.17	(304.17)	739.86	5,450.00	13.58%	4,710.14
10-65-5107 Janitorial Supplies	290.57	125.00	165.57	822.41	1,500.00	54.83%	677.59
10-65-5109 Office Supplies	588.65	916.67	(328.02)	6,263.54	6,000.00	104.39%	(263.54)
10-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
10-65-5202 Engineering	400.00	5,416.67	(5,016.67)	22,469.05	25,000.00	89.88%	2,530.95
10-65-5217 Postage, Copier Lease	897.14	833.33	63.81	5,873.82	10,000.00	58.74%	4,126.18
10-65-5223 Accounting Software &	7,935.00	958.33	6,976.67	8,935.00	11,500.00	77.70%	2,565.00
10-65-5224 It Support	105.00	1,250.00	(1,145.00)	4,836.40	15,000.00	32.24%	10,163.60
10-65-5225 Janitorial Services	1,300.00	650.00	650.00	7,150.00	7,800.00	91.67%	650.00
10-65-5226 Cpa	0.00	500.00	(500.00)	3,050.00	6,000.00	50.83%	2,950.00
10-65-5227 Background Test	0.00	4.17	(4.17)	0.00	50.00	0.00%	50.00
10-65-5228 Website/Email Management	0.00	1,041.67	(1,041.67)	7,915.00	12,500.00	63.32%	4,585.00
10-65-5230 Comprehensive Plan	27,069.37	14,285.72	12,783.65	78,555.37	100,000.00	78.56%	21,444.63
10-65-5234 Strategic Plan	0.00	3,000.00	(3,000.00)	0.00	9,000.00	0.00%	9,000.00
10-65-5235 Drug Testing	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-65-5401 Telephone	803.50	1,125.00	(321.50)	9,208.92	13,500.00	68.21%	4,291.08
10-65-5402 Internet	320.80	600.00	(279.20)	3,873.82	7,200.00	53.80%	3,326.18
10-65-5403 Electric	1,159.34	500.00	659.34	4,105.20	6,000.00	68.42%	1,894.80
10-65-5404 Water	0.00	1,266.66	(1,266.66)	6,030.90	6,800.00	88.69%	769.10
10-65-5405 Gas	59.24	125.00	(65.76)	1,048.41	1,500.00	69.89%	451.59
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

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5805 Qrt S.C.A.D.	0.00	1,096.42	(1,096.42)	9,867.27	13,157.00	75.00%	3,289.73
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 Departamental Other	(544.41)	500.00	(1,044.41)	70.20	6,000.00	1.17%	5,929.80
10-65-5837 Contingency	0.00	(1,841.55)	1,841.55	0.00	0.00	0.00%	0.00
10-65-5841 Citizens Center	0.00	375.00	(375.00)	4,500.00	4,500.00	100.00%	0.00
10-65-5870 Office Equip/Furn	4,065.86	1,875.00	2,190.86	4,065.86	7,500.00	54.21%	3,434.14
Non Departmental Totals	44,662.04	49,343.52	(4,681.48)	250,992.19	449,435.00	55.85%	198,442.81

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-80-5000 Wages Court	2,800.00	3,110.67	(310.67)	32,522.88	36,723.00	88.56%	4,200.12
10-80-5003 Payroll Taxes Court	211.34	237.90	(26.56)	2,457.99	2,809.00	87.50%	351.01
10-80-5004 Retirement	397.32	441.73	(44.41)	4,652.92	5,215.00	89.22%	562.08
10-80-5005 Health Insurance	700.00	700.00	0.00	7,772.03	8,400.00	92.52%	627.97
10-80-5006 Life & Add Insurance	14.56	16.83	(2.27)	160.16	202.00	79.29%	41.84
10-80-5007 Workers Comp Insurance	0.00	12.72	(12.72)	138.93	139.00	99.95%	0.07
10-80-5008 Twc	0.00	83.75	(83.75)	9.00	1,005.00	0.90%	996.00
10-80-5106 Postage	300.00	208.33	91.67	1,386.41	1,250.00	110.91%	(136.41)
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	2,000.00	2,800.00	71.43%	800.00
10-80-5203 Contract Labor	500.00	500.00	0.00	5,500.00	6,000.00	91.67%	500.00
10-80-5224 FundView Support	3,605.00	500.00	3,105.00	3,605.00	6,000.00	60.08%	2,395.00
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)	185.00	500.00	37.00%	315.00
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	9,028.22	6,857.77	2,170.45	60,696.75	80,293.00	75.59%	19,596.25

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5000 Wages Law Enforcement	8,276.24	10,347.75	(2,071.51)	92,944.08	124,173.00	74.85%	31,228.92
10-90-5003 Payroll Taxes Law	720.98	791.58	(70.60)	7,148.52	9,499.00	75.26%	2,350.48
10-90-5004 Retirement	1,344.68	1,469.33	(124.65)	13,447.80	17,632.00	76.27%	4,184.20
10-90-5005 Health Insurance	1,400.00	1,400.00	0.00	11,426.83	16,800.00	68.02%	5,373.17
10-90-5006 Life & Add Insurance	49.19	46.75	2.44	322.71	561.00	57.52%	238.29
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)	18.01	3,478.00	0.52%	3,459.99
10-90-5010 Longevity	1,200.00	183.33	1,016.67	1,200.00	1,200.00	100.00%	0.00
10-90-5100 Supplies	0.00	83.33	(83.33)	781.44	1,000.00	78.14%	218.56
10-90-5106 Postage	24.15	20.83	3.32	36.05	250.00	14.42%	213.95
10-90-5108 Uniforms	0.00	125.00	(125.00)	1,281.53	1,500.00	85.44%	218.47
10-90-5109 Office Supplies	0.00	70.83	(70.83)	266.16	850.00	31.31%	583.84
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	500.00	250.00	250.00	2,750.00	3,000.00	91.67%	250.00
10-90-5401 Telephone	481.41	133.33	348.08	1,482.62	1,600.00	92.66%	117.38
10-90-5403 Electric	239.80	200.00	39.80	1,403.66	1,400.00	100.26%	(3.66)
10-90-5404 Water	0.00	104.17	(104.17)	612.76	1,250.00	49.02%	637.24
10-90-5500 Training	9.49	(411.67)	421.16	24.49	1,015.00	2.41%	990.51
10-90-5501 Travel	0.00	(149.66)	149.66	50.85	1,051.00	4.84%	1,000.15
10-90-5600 Vehicle Repair	0.00	208.33	(208.33)	777.94	2,500.00	31.12%	1,722.06
10-90-5602 Repair & Maint - Equip	374.40	166.67	207.73	669.63	2,000.00	33.48%	1,330.37
10-90-5603 Equipment	229.95	2,394.67	(2,164.72)	16,674.24	19,934.00	83.65%	3,259.76
10-90-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	140.00	1,000.00	14.00%	860.00
10-90-5608 Gas/Oil/Lube	379.11	375.00	4.11	2,947.95	4,500.00	65.51%	1,552.05
10-90-5801 Miscellaneous Exp	60.00	208.33	(148.33)	2,014.85	2,500.00	80.59%	485.15
10-90-5803 Software	0.00	111.67	(111.67)	634.99	640.00	99.22%	5.01

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5804 Service Fees	0.00	33.33	(33.33)	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	275.00	(275.00)	2,215.55	2,300.00	96.33%	84.45
Law Enforcement Totals	15,289.40	19,474.14	(4,184.74)	165,181.51	229,990.00	71.82%	64,808.49

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

9/7/2022 8

Item 23.

10 - GENERAL FUND Preservation Board	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-96-5106 Postage	0.00	25.00	(25.00)	86.39	300.00	28.80%	213.61
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	114.00	(114.00)	852.12	853.00	99.90%	0.88
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	(8,333.34)	8,333.34	0.00	50,000.00	0.00%	50,000.00
Preservation Board Totals	0.00	(7,519.34)	7,519.34	1,978.80	59,253.00	3.34%	57,274.20
Expense Totals	183,577.59	337,547.88	(153,970.29)	1,550,930.87	4,050,574.00	38.29%	2,499,643.13

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

9/7/2022

Item 23.

20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Water/Sewer/Trash Income							
20-4100 Miscellaneous Water	43.00	566.67	(523.67)	7,991.32	6,800.00	117.52%	(1,191.32)
20-4101 Water Fees	137,398.87	91,666.67	45,732.20	967,548.76	1,100,000.00	87.96%	132,451.24
20-4102 Sewer Fees	60,130.12	52,250.00	7,880.12	580,442.28	627,000.00	92.57%	46,557.72
20-4105 Trash	33,884.27	30,083.33	3,800.94	345,065.85	361,000.00	95.59%	15,934.15
20-4110 Trash Surcharge	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
20-4307 Reconnect Fee	1,171.51	83.33	1,088.18	5,979.61	1,000.00	597.96%	(4,979.61)
Water/Sewer/Trash Income Totals	232,627.77	174,650.00	57,977.77	1,907,027.82	2,095,800.00	90.99%	188,772.18
Fines, Fees & Forfeitures							
20-4341 Tap Fees	0.00	833.33	(833.33)	27,150.00	10,000.00	271.50%	(17,150.00)
20-4342 Transfer Fees	35.00	91.67	(56.67)	70.00	1,100.00	6.36%	1,030.00
20-4343 Penalty Fees	1,659.37	1,958.33	(298.96)	15,778.93	23,500.00	67.14%	7,721.07
Fines, Fees & Forfeitures Totals	1,694.37	2,883.33	(1,188.96)	42,998.93	34,600.00	124.27%	(8,398.93)
Interest Income							
20-4500 Interest Income	370.64	133.33	237.31	8,154.29	1,600.00	509.64%	(6,554.29)
Interest Income Totals	370.64	133.33	237.31	8,154.29	1,600.00	509.64%	(6,554.29)
Other Revenue Sources							
20-4700 Miscellaneous Income	33.23	0.00	33.23	5,845.91	0.00	0.00%	(5,845.91)
Other Revenue Sources Totals	33.23	0.00	33.23	5,845.91	0.00	0.00%	(5,845.91)
Transfers In							
20-4710 Transfer in Reserves	0.00	135,000.00	(135,000.00)	0.00	1,620,000.00	0.00%	1,620,000.00
Transfers In Totals	0.00	135,000.00	(135,000.00)	0.00	1,620,000.00	0.00%	1,620,000.00
Lease & Rent Income							
20-4711 Twdb Edap For Grand Ave	65,532.00	0.00	65,532.00	331,684.23	0.00	0.00%	(331,684.23)

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

9/7/2022

Item 23.

20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Lease & Rent Income							
Lease & Rent Income Totals	65,532.00	0.00	65,532.00	331,684.23	0.00	0.00%	(331,684.23)
Grants & Donations							
20-4715 COVID-19 Relief (American	0.00	27,865.58	(27,865.58)	0.00	334,387.00	0.00%	334,387.00
Grants & Donations Totals	0.00	27,865.58	(27,865.58)	0.00	334,387.00	0.00%	334,387.00
Revenue Totals	300,258.01	340,532.24	(40,274.23)	2,295,711.18	4,086,387.00	56.18%	1,790,675.82

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

9/7/2022 8

Item 23.

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5000 Wages Water	6,282.29	7,733.25	(1,450.96)	75,061.34	92,799.00	80.89%	17,737.66
20-10-5001 Overtime Water	108.00	255.00	(147.00)	1,844.81	3,060.00	60.29%	1,215.19
20-10-5003 Payroll Taxes Water	633.97	619.00	14.97	5,953.97	7,428.00	80.16%	1,474.03
20-10-5004 Retirement	1,211.86	1,148.17	63.69	11,298.86	13,778.00	82.01%	2,479.14
20-10-5005 Health Insurance	2,100.00	1,983.33	116.67	17,000.15	23,800.00	71.43%	6,799.85
20-10-5006 Life & Add Insurance	50.53	37.42	13.11	427.78	449.00	95.27%	21.22
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)	19.98	2,712.00	0.74%	2,692.02
20-10-5010 Longevity	900.00	75.00	825.00	900.00	900.00	100.00%	0.00
20-10-5013 On Call	1,200.00	86.92	1,113.08	1,200.00	1,043.00	115.05%	(157.00)
20-10-5015 Dental Insurance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
20-10-5100 Supplies	21.77	133.33	(111.56)	473.50	1,600.00	29.59%	1,126.50
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	34.15	83.33	(49.18)	102.18	1,000.00	10.22%	897.82
20-10-5160 Process Chemicals	1,292.89	583.33	709.56	4,257.80	7,000.00	60.83%	2,742.20
20-10-5238 Lab Fees	151.00	2,875.00	(2,724.00)	12,075.75	13,000.00	92.89%	924.25
20-10-5299 Purchased Water	250.25	12,583.33	(12,333.08)	120,261.30	151,000.00	79.64%	30,738.70
20-10-5400 Utilities (Elec)	4,368.44	5,000.00	(631.56)	19,908.14	60,000.00	33.18%	40,091.86
20-10-5401 Telephone/Internet	146.81	416.67	(269.86)	1,135.06	5,000.00	22.70%	3,864.94
20-10-5405 Gas	54.91	35.71	19.20	891.16	1,500.00	59.41%	608.84
20-10-5500 Training	0.00	156.67	(156.67)	1,647.00	1,880.00	87.61%	233.00
20-10-5501 Travel	200.00	0.00	200.00	307.16	0.00	0.00%	(307.16)
20-10-5505 Safety Program	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-10-5600 Vehicle Repair	0.00	83.33	(83.33)	443.88	1,000.00	44.39%	556.12
20-10-5601 System Repair	3,379.83	3,750.00	(370.17)	34,075.47	45,000.00	75.72%	10,924.53

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

9/7/2022 8

Item 23.

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5602 Repair & Maint - Equip	0.00	416.67	(416.67)	278.40	5,000.00	5.57%	4,721.60
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	0.00	29,821.43	(29,821.43)	1,564.44	215,000.00	0.73%	213,435.56
20-10-5608 Gas/Oil/Lube	527.93	1,316.67	(788.74)	6,837.90	6,800.00	100.56%	(37.90)
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	1,149.34	15,964.28	(14,814.94)	92,821.06	455,500.00	20.38%	362,678.94
20-10-5701 Cdbg	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
20-10-5737 Capital Improvement Well #4	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
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 +	3,133.74	5,714.29	(2,580.55)	9,812.15	40,000.00	24.53%	30,187.85
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)	8,710.40	46,810.00	18.61%	38,099.60
20-10-5846 Demurrage	112.00	110.00	2.00	648.28	1,320.00	49.11%	671.72
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	50.00	333.33	(283.33)	3,834.12	4,000.00	95.85%	165.88
Water Totals	27,359.71	206,060.85	(178,701.14)	533,447.17	2,063,659.00	25.85%	1,530,211.83

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

9/7/2022 8

Item 23.

20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-20-5000 Wages Sewer	757.42	5,266.83	(4,509.41)	39,976.45	63,202.00	63.25%	23,225.55
20-20-5001 Overtime Sewer	125.17	170.00	(44.83)	1,653.10	2,040.00	81.03%	386.90
20-20-5003 Payroll Taxes Sewer	255.79	426.75	(170.96)	3,177.07	5,121.00	62.04%	1,943.93
20-20-5004 Retirement	511.21	791.00	(279.79)	6,351.09	9,492.00	66.91%	3,140.91
20-20-5005 Health Insurance	700.00	1,400.00	(700.00)	7,772.00	16,800.00	46.26%	9,028.00
20-20-5006 Life & Add Insurance	18.64	38.75	(20.11)	205.04	465.00	44.09%	259.96
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	1,400.00	116.67	1,283.33	1,400.00	1,400.00	100.00%	0.00
20-20-5013 On Call	1,320.00	173.83	1,146.17	1,320.00	2,086.00	63.28%	766.00
20-20-5100 Supplies	0.00	250.00	(250.00)	271.52	3,000.00	9.05%	2,728.48
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)	2,628.70	2,958.33	(329.63)	11,297.75	13,000.00	86.91%	1,702.25
20-20-5401 Telephone	87.12	125.00	(37.88)	934.84	1,500.00	62.32%	565.16
20-20-5405 Gas	54.90	214.29	(159.39)	891.15	1,500.00	59.41%	608.85
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	14.00	333.33	(319.33)	362.96	4,000.00	9.07%	3,637.04
20-20-5601 System Repair	396.46	1,458.33	(1,061.87)	8,324.24	17,500.00	47.57%	9,175.76
20-20-5602 Repair & Maint - Equip	329.68	625.00	(295.32)	3,090.39	7,500.00	41.21%	4,409.61
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	431.45	975.00	(543.55)	5,465.99	5,700.00	95.89%	234.01
20-20-5609 Equipment Rental	2,456.26	83.33	2,372.93	2,456.26	1,000.00	245.63%	(1,456.26)
20-20-5655 Concrete	0.00	83.33	(83.33)	772.63	1,000.00	77.26%	227.37
20-20-5700 Capital Improvements	0.00	26,170.48	(26,170.48)	483,540.01	484,000.00	99.90%	459.99

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

9/7/2022 8

Item 23.

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)	80,263.01	28,917.15	51,345.86	213,199.61	272,120.00	78.35%	58,920.39
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	<u>91,749.81</u>	<u>41,923.75</u>	<u>49,826.06</u>	<u>794,343.09</u>	<u>925,725.00</u>	<u>85.81%</u>	<u>131,381.91</u>

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

9/7/2022 8

Item 23.

20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5000 Wages Wwtp	1,469.71	8,323.75	(6,854.04)	91,355.56	99,885.00	91.46%	8,529.44
20-21-5001 Overtime Wwtp	572.30	1,136.67	(564.37)	7,578.06	8,000.00	94.73%	421.94
20-21-5003 Payroll Taxes Wwtp	667.00	733.00	(66.00)	8,162.53	8,796.00	92.80%	633.47
20-21-5004 Retirement	1,243.32	1,359.67	(116.35)	15,340.48	16,316.00	94.02%	975.52
20-21-5005 Health Insurance	1,400.00	1,400.00	0.00	15,544.05	16,800.00	92.52%	1,255.95
20-21-5006 Life & Add Insurance	38.00	38.75	(0.75)	418.00	465.00	89.89%	47.00
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)	1,500.00	1,500.00	100.00%	0.00
20-21-5013 On Call	6,720.00	608.33	6,111.67	6,720.00	7,300.00	92.05%	580.00
20-21-5100 Supplies	85.18	258.33	(173.15)	537.88	3,100.00	17.35%	2,562.12
20-21-5107 Janitorial Supplies	0.00	41.67	(41.67)	433.96	500.00	86.79%	66.04
20-21-5108 Uniforms	290.59	108.33	182.26	826.03	1,300.00	63.54%	473.97
20-21-5109 Office Supplies	173.69	0.00	173.69	0.00	0.00	0.00%	0.00
20-21-5115 Chemical Supplies	2,216.38	2,083.33	133.05	8,946.46	25,000.00	35.79%	16,053.54
20-21-5120 Tools	474.79	125.00	349.79	474.79	1,500.00	31.65%	1,025.21
20-21-5238 Lab Fees	2,485.00	1,833.33	651.67	15,455.00	22,000.00	70.25%	6,545.00
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	7,492.32	11,833.34	(4,341.02)	58,374.31	64,000.00	91.21%	5,625.69
20-21-5401 Telephone	347.03	416.67	(69.64)	2,729.74	5,000.00	54.59%	2,270.26
20-21-5500 Training	0.00	86.67	(86.67)	111.00	1,040.00	10.67%	929.00
20-21-5600 Vehicle Repair	186.16	83.33	102.83	264.80	1,000.00	26.48%	735.20
20-21-5601 System Repair	963.70	1,666.67	(702.97)	10,035.97	20,000.00	50.18%	9,964.03
20-21-5602 Repair & Maint - Equip	0.00	333.33	(333.33)	3,055.17	4,000.00	76.38%	944.83
20-21-5604 Repair & Maint - Struct	878.28	500.00	378.28	2,398.49	6,000.00	39.97%	3,601.51
20-21-5608 Gas/Oil/Lube	249.47	400.00	(150.53)	1,458.37	4,800.00	30.38%	3,341.63

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

9/7/2022 8

Item 23.

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	(63,475.00)	63,475.00	0.00	0.00	0.00%	0.00
20-21-5702 Wwtp Expansion Grant	0.00	25,000.00	(25,000.00)	0.00	50,000.00	0.00%	50,000.00
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	<u>27,952.92</u>	<u>(656.41)</u>	<u>28,609.33</u>	<u>273,585.63</u>	<u>420,183.00</u>	<u>65.11%</u>	<u>146,597.37</u>

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

9/7/2022 8

Item 23.

20 - UTILITY FUND Sanitation	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-45-5403 Trash Pickup	33,751.96	67,750.00	(33,998.04)	325,092.12	393,000.00	82.72%	67,907.88
Sanitation Totals	33,751.96	67,750.00	(33,998.04)	325,092.12	393,000.00	82.72%	67,907.88

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

9/7/2022 8

Item 23.

20 - UTILITY FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-65-5106 Postage	1,242.22	583.33	658.89	5,924.25	7,000.00	84.63%	1,075.75
20-65-5109 Office Supplies	(173.69)	179.17	(352.86)	629.72	2,150.00	29.29%	1,520.28
20-65-5110 Utility Billing Cards	330.74	216.67	114.07	2,278.14	2,600.00	87.62%	321.86
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	3,910.00	540.48	3,369.52	9,660.00	5,700.00	169.47%	(3,960.00)
20-65-5226 Cpa	247.50	500.00	(252.50)	2,372.50	6,000.00	39.54%	3,627.50
20-65-5229 Bank Services Fee	4.94	14.29	(9.35)	50.42	100.00	50.42%	49.58
20-65-5300 Bond Payment & Fee	0.00	19,890.00	(19,890.00)	237,723.00	238,680.00	99.60%	957.00
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	2,488.45	(2,488.45)	0.00	9,090.00	0.00%	9,090.00
Non Departmental Totals	5,561.71	25,454.05	(19,892.34)	270,287.93	283,820.00	95.23%	13,532.07
Expense Totals	186,376.11	340,532.24	(154,156.13)	2,196,755.94	4,086,387.00	53.76%	1,889,631.06

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

9/7/2022

Item 23.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines, Fees & Forfeitures	621.29	1,069.92	(448.63)	6,684.35	12,839.00	52.06%	6,154.65
Interest Income	32.81	0.00	32.81	107.63	0.00	0.00%	(107.63)
Transfers In	0.00	984.92	(984.92)	0.00	11,819.00	0.00%	11,819.00
Revenue Totals	654.10	2,054.84	(1,400.74)	6,791.98	24,658.00	27.54%	17,866.02
Expense Summary							
Not Categorized	0.17	0.00	0.17	1.53	0.00	0.00%	(1.53)
Fines, Fees & Taxes	0.00	2,054.84	(2,054.84)	0.00	24,658.00	0.00%	24,658.00
Expense Totals	0.17	2,054.84	(2,054.67)	1.53	24,658.00	0.01%	24,656.47

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

9/7/2022

Item 23.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
70-4308 Local Truancy Prevention and	216.89	381.17	(164.28)	2,293.95	4,574.00	50.15%	2,280.05
70-4311 Municipal Jury Funds	4.34	7.67	(3.33)	45.88	92.00	49.87%	46.12
70-4312 Municipal Court Technology Fund	181.52	306.08	(124.56)	1,984.46	3,673.00	54.03%	1,688.54
70-4314 Municipal Court Building Security	218.54	375.00	(156.46)	2,360.06	4,500.00	52.45%	2,139.94
Fines, Fees & Forfeitures Totals	621.29	1,069.92	(448.63)	6,684.35	12,839.00	52.06%	6,154.65
Interest Income							
70-4500 Interest Income	32.81	0.00	32.81	107.63	0.00	0.00%	(107.63)
Interest Income Totals	32.81	0.00	32.81	107.63	0.00	0.00%	(107.63)
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	0.00	984.92	(984.92)	0.00	11,819.00	0.00%	11,819.00
Revenue Totals	654.10	2,054.84	(1,400.74)	6,791.98	24,658.00	27.54%	17,866.02

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

9/7/2022 8:48

Item 23.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	2,054.84	(2,054.84)	0.00	24,658.00	0.00%	24,658.00
Not Categorized	0.17	0.00	0.17	1.53	0.00	0.00%	(1.53)
Municipal Court Totals	0.17	2,054.84	(2,054.67)	1.53	24,658.00	0.01%	24,656.47
Expense Total	0.17	2,054.84	(2,054.67)	1.53	24,658.00	0.01%	24,656.47

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

9/7/2022 8

Item 23.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
70-80-5101 Bank Service Charges	0.17	0.00	0.17	1.53	0.00	0.00%	(1.53)
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	0.17	2,054.84	(2,054.67)	1.53	24,658.00	0.01%	24,656.47
Expense Totals	0.17	2,054.84	(2,054.67)	1.53	24,658.00	0.01%	24,656.47

DISCUSSION ON THE MONTHLY FINANCIAL REPORTS

PERIOD ENDING August 31, 2022

Highlights

Both the General Fund and the Utility Fund are in the black for August and for the year. We are expecting to receive \$334,000 in Covid relief (ARPA) grant funds for the Utility Fund. Those funds will push the Utility Fund even further into the black. The City currently has about \$10 million in its various accounts, a new high.

Report on Reserves

As of August, the City held about \$10 million in its various accounts, about a \$185,000 increase over last month. \$486,866 of the above total are restricted funds (customer deposit, bond payment, HOT, and dedicated court funds), leaving the City a balance of about \$9.6 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 \$9.6 million in reserves would carry the City for about 31 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 August 31st is about \$10 million, about a \$140,000 increase from a month ago, and an increase of about \$1.5 million from a year ago.

General Ledger Cash Balance Report - Court Fund

The amount in the Court Fund has increased by about \$700 from a month ago.

Cash and Investment Report

As noted above, there was about \$10 million in the City's accounts as of July 31st, this is about a \$185,000 increase over last month.

Budget Report - General Fund

For the month, revenues have exceeded expenditures by about \$40,000, and for the year revenues have exceeded expenditures by about \$1,332,000.

Budget Report - Utility Fund

For the month, revenues have exceeded expenditures by about \$114,000 and for the year revenues have exceeded revenues by about \$99,000.

Sales and Use Tax Report

The State has not posted its sales and use tax figures for September (tax on sales made in June) 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 August. The August payment came in at \$161,247.24, about a 5% decrease over last year's payment. For the past 12 months, revenues have increased by about 5.2%.

CITY OF GLEN ROSE
BONDED INDEBTEDNESS AS OF AUGUST 31, 2022

BOND	MATURES	PRINCIPAL	INTEREST	TOTAL	OUTSTANDING
CO/2016 WWTP CONSTRUCTION	2037	\$ 3,520,000	\$ 1,238,912	\$ 4,758,912	\$ 3,551,317
		CO/2016 WWTP CONSTRUCTION PAYMENT		INT. RATE	TOTAL ANNUAL PAYMENT
2021-2022		PAID			
2022-2023			\$ 238,520	1.60%	\$ 238,520
2023-2024			\$ 235,960	1.78%	\$ 235,960
2024-2025			\$ 238,112	1.93%	\$ 238,112
2025-2026			\$ 234,928	2.06%	\$ 234,928
2026-2027			\$ 236,529	2.39%	\$ 236,529
2027-2028			\$ 237,466	2.66%	\$ 237,466
2028-2029			\$ 237,811	2.76%	\$ 237,811
2029-2030			\$ 237,843	3.04%	\$ 237,843
2030-2031			\$ 237,219	3.22%	\$ 237,219
2031-2032			\$ 236,101	3.36%	\$ 236,101
2032-2033			\$ 234,549	3.22%	\$ 234,549
2033-2034			\$ 238,109	3.22%	\$ 238,109
2034-2035			\$ 236,347	3.21%	\$ 236,347
2035-2036			\$ 234,445	3.21%	\$ 234,445
2036-2037			\$ 237,383	3.21%	\$ 237,383
			\$3,551,317		\$ 3,551,317

NOTES:

- 1) Payments on interest only are due on February 15th each year and payments on principal and interest are due on August 15th each year
- 2) The CO/2016 WWTP construction debt is paid with utility system revenues.

**CITY OF GLEN ROSE
SALES AND USE TAX REPORT**

Report for September Council Packet

	2021	2022	% Change
January	109,714.93	140,720.76	22.03%
February	168,437.23	157,699.38	-6.81%
March	109,932.23	122,481.96	10.25%
April	101,103.73	114,031.95	11.34%
May	171,528.37	153,004.12	-12.11%
June	136,631.88	136,092.33	-0.40%
July	129,574.66	143,944.29	9.98%
August	168,800.51	161,247.24	-4.68%
	2020	2021	
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	1,593,693.54	1,681,244.87	5.21%

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

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

FUND	CURRENT BALANCE	MONTH AGO BALANCE	YEAR AGO BALANCE
1 GENERAL	\$6,412,332.50	\$6,356,660.81	\$6,576,295.37
2 UTILITY	\$3,596,381.68	\$3,475,040.92	\$1,856,399.04
3 CVB	\$0.00	\$0.00	\$74,041.39
5 COURT*	\$26,387.21	\$25,706.31	\$3,954.26
TOTAL	\$10,035,101.39	\$9,857,408.04	\$8,510,690.06

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

Council Utility Billing Report
Billing Period 7/21/2022 - 8/20/2022

Utility Bills Disbursed	Count	Amount
Active	1255	\$218,075.45
Landlord	2	\$128.99
Cutoff Nonpayment	3	\$189.24
Pending Cutoff Service Order	1	\$138.61
Final Bill	10	\$668.09
Payment Plan	2	\$247.47
First Bill, Final Bill, First and Final Bill	1	\$64.33
First Bill	12	\$932.49
Backdated Move In Date	8	\$786.82
Pending Connect, First Bill	1	\$58.93
Total	1295	\$221,290.42

Payments Received	Count	Amount
Cash	76	\$9,538.53
Check	437	\$113,325.14
CreditCard	260	\$31,628.29
Change	42	(\$546.03)
Other	1	\$897.35
AchFile	331	\$67,874.32
AchDraft	2	\$192.62
Total	1149	\$222,910.22

Service Orders Completed	Count
Connect	10
General	21
Change Occupant	5
Reconnect Cutoff	10
Reread	9
Disconnect - Move Out	6
Cutoff - Nonpayment	11
Total	72

Service Categories	Count	Amount
Trash	1117	\$32,893.01
Sewer	1155	\$58,033.60
Water	1284	\$128,105.62
Total	0	\$219,032.23



PUBLIC WORKS STAFF REPORT

MEETING DATE: September 13, 2022

STAFF REPRESENTATIVE: Jim Holder, Director of Public Works

Public Works Director Report

August 2022

Demand- average daily demand was 582,000 Gallons per Day (G.P.D.)

Total Monthly Production – 18,062,000 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**

Estimated Completion Date: September 30

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. *I have not yet received a TCEQ approval letter for the Emergency Preparedness Plan. I am confident that the plan will be approved eventually, once TCEQ gets caught up.*

An automatic transfer switch (with quick connects) was installed at Well Site No.5 on August 11th, and another installed at Well Site No.6 on September 1st. We will be focusing on Well Site No.2 next, within the next couple of weeks.

- **Standpipe No.5 Paint Project**

Estimated Start Date: Oct.17, 2022 Estimated Completion Date: Oct. 28, 2022

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. *I have reached out to representatives of Maguire Iron to determine a solid date for beginning this project. I have been told that once the project begins, the estimated time for completion is 10-14 days.*

- **Sewer Main Installation at Heritage Estates**

Estimated Completion Date: September 30

The new 8" gravity sewer main has been installed and is currently in use. We have de-commissioned the sewer lift station, and notified TNMP that the electric service for the lift station will no longer be needed. The pumps, motors, and float switches have been removed, cleaned, and put into storage for re-use at an alternate location. The electrical panel will be removed and kept for spare parts once the service has been disconnected.

- **Spanish Oak Trail & Hilltop Drive Water Line Improvements Project**

This project is currently in the design phase with Enprotec/Hibbs and Todd. eHT has provided the preliminary/planning information to Public Management (grant consultant) so they can perform the environmental clearance and grant documentation. City staff met with Chris Hay on Thursday May 5, 2022 to review and discuss the preliminary plans. Once the plans have been reviewed/approved by TxDOT, the final plans will be completed. The water line improvement project will then be advertised for bids. TxDOT is currently reviewing the plans, and coordinating with Enprotec/Hibbs & Todd. Two letters were sent to TxDOT on August 24, 2022. One is a formal request for an exception to 43TAC Rule 21.37(b)(3) due to the topography of the Highway 67/FM 56 intersection where we have a 10" water main crossing. The other is a formal request to abandon the existing 10" water line in the right-of-way of FM 56. Both will need approval for permitting.

- **Valleyview Street Reconstruction Project**

Start Date: Aug.22, 2022 Final Completion Date: December 12, 2022

Bids for this project were accepted until 10am, on July 26, 2022. A total of four bids were received and opened publicly. The low bidder is Talbran Enterprises, LLC (3245 W. Main Street, Suite 235-523, Frisco, Tx. 75034), with a base bid amount of \$464,919.63, and an additive alternate bid amount of \$74,972.05, for a total contract amount of \$539,981.68. The contract was awarded to Talbran Enterprises at the August 9th City Council Meeting. A pre-construction conference was completed on August 18th. Demolition of the existing concrete street began on August 22nd. The final completion date was set for December 12, 2022, although it can change with documentation of rain days.

- **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. Many of the retaining walls have been constructed in Phase I of Rock Ridge. There are still a couple of the taller walls that need to be constructed, but starting to see some light at the end of the tunnel.

- **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:

August 2022

Number of Active Service

Connections this Month:

1319

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		712		0		712
2		717		0		717
3		746		0		746
4		792		0		792
5		679		0		679
6		732		0		732
7		791		0		791
8		667		0		667
9		747		0		747
10		480		32		512
11		624		1		625
12		510		78		588
13		591		0		591
14		698		0		698
15		630		0		630
16		693		0		693
17		544		0		544
18		596		0		596
19		564		0		564
20		506		0		506
21		488		0		488
22		374		0		374
23		424		1		425
24		413		0		413
25		451		0		451
26		395		0		395
27		480		0		480
28		578		0		578
29		548		0		548
30		441		0		441
31		424		0		424
Total		17950		112		18062
Avg		579		3.6		582.6
Max		792		78		792
Min		374		1		374

Any additional information you wish to provide:

I certify that I am familiar with the information contained in this report and that, to the best of my knowledge, the information is true, complete, and accurate.

Operator's

Signature:

Date:

9-1-2022

Certificate No. and Class:

WS0015132

Class B



POLICE DEPARTMENT STAFF REPORT

MEETING DATE: September 13, 2022

STAFF REPRESENTATIVE: Buck Martin, Chief of Police

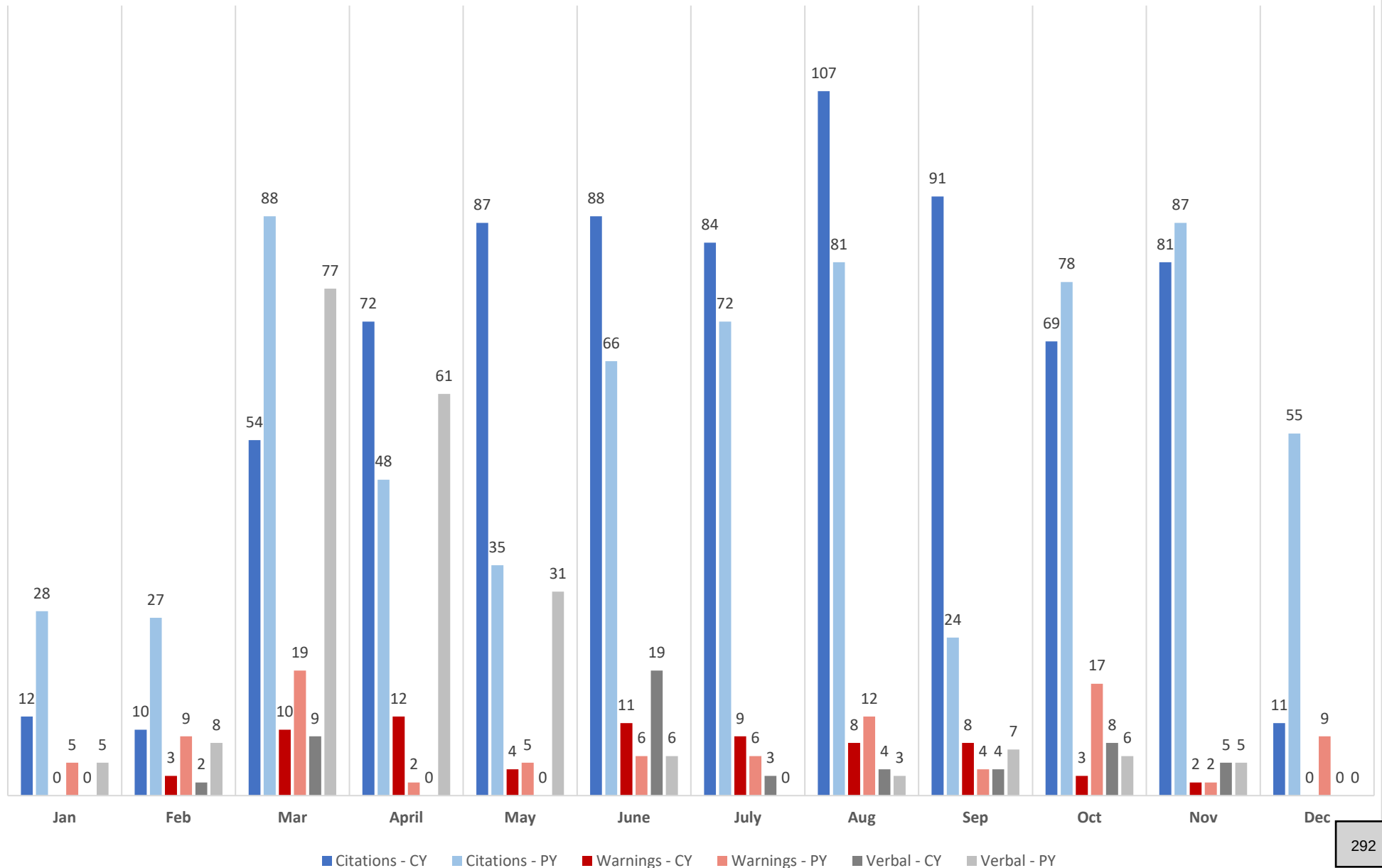
	Citations - CY	Citations - PY	Warnings - CY	Warnings - PY	Verbal - CY	Verbal - PY
Jan	12	28	0	5	0	5
Feb	10	27	3	9	2	8
Mar	54	88	10	19	9	77
April	72	48	12	2	0	61
May	87	35	4	5	0	31
June	88	66	11	6	19	6
July	84	72	9	6	3	0
Aug	107	81	8	12	4	3
Sep	91	24	8	4	4	7
Oct	69	78	3	17	8	6
Nov	81	87	2	2	5	5
Dec	11	55	0	9	0	0

CY = Current Year PY = Previous Year

Only enter data in the yellow rows

Glen Rose Police Department Traffic Contact Results - August 2022

Item 25.





City Of Glen Rose

POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043

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

Item 25.

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- 08/01/22
- 1) In Office to complete monthly Stats for Council
 - 2) Met w/Complainant @ Office Ref: Child Custody
 - 3) Met w/Councilwoman Walker–Discussed Active Shooter Class
 - 4) Spoke w/Sheriff West Ref: Active Shooter Class
- 08/02/22
- 1) Municipal Court
 - 2) Attended Active Shooter Class w/Sheriff's Dept. & DPS
 - 3) Mailed DWI Paperwork to DPS–Austin
- 08/03/22
- 1) Ordered Part for Watchguard Camera–Uniform Clip
 - 2) Assisted Citizen w/Installation of Car Seat
 - 3) Met w/County IT for SIM Card installation (patrol car)
 - 4) Went to Hood County Jail & Interviewed Suspect in Theft Case
- 08/04/22
- 1) Worked on Equipment Orders
 - 2) Spoke w/Animal Control Ref: Dogs @ Large on Bryan St.
 - 3) Spoke w/Owners of Dogs @ Large on Bryan St.
 - 4) Faxed Paperwork @ City Hall Ref: Subpoena
 - 5) Patrol & Worked Traffic/Issued Citations/Warnings
- 08/05/22
- 1) Attended Safety & Security Meeting w/Sheriff's Dept. & DPS @ GRISD Admin Building
 - 2) Spoke w/Code Enforcement Ref: RV Parked on Cedar St.
 - 3) Passed out Council Packets
 - 4) Patrol & Worked Traffic/Issued Citations/Warnings
- 08/06/22
- 1) Responded to Reckless Driver Call—67 E
 - 2) Patrol & Worked Traffic/Issued Citations/Warnings
- 08/07/22
- 1) Paperwork/Reports in Office
- 08/09/22
- 1) Attended Council Meeting
 - 2) Attended Staff Meeting
- 08/11/22
- 1) Worked on Search Warrant

- 08/12/22 1) Paperwork in Office
- 08/16/22 1) Took PTO
- 08/17/22 1) School Zones (Morning & Afternoon)
2) Met w/Assistant DA in Cleburne
3) Motorist Assist on Live Oak
4) Patrol & Worked Traffic/Issued Citations/Warnings
- 08/18/22 1) Patrol School Zones
2) Attended Meeting @ County Annex
3) Responded to Accident on SW Barnard—Overheight Vehicle Pulled Electrical Lines down & Telephone Pole
4) Patrol & Worked Traffic/Issued Citations/Warnings
- 08/19/22 1) Patrol School Zones
2) Responded to Accident 56 N—Assisted DPS w/Traffic Control
3) Responded to Heritage Park/Riverwalk for Injured Buzzard
4) Took Burglary of Vehicle Report @ Glen Rose Wrecking Yard
5) Responded to Reckless Driver 67 E—Located Vehicle—Health Issues
6) Passed out Council Packets
7) Patrol & Worked Traffic/Issued Citations/Warnings
- 08/21/22 1) Worked on Stats
2) Paperwork in Office
- 08/22/22 1) Responded to Suspicious Vehicle Parked in Front of Intermediate School
2) Patrol & Worked Traffic/Issued Citations/Warnings
3) Spoke w/Citizen Ref: Paperwork for Municipal Clerk on Citation Issued
4) Spoke w/Citizen Ref: Fraudulent Use or Possession of Identifying Information
5) Spoke w/Municipal Judge Ref: Paperwork for Municipal Clerk on Citation
- 08/23/22 1) Patrol School Zones
2) Attended Council Meeting
3) Filed DWI Case w/County Attorney
4) Emailed Toxicology Lab Results to Driver Improvement Bureau in Austin
5) Assist w/Funeral Escort

08/25/22 1) School Zones
 2) Patrol & Worked Traffic/Issued Citations/Warnings

08/26/22 1) Unlawful Possession of Firearm Report
 2) School Zones

0827/22 1) Continued to Investigate Unlawful Possession of Firearm Report
 2) Responded to a Welfare Check on Rio Grande St.---Had MHMR Rep Involved
 3) Responded to Burglary of a Residence Alarm on SW Barnard

08/29/22 1) Traveled to GT Distributors in Dallas for Supplies
 2) Spoke w/Detective @ Frisco PD Ref: Unlawful Possession of a Firearm

08/30/22 1) Patrol School Zones
 2) Spoke w/Complainant Ref: Charge on Credit Card
 3) Out @ La Quinta Ref: Pending Charge on Credit Card
 4) Out @ Comfort Inn & Suites for Code Enforcement Issue
 5) Met w/Complainant @ my Office Ref: Assault @ High School
 6) Responded to ER Area Ref: Injured Patient--May have Weapon
 7) Welfare Check on Subject on foot @ 144 S & 56 (gave subject ride)
 8) Turned in Paperwork to Finance Department
 9) Out @ County Attorney's Office to Sign Complaint

32 Citations (22 Speeding, 2 Disregard Stop Sign, 1 Parked in Handicap, 1 No Driver's
 License, 1 Expired Driver's License, 1 Parked in Prohibited Area between
 7a-5p., 3 Use of a Wireless Communication Device in a School Zone, 1
 Possession of Open Container of Alcohol in Vehicle)

24 Written Warnings (1 No Seat Belt, 9 Defective Equipment, 6 Speeding, 1 Expired
 Registration, 4 Disregard Stop Sign, 1 Driving on Wrong side of Road,
 1 Failed to Stop @ Designated Point @ Stop Sign, 1 Use of Engine
 Brake or Compression Brake--City Ordinance

0 Verbal Warnings

Chief Martin #800
 9/01/2022



City Of Glen Rose

POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043

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

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- 08/10/22**
- 1) Patrol
 - 2) Responded to a 911 hang up @ Spanish Trail.
 - 3) Citizen contact for a civil matter @ Skyline Dr.
 - 4) Responded to a report of a possible intoxicated driver @ 600 Blk NE BBT.
- 08/11/22**
- 1) Patrol
 - 2) Welfare check @ Gaither St.
- 08/12/22**
- 1) Patrol
 - 2) Responded to a report of suspicious activity @ N Jefferson.
- 08/13/22**
- 1) Patrol.
 - 2) Responded to a report of a Dog at large @ Heritage Place St.
- 08/17/22**
- 1) Patrol. (including school zones)
 - 2) Responded to a report of a minor accident @ NE BBT.
 - 3) Responded to a report of an abandoned trailer @ 1100 NE BBT.
- 08/18/22**
- 1). Patrol. (including school zones)
 - 2) Responded to a major accident @ SW Barnard involving a Wide Load.
- 08/19/22**
- 1) Patrol. (including school zones)
 - 2) Responded to a report of suspicious substance/drugs found @ W Gibbs Blvd.
 - 3) Responded to a report of possible intoxicated driver @ 500BLk NE BBT.
- 08/20/22**
- 1) Patrol.
 - 2) Responded to LEC for a walk in. Reference to issuing criminal trespass.
- 08/24/22**
- 1) Patrol. (including school zones)
 - 2) Responded to a walk in @ LEC. Reference to an assault.
 - 3) Responded to a report of a reckless driver @ NE BBT.
- 08/25/22**
- 1) Patrol. Traffic (including school zones)
 - 2) Agency assist- Sheriff's Office. Custody issue @ Stadium Dr.
- 08/26/22**
- 1) Patrol. (including school zones)
 - 2) Community Policing Event-High School football game.
 - 3) Agency assist- Sherriff's Office. Disturbance involving students.

08/27/22 **1) Patrol**
2) Warrant Service on Austin St.

3) Responded to a burglary alarm @ SW Barnard St.
4) Welfare Check on Rio Grand St. MCOT contacted.

08/29/22 **1) Travelled to GT Distributors for supplies.**
2) Report writing reference assault.
3) Responded to a civil matter @ Stadium Dr.

24 Citations **14-Speeding, 3- Expired Registration, 5- Failed to Stop @ Stop sign, 1-Dog at Large, 1- Over height Vehicle)**

9Written/Verbal Warnings **9- Speeding**

Officer Ramirez #802
08/30/22



BUILDING / PLANNING / CODE ENFORCEMENT STAFF REPORT

MEETING DATE: September 13, 2022

STAFF REPRESENTATIVE: Michael Leamons, City Administrator

City of Glen Rose

Permits / Code Compliance

August 2022 Report

Permit Type	Sub Type	Address	Issue Date	Permit Fee
<u>Building Permits</u>				
Building	Accessory Bldg	307 Walker Street	08/11/2022	\$25.00
Building	Accessory Bldg	401 Grace	08/24/2022	\$50.00
<i>Building Total</i>	<i>Accessory Bldg Total</i>	2		<i>\$75.00</i>
Building	Alteration	101 Dove Meadow	08/15/2022	\$950.00
<i>Building Total</i>	<i>Alteration Total</i>	1		<i>\$950.00</i>
Building	New Construction	201 Allen	08/10/2022	\$6,875.00
Building	New Construction	110 Dove Meadow	08/18/2022	\$2319.20
Building	New Construction	135 Bull Adams	08/02/2022	\$1810.90
<i>Building Total</i>	<i>New Construction Total</i>	3		<i>\$11,005.10</i>
<i>Building Total</i>		6		<i>\$12,030.10</i>
<u>Certificate of Occupancy</u>				
Certificate of Occupancy - Comm. CO		505 SW Big Bend	08/24/2022	\$100.00
Certificate of Occupancy - Comm. CO		100 W Walnut	08/24/2022	\$100.00
Certificate of Occupancy - Comm. CO		116 NE Barnard	08/24/2022	\$100.00
Certificate of Occupancy - Comm. CO		1007 Big Bend	08/31/2022	\$100.00
<i>CO Total</i>	<i>Commercial CO Total</i>	4		<i>\$400.00</i>
<i>Certificate of Occupancy Total</i>		4		<i>\$400.00</i>
<u>Demolition</u>				
Demolition	Residential	605 Mary Lynn	08/17/2022	\$45.00
<i>Demolition Total</i>		1		<i>\$45.00</i>
<u>Electrical</u>				
Electrical	New	135 Bull Adams	08/24/2022	\$185.00
Electrical	New	500 Franklin St	08/31/2022	\$85.00
Electrical	New	111 Pecos St	08/18/2022	\$85.00
Electrical	New	307 Walker St	08/01/2022	\$75.00
Electrical	New	1007 NE Barnard	08/08/2022	\$85.00
Electrical	New	410 Ross St	08/08/2022	\$135.00
<i>Electrical Total New Total</i>		6		<i>\$650.00</i>

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

Item 26.

Permit Type	Sub Type	Address	Issue Date	Permit Fee
-------------	----------	---------	------------	------------

Electrical Remodel

Remodel	Commercial	611 NE Big Bend, Ste	B08/08/2022	\$50.00
Remodel	Commercial	103 NE Vernon	08/05/2022	\$135.00
Electrical Total	New Total	2		\$185.00

Electrical Total		8		\$835.00
-------------------------	--	----------	--	-----------------

Garage Sale

Garage Yard Sale	Garage Yard Sale	608 Webster St	08/25/2022	5.00
Garage Yard Sale	Garage Yard Sale	203 Shepard St	08/26/2022	5.00
Garage Yard Sale	Garage Yard Sale	305 Rio Grande St	08/15/2022	5.00
Garage Yard Sale	Garage Yard Sale	204 Fourth Street	08/18/2022	5.00
Garage Yard Sale	Garage Yard Sale	203 Shepard St	08/19/2022	5.00
Garage Yard Sale	Garage Yard Sale	405 Walker St	08/19/2022	5.00
Garage Yard Sale	Garage Yard Sale	113 King Arthur Ct	08/04/2022	5.00
Garage Yard Sale	Garage Yard Sale	300 SW Big Bend	08/03/2022	5.00
Garage Yard Sale	Garage Yard Sale	611 Jefferson St	08/03/2022	5.00

Garage Yard Sale Total		9		\$45.00
-------------------------------	--	----------	--	----------------

Irrigation/Backflow

Irrigation/Backflow	Irrigation/Backflow	116 Valley View	08/08/2022	\$75.00
Irrigation/Backflow	Irrigation/Backflow	118 Valley View	08/08/2022	\$75.00
Irrigation/Backflow	Irrigation/Backflow	120 Valley View	08/08/2022	\$75.00
Irrigation/Backflow	Irrigation/Backflow	122 Valley View	08/08/2022	\$75.00
Irrigation/Backflow	Irrigation/Backflow	123 Valley View	08/08/2022	\$75.00
Irrigation/Backflow Total		5		\$375.00

Irrigation/Backflow Total		5		\$375.00
----------------------------------	--	----------	--	-----------------

Mechanical Alteration

Mechanical	Alteration	101 Dove Meadow	08/31/2022	\$100.00
Mechanical Total	Alteration Total	1		\$110.00

Mechanical New

Mechanical	New	167 Valley View	08/25/2022	\$110.00
Mechanical	New	110 Dove Meadow	08/31/2022	\$110.00
Mechanical Total	New Total	2		\$220.00

Mechanical Total		3		\$330.00
-------------------------	--	----------	--	-----------------

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

Item 26.

Permit Type	Sub Type	Address	Issue Date	Permit Fee
-------------	----------	---------	------------	------------

		<u>P&Z</u>		
P&Z	Rezoning of Tres Rios	2322 CR 312	08/17/2022	\$850.00

<i>P&Z Total</i>		1		<i>\$850.00</i>
-----------------------------	--	----------	--	------------------------

Plumbing

Plumbing	New	135 Bull Adams	08/25/2022	\$230.00
Plumbing	New	803 NE Big Bend	08/01/2022	\$55.00

<i>Plumbing Total New Total</i>		2		<i>\$285.00</i>
--	--	----------	--	------------------------

Plumbing	Repair-Replace	301 E Gibbs	08/25/2022	\$65.00
Plumbing	Repair-Replace	311 Rio Grande	08/09/2022	\$55.00
Plumbing	Repair-Replace	505 Franklin	08/04/2022	\$55.00

<i>Plumbing Total Repair-Replace Total</i>		3		<i>\$175.00</i>
---	--	----------	--	------------------------

<i>Plumbing Total</i>		6		<i>\$567.00</i>
------------------------------	--	----------	--	------------------------

Sign

Sign Permit	Permanent Business Sign	111 SW Barnard	08/25/2022	0.00
Sign Permit	Permanent Business Sign	507 SW Big Bend Trail	08/05/2022	\$50.00
Sign Permit	Sign	110 NE Barnard	08/03/2022	0.00
Sign Permit	Temp Business Sign	116 NE Barnard	08/04/2022	0.00
Sign Permit	Temp Business Sign	403 Mesquite	08/17/2022	0.00

<i>Sign Permit Total</i>		5		<i>\$50.00</i>
---------------------------------	--	----------	--	-----------------------

Specific Use Permit

Specific Use Permit	Specific Use Permit	103 SW Vernon	08/17/2022	\$150.00
Specific Use Permit	Specific Use Permit	102 Barnard	08/17/2022	\$200.00

<i>Specific Use Permit Total</i>		2		
<i>\$350.00</i>				

Street Vendor

Vendor Street Vendor	Selling of Educational Books Door to door		08/08/2022	\$50.00
----------------------	---	--	------------	---------

<i>Vendor Total</i>		1		<i>\$50.00</i>
----------------------------	--	----------	--	-----------------------

<i>All Permits Total</i>		53		<i>\$15,927.10</i>
---------------------------------	--	-----------	--	---------------------------

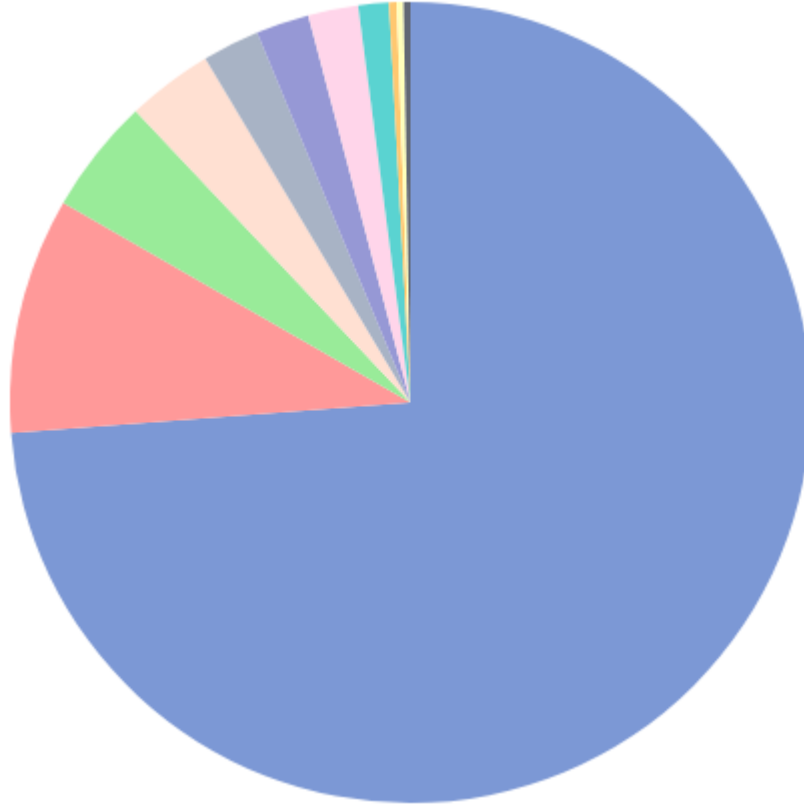
<i>Permits for August 2021</i>		19		<i>\$4,933.75</i>
---------------------------------------	--	-----------	--	--------------------------

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

Payments By Permit Type

Payment Date From: 08/01/2022

Payment Date To: 08/31/2022



Payments by Permit Type			
	Building	12,030	73.8%
	P&Z	1,550	9.5%
	Electrical	760	4.7%
	Plumbing	567	3.5%
	Irrigation/Backflow	375	2.3%
	Vendor	350	2.1%
	Mechanical	330	2.0%
	Certificate of Occupancy	200	1.2%
	Sign Permit	50	0.3%
	Demolition	45	0.3%
	Garage Yard Sale	45	0.3%

Inspections

Inspection Type	2022	2021
Cert of Occupancy Inspection	6	0
Driveway Approach Inspection	0	0
Electrical Release	2	0
Electrical Rough	4	3
Final Building Inspection	2	2
Final Electrical Inspection	4	1
Final Fence	0	1
Final HVAC Inspection	1	1
Final IBF Inspection	0	0
Final Inspection	1	0
Final Plumbing Inspection	7	2
Foundation Inspection	4	0
Framing Inspection	3	3
Gas Line Inspection	0	1
HVAC Rough In	3	3
New Sign - Final Inspection	3	0
New Sign – Initial Inspection	1	0
Initial Inspection	3	0
Insulation Inspection	2	0
Plumbing Rough-In	2	0
Plumbing Top-out	5	3
Pool – Bonding on walk around	1	0
Re-inspection	0	0
Sub-Standard Monthly	16	0
Temp Meter Loop	1	0
Violation Inspection	11	1
Total	82	21

**Code Enforcement Monthly Report
August 2022**

22-000133	Opened 03/31/2022 Tall grass and weeds, Trash and fence falling down Closed on 08/08/2022	
22-000134	Opened 03/31/2022 Tall grass and weeds, Trash and Fence falling down Closed on 08/08/2022	
22-000135	Opened 03/31/2022 Tall grass and weeds; Trash and Fence falling down Closed on 08/08/2022	
22-000232	Opened 05/25/2022 Tall grass and weeds	Closed on 08/08/2022
22-000233	Opened 05/25/2022 Tall grass and weeds	Closed on 08/22/2022
22-000237	Opened 05/26/2022 Tall grass and weeds	Closed on 08/08/2022
22-000238	Opened 05/26/2022 Tall grass and weeds	Closed on 08/08/2022
22-000304	Opened 06/30/2022 Tall grass / weeds	Closed on 08/23/2022
22-000318	Opened 07/14/2022 Dishwasher along curb	Closed on 08/08/2022
22-000370	Opened 08/18/2022 Abandoned / Damaged Sign	Closed on 08/29/2022
22-000391	Opened 08/25/2022 Branches in Yard	Closed on 08/31/2022
22-000353	Open 08/09/2022 Unauthorized/unapproved banner (has been up for several years)	
22-000356	Open 08/12/2022 Multiple City Code Violations - Need Smoke/CO alarms in living rooms and bedrooms of each apartment, Emergency lighting and exit signs to be operational, staircase lighting, Install of Knox Box, Elevator Servicing needed annually etc.	
22-000371	Open 08/22/2022	Abandoned / damaged sign
22-000372	Open 08/22/2022	Abandoned / damaged sign
22-000373	Open 08/18/2022	Abandoned / damaged sign
22-000384	Open 08/30/2022	Abandoned/Damaged sign
22-000385	Open 08/30/2022	Multiple Code Violations
22-000387	Open 08/30/2022	Building a fence without a permit

**Animal Control Monthly Report
August 2022**

Enter from date: 08/01/2022

Enter to date: 08/31/2022

Animals In

Total Animals Brought

Cat: 28

Dog: 15

Total Animals Brought In: 43

Total Animal In: 43

Animals Out

Total Animals Adopted

Cat: 3

Dog: 2

Total Animals Adopted: 5

Total Animals Euthanized

Cat: 10 (7 feral, 1 Too Young, 2 Medically Untreatable)

Dog: 5 (3 requested, 2 aggressive)

Total Animals Euthanized: 15

Total Animals Fostered

Cat: 1

Total Animals Fostered: 1

Total Animals Reclaimed

Dog: 3

Total Animals Reclaimed: 3

Total Animals Transferred Out

Cat: 11

Dog: 10

Total Animals Transferred Out: 21

Total Animals Out: 45

Other Activities

82 County Calls

32 Missing Animal Calls

22 Found animal calls

28 Calls about Traps

70 Random Calls asking questions or dialed wrong Ext.

Total Calls Received: 234



CONVENTION AND VISITORS BUREAU STAFF REPORT

MEETING DATE: September 13, 2022

STAFF REPRESENTATIVE: Kelly Harris, Somervell County Tourism

CVB Advisory Board Members per Interlocal Agreement

Enacted July 2021

City Council Member – TJ Walker

County Commissioner – Tammy Ray

City Hotelier – JC Stone (Best Western)

City Short Term Rental – Wendy Huggins (Country Woods Inn)

Two County Short Term Rentals – Kristin Jayne (Skybox Cabins)

Mary Collier (Casa de Milagros)

Attraction – Ann Carver (Barnard's Mill & Art Museum)

Tourism Business Hwy 67 – Melissa Braswell (Blue Butterfly)

Downtown Business – Dennis Moore (Somervell County Museum)



August 2022

1. Aug 3 - **CVB Group Meeting**
2. Aug 10 - **CVB Advisory Board Meeting**
3. Aug 16 - **Chalk Mountain Fire Emergency Shelter Debrief**
4. August 29- Sep 2 **TACVB Annual Conference**

I have been working with Morgan to get her lined out and up to date on events and social media coordination. We have a ½ page ad in USA Today Southeast Edition. The Ad is attached.

We have been working on the Destination Glen Rose Wedding Show and Roars & Gourds Fall Festivities.

Met with Warren Lewis with Fossil Rim and I am happy to report that they are advertising again and back in the tourism business!

Met with Gerry Byrne (UPRA Somervell County Rodeo). We discussed adding more to the rodeo to hopefully bring more people in to the rodeo and for a weekend. We are booking a carnival, Street dance each night after rodeo, music during the day, car show during the day and vendors indoors. We agreed to give it a try.

The discovery of the new tracks of dinosaurs made national news. It has brought a lot of interest to our area. Dinosaur Valley State Park will be having their 50th Anniversary Celebration on October 8. 2023 is the Texas Parks and Wildlife Departments 100th year and will have programs all year long.

I have met several times with a couple of film crews. One particular crew filmed the Yellowstone prequel. They are very interested in Barnard's Mill at this time.

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

Audience

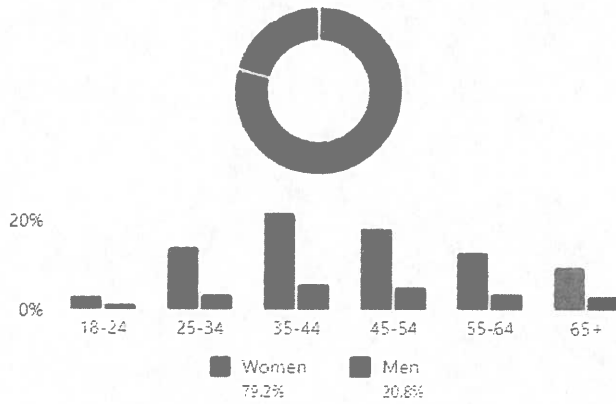
Current audience

Potential audience

Facebook Page likes ⓘ

2,933

Age & gender ⓘ



Top cities

Glen Rose, TX

Granbury, TX

Fort Worth, TX

Stephenville, TX

Cleburne, TX

Rainbow, TX

Walnut Springs, TX

Nemo, TX

Weatherford, TX

Burleson, TX

Top countries

United States

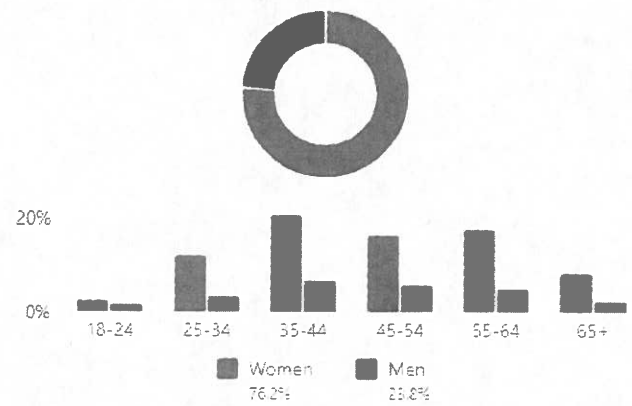
Canada

Mexico

Instagram followers ⓘ

678

Age & gender ⓘ



Top cities

Glen Rose, TX

Fort Worth, TX

Granbury, TX

Dallas, TX

Nemo, TX

Top countries

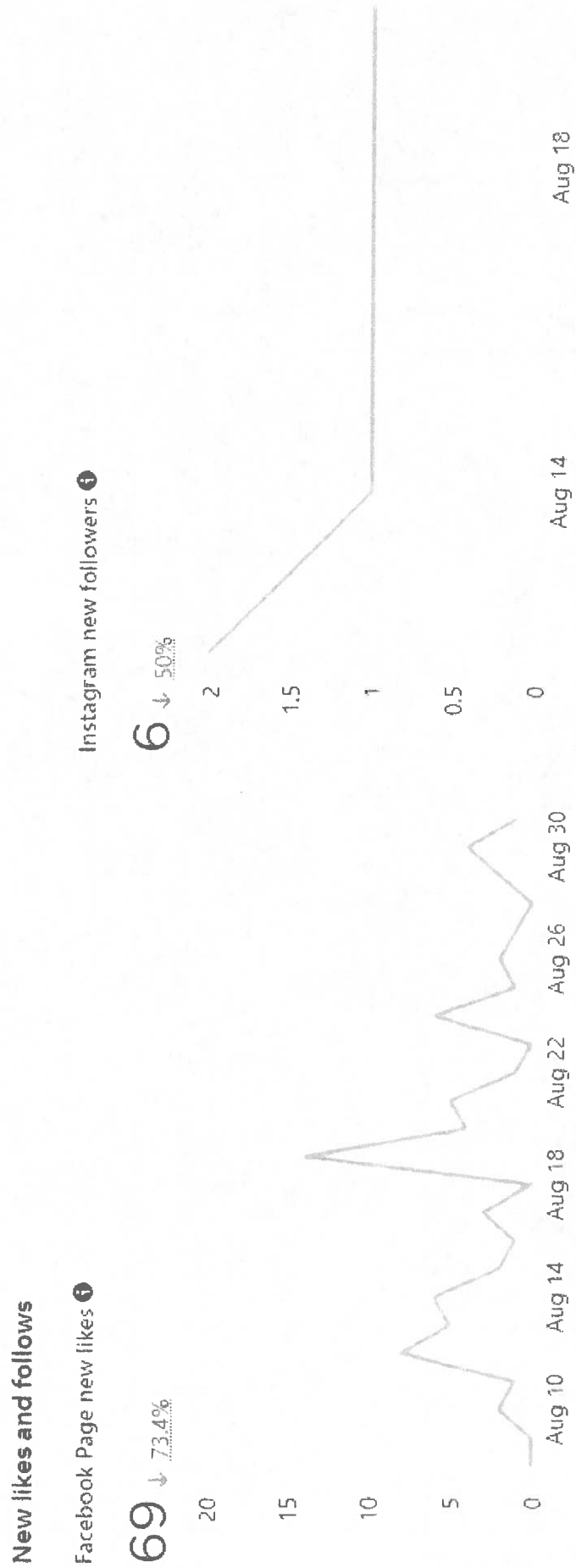
United States

Brazil

Ghana

Honduras

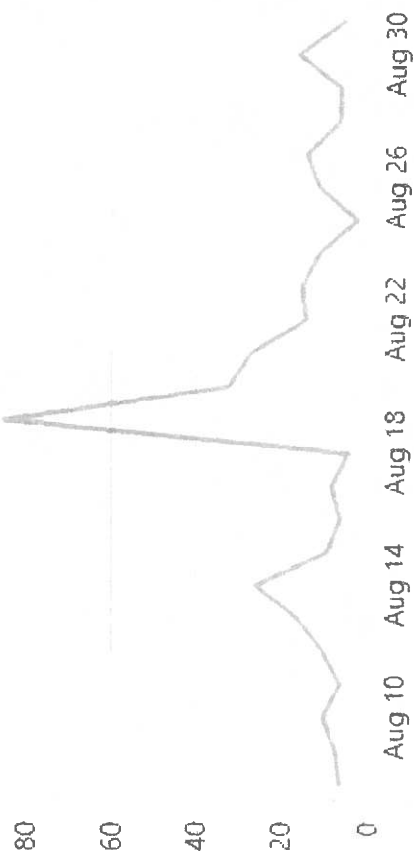
Iran



Page and profile visits

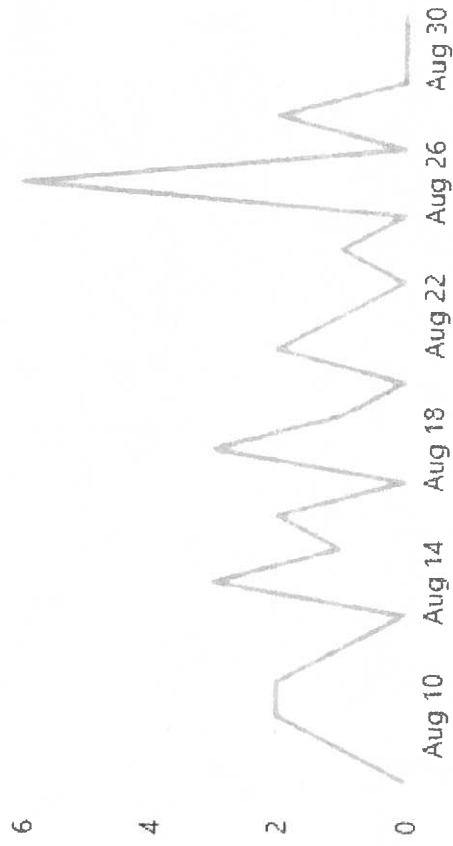
Facebook Page visits ⓘ

352 ↓ 84.8%



Instagram profile visits ⓘ

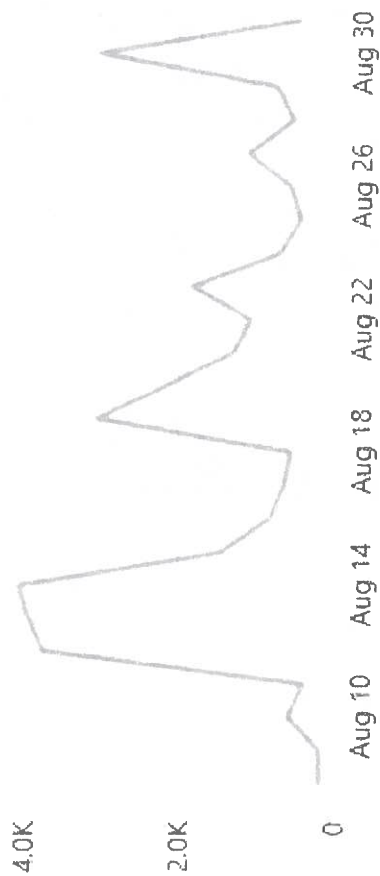
28 ↓ 45.1%



Reach

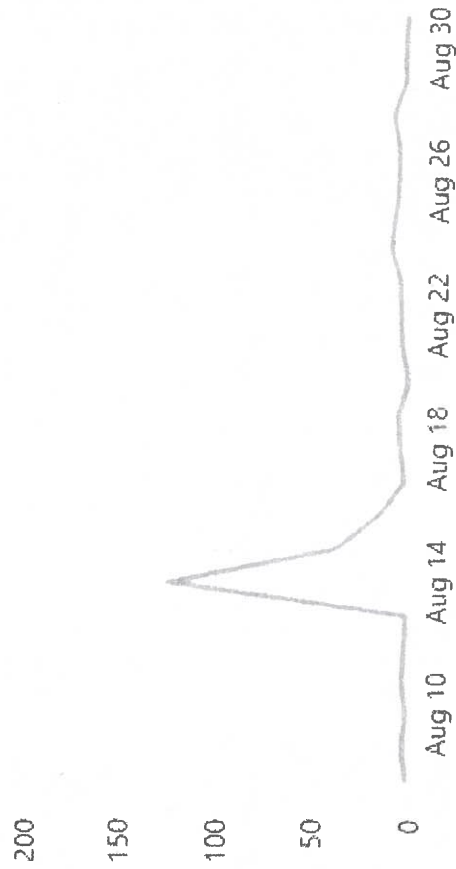
Facebook Page reach ⓘ

15,654 ↓ 70.5%



Instagram reach ⓘ

241 ↑ 180.2%



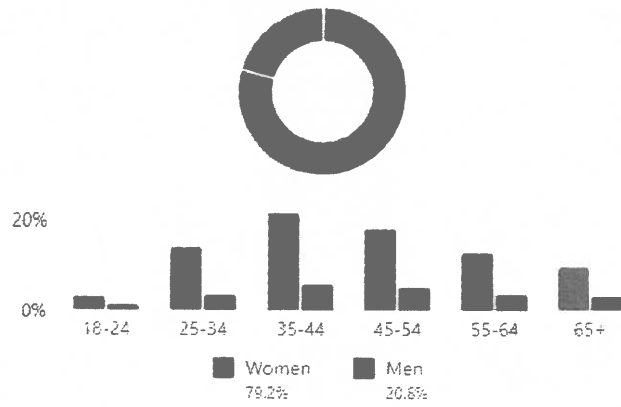
Audience

Current audience Potential audience

Facebook Page likes ⓘ

2,933

Age & gender ⓘ



Top cities

- Glen Rose, TX
- Granbury, TX
- Fort Worth, TX
- Stephenville, TX
- Cleburne, TX
- Rainbow, TX
- Walnut Springs, TX
- Nemo, TX
- Weatherford, TX
- Burleson, TX

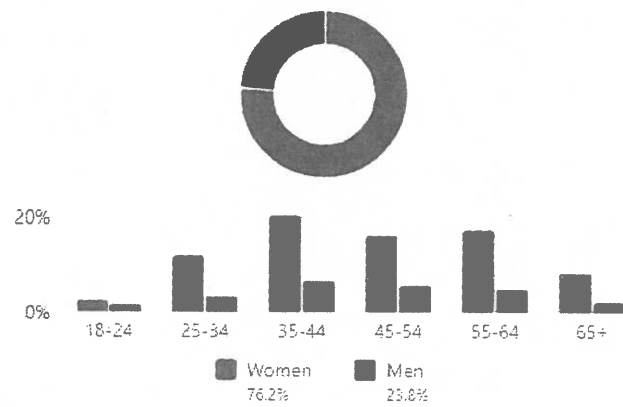
Top countries

- United States
- Canada
- Mexico

Instagram followers ⓘ

678

Age & gender ⓘ



Top cities

- Glen Rose, TX
- Fort Worth, TX
- Granbury, TX
- Dallas, TX
- Nemo, TX

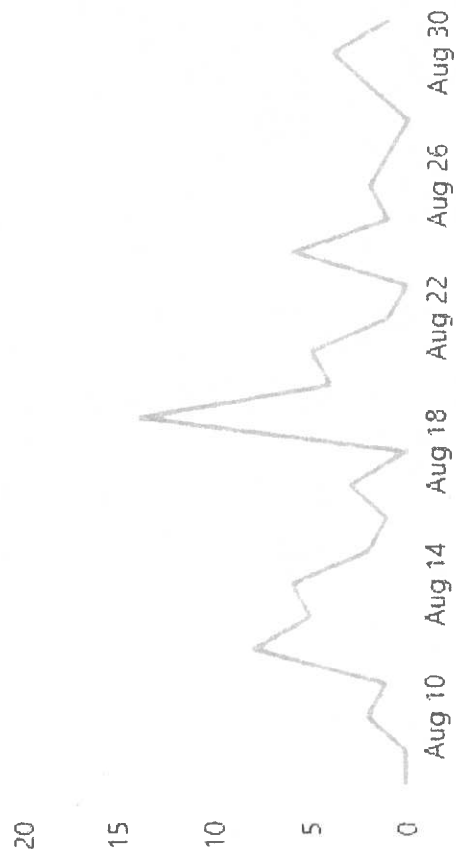
Top countries

- United States
- Brazil
- Ghana
- Honduras
- Iran

New likes and follows

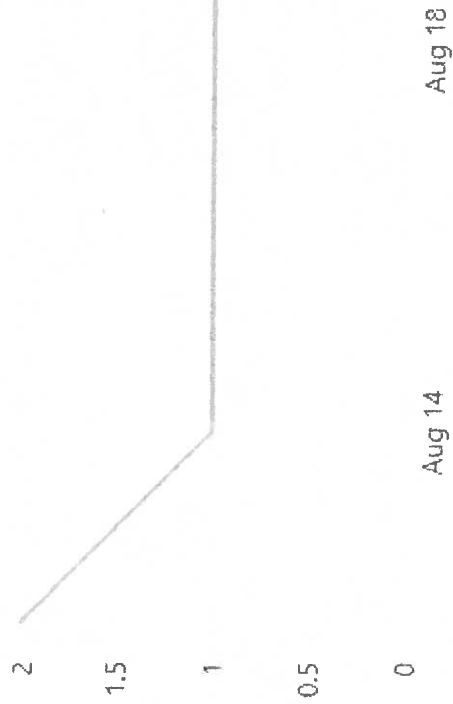
Facebook Page new likes ⓘ

69 ↓ 73.4%



Instagram new followers ⓘ

6 ↓ 50%



Event & Social Media Coordination Efforts – Morgan Loper

Social Media-

- Please see attached page insights for Glen Rose Convention & Visitors Bureau and Somervell County.
- Please be advised, most of my initial focus was on the growth of the CVB Facebook page to start and I intend on replicating what seems to work best on the Somervell Co page. I also intend to do more with Instagram and other platforms but for the success of upcoming events, I chose to focus heavier on the facebook side of things.
- I have created a TikTok acct under the username @exploreglenrose. Currently I have only made one video and have not yet attempted to grow the following on that presence.
- I've started week-end shout out posts where different businesses, attractions and general small town awesome are highlighted and they seem well liked. I have rotated businesses to the best of my ability and intend to continue those posts as reoccurring content themes.
- I have made multiple share-blasts on specific posts to ramp up engagement and increase followers as well as doing a like/share/comment contest partnered with the expo which increased likes and engagement.
- I have asked the community and business owners from multiple platforms to share any specials/deals/ events with me so that I may promote from the two presences and often share posts from area platforms with the help of the CVB Secretary.

Moving forward-

My goal is to get to a place where the original post content is created and scheduled for both pages 1-2 weeks prior and then going in and manually share blasting and sharing content from other area pages.

Part of the mentioned content above will be focused heavily on video creation, (live, pre recorded and tik toks).

I also have a workshop through the Chamber being scheduled where I will have the opportunity to help local business owners effectively collaborate using social media and optimize their organic reach ultimately drawing more people to the area.

Events:

- Glen Rose Destination Wedding Show 10/15/22 10a-5p Somervell County Expo Center- this was the first event to tackle as it was already set. I have since created the facebook event and themed graphics. We have 15 vendors currently signed up. Each vendor receives a shout out post from the event page and I then have been sharing that post to groups to increase engagement. Each vendor will receive a detailed email outline the day of event details, marketing suggestions, and other information pertaining to the wedding show. I am also trying to create a small wedding booklet highlighting all of the local businesses interested in increasing their exposure for weddings and other events hosted in the county. This booklet will idealistically be available at the event.
- Roars & Gourds Fall Festival 10/27/22-10/31/22

This will hopefully serve as the beginning of our plan to put on one major 2-3 day event per season. Given the time constraints this Festival will be a series of micro events in various parts of the county. Music/movie on the square, fossilmania, dino relay race, safe treat, Dino Stomp (family friendly pub crawl) and a bingo card or scavenger hunt of sorts for the weekend.

- Merry & Bright Christmas Festivities

This season's major event has scattered dates due to the holidays and is once again a series of microevents. I have allocated a Santa for the parade and breakfast with santa. I am working on wrapping up the fall event soon so that I can dive deeper into this one and spring.

Misc:

- I have outlined and conceptualized various aspects of future events and hope to have next year at-a-glance completed by November.
- I intend to increase the event volunteer base within in the community with a small microevent prior to Roars & Gourds.
- I pivoted some of my sponsorship efforts to best suit the events lined up for 2023 and have begun the allocation process and exposure opportunities for those sponsorships.
- I am in the process of redesigning and completing the tourism magazine and hope to be ready for approval by 9/26. While magazine is being redesigned I have been trying to sell additional ad space as well.

USA TODAY SPECIAL EDITION

Glen Rose *Somervell County*

SITUATED AMONG THE ROLLING HILLS OF NORTH TEXAS
JUST 60 MILES SOUTHWEST OF FORT WORTH,

MORE THAN YOU CAN SEE IN A DAY





BOERNE
TEXAS
COUNTY
EXPERIENCE

ARE YOU READY FOR US?

VISITBOERNE.ORG

during World War II, the Japanese reported the USS Lexington sunk no less than four times, earning it The Blue Ghost nickname.

PLAYFUL, NOT MENACING

Charles "Munny" Keefe, director of operations and public affairs for the main recruitment branch of reports on alleged FBI activities, says that he has personally experienced several such occurrences during his several decades working on the job.

Among the most famous phantom shiptrips are a sailor dressed in uniform helping lost guests find their way back to the deck and a sailor in the engine room giving a lecture on how the watertight bulkheads work before vanishing into thin air.

There're too many accounts that there has to be something to it," says Irvie Baria, the museum's executive director. "I've always been a skeptic, but after seeing some things I've seen you just can't explain."

Baria's personal experience involves a 1960s-era ship called the *USS Intrepid*, as well as appearing in pulp magazines. "I always use a bath cap, and over night are ghosts of sailors' names for

"They're constantly doing the same thing over and over again ... maintaining the ship," Miller says. "This was their home, and they don't want to go anywhere else."

The Lexington was one of the most important working carriers when it was decommissioned in 1991, according to the museum's website. An Essex-class carrier commissioned in 1943, the Lexington was originally named the USS Cabot. During World War II, final construction was being completed at Massachusetts' Fore River Shipyard when word was received that the original carrier named USS Lexington had been sunk in the Coral Sea. That's when the new carrier's name was changed to Lexington.

LEGEND OF THE BLUE GHOST

During World War II, the carrier participated in nearly every major

operation in the Pacific theater and spent a total of 21 months in combat. Its planes destroyed 372 enemy aircraft in the air and 475 more on the ground. It sank or destroyed 300,000 tons of enemy cargo and damaged an additional 300,000 tons. The ship's guns shot down 15 planes and assisted in downing five more, according to the museum's

The Japanese reported the Lexington sunk no less than four times. Yet, each time it returned to fight again, leading the propagandist Tokyo Rose to nickname it The Blue Ghost. The name is a tribute to the ship and the crew and air groups who served aboard it.

If a short museum visit isn't enough to convince you, for \$125 you can overnight on the Lexington and tour its passenger

.....
Morgan Falcon writes for the Corpus Christi (Times) College Times

"There're too many accounts that there has to be something to it. I've always been a skeptic, but there's some things I've seen you just can't explain."

— STEVE BANTA,
executive director,
USS Lexington Museum



E13

		Pearl								
		CVB Phone	Visitors	Mailouts						
1	August 2022									
2										
3	Mon-1	8	23							
4	Tue -2	6	8							
5	Wed-3	7	10							
6	Thurs-4	14	20							
7	Fri -5	9	20	10						
8	Sat-6	15	35							
9	Sun-7 Closed	Closed								
10	Mon -8	6	30							
11	Tue -9	5	11	5						
12	Wed-10	4	14							
13	Thurs-11	10	15							
14	Fri -12	17	18							
15	Sat -13	3	40	23						
16	Sun -14 Closed	Closed								
17	Mon -15	5	11							
18	Tue-16	5	16							
19	Wed-17	5	9							
20	Thurs-18	5	6							
21	Fri -19	8	27							
22	Sat-20	10	40							
23	Sun-21 Closed	Closed								
24	Mon -22	8	10							
25	Tue-23	5	8							
26	Wed -24	15	8							
27	Thurs-25	9	14	55						
28	Fri-26	10	14							
29	Sat -27	2	55	4						
30	Sun-28 Closed	Closed								
31	Mon-29	3	13							
32	Tue -30	7	12							
33	Weds-31	14	11		Mail Brochures Texas 46 Out of State-48		1 New South Wales			
34										
35	Total	215	498	97						
36										
37										
38										

August 2021

Sun-1	Off	Off	
Mon-2	9	25	
Tue-3	9	15	
Wed-4	11	15	
Thur-5	12	30	
Fri-6	15	34	
Sat-7	7	58	
Sun-8	Off	Off	
Mon-9	9	5	4
Tue-10	2	7	
Wed-11	6	24	
Thur-12	6	12	
Fri-13	4	17	
Sat-14	8	13	
Sun-15	Off	Off	
Mon-16	9	16	86
Tue-17	1	6	
Wed-18	7	10	
Thur-19	10	7	
Fri-20	15	25	
Sat-21	9	28	
Sun-22	Off	Off	
Mon-23	11	5	24
Tue-24	10	6	6
Wed-25	7	4	
Thur-26	5	3	4
Fri-27	8	13	
Sat-28	7	34	
Sun-29	Off	Off	
Mon-30	3	13	
Tue-31	8	5	

Total:

208	430	124
-----	-----	-----

Mailouts in Texas Total Mailouts

UPCOMING EVENTS

Item 28.

Sept

9/17

Roaring 20's Gala
Barnard's Mill

9/19-22

TTA Conference

Oct

10/1

Paluxy Pedal

10/2

Houston Wedding Show

10/5-8

TML Conference

10/8

DVSP 50th Anniversary

10/10

State Fair Booth

10/15

**Destination Glen Rose
Wedding Show**

10/15

The Mammoth Trail Run

10/25-28

TAVF Conference

10/29-31

Roars & Gourds Fall Fest



GLEN ROSE SOMERVELL COUNTY
CONVENTION & VISITORS
BUREAU

SOMETHING SPECIAL

**For questions/ideas or to
add your event to our
calendar please contact
Morgan at 817-713-6535 or
info@exploreglenrose.org**

Coming Soon

11/5 - SVGC Casino Night

11/6- Irving Wedding Show

11/11-12- Pioneer Days

11/26- Merry & Bright Parade

12/2-3 Heritage Christmas Bazaar

12/10- The Promise Christmas Celebration

Fall in LOVE

Item 28.

WITH GLEN ROSE/SOMERVELL COUNTY'S



OCT | 15 | 2022

10AM-5PM

SOMERVELL COUNTY EXPO CENTER

202 BO GIBBS BLVD. GLEN ROSE TX

Local Vendors, Inspiration & More



MAKE YOUR WEDDING MEMORABLE IN A TOWN YOU & YOUR
GUESTS WILL NEVER FORGET

THE PROMISE

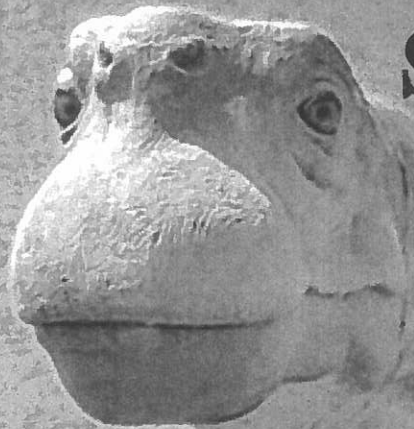
IN GLEN ROSE

OPENING NIGHT

FRIDAY, SEPTEMBER 23RD



DINOSAUR VALLEY STATE PARK



50th
Anniversary

FUN

MUSIC

FOOD

SPECIAL GUESTS

HISTORIANS

ASTRONOMERS

PALEONTOLOGISTS

EDUCATIONAL EVENTS

FAMILY FRIENDLY ACTIVITIES

OCTOBER 8TH

10AM - 3PM

FREE ENTRY!



DINOSAUR VALLEY STATE PARK

1629 PARK ROAD 59 GLEN ROSE, TEXAS 76043



CITY ADMINISTRATOR STAFF REPORT

MEETING DATE: September 13, 2022

STAFF REPRESENTATIVE: Michael Leamons, City Administrator

**City Administrator Report
For August 2022**

Item 29.

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 August Council agendas with Mayor Douglas and City Secretary King. Worked on the packet. Prepared Administrator Report and helped Deputy City Secretary Sosol prepare the monthly Financial Report.
2. The City's Strategic Plan has been completed, presented, and adopted.
3. Staff worked with Republic and Frontier to coordinate a meeting between representatives of both companies to begin planning the upcoming transition in garbage collection service for the City. City staff will be meeting with Frontier to review their transition plan later this month.
4. The Public Works Department has completed installing the new sewer main in Summit Ridge and has taken the lift station in that vicinity out of service.
5. The FY 2022-23 Budget has been adopted. The new trash rates the Utility Fund Budget is based on have been adopted and will go into effect on January 1st. All that remains is to adopt the 2022 ad valorem tax rate at the September 13th Council Meeting. A considerable amount of time was devoted to this effort - preparing notices and all the formatting and supplemental information required for the budget filing.
6. The City has received reimbursement from both GRISD and Somervell County for the engineering portion of the TxDOT sidewalk project. TxDOT Project Manager Dooley called to say the project had been handed over to a contracted design engineer and that he would be touching base with me on any developments happening on the design front.
7. Met with Hospital Administrator Michael Honea, County Judge Danny Chambers, and Superintendent Trig Overbo on the Council's request that each of those entities join the Council in adopting a resolution supporting a traffic light at Elm and Barnard. Provided all three with template resolutions. All three indicated they would present the resolution to their respective boards.
8. Provided economic data to Greg Clanton and met with him and Joe Boles to discuss economic development. They would like to serve on an economic development advisory committee.
9. Progress continues to be made on the retaining walls at the Rock Ridge Estates subdivision, but they aren't finished yet.
10. After updating the Google City limits map, at Councilwoman Harris' requested added Ms. Dorothy Ave to their map and updated the CR designation to Bull Adam's Lane.
11. Randy Delossa has been making progress on the City Hall remodel. Last week, I gave him the go ahead on the front office cabinets and all the formica work.
12. Changes have been made with our Historic Preservation program. Mario Luis Cossio resigned from the Historic Preservation Commission; Mayor Douglas appointed Karen Braswell to his vacant position; and, I appointed Mr. Cossio as the City's Historic Preservation Officer. Attended a portion of the Historic Preservation Commission Meeting where all these changes were announced.
13. Mayor Douglas signed the City's Historic Use Permit issued by Prairielands Groundwater Conservation District and it was sent to Prairielands for final approval.
14. Interacted with Tryce Berend on several occasions to discuss the possibility of opening a checking account with InterBank that would have an interest rate about 1% higher than the interest rates associated with the City's current accounts.
15. Interacted with City Secretary King as she worked through the process to obtain this year's employee health insurance proposal.

16. Learned that everything is now a go for our TWDB change order project. Initially staff was told change order work wouldn't be approved, but with the help of eHT, staff persistently asked that the project be approved. The City could have lost access to over \$800,000 in TWDB project funding if this hadn't been pushed through.
17. Continued to work with Peloton staff on the Comp Plan throughout the month. Attended and participated in the second CPAC meeting.
18. Had two phone conferences during the month with City Attorney Lowry. City Secretary King participated in both and Mayor Douglas participated in one.
19. Touched base with Roxana Bagwell of Maguire Iron on our Well #5 Standpipe project. She indicated they are planning on beginning that project in October.
20. Mayor Douglas and I met with representatives of Comanche Peak regarding their plans to renew their permit for operations.
21. The contractor has begun work on the Valley View street reconstruction project.
22. Building Official Reeves has now retired. Dennis McKinzie is providing inspection services and I am helping out with Building Official duties until the plan forward is confirmed at the September 13th Council meeting.
23. Wiring for Transfer Switches has now been completed at all well sites except Well #2. A plan for that installation has been discussed with TNMP and the parts have been ordered. Recently, staff located another generator through the State's surplus program. We are close to having everything in place so that we can readily address prolonged power outages.
24. The fire hydrants at the Expo were removed.
25. Attended the Community Meeting called by Judge Chambers. Was asked to discuss the implications of disincorporation. Used the opportunity illustrate the contrast County property tax raising ability with the City's ability by noting how to raise the same amount the County raises through a \$0.01/\$100 valuation rate, the City would have to impose an \$0.11/\$100 valuation rate.
26. Met with the outgoing and incoming TNMP Community Liaisons.
27. Prepared amendments to this year's budget which the Council approved. Worked with Deputy City Secretary Sosol to get the amendments entered into the accounting software.
28. Responded to a complaint by First Methodist Church concerning their utility bill..
29. Met with an engineer on a couple of potential projects. One involves multi-family and the other commercial development.
30. Devoted considerable time to importing, refining, and formatting revisions to the City's Subdivision Ordinance for consideration at the September 13th Meeting. Presented the Ordinance to the Planning and Zoning Commission.
31. While at the Planning and Zoning Commission Meeting, was presented with a Grease Trap Ordinance, which I worked to revise and reformat, redesignating it as a Sewer System Grease Management Ordinance for consideration at the September 13th Meeting..
32. Reviewed operations at the Wastewater Treatment Plant with Public Works Director Holder.
33. Resolved a billing dispute with Team Viewer software company.
34. Assisted property owners with a strategy for moving forward with a request for a Short Term Rental in the Holden Street Cottages Planned Development.
35. With input from City Attorney Lowry, moved forward with processing a minor plat for the site of a future Taco Bell. Former Building Official Reeves reviewed and signed off on their construction plans.
36. Met with Glenn Wilson on a proposed building expansion.
37. Responded to several citizen inquiries/complaints during the month.



CITY SECRETARY STAFF REPORT

MEETING DATE: September 13, 2022

STAFF REPRESENTATIVE: Staci King, City Secretary

City of Glen Rose
City Secretary's Office
August Staff Report

City Secretary

1. Council Meetings – Packets, Posting, Packets – August 9, 23
2. Public Information Requests – Received, assigned, and reviewed – 6
3. Bid opening for 2022-2023 employee benefits. Met with HUB International to review plans and schedule open enrollment. Met with Aflac to discuss cafeteria plan.
4. Continuing education – Athenian Dialogue “The Art of Gathering”
5. Interviewed and made an offer for the Administrative/Customer Service intern from Tarleton; student is currently completing the required paperwork
6. Reached out to interim firms to inquire about an interim building official
7. Worked with Deputy CS to plan the employee appreciation lunch
8. Worked with Ms. Holder to create social media posts; scheduled posts for upcoming holidays
9. Continued working on filing

Deputy City Secretary

1. Processed 8/05/22 and 8/19/22 payroll.
2. Submitted monthly payroll reports TMRS and HSA.
3. Submitted quarterly reports and payments to TWC, IRS, State Comptroller.
4. Processed payments to vendors for the month of July.
5. Reconciled bank accounts for TexPool and TexStar.
6. Assisted the front office with payments and phone calls for utilities and tickets, opening and closing procedures.

Municipal Court

1. Processed citations, payments and court related paperwork.
2. Answered phone calls, processed utility payments, helped to create new water accounts.

Utility Billing

1. Answered and redirected phone calls for different departments.
2. Processed water and citations payments.
3. Processed paperwork 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.
 - a. 142 accounts penalized for late payment
 - b. 68 accounts on cut-off list
 - c. 68 phone calls made
 - d. 19 accounts turned off for non-payment



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/13/2022		
AGENDA SUBJECT:	<i>Executive Session - In accordance with Section 551.074 Personnel Matters - to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: Building Official</i>		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	9/02/2022
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

